



**Human Resources and
Development
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: September 10, 2019

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Rhonda Sjostrom PHONE: 636-4900

SUBJECT: Approve payment with Visalia Convention Center for facility rental due to mandatory SB1343 training.

REQUEST(S):
That the Board of Supervisors:
1. Approve payment with Visalia Convention Center, in the amount of \$2,270, for facility use.

SUMMARY:
Senate Bill 1343 (SB 1343) requires public employers to provide at least one hour of sexual harassment prevention training to non-supervisory employees by January 1, 2020. This new requirement also mandates that employees must take this training every two years.

Human Resources & Development (HRD) facilitated the scheduling of SB 1343 training at the Visalia Convention Center on March 7, 2019 and May 16, 2019. For providing these trainings at the Visalia Convention Center, there are two invoices in the amounts of \$1,135 and \$1,135 for a total of \$2,270.

There was no purchase order, purchasing agreement, or other standing agreement with the Visalia Convention Center that would allow for this to be paid. Going forward, we took a corrective action and have a purchasing agreement in place.

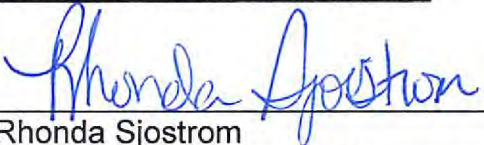
FISCAL IMPACT/FINANCING:
The Cost for March and May is \$2,270 and is accrued in the HRD department budget for FY 2018-19.

SUBJECT: Approve payment with Visalia Convention Center for facility use due to mandatory SB1343 training provided.
DATE: September 10, 2019

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

Strategic initiative 4 – Organizational Performance calls for the County to promote an organization that continuously demonstrates the value of its employees in fulfilling the County mission.

ADMINISTRATIVE SIGN-OFF:



Rhonda Sjoström
Human Resources Director

cc: County Administrative Office
Auditor-Controller
County Counsel
GSA Purchasing

Attachment(s): Invoices from Visalia Convention Center

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE)
VISALIA CONVENTION CENTER) Resolution No. _____
INVOICES FOR RENTAL OF FACILITIES) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD SEPTEMBER 10, 2019,
BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

That the Board of Supervisors:

Approved payment with Visalia Convention Center for the facility rental due to mandatory
SB 1343 training.



VISALIA CONVENTION CENTER
303 E Acequia Ave
Visalia, CA 93291
(559)713-4603

Invoice 56857

BILL TO
4814
TULARE CO - HRD
2500 W BURRELL AVE
VISALIA, CA 93291

DATE 05/16/2019	PLEASE PAY \$1,135.00	DUE DATE 06/15/2019
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DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
05/16/2019	13	FACILITY RENTAL	1	460.00	460.00
05/16/2019	26	EQUIPMENT RENTAL	1	675.00	675.00

TULARE CO SB1343 HARASSMENT PREVENTION

TOTAL DUE **\$1,135.00**

THANK YOU.



VISALIA CONVENTION CENTER

303 E ACEQUIA AVE
VISALIA, CA 93291

Voice: 559-713-4603
Fax: 559-713-4804

INVOICE

Invoice # 56856

Bill To:
TULARE CO - H R D
2500 W BURRELL AVE
VISALIA, CA 93291

Customer ID	Customer PO	Invoice Date
4814		Mar 7, 2019
Sales Rep ID	Payment Terms	Due Date
	Net 30 Days	Apr 6, 2019

Quantity	Item	Description	Unit Price	Amount
1.00	13	SB1343 HARASSMENT PREVENTION FACILITY RNTL	460.00	460.00
1.00	26	EQUIPMENT RNTL	675.00	675.00

Subtotal	1,135.00
Sales Tax	
Total Invoice Amount	1,135.00
Payment/Credit Applied	
TOTAL	1,135.00