***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **January 17, 2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Debbie Pimentel/Probation** | **Phone:** | **Ext 8884** |
| **Address:** | **805 Juvenile Lane**  |
| **Person Appearing/Title:** | **Michael Coley/Chief Probatoin Officer**  |
| **Subject/Summary of Issue:** |
| Relias Learning, LLC subscription renewalOur department seeks to renew our suscription with Relias Learning, LLC, who provides supplemental online training, with the necessary STC accreditation that meets the mandated requirement for our staff. Term of the contract is from December 1, 2022, through November 30, 2027. Five year contract total equals $65,621.48..  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 121,745.73 |  |  |  |  |
| Fund:  | 1001 |  | Description: | Probation | Org.: | 203050  | Description: | Probation |
| Account: | 723000 |  | Description: | ProfSvcs |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [x]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* Contractor selected for specialty services  |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Approve Relias Learning, LLC agreement with Siskiyou County Probation for online training from December 1, 2022, through Novermber 30, 2027, increasing contract by $65,621.48. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021