



TACOMA HOUSING AUTHORITY

RESOLUTION 2021-11-10 (1)

Date: November 10, 2021

To: THA Board of Commissioners

From: April Black
Executive Director

Re: Amendment # 1 to LaVonne Dorsey & Associates Contract for Human Resource Leadership Services

This resolution would authorize Tacoma Housing Authority's (THA) Executive Director to increase the amount of the contract with LaVonne Dorsey & Associates for Human Resources Leadership.

Background

On October 7, 2021, THA signed a contract with LaVonne Dorsey & Associates for Human Resources (HR) Leadership Services. The original contract maximum amount was \$72,000. The contract was executed using the small works roster. In reviewing the budget and work to be completed under the contract, we had intended to bill a portion of the contract to a budget line item "Diversity, Equity, and Inclusion" that had been previously approved by the Board of Commissioners.

Work being completed under this contract includes:

- Driving THA's recruitment strategies. This includes refining THA's recruitment processes to seek diverse pools of candidates, improving the THA interviewing and onboarding processes, and successfully hiring highly qualified candidates with a diversity of backgrounds;
- Leading the Human Resource Director recruitment process;
- Implementing the COVID-19 vaccine mandate;
- Facilitating and monitoring the effectiveness of Employee Relations training tools for operational management.

This contract now needs to be increased to account for additional work to support the Human

Resource Department while we search for a new Human Resources Director and support a department consisting of all new staff. The contract maximum amount will be increased to \$125,000.

Recommendation

Authorize THA's Executive Director to increase the contract maximum amount with LaVonne Dorsey & Associates by \$53,000 for a total contract maximum amount of \$125,000.



TACOMA HOUSING AUTHORITY

RESOLUTION 2021-11-10 (1) (Amendment #1 to LaVonne Dorsey & Associates Contract for Human Resource Leadership Services)

A **RESOLUTION** of the Board of Commissioners of the Housing Authority of the City of Tacoma

WHEREAS, On October 7, 2021, THA used its small works roster to sign a contract with LaVonne Dorsey & Associates for Human Resources (HR) Leadership Services. The original contract maximum amount was \$72,000; and

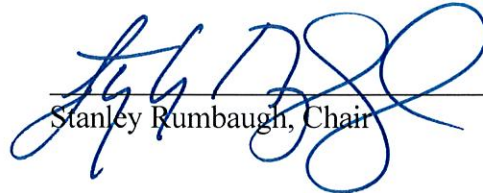
WHEREAS, This contract requires an increase due to the unexpected workload to support the Human Resource Department while we search for a new Human Resources Director and support a department consisting of all new staff; and

WHEREAS The contract maximum amount shall be increased to \$125,000; now, therefore, be it

Resolved by the Board of Commissioners of the Housing Authority of the City of Tacoma, Washington as follows:

THA's Executive Director is authorized to increase the contract with LaVonne Dorsey & Associates by \$53,000 for a contract maximum amount of \$125,000.

Approved: November 10, 2021



Stanley Rumbaugh, Chair