



**NAPA-VALLEJO WASTE
MANAGEMENT AUTHORITY**

Agenda Date: 2/17/2022

Agenda Placement: 7A

Napa-Vallejo Waste Management Authority Board Agenda Letter

TO: Board of Directors

FROM: Richard Luthy - Executive Director
Napa-Vallejo Waste Management Authority

REPORT BY: Richard Luthy, Executive Director, Napa-Vallejo Waste Management - 707-299-1314

SUBJECT: Executive Director Recruitment

RECOMMENDATION

CPS AGREEMENT

REQUESTED ACTION: Approval of and authorization for the Chair to sign Agreement No. 2022-10 with CPS HR Consulting in the amount of \$25,000 for the recruitment of an Executive Director for the Authority.

EXECUTIVE SUMMARY

The proposed agreement will provide the Authority with professional recruiting services needed to fill the Executive Director position when the current Executive Director retires.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The proposed agreement will provide the Authority with professional recruiting services needed to fill the Executive Director position when the current Executive Director retires. CPS assisted the Authority in the recruiting process for the current Executive Director in 2010. Services will include, but are not limited to, preparation of recruiting materials, placing advertisements, accepting and reviewing applications, screening candidates, conducting background checks, coordinating interviews, and assisting with contract negotiations if needed.

SUPPORTING DOCUMENTS

None

Executive Director: Approve

Reviewed By: Marie Nicholas