



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

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

Department Name: Human Resources
Department No.: 064
For Agenda Of: November 15, 2016
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors

FROM: Department Lori Gentles, Human Resources Director x2816
Director(s)
Contact Info: Don Nguyen, x2823

SUBJECT: Acceptance of Grant Funding from the Santa Barbara Adult Education Block Grant Consortium for the creation of the Passport to Public Service in Paradise Program

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form: No

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions: That the Board of Supervisors:

- a) Accept a grant of \$114,750 from the Santa Barbara Adult Education Block Grant Consortium (SBAEBG) to fund the development and implementation of the Passport to Public Service in Paradise training program focused on providing training to unemployed or underemployed County residents and entry level County employees through a partnership with Santa Barbara City College.
- b) Approve Budget Journal Entry #0004811 appropriating \$114,750 in grant revenue and corresponding expense.
- c) Find that the grant funding approval is a government funding mechanism which is not a project pursuant to section 15378(b)(4) of the California Environmental Quality Act (CEQA) Guidelines.

Summary Text:

The Santa Barbara County Human Resources Department has been awarded a grant of \$114,750 from the Santa Barbara Adult Education Block Grant (AEBG) Consortium to develop and implement a new training program that is focused on assisting unemployed and underemployed County residents to develop the skills necessary to successfully apply for entry level positions within the County. In addition, the grant will fund the development and implementation of a training program to assist people

who currently work in entry level County positions to gain the skills necessary to successfully promote to the next level. Limited Term and/or Extra-Help staff will be added to aid in the development and implementation of the project.

Background: The AEBG program is the result of Assembly Bill 86, which provides funds to eligible consortia for the purpose of developing regional plans for adult education. The Santa Barbara AEBG Consortium is comprised of Santa Barbara City College, Santa Barbara County Education Office, Santa Barbara County Workforce Development Board, and the Carpinteria Unified School District. The Santa Barbara AEBG Consortium published a request for proposals. In response to community needs for jobs and the County's increasing need for skilled workers, the Human Resources Department developed and submitted a proposal for the development of a training/workforce readiness program with the goal of creating a talent pipeline for the County. This program will target three critical groups:

- Vulnerable populations who are unemployed or underemployed
- SBCC students who may need workplace experience and business exposure in order to become employable; and
- Current County employees in entry level positions who need support to advance in their career

This program will provide additional external pathways into the County organization, while providing internal pathways upward in the organization. The initial program will focus on specific job classifications and populations. The intent is to build a scalable program to serve more people and fill more positions. To ensure the success of the program, HR will collaborate and partner with the County Workforce Development Board, other County Departments, and other workforce readiness programs, to identify critical training needs, develop assessment tools, and establish performance metrics.

Human Resources envisions a first year goal of putting a group of 30-50 people through a six to nine month individualized training program that will help the participants develop the skills necessary to either enter the County workforce or promote within the organization.

Performance Measure:

In compliance with the grant requirements Human Resources will track the success of program participants through a variety of measures such as:

- Number of Participants Enrolled
- Number of Participants Completed
- Number of Participants Submitting Applications
- Number of Participants Hired

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Project Cost
General Fund			
State	\$ 114,750.00		\$ 114,750.00
Federal			
Fees			
Other:			
Total	\$ 114,750.00	\$ -	\$ 114,750.00

Narrative:

This grant has not been budgeted in FY2016-17. Budget Journal Entry #0004811 recognizes the grant revenue and appropriations in Salaries & Benefits (\$76,500) and Services & Supplies (\$38,250) under project code AEBG. The expenditures are primarily Limited-Term staff to coordinate outreach, screening, assessments, curriculum development, and data capture and evaluation. Funds are provided from the grant on a reimbursement/claim basis. There is no negative impact on the General Fund as a result of accepting this grant. At the end of the year, the program will be evaluated to see if it should be continued or modified. At that point HR will make a determination on whether to seek additional funding.

Staffing Impacts:

Legal Positions: N/A

FTEs: N/A

Special Instructions:

Attachments:

Budget Journal Entry #0004953

Authored by: Don Nguyen, Business Manager, Human Resources Department Ext 2823

CC: