

**MINUTES OF THE SHARED SERVICES
ELECTED OFFICIALS COMMITTEE MEETING
September 10, 2009, 12:00 p.m.
Washoe County Complex, 1001 E. 9th Street, Building B, Room A**

*1. Call to Order.

The meeting was called to order at 12:07 p.m.

*2. Roll Call.

PRESENT:

Geno Martini, City of Sparks Mayor

Ron Schmitt, Sparks City Councilmember

Sharon Zadra, Reno City Councilmember

Pierre Hascheff, Reno City Councilmember

Kitty Jung, Washoe County Commissioner

John Breternitz, Washoe County Commissioner

Barbara Clark, Washoe County School District Board of Trustees Member

Ken Grein, Washoe County School District Board of Trustees Member

Barbara Price, Washoe County School District Board of Trustees Member

ABSENT:

Robert Cashell, City of Reno Mayor

3. Public Comment

NO ACTION WAS TAKEN ON THIS ITEM.

4. Approval of the Minutes – July 9, 2009.

It was moved by Mayor Martini, seconded by Commissioner Jung to approve the July 9, 2009 Minutes as submitted.

Motion carried with Mayor Cashell absent.

5. Presentation by staff of a report on a draft Scope of Work relative to a possible Issuance of a request for proposals to study the consolidation of Purchasing, Human Resources and Information Technology; discussion and possible direction to staff.

Mr. John Hester, Reno Community Development Director, gave a presentation on the projected Consultant Costs, Timeline and Scope of Works associated with a study for this type of consolidation of this type. He noted that firms were contacted and three responded. Mr. Hester referred to the table in the staff report indicating that the costs would vary depending on the number of jurisdictions participating.

Washoe County Commissioner Jung requested that if this were to go out for an RFP should would like a column entitled “future cost avoidance” added to the table.

Reno City Councilperson Hascheff asked if the scope of work could be broken down by each service and also about the timelines for the RFP.

School Board Trustee Grein requested that the RFP include the examination of other services that may be added in the future.

Washoe County Commissioner Breternitz commented on the consolidation of the Human Resources function. He questioned whether a full or partial consolidation should be considered.

It was noted that the Civil Service portion of Human Resources would have to be handled separately due to the Reno City Charter.

Discussion ensued with respect to the role of the consultant. It was noted that the consultant would provide the criteria for the process to be followed. Allow for broad exploration and each entity would comment. It was determined that a draft of the RFP should be brought back to this group for comment and allow staff to finalize the actual proposal.

It was moved by Councilperson Hascheff, seconded by Commissioner Jung to Authorize the development of the RFP and bring to each entity for comment. After receiving comment from each entity the proposal would be brought back to this group for review and direction to staff to put out for finalization.

Motion carried with Mayor Cashell absent.

Katy Simon, Washoe County Manager indicated that a Local Government Summit is scheduled on October 14th in Las Vegas and AB 494 regarding Consolidation will be discussed.

It was determined that the next meeting of the Shared Services Committee would be held on October 8, 2009 at 12:00 p.m.

6. Future Agenda Items.

Councilperson Hascheff requested that past consolidation studies be brought to this Committee for review.

The meeting was adjourned at 12:42 p.m.