



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:** 7/25/17  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**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) 681-4446  
**SUBJECT:** First Amendments with PathPoint for Workforce-Related Services and Support to  
Youth in Santa Barbara County

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**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 with PathPoint, to amend the terms of the Agreement for workforce-related services and support to youth in Santa Barbara County (North County);
- b) Approve and authorize the Chair to execute a First Amendment to with PathPoint, to amend the terms of the Agreement for workforce-related services and support to youth in Santa Barbara County (South County); and
- c) Determine that the approval and execution of the First Amendments is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the execution of the First Amendments 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 to approve the First Amendments to the Agreements between the County and PathPoint to provide workforce-related services and support to youth in Santa Barbara County.

The First Amendments will:

1. Add language to the Agreements that will allow adjustments to the budget line items with prior written approval. These budget adjustments will not increase the total budget.
2. Include revised budgets for Fiscal Years 2017-2018 and 2018-2019. The most notable change to the budgets is that staff time spent working on Work Experience (WEX) can now count toward the WEX expenditure requirement. Total budget numbers do not change.
3. Eliminate specific enrollment targets for in-school and out-of-school youth. Total enrollment goals for North and South County contracts will remain the same.

It is the recommendation of Department of Social Services (DSS) to authorize and execute these Amendments with PathPoint.

### **Background:**

In accordance with the Workforce Innovation and Opportunity Act (WIOA), which requires local workforce areas to competitively select Program Operators, the County Executive Office (CEO) released a Request for Proposal (RFP) on April 15, 2016 to identify qualified service provider(s) to operate the WIOA Youth Program (“Program”) in North Santa Barbara County and/or South County. The California Workforce Association provided technical support and guidance to the CEO throughout the procurement process. As a result of this RFP, the County awarded the Agreements to PathPoint.

Since 2001, PathPoint has maintained a successful track record of assisting high-risk youth populations to achieve self-sufficiency and sustained employment through WIA/WIOA-funded youth programs. Given its already-existing infrastructure and network of partners, PathPoint was positioned to deliver a Comprehensive Youth Services program for the County.

The First Amendments will allow adjustment of the budget for certain line items with approval from WDB or County. However, these budget adjustments will not increase the total budget amount.

PathPoint will continue to serve the high-risk youth population. Due to changes in the Department of Labor requirements, staff time spent facilitating paid work experience opportunities can now count toward the minimum expenditure requirement for work experience. As a result, PathPoint has submitted adjusted budgets for FY 2017-2018 and 2018-2019. This change will not affect the total budget amount that have been previously approved for both fiscal years.

The performance measures are being revised to allow the Program more flexibility to serve youth who are in need of these services and can benefit the most from the Program. The overall number of youth served will not change. PathPoint will still be required to spend 75% of contract funds on out-of-school youth in compliance with federal legislation.

### **Performance Measure:**

*Current Performance Measures as of May 25, 2017*

PathPoint will enroll in the Program, 370 unduplicated youth across Santa Barbara County over the term of the Agreements. Enrollment will be prioritized for out-of-school youth at 75% of the total enrollments in each area.

<b>Enrollment (Current Data as of 5/25/2017)</b>	<b>South</b>	<b>North</b>	<b>Annual Total</b>
October 1, 2016 – June 30, 2017 (partial year)	46 (14 enrolled)	56 (22 enrolled)	102 (36 enrolled)
July 1, 2017- June 30, 2018	62	72	134
July 1, 2018- June 30, 2019	62	72	134
County Totals	170	200	370

Work Experience: Some of the youth enrolled in the Program, will be offered an opportunity to participate in a subsidized work experience activity. PathPoint shall provide paid work experience for a minimum of 264 youth, for 120 hours each, at minimum wage.

<b>Work Experience (Current Data as of 5/25/2017)</b>	<b>South</b>	<b>North</b>	<b>Annual Totals</b>
October 1, 2016 – June 30, 2017 (partial year)	30 (0 enrolled)	42 (4 enrolled)	72 (4 enrolled)
July 1, 2017- June 30, 2018	40	56	96
July 1, 2018- June 30, 2019	40	56	96
County Totals	110	154	264

In addition, PathPoint must meet or exceed the performance goals as they are updated annually by the state. WDB staff will monitor performance on a quarterly, or as needed, basis. Monthly meetings with PathPoint will be held to review the performance measures and discuss any issues that may arise. WDB will conduct fiscal monitoring during the term of the Agreements.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY 2017/18 Cost</u></b>	<b><u>FY 2018/19 Cost</u></b>	<b><u>Total Cost</u></b>
General Fund			
State			
Federal	\$ 735,512.00	\$ 735,512.00	\$ 1,471,024.00
Fees			
Other:			
Total	\$ 735,512.00	\$ 735,512.00	\$ 1,471,024.00

Narrative:

County will fund the Agreements with PathPoint using \$1,471,024 of U.S. Department of Labor Employment and Training Administration Workforce Innovation and Opportunity Act Youth Formula funds. The First Amendments do not change annual contract amounts.

DSS has included appropriations of \$735,512.00 for the Agreements in the DSS's FY 2017-2018 and FY 2018-2019 recommended budgets. There is no impact to the total budget to the General Fund.

**Key Contract Risks:**

The risk assessment worksheet has been completed, and DSS has determined that PathPoint is a medium risk vendor. PathPoint is insured for General and Professional Liability. DSS is confident of PathPoint's abilities to provide services through June 2019.

**Staffing Impacts:**

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

Please send one (1) duplicate original Agreement, and a copy of the minute order to:

DSS Contracts Unit

C/O Tricia Beebe

2125 S. Centerpointe Parkway, 3<sup>rd</sup> Floor

Santa Maria, CA 93455

**Attachments:**

1. Attachment 1 - First Amendment – PathPoint – North County Youth Contractor – 2016-2019
2. Attachment 1 - First Amendment – PathPoint – South County Youth Contractor – 2016-2019

**Authored by:**

Raymond L. McDonald, Workforce Development Board Executive Director

Jessica McLernon, Workforce Development Board

Tricia Beebe, Contracts Coordinator