



**December 14, 2023**

INFORMATION  ACTION

**SUBJECT: DEPARTMENT OF GENERAL SERVICES HUMAN RESOURCES AGREEMENT APPROVAL**

**RECOMMENDATION**

First 5 California (F5CA) staff recommends the Commission approve an additional \$2,261.00 for an interagency agreement with the Department of General Services (DGS) for human resources services for one year (July 1, 2023, through June 30, 2024).

**SUMMARY OF THE ISSUE**

Since the Commission's inception, DGS has provided human resources services to F5CA. These services include, but are not limited to, payroll, labor relations, and establishing or filling positions. F5CA's employee resource liaison works closely with DGS staff to ensure all F5CA's personnel practices adhere to DGS' and the California Department of Human Resources' rules and regulations.

At its April 2023 meeting, the Commission approved \$170,000 for an interagency agreement with DGS for human resources services for fiscal year (FY) 2023–2024. Since then, due to rising staff costs, DGS has stated the cost for FY 2023–24 is \$172,261.00 instead of \$170,000.00.

**SUMMARY OF PREVIOUS COMMISSION DISCUSSION AND ACTION**

This routine interagency agreement is renewed every year after the expiration of the previous contract.

**FISCAL DETAIL**

The interagency agreement with DGS for human resources services will be paid with funds from the Administration account (0638) for FY 2023–24.

<b>Administration Account for FY 2023–24</b>	
<b>Beginning Balance</b>	\$ 5,901,353
<b>Projected Revenues</b>	\$ 2,967,441
<b>Budgeted Expenditures</b>	\$ 2,576,828
<b>SCO Audits (December funding request)</b>	\$ 56,260
<b>DGS HR (December funding request)</b>	\$ 2,261
<b>15% Reserve</b>	\$ 440,803
<b>Projected Year End Balance</b>	\$ 5,792,642

**ATTACHMENTS**

None.