

October 19, 2023

Board of County Commissioners
Clackamas County

Approval of a Board Order authorizing Issuance of a Purchase Order for Temporary Employee Services with Robert Half International, Inc. for staffing Coordinated Housing Access and rental assistance programs. Purchase order value is \$550,190 for 6 months. Funding is through Metro Supportive Housing Services Measure Funds. No County General Funds are involved.

Previous Board Action/Review	Briefed at Issues - 10/17/2023		
Performance Clackamas	1. This funding aligns with the strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy, and secure communities by addressing the needs of older adults in the community.		
Counsel Review	Yes	Procurement Review	Yes
Contact Person	Brenda Durbin, Director	Contact Phone	503-655-8641

EXECUTIVE SUMMARY: The Social Services Division of the Health, Housing and Human Services requests approval of a Board Order authorizing the issuance of a Purchase Order for Temporary Employee Services with Robert Half International, Inc., to support ongoing organizational development for our homeless services system, including improving the Coordinated Housing Access system and the timely administration of rent assistance. This temporary staffing is being supported by Metro Supportive Housing Services funds.

Due to Clackamas County's historically limited homeless services funding and infrastructure, there has been a long-standing backlog of pending Coordinated Housing Access cases and long wait times for individuals seeking services. At times, that backlog was around 2,000 calls and it would take weeks, if not months, to return calls. With the availability of additional programs and services made possible by the Supportive Housing Services Measure, building a more responsive system has been a top priority for Clackamas County.

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Healthy Families. Strong Communities.

During the fall and winter of Fiscal Year 2022-23, Health, Housing & Human Services leadership facilitated discussions with staff from the Social Services Division and the Housing & Community Development Division to find ways of reducing the backlog, decreasing wait times, and assess staffing levels needed to sustain a more responsive system. One key strategy was to use temporary staffing through the contract with Robert Half to quickly bring on staff to work through the backlog, help to support answering calls in real time, assist with rent assistance payment, and give the county the opportunity to assess ongoing staffing needs.

Health, Housing & Human Services has been utilizing this temporary staffing since January of this year, utilizing approximately 10-12 staff at any given time for this project. The backlog has effectively been eliminated and, for the most part, calls are being answered in real-time.

This Board Order will provide for the continued use of this temporary staffing from July 1 – December 30, 2023, to give Social Services and Housing & Community Development time to complete the cleanup phase of this organizational development project and to establish the permanent staffing infrastructure needed to sustain the more responsive system into the future.

RECOMMENDATION: Staff recommends the Board of County Commissioners approve this Board Order authorizing the issuance of a Purchase Order and authorize the Chair to sign on behalf of the County.

Respectfully submitted,

Rodney A. Cook

Rodney A. Cook, Director
Health, Housing & Human Services

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF CLACKAMAS COUNTY, STATE OF OREGON**

In the Matter of Approving
Issuance of Purchase Order for
Temporary Employee Services



Board Order No. _____

Page 1 of 2

Whereas, the Clackamas County Board of County Commissioners (the “Board”) has authority to sign all contracts and any amendments or renewals of the same;

Whereas, Oregon Revised Statutes (“ORS”) chapter 279A.200-220 and Local Contract Review Board Rule C-046-0400 permit Clackamas County to purchase goods or services using a cooperative procurement;

Whereas, Houston-Galveston Area Council established a cooperative contract (H-GAC Agreement TS21A19, contract #6943) with Robert Half International, Inc. for the purchase of temporary employee services;

Whereas, the Clackamas County Health, Housing, and Human Services department desires to purchase temporary employee services through the Houston-Galveston Area Council contract through December 31, 2023, for a total contract price of \$550,190.00;

Whereas, the Clackamas County Department of Finance requests authority to utilize the Houston-Galveston Area Council contract to purchase the aforementioned equipment by issuance of a purchase order (“PO”);

Whereas, a PO is issued directly through the Department of Finance’s management software with no signature required or available;

NOW THEREFORE, the Clackamas County Board of County Commissioners resolves as follows:

1. The requested use of the Houston-Galveston Area Council contract to purchase the aforementioned temporary employment services in the amount of \$550,190.00 is hereby approved;
2. The Clackamas County Department of Finance is hereby delegated limited authority to issue a PO to purchase the aforementioned services using the Houston-Galveston Area Council contract.

[Signatures to Follow]

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
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Page 2 of 2

DATED this ____ day of _____, 2023

BOARD OF COUNTY COMMISSIONERS

Chair

Recording Secretary