



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: 01/8/13
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Ted Myers, Interim Director, (805)346-7101
Director(s)
Contact Info: Raymond McDonald, Workforce Investment Board (WIB)
Executive Director, (805)681-4446

SUBJECT: Amendment No. 1 with Community Action Commission of Santa Barbara County
to Provide Workforce Investment Act Youth Follow-Up 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 Amendment No. 1 with CAC, decreasing Agreement BC12-141 by \$37,005, for a total contract amount not to exceed \$89,055.

Summary Text:

The WIA Program is a “performance-based” program that is scrutinized by the Federal Department of Labor (DOL) and California Employment Development Department (EDD). Both the State and Federal departments emphasize *effective funds utilization* as a means of rating the effectiveness of the Workforce Investment Board’s local management of the WIA program. Effective funds utilization includes the use of deobligation and re-programming of funds in order to ensure they are expended in a timely manner [Note: WIA funds have a life cycle of two years.]

Background:

On June 19, 2012, the Board of Supervisors approved the Agreement (Contract #12-141) on behalf of the WIB providing an amount not to exceed \$126,060 to the Community Action Commission (CAC).

It should be noted that this was a first-ever contract *exclusively* for Workforce Investment Act (WIA) Youth Follow-Up Services. In the past, the WIB had used several Contractors who were responsible not only for providing youth the Eleven WIA Youth Elements, but also one year of follow-up. However, as part of a program design delivery model change approved by the WIB in October 2011, WIA Youth Program participant case management was brought in-house, and is provided by WIB staff. And the

contract with CAC was let to provide the one-year of follow-up services to the youth being case managed by WIB staff; as well as “carry-over” youth from the previous contractors.

Because the numbers of youth who were still in need of follow-up services from the previous contractors was not completely known at the time the CAC contract was executed, the contract language indicated that a first quarter review would be performed, and adjustments to CAC staffing levels and funding made as appropriate.

The first quarter review took place in September 2012, and WIB staff met with CAC staff over the ensuing months to negotiate the reductions incumbent in the contract Amendment. Among the considerations was the lower than expected youth still needing follow-up services from the previous contractors, the exiting patterns of the youth being managed by WIB staff, and finally the levels of activities that the CAC Follow-Up staff were actually performing, in accordance with WIA requirements.

The net result is a reduction in staff time, and that constituted the basis for the new funding amount; with the savings from this contract being re-programmed into youth work experience salaries and paid vendor services to youth.

Performance Measure:

- 100% of participants will be contacted either at home, school, employment location, and/or by phone at a minimum of once every ninety (90) days.
- 100 % participant contact information will be updated in Interlink System at a minimum of once every ninety (90) days.

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	\$	89,055.00	
Fees			
Other:			
Total	\$	89,055.00	\$ -

Narrative:

Funding for this contract comes from the Department’s Workforce Investment Act (WIA) federal allocation. This amendment reduces funding from \$126,060 to \$89,055 for the term of the contract.

Staffing Impacts:

Legal Positions:

FTEs:

Special Instructions:

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

Contracts Unit

C/O Patty Teniente

2125 S. Centerpointe Parkway, 3rd Floor

Santa Maria, CA 93455

Attachments:

First Amendment

Authored by:

Raymond McDonald, WIB Executive Director

cc: