

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 5/31/02  
**Department Name:** Social Services  
**Department No.:** 044  
**Agenda Date:** 6/18/02  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Charlene A. Chase, Director  
Social Services Department

**STAFF CONTACT:** Edna Terrell, Deputy Director  
ext 4485

**SUBJECT:** CONTRACT WITH CONCERA CORPORATION TO PROVIDE THE CALIFORNIA WORK OPPORTUNITY AND RESPONSIBILITY TO KIDS (CalWORKs) PROGRAM'S EMPLOYMENT SERVICES

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**Recommendation(s):**

That the Board of Supervisors:

Approve and authorize the Chair to execute a contract with Concera Corporation, not a local vendor, for the purpose of purchasing state mandated Orientation, Job Club/Job Services, Appraisal, Assessment Testing and Career Advancement services for the period 7/1/02 through 6/30/05 at a cost not to exceed \$3,232,266; annual payments are not to exceed \$1,029,944 for the first year; \$1,081,559 for the second year and \$1,120,763 for the third year.

**Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 7. A Community That Fosters the Safety and Well-Being of Families and Children. [{Double-click here}](#)

**Executive Summary and Discussion:**

In 1995 and 1998 your Board approved contracts to provide Employment Services to our GAIN and CalWORKs Welfare to Work participants. Since that time our CalWORKs caseloads dropped 46.8% from an average monthly caseload of 6,733 cases to the present Fiscal Year monthly average of 3,611 cases. Much of the credit for these exceptional statistics must be given to the expanding economy witnessed during that period. However, we also believe a great deal of credit must be given to the Department of Social Services / Contractor Welfare to Work Team that assisted participants in getting jobs. There were nearly 9,350 job placements over this Public/Private Workforce Team period. This year, in spite of a less than

robust economy, expectations are that we will place nearly 40% of our CalWORKs participants in jobs. We believe this outstanding performance is due to the effectiveness of the Workforce Resource Centers and the Department of Social Services/Concerra Corporation Welfare to Work Team that has worked diligently as partners in the Centers.

Concerra Corporation submitted the winning proposal in response to a fully competitive Request for Proposal that was widely distributed locally and throughout the industry. Concerra acquired our previous contractor Curtis and Associates over the past year, but has retained the same management and staff locally. The contractor has been extremely flexible in adjusting their staff level as the caseloads dropped. This flexibility is a great asset to Social Services and the County during this period of Budget turmoil and the Federal Temporary Assistance for Needy Families (TANF) reauthorization process. Reauthorization may redefine national and state policies on Welfare Reform, Federal Block Grant funding, client time limits and Workforce Investment Act (WIA) service integration. Fiscal and Programmatic flexibility is absolutely necessary during this period of uncertainty.

### **Mandates and Service Levels:**

AB 1542 Statutes of 1997 mandate the CalWORKs program. The level of Job Services is also mandated for recipients who are not exempt from Welfare to Work. As part of our plan to help clients reach self-sufficiency our department has also elected to offer these services to our volunteer applicant population. The Employment Services described above are included in our County Plan, approved by the Board of Supervisors on 12/16/97.

### **Fiscal and Facilities Impacts:**

Approval and execution of this three-year contract will result in direct contract expenditures of no more than \$1,029,944 in Fiscal Year 2002/03. Appropriations for this year's amount are included in the Requested 2002/2003 Budget. Funding comes from the Department's Temporary Aid for Needy Families (TANF) allocation received from the State Department of Social Services. These revenues and the appropriations for this Contract as well as our CalWORKs program are included in the CalWORKs cost center of the Self-Sufficiency Division shown on page D208 of the budget. Contracting for these services in this uncertain time is the best alternative as the Department has determined it to be a least costly alternative. Estimates are that it would cost the Department \$1,509,821 for Fiscal Year 2002/2003 to perform this contract in-house. The in-house alternative would result in the need for \$479,877 in additional funding and 20.3 new FTE's in Fiscal Year 2002/2003 to full fill the state mandated activities included in this contract.

### **Special Instructions:**

After execution by the Chair, please return one (1) originally signed agreement for the contractor, the Department copies of the agreements and one (1) copy of the minute order, attention: Hilary Yost.

### **Concurrence:**

Auditor-Controller  
County Counsel  
Risk Management