



Legislation Details (With Text)

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**On agenda:** 11/15/2016      **Final action:**

**Title:** Approve Contract Amendment No.1 for Additional Services Not-to-Exceed \$20,000 with Messina and Associates for Team Building, Career Counseling, and Succession Planning Development (Fire Chief Espinosa).  
APPROVE

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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**TO:**  
Honorable Mayor and Members of the City Council

**THROUGH:**  
Mark Danaj, Acting City Manager

**FROM:**  
Robert Espinosa, Fire Chief

**SUBJECT:**  
Approve Contract Amendment No.1 for Additional Services Not-to-Exceed \$20,000 with Messina and Associates for Team Building, Career Counseling, and Succession Planning Development (Fire Chief Espinosa).  
**APPROVE**

**RECOMMENDATION:**  
Staff recommends City Council authorize the City Manager to approve Amendment No. 1 of the current contract with Messina and Associates, Inc. for an additional \$20,000 in services for succession development, leadership coaching, conflict resolution training, team building, and individual and group career counseling. The term of this contract is two years beginning December 1, 2016.

**FISCAL IMPLICATIONS:**  
The funding request is for up to \$20,000 for Contract Amendment No. 1. Participating city departments will use available funding in their department’s training and consulting budgets.

**BACKGROUND:**  
Since January 1, 2014 Messina and Associates, Inc. has provided over 350 hours of executive

coaching, management and leadership training, and succession planning to the department directors and several city departments including Human Resources, Parks and Recreation, and the Fire Department. The City has paid \$61,768.75 to Messina and Associates, Inc. This includes payments made through a \$20,000 for services from a January 2014 consulting services contract and City Council approved contract in October 2014 in the amount of \$45,000.

Messina and Associates has had a great deal of influence and participation on the internal promotions of one Fire Captain and one Battalion Chief and the appointment of two outside Battalion Chiefs. Mike Messina, the consultant we have worked directly with, has worked with our management group and individually with Command Officers and the Fire Chief to help develop a high functioning and team-oriented Fire Command Staff. Before Messina and Associates, Inc.'s 2014 contract expired Mr. Messina was working to develop executive level management and leadership programs and providing educational plans for new Battalion Chiefs.

**DISCUSSION:**

Amendment No.1 to the October 7, 2014 contract allows for continued services the consultant has been providing since June 2012. Fire Department mentoring and coaching is provided by the Fire Chief, Battalion Chiefs, and Fire Captains to all levels of the organization. Using a consultant educated in progressive leadership techniques and methods supplements, enhances, and elevates these in-house efforts. In addition to Mr. Messina's postgraduate degree in management, he has a background in public safety, and experience working with fire department employees. He offers team and individual coaching and counseling to those desiring personalized career and professional advancement.

**CONCLUSION:**

Staff recommends that the City Council authorize the City Manager to enter into a contract amendment with Messina and Associates for team building, secession plan development, career counseling, and individualized professional development for city employees.