



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: Social Services
Department No.: 044
For Agenda Of: June 6, 2017
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Daniel Nielson, Director, Social Services 681-4451
Director(s)
Contact Info: Raymond McDonald, Executive Director, Workforce Development
Board 681-4446

SUBJECT: First Amendment to Agreement with Foundation for California Community
Colleges for Career Catalyst Services

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute a First Amendment to the Agreement for Services of Independent Contractor with Foundation for California Community Colleges for Career Catalyst Services in the amount not to exceed \$841,438.00 for the period of February 28, 2017 through December 31, 2018 (Attachment 1); and
- b) Determine that the approval and execution of this First Amendment is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the approval and execution of this First Amendment is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment, the activities are not subject to CEQA.

Summary Text:

This item is on the agenda in order to approve the First Amendment to the Agreement with the Foundation for California Community Colleges (FCCC) to increase the compensation and extend the term of the Agreement from June 1, 2017 to December 31, 2018 to provide Career Catalyst Services as part of the Workforce Development Board's (WDB) Career Pathways for Youth Project (CPY Project).

On August 30, 2016, your Board approved the execution of a Grant Agreement to receive \$2,000,000 in federal grant funding on behalf of the WDB. The United States Department of Labor Employment and Training Administration (DOLETA) approved grant funding for the CPY Project entitled Santa Maria Summer Jobs and Beyond: Career Pathways for Youth. County, through the Department of Social Services, is the fiscal agent for the grant. On February 28, 2017 your Board approved the execution of the Agreement with FCCC to provide Payroll Services.

It is the recommendation of DSS to authorize and execute this First Amendment with FCCC.

Background:

DOLETA awards federal grant funding for CPY Projects to local WDB's for the purpose of providing employment-related services to eligible youth who are new entrants to the workforce, including those with limited current or past work experience. These projects do not require cost sharing or matching funds. The \$2,000,000 federal grant that DOLETA awarded to the County allows funds to be drawn down on an as needed basis using DOLETA's Payments Management System.

The CPY Project aligns community based organizations to connect youth participants in the project with paid work experience opportunities and related training. The work experience activity provides youth subsidized work experience at minimum wage for up to 200 hours. FCCC will be providing services to support the WDB in achieving its goal to provide disadvantaged youth with these job opportunities, decrease violence in the community, and ensure youth obtain the skills necessary to obtain their first job.

FCCC will continue to be responsible for providing these services for all members of the California Workforce Association (comprised of all 47 California Workforce Boards) that desire to contract with FCCC.

FCCC will continue to provide the Career Catalyst Services for the County WDB, which include:

- On Boarding Assistance
- Assistance with Employee Relations Issues
- Payroll Services
- Assistance with Leave Management
- Assistance with Workers Compensation Claims
- Assistance with Unemployment

FCCC assumes liability, performs all necessary human resource functions, and ensures youth participants are compensated for their work at their selected worksites. FCCC provides the tools, materials, and expertise necessary to support employers and ensure workers gain knowledge of the skills and attributes necessary to be successful in the workplace.

Performance Measure:

FCCC is the current provider of the Career Catalyst Services described above, and has demonstrated acceptable conformity with the identified performance measures indicated below. The number of youth served was affected by the delay in start date of the First Cohort and the decision of many youth to participate in work experience during the upcoming summer months.

Original Performance Measure:

- FCCC shall provide services for the CPY Project for 70 youth between the ages of 16-24 (both in school and out of school) for up-to 200 hours per youth. *(52 youth served from February 2017 – May 2017)*
- FCCC shall work together with the WDB, participants, employers and the work experience coordination vendor (currently Goodwill Industries of Ventura and Santa Barbara Counties) to ensure participants are provided the necessary tools that facilitate the learning experience during participation in the CPY Project.

Amended Performance Measure:

- FCCC shall provide services for the CPY Project for 260 youth between the ages of 16-24 (both in school and out of school) for up-to 200 hours per youth.
- FCCC shall work together with the WDB, participants, employers and the work experience coordination vendor (currently Goodwill Industries of Ventura and Santa Barbara Counties) to ensure participants are provided the necessary tools that facilitate the learning experience during participation in the CPY Project.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>FY 17-18 Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal	\$ 841,438.00		
Fees			
Other:			
Total	\$ 841,438.00	\$ -	\$ -

Narrative:

County will fund the Agreement using DOLETA Workforce Investment Act (WIA) Dislocated Worker National Reserve Demonstration Grant funds. There is no General Fund contribution.

Key Contract Risks:

The Risk Assessment worksheet has been completed and DSS determined FCCC to be Medium Risk. FCCC has been satisfactorily providing these services for DSS since February 2017. FCCC has been in business since 1999.

Staffing Impacts:

Legal Positions:

0

FTEs:

0

Special Instructions:

Please send two (2) duplicate original of the minute order to:
DSS Contracts Unit
C/O Emma Duncan
2125 S. Centerpointe Parkway, 3rd Floor
Santa Maria, CA 93455

Attachments:

Attachment 1 – FCCC First Amendment to Agreement for Career Catalyst Services

Authored by:

Luis Servin, Department Business Specialist II
Emma Duncan, Contracts Coordinators