



EXHIBIT

GVR Board of Directors Meeting April 19, 2016

Request for Funding to Support Human Resources Services

Overview

GVR is in need of review, analysis and revision of key documents, policies and procedures related to personnel. CBIZ, under their HR Consulting Services, has submitted a proposal to undertake an All-Organization Compensation Study with Position Description Development, Compensation Equity Study, Employee Handbook Revision and Employee Training Program. In addition, GVR desires to produce a “new employee orientation” video that will give each new employee the information they need to successfully become a member of GVR staff and to understand the policies of GVR. All of these items will strengthen our employee base and put GVR in a better position when faced with legal or personnel issues.

All-Organization Employee Compensation Study	\$15,000
Employee Handbook Updates & Revisions	5,000
Policies & Procedures Updates	10,000
Training Library Program Development	5,000
Employee Orientation Video Development	<u>18,000</u>
	\$53,000

Recommendation

Authorize up to \$53,000 from the Initiatives & Innovation Reserve Fund to fund GVR Human Resources services described above.