



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

Submitted on:
(COB Stamp)

Department Name: Social Services
Department No.: 044
Agenda Date: July 15, 2025
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director: Daniel Nielson, Social Services Director
Contact Info: Luis F. Servin, Executive Director, Workforce Development Board
(805) 614-1543
SUBJECT: **Agreement with Foundation for California Community Colleges for National Farmworker Jobs Program Career Catalyst Services**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute an Agreement with Foundation for California Community Colleges to provide employer of record services (Career Catalyst Services) for the National Farmworker Jobs Program for a total contract amount not to exceed \$2,221,655 for the period of July 15, 2025 through September 30, 2028;
- b) Authorize the Director of Social Services or designee, to extend the Agreement with Foundation for California Community Colleges to provide employer of records services (Career Catalyst Services) for the National Farmworker Jobs Program 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 and concurrence from Auditor-Controller;
- c) Authorize the Director of Social Services, or designee, to reallocate the budgeted line items of the Agreement without exceeding the total contract amount;
- d) Authorize the Director of Social Services, or designee, to accept additional funds and extend the term of the Agreement subject to concurrence from County Counsel and Auditor-Controller; and
- e) Determine that the activity is not a "Project" subject to California Environmental Quality Act (CEQA) review 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:

This item is on the agenda to approve an Agreement with Foundation for California Community Colleges (FCCC) to provide employer of records services (Career Catalyst Services) for the Workforce Development Board's (WDB) National Farmworker Jobs Program (NFJP) in the amount of \$683,586 each federal fiscal year (FY) for the period of July 15, 2025 through September 30, 2028, contingent upon continued funding by the U.S. Department of Labor Employment and Training Administration (DOLETA). As an employer of record, FCCC would manage human resources, payroll, workers' compensation, and compliance responsibilities for participants in work-based learning opportunities.

Background:

On August 30, 2024, DOLETA awarded the WDB a grant for \$1,999,999 under the NFJP for the period of July 1, 2024 through September 30, 2025. On November 5, 2024, the Board of Supervisors approved acceptance of the NFJP grant award.

The NFJP grant will enable the WDB to enhance its service offerings for migrant and seasonal farmworkers, as well as their dependents, by providing comprehensive career services and skills training. The program will offer services such as customized career planning, intensive case management, and sector-based training and certification programs. Participants will also benefit from supportive services—including childcare and transportation—as well as work-based learning opportunities developed in collaboration with local employers.

Under the grant award, grant recipients are eligible to receive one grant award annually for three subsequent program years, subject to appropriated funding. The funding amounts will be commensurate with year-one funding. The total funding level requested for federal FY 2024-2025 through FFY 2027-2028 was \$7,999,996.

Workforce services supported by this grant include career services such job search, workplace readiness, occupational skills and job training, supportive services such as transportation, child care, dependent care, case management, work-based learning opportunity such as paid work experience, and referrals to other services.

The purpose of this agreement is to utilize FCCC's employer of record services. Employer of record services allow the NFJP staff to streamline the placement process of participants into paid work experience with local employers. These services minimize the burden on program staff, participants, and businesses. As part of the agreement, FCCC would manage on-boarding assistance, employee relations, payroll services, leave management services, Worker's Compensation, and unemployment insurance claims.

Performance Measure:

Included in the Agreement with FCCC is a requirement that the Contractor (FCCC) shall serve 100% of participants referred, estimated at minimum of 50 participants each year.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Source	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	Total
General Fund					
State					

Federal	\$ 683,586	\$ 683,586	\$ 683,586	\$ 170,897	\$ 2,221,655
Fees					
Total	\$ 683,586	\$ 683,586	\$ 683,586	\$ 170,897	\$ 2,221,655

On August 30, 2024, DOLETA awarded the WDB a grant for \$1,999,999 under the NFJP for the period of July 1, 2024 through September 30, 2025. Grant recipients are eligible to receive additional annual allocations of \$1,999,999 through September 30, 2028 for a total award of \$7,999,996.

Contractual costs for FCCC in FY 2024-25 through FY 2028-29 are reflected above. Appropriations for this contract are incorporated in the FY 2024-25 and FY 2025-26 budgets. This contract is fully funded by DOLETA as part of an award totaling \$7,999,996 with no State, local, and/or non-federal sources. There is no impact to the General Fund.

Staffing Impacts:

None.

Special Instructions:

Please scan, email and send one duplicate original Agreement, 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

tbeebe@countyofsb.org

Attachments:

Attachment A – Agreement with FCCC for NFJP CCS

Authored by:

Tricia Beebe, Procurement and Contracts Supervisor

Luis Servin, WDB Executive Director