



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 4, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** 4/5

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**TO:** Board of Supervisors  
**FROM:** Department Daniel Nielson, Social Services Director  
Director(s) (805) 346-7101  
Contact Info: Luis F. Servin, Executive Director, Workforce Development Board  
(805) 614-1543  
**SUBJECT:** **Approve State Funding for Farmworker Advancement Program Grant and Agreement with Foundation for California Community Colleges for Farmworker Advancement Program**

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: CEO Budget

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

Other Concurrence: Risk

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve Budget Journal Entry No. 0009688 to increase appropriations in the amount of \$100,000 in the Social Services Department, Workforce Innovation and Opportunity Act-Workforce Development Board Fund for Salaries and Employee Benefits funded by Farmworker Advancement Program grant funds from the State of California Employment Development Department;
- b) Approve and authorize the Chair to execute an Agreement with Foundation for California Community Colleges to provide employer of record services for the Farmworker Advancement Program for a total contract amount not to exceed \$198,875 for the period of July 1, 2024 through March 31, 2026;
- c) Authorize the Director of Social Services, or designee, to extend the Agreement with Foundation for California Community Colleges 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;

- d) Authorize the Director of Social Services, or designee, to adjust the Line Item Budget of the Agreement without exceeding the total contract amount; and
- e) Determine that the approval of the recommended action is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b), since the recommended action is a government administrative activity which does not involve commitment to any specific project which may result in potentially significant physical impact on the environment.

**Summary Text:**

The State of California, Employment Development Department (EDD) awarded Santa Barbara County Workforce Development Board (WDB) and the Department of Social Services (DSS) a grant for \$900,000 under the Farmworker Advancement Program (FAP) for time period of February 1, 2024 through March 31, 2026. The WDB, under the DSS umbrella, will implement the FAP grant-funded program as an extension of the existing Farmworker Resource Center (FRC) project in Santa Barbara County. The recommended action authorizes the acceptance of the grant award and requests approval of Budget Journal Entry No. 0009688 to increase fiscal year (FY) 2023-24 appropriations by \$100,000. The grant award will be allocated into DSS' existing subgrant agreement by EDD.

Additionally, it is requested that the Board approve the Agreement with Foundation for California Community Colleges (FCCC) to provide employer of record services (Career Catalyst Services) for the FAP for a total contract amount not to exceed \$198,875 for the period of July 1, 2024 through March 31, 2026.

**Background:**

On October 11, 2023, EDD, in coordination with Labor and Workforce Development Agency, announced the availability of up to \$9 million in the Workforce Innovation and Opportunity Act (WIOA) Title I Governor's Discretionary Funds for the Farmworker Advancement Program (FAP). The FAP grants were awarded to research, design, and implement projects that focus exclusively on farmworker needs at a regional level by offering essential skills and upskilling training to advance in the agricultural industry.

The FAP programs should position farmworkers to obtain access to good-quality jobs including jobs that pay family sustaining wages, offer benefits, have predictable hours, opportunities for career advancement, and worker voice. Projects will also provide wrap-around support and resources to build skills to prevent job loss and lay the foundation for upward mobility. The FAP grant funded programs will assist with referrals to health, housing, educational resources, and career and financial coaching.

On February 6, 2024, WIOA Title I Governor's Discretionary Funds were awarded to eleven organizations under the FAP for Program Year 2023-2024. The WDB was not initially included in that list of awardees; however, on March 28, 2024, WDB was notified of the awarded of \$900,000, following the withdrawal of one of the original awardees.

The FAP program will be a continuation of the existing FRC project. This FAP grant opportunity will allow the FRC to continue to provide most of existing referral services to all farmworkers, in addition to direct workforce (employment, education, and case management services) to 70 program-eligible participants via four tracks including a youth track, farmworker with right-to-work track, undocumented farmworkers, and an agriculture employer track.

