



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: 6/22/21
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Daniel Nielson, Social Services Director
Director(s) (805) 346-7101
Contact Info: Raymond L. McDonald, Executive Director, Workforce
Development Board (805) 681-4562
SUBJECT: **Second Amendments to the Agreements with Foundation for California
Community Colleges and Goodwill of Ventura and Santa Barbara Counties for
2021 Summer Training and Employment Program for Students**

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 Director of the Department of Social Services, or his designee, to execute a Second Amendment to the Agreement to receive \$500,000 in 2021 Summer Training and Employment Program for Students grant funds from the Foundation for California Community Colleges (not a local vendor), for the period of July 1, 2021 through June 30, 2022;
- b) Approve and authorize the Chair to execute an Agreement with Goodwill of Ventura and Santa Barbara Counties (a local vendor), to serve as operator in Santa Barbara County for the Summer Training and Employment Program for Students, for a total contract amount not to exceed \$89,951 from July 1, 2021 through June 30, 2022;
- c) Authorize the Director of Social Services, or his designee, to amend the Agreement with Goodwill of Ventura and Santa Barbara Counties and the Summer Training and Employment Program Agreement for Students with the Foundation for California Community Colleges to include the revised Work Site Agreement in each Agreement;
- d) Approve Budget Journal Entry No. 0007607 to increase appropriations by \$128,000 in the Department Social Services Fund 0058 for Salaries and Benefits of staff in the amount of

\$38,049 and Contractual Costs of \$89,951 for Summer Training and Employment Program for Students program. The expenditures are funded by the 2021 Summer Training and Employment Program for Students Grant; and

- e) Determine that the activity is not a “Project” subject to California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(4), the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; and per CEQA Guideline Section 15378(b)(5), since the activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment.

Summary Text:

These items are on the agenda in order to approve the following:

1. Second Amendment to the Agreement to receive additional \$500,000 in 2021 Summer Training and Employment Program for Students (STEPS) grant funds from the Foundation for California Community Colleges (FCCC), for the period of July 1, 2021 through June 30, 2022; and
2. Second Amendment to the Agreement with Goodwill of Ventura and Santa Barbara Counties (Goodwill) to serve as operator in Santa Barbara County for STEPS, for a total contract amount not to exceed \$89,951 from July 1, 2021 through June 30, 2022.

The California Department of Rehabilitation (DOR) is renewing its agreement with FCCC to continue STEPS for an additional year, beginning July 1, 2021. Consequently, the County of Santa Barbara Workforce Development Board (WDB), as a STEPS current grantee, is eligible to renew its’ contract with FCCC and receive an additional \$500,000 in STEPS grant funds for Program Year 2021-2022. The WDB will administer and operate, through Goodwill, the 2021 STEPS for Santa Barbara County.

Background:

In March 2020, the California Department of Rehabilitation (DOR), in coordination with FCCC, funded and administered STEPS to provide job preparation training, including job exploration, workplace readiness skills training, and work-based learning experiences, as well as summer and year-round work experience opportunities for Students with Disabilities (SWD).

The FCCC conducted a Solicitation for Proposals for the 2020 STEPS grant. The WDB competed and was awarded \$500,000 in 2020 STEPS grant funds. FCCC is the designated agency responsible for managing STEPS grant funds. The FCCC will distribute funds to WDB and serve as the official employer of record for all paid work experience through its Career Catalyst Services. As such, FCCC will provide comprehensive human resource and payroll services for all SWD placed in paid work experience. The WDB is the agency administering and implementing the program in Santa Barbara County and will contract with Goodwill to serve as the STEPS program operator. Goodwill has extensive experience operating workforce programs for SWD and justice-involved-youth.

On July 14, 2020, the WDB entered into an agreement for 2020 STEPS grant funds for the period of July 14, 2020 through April 30, 2021. The Board of Supervisors authorized the Director of Social Services, or designee, to extend the Agreements and allocate the amount of unused funds from the previous fiscal year budget to the next fiscal year budget, subject to appropriations and budget approval. On February 23, 2021, the WDB entered into the First Amendment to the Agreement with FCCC to extend the term of the Agreement through June 30, 2021. On March 12, 2021, the WDB also executed a

First Amendment to the Agreement with Goodwill to extend the term of the Agreement through June 30, 2021. On April 15, 2021, FCCC notified WDB of the opportunity to renew the existing agreement in order to extend the STEPS through June 30, 2022 and receive \$500,000 of additional funding.

These 2021 STEPS grant funds are allocated in the following amounts:

\$372,000	Funds retained by FCCC for STEPS Career Catalyst Services
\$38,049	WDB – Salaries/Benefits of staff and administrative costs
\$89,951	Goodwill - Santa Barbara County STEPS operator
\$500,000	Total grant

Performance Measure:

FCCC Agreement:

1. DSS shall report on the 10th of each month to track grant activities and submit invoices for services rendered.

Goodwill Agreement:

1. Serve 100 SWD.
2. Ensure participants are provided with 40 hours of paid pre-vocational preparation training to each SWD to include:
 - a. Job Exploration
 - b. Workplace Readiness Skills Training
3. Recruit 75 local businesses for Work Experience Sites.
4. Provide 100 SWD with 200 hours of Work Experience paid at no less than \$13.00 per hour. Full or part time.
5. Co-enroll 20 SWD in the Workforce Innovation and Opportunity Act (WIOA) Title I Programs.

Both FCCC and Goodwill have provided these services since 2019 and have performed satisfactorily.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			\$ 128,000.00
Fees			
Other:			
Total	\$ -	\$ -	\$ 128,000.00

Narrative: FCCC will reimburse the WDB for any activity relating to the STEPS program. There is no impact to the General Fund.

Key Contract Risks:

The risk assessment worksheet has been completed and DSS has determined that both FCCC and Goodwill are medium risk vendors.

Staffing Impacts:

Legal Positions:

0

FTEs:

0

Special Instructions:

Please scan, email and send one (1) duplicate original of each Amendment, and a copy of the minute order to:

DSS Contracts Unit
C/O Tricia Beebe
2125 S. Centerpointe Parkway, 3rd Floor
Santa Maria, CA 93455
t.beebe@sbcsocialserv.org

Attachments:

1. Attachment 1 – 2A – FCCC – STEPS 2021-2022
2. Attachment 2 – 2A – Goodwill – STEPS 2021-2022
3. Attachment 3 - Budget Revision Request No. 0007607

Authored by:

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