



COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE
SEVET JOHNSON, PsyD
County Executive Officer

Mike Pettit
Assistant County Executive Officer

Scott Powers
County Chief Financial Officer

Danielle Keys
County Human Resources Director
Labor Relations

June 24, 2025

County of Ventura Board of Supervisors

Subject: Approval of, and Authorization for the County Executive Officer, or Designee, to Sign Amendment No. 3 to Contract No. 9210 with Hanson Bridgett LLP Extending the Contract through October 31, 2026, Revising the Statement of Work, and Increasing the Not-To-Exceed Value by \$100,000 for a total amount of \$299,900.

Recommendation

It is recommended that your Board approve and authorize the County Executive Officer, or designee, to sign Amendment No. 3 to contract No. 9210 with Hanson Bridgett LLP (Hanson Bridgett) extending the contract through October 31, 2026, revising the Statement of Work, and increasing the Not-To-Exceed Value by \$100,000 for a total amount of \$299,900.

Fiscal Impact

	FY 2025-26
Revenues	\$0
Costs	\$100,000
Net County Cost	\$100,000

Funding Source: CEO-Human Resources

Match Requirement: None

Sufficient appropriations will exist in the FY 2025-2026 preliminary budget.

Discussion

CEO-Human Resources (CEO-HR) retained the law firm of Hanson Bridgett LLP (Hanson Bridgett) in 2023 to assist with the revision of several administrative policies to align them with industry best practices and to account for any updates to applicable California

employment laws, implementation of standardized operating procedures for the administrative investigation process, develop and provide additional training for County investigators, and conduct annual reviews of administrative investigations conducted by CEO-HR staff.

The proposed Amendment No. 3 (Exhibit 1) to Contract No. 9210, extends the contract through October 31, 2026, revises the Statement of Work to include workplace investigation services, and increases the Not-To-Exceed Value by \$100,000 from \$199,900 to \$299,900.

Strategic Plan

This item is consistent with the Ventura County Strategic Plan Priority – *Diverse and Innovative Workforce Dedicated to Service Excellence* under the goal to leverage innovation and continuous improvement to provide efficient and effective services

The County Executive Office, Auditor-Controller's Office, General Services Agency, and County Counsel have reviewed this letter.

If you have any questions regarding this item, please contact Danielle Keys at (805) 654-2561.

Sincerely,



Danielle Keys

County Human Resources Director/Labor Relations



Sevet Johnson, PsyD

County Executive Officer

c: Jeffery S. Burgh, Auditor-Controller
Tiffany N. North, County Counsel
Mike Pettit, Assistant County Executive Officer
Scott Powers, County Chief Financial Officer

Attachments:

- Exhibit 1 – Amendment No. 3, County of Ventura Contract No. 9210