

Mayor and Council Communication

DATE: 09/30/25

M&C FILE NUMBER: M&C 25-0925

LOG NAME: 1426 HR OD GROWTH AND DEVELOPMENT -ISALT-FOR EXECUTIVES AND AL

SUBJECT

(ALL) Authorize Execution of Professional Services Agreement with Institute for Success and Leadership Training dba iSALT for Soft-Skills, Emotional Intelligence, Leadership, and Career Development Training in an Annual Amount Up to \$250,000.00 for the First Year and Authorize Four One-Year Renewal Options for the Same Annual Amount for All City Departments

RECOMMENDATION:

It is recommended that the City Council authorize the execution of a Professional Services Agreement with iSALT for Soft-Skills, Emotional Intelligence, Leadership, and Career Development Training in an annual amount up to \$250,000.00 for the initial term and authorize four one-year renewal options for the same annual amount for all City Departments.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to establish a citywide employee development initiative using custom courses and training concepts designed and delivered by iSALT.

iSALT specializes in creating customized training programs that address the diverse needs of employees across all levels of the organization. Their flexible model offers both in-person and self-paced online courses, allowing employees to participate according to their learning style and schedule. The program's holistic approach combines life skills, job skills, and career development, helping employees build self-awareness, strengthen workplace capabilities, and foster long-term professional growth. This initiative will provide equitable, citywide access to development opportunities throughout the year.

Key Training Opportunities:

1. Full-Day Training: Career Path Planning- A session that equips employees with tools to map out their career goals, identify strengths, and align personal growth with organizational success.
2. Keynote Speaking: Leadership with Emotional Intelligence- Dynamic presentations by inspiring, motivating, and challenging audiences to lead with purpose, empathy, and influence.
3. One-on-One Executive Coaching: Personalized Coaching- Sessions tailored to leaders who want to refine decision-making, communication, and leadership style.
4. Half-Day Training: Building Trust in Teams- Interactive activities and reflection designed to cultivate trust, accountability, and transparency among team members.
5. Half-Day Training: Stress Management & Resilience- Helping participants identify stressors, practice mindfulness, and build resilience to thrive in high-pressure environments.
6. Customized Training Series: Leadership Essentials- A multi-session program that blends empathy, communication, problem solving, and career planning into a progressive learning experience.

iSALT will fully customize services to meet the unique needs of the City. Areas of expertise include Soft Skills, Emotional Intelligence, Leadership Development, Career Path Planning, Workforce Readiness, and related areas.

TERM: Following approval of this M&C, the agreement will commence upon execution and continue for one (1) year (the "Initial Term"). The agreement may be renewed for up to four (4) additional one-year terms.

Funding is budgeted in the various accounts within the participating departments operating budgets, as appropriated.

EXEMPT PROCUREMENT: The City Attorney's Office has determined as determined that employee training services are exempt from competitive bidding under the provisions of Chapter 252 of the Texas Local Government Code as a professional service.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the FY2026 operating budget, as previously appropriated, in the participating departments' Operating Funds to support approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Dianna Giordano 7783

Originating Business Unit Head: Holly Moyer 7847

Additional Information Contact: Kayla Scott 7762