The specific menu of services to be provided will be determined by the Farmworker Resource Center Community Advisory Workgroup and our local employers, but could include access to:

- *Youth Track:* Services that assist youth to finish high school and transition to post-secondary education/training or placement in a permanent job with a career pathway. Services will also include financial literacy, work-based learning opportunities, and wrap around services.
- *Farmworker Track:* Basic and Individualized services will include access to English and Spanish classes, life skills such as problem solving and conflict resolution, financial assistance/supportive services, financial literacy, and work-based learning opportunities.
- *Employer Track:* This track will allow WDB to continue to develop positive partnerships with agriculture employers by supporting and expanding models of education and training that will support the needs of the employers and enhance the working lives of farmworkers as well as positively impact the agriculture employer.

On Monday, April 8, 2024, WDB staff released a Notice of Opportunity to Provide Quotes soliciting proposals for employer of record services (Career Catalyst Services). The employer of record contract and responsibilities include assuming the role of employer-of-record to enable the placement of participants into paid work experience with local employers. Three proposals were received. All proposals were evaluated based on cost, past experience, including experience providing similar services for other public entities, and knowledge. The FCCC contract include \$165,888 for participants’ wages and fringe benefits, and \$32,987 for indirect cost.

**Performance Measure:**

In addition to providing close-loop referrals to approximately 5,000 farmworkers per year, EDD grant requires the following performance measures:

- 70 to be served through this grant.
- 45 to receive certified training and work-based learning.
- 25 to receive a credential.
- 50 to enter employment six months after completing the program.

The following performance measure is included in the Agreement with FCCC:

- FCCC shall provide services for estimated 18 Participants. Additional participants will be served leveraging other workforce programs.

**Fiscal and Facilities Impacts:**

Budgeted: No. Budget revision included.

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>FY 2024-25 Cost:</u></b>	<b><u>FY 2025-26 Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund				
State				
Federal	\$ 100,000.00	\$ 450,000.00	\$ 350,000.00	\$ 900,000.00
Fees				
Other:				
<b>Total</b>	<b>\$ 100,000.00</b>	<b>\$ 450,000.00</b>	<b>\$ 350,000.00</b>	<b>\$ 900,000.00</b>

**Narrative:**

This grant agreement will be funded in FY 2023-24, 2024-25, and 2025-26. For the grant period covering February 1, 2024 through March 31, 2026, WDB is budgeting \$544,478 for salaries and employee benefits, \$277,662 for contractual and targeted participant activity costs, and \$77,860 for indirect costs for a total budget of \$900,000. There is a 20% leverage requirement of \$180,000 which will come from WDB staff work on existing WIOA Title I formula grants. The WDB is entering into a Work Site Agreement with FCCC for \$198,875 of the \$277,662 in budgeted contractual costs.

DSS projects that the program will incur \$100,000 in grant-related expenditures through June 30, 2024. The budget revision request (BJE-0009688) will increase appropriations for Salaries and Employee Benefits. DSS will build appropriations for grant balance into its FY 2024-25 and FY 2025-26 budgets. FAP is fully funded by a grant award totaling \$900,000 (100%) from the United States Department of Labor. There is no impact to the General Fund.

**Key Contract Risks:**

The risk assessment worksheet has been completed and DSS has determined that FCCC is a medium risk vendor. FCCC is insured for General and Professional Liability. The County has experience with FCCC and is confident of its ability to provide services.

**Staffing Impacts:**

**Legal Positions:**  
0

**FTEs:**  
0

**Special Instructions:**

Please scan and send a copy of the minute order to:

DSS Procurement and Contracts Unit  
C/O Tricia Beebe  
2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor  
Santa Maria, CA 93455  
[tbeebe@countyofsb.org](mailto:tbeebe@countyofsb.org)

**Attachments:**

1. Attachment A – Agreement – FCCC – Career Catalyst Services - FAP
2. Attachment B – Budget Journal Entry No. 0009688

**Authored by:**

Luis F. Servin, Executive Director, Workforce Development Board  
Tricia Beebe, Procurement and Contracts Supervisor