

From: Dennis Cooley <dennis.cooley@securehr.com>

Sent: Wednesday, September 27, 2023 11:18:06 AM

To: Courtney DePol <courtney.depol@mymanatee.org>

Cc: russell.johnson@securehrpro.com <russell.johnson@securehrpro.com>; Jacob Erickson <Jacob.Erickson@mymanatee.org>

Subject: Human Resource Assessment - Phase 2

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Courtney,

As discussed, attached is the proposal for phase 2 of the HR assessment. I hope you will be able to approve this proposal in time for us to move forward and start collecting the necessary information to begin without any downtime between the two phases. At the end of phase 1, we will provide a mid-assessment summary report. At the end of phase 2, we will have the information we need to provide a complete assessment and the desired "State of Human Resources" report.

If you have any questions, please let me know.

Dennis Cooley
President

Secure HR, LLC

[\(941\) 737-6450](tel:(941)737-6450) www.securehr.com

From: Jacob Erickson <Jacob.Erickson@mymanatee.org>
Sent: Wednesday, September 27, 2023 11:33 AM
To: Courtney DePol <courtney.depol@mymanatee.org>
Subject: Fwd: Human Resource Assessment - Phase 2

Hi Courtney,

If Administration chooses to pursue this endeavor, a contract amendment will be required to incorporate Phase 2. Given the original agreement went to the Board, our standard practice is that the amendment will also need to go to the Board (unless Charlie gives me the approval to forego Board approval and sign since it is well below Boars threshold).

Jacob Erickson, MBA, CPPO, NIGP-CPP
Purchasing Official
Manatee County Government
941-748-4501 Ext. 3053

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Dennis Cooley
President

Secure HR, LLC

From: Courtney DePol <courtney.depol@mymanatee.org>

Sent: Thursday, October 5, 2023 9:02 AM

To: Charlie Bishop <charlie.bishop@mymanatee.org>

Cc: Jacob Erickson <Jacob.Erickson@mymanatee.org>

Subject: FW: Human Resource Assessment - Phase 2

Charlie,

Do you approve at your level as this proposal for Phase 2 is well below Boars threshold? Please see below for reference.

Jake – if/when Charlie approves, please provide me with the next steps so I can keep the ball rolling. Would ideally like to get this issued by COB tomorrow.

Very Respectfully,
Courtney De Pol

Courtney Z. De Pol, PE
Deputy County Administrator
(941) 748-4501 x 3801 || Mobile: (941)718-7619
Courtney.DePol@mymanatee.org

From: [Charlie Bishop](#)
To: [Courtney DePol](#)
Cc: [Jacob Erickson](#)
Subject: RE: Human Resource Assessment - Phase 2
Date: Thursday, October 5, 2023 9:40:20 AM

Yes, let's keep the process moving please.

Charlie Bishop, PMP
County Administrator
1112 Manatee Avenue West Suite #902F Bradenton, Florida 34205
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