



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: 02/06/2018
Placement: Administrative
Estimated Time: NA
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 McDonald, Executive Director, Workforce Development Board (805) 681-4446

SUBJECT: First Amendment to the Agreements with Goodwill Industries of Ventura and Santa Barbara Counties for Career Pathways for Youth 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 the First Amendment to the Agreement with Goodwill Industries of Ventura and Santa Barbara Counties (a local vendor) to extend Youth Recruitment and Case Management Services not to exceed \$65,000 for the period of October 1, 2016 through December 31, 2018; and
- b) Approve and authorize the Chair to execute the First Amendment to the Agreement with Goodwill Industries of Ventura and Santa Barbara Counties (a local vendor) to extend Work Experience Coordination Services not to exceed \$39,000 for the period of October 1, 2016 through December 31, 2018; and
- c) Approve and authorize the Chair to execute the First Amendment to the Agreement with Goodwill Industries of Ventura and Santa Barbara Counties (a local vendor) to extend Customer Service Certification Training not to exceed \$50,000 for the period of October 1, 2016 through December 31, 2018; and
- d) Approve and authorize the Chair to execute the First Amendment to the Agreement with Goodwill Industries of Ventura and Santa Barbara Counties (a local vendor) to extend

Employment and Career Connection Services not to exceed \$96,000 for the period of April 04, 2017 through December 31, 2018; and

- e) Determine that the approval and execution of the above Agreements are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the approval and execution of the Agreements are 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:

These items are on the agenda in order to approve the First Amendment to the Agreements between the Department of Social Services (DSS) and Goodwill Industries of Ventura and Santa Barbara Counties (Goodwill) to extend the term of the Agreements from October 1, 2016 through December 31, 2018 for Youth Recruitment and Case Management Services, Work Experience Coordination Services and Customer Service Certification Training. DSS also requests approval to extend the term of the Agreement from April 4, 2017 through December 31, 2018 for Employment and Career Connection Services. On August 17, 2017 the United States Department of Labor, Employment Training Administration (DOLETA) Division of Federal Assistance approved a modification to the Career Pathways for Youth (CPY) Project, administered by the County of Santa Barbara Workforce Development Board (WDB), allowing an additional six month no-cost extension to the existing grant project. This will extend the performance period of the CPY Project from June 19, 2018 through December 31, 2018. The additional six month period will allow the project to maximize achievement of objectives, gives youth in the program the opportunity to finish project activities, and move into post-secondary education and employment. DSS recommends that the Board:

1. Approve the First Amendment to the Agreement with Goodwill to provide Youth Recruitment and Case Management Services not to exceed \$65,000; and
2. Approve the First Amendment to the Agreement with Goodwill to provide Work Experience Coordination Services not to exceed \$39,000; and
3. Approve the First Amendment to the Agreement with Goodwill to provide Customer Service Certification Training not to exceed \$50,000; and
4. Approve the First Amendment to the Agreement with Goodwill to provide Employment and Career Connection Services not to exceed \$96,000

These contracts in aggregate exceed \$100,000. Total funding allocated for the CPY Project for Fiscal Year (FY) 2016/2017 through FY 2018/2019 is \$250,000.

Background:

On August 30, 2016, the Board authorized DSS, on behalf of the County, to accept the DOLETA grant funding awarding the County \$2,000,000 to establish a project entitled, "Summer Jobs and Beyond: Career Pathways for Youth."

DOLETA awarded this federal grant funding for the purpose of providing employment-related services to eligible youth in our communities who are new entrants to the workforce, including those with limited current or past work experience, and low income. The CPY Project targets youth 16 to 24 years of age, in or out-of-school, youth involved in gangs or youth in the juvenile justice system. This program does not require cost sharing or matching funds.

Throughout 2015 and early 2016, Santa Maria experienced an unprecedented increase in crime among disconnected youth ranging from 16 to 24 years of age. During this period of time, the lack of resources in Santa Maria, including the lack of summer employment programs, made it difficult for youth to find positive learning experiences. Having available summer and year-round programs, such as the CPY Project, that focus on job skills attainment, in conjunction with a multi-agency approach to provide wraparound services, have a great impact on these youth and their ability to enter the workforce.

The no-cost extension granted by the United States Department of Labor extends the CPY Project from the original performance period of May 20, 2016 through June 19, 2018, with an additional six month extension period ending December 31, 2018. Currently, the CPY Project is established and fully operational. The extension allows WDB staff and Goodwill the opportunity to utilize the summer of 2018 to serve participants, and facilitates meeting established goals and objectives.

1. *Youth Recruitment and Case Management Services*

Coordinates recruitment and outreach efforts in order to ensure targeted hard-to-serve population of youth are reached and enrolled through the CPY Project. The case manager works directly with participants for the duration of the CPY Project (including the follow-up period) and other contractors and resource agencies to ensure the youth completes project activities. This includes developing an education plan with the youth based on the participant's needs and goals by utilizing tools that promote opportunities for self-exploration, career exploration, and career planning and by providing supportive services and resources to other services, as needed. Data will be gathered as appropriate for required reporting.

2. *Work Experience Coordination Services*

Coordinates work experience activities for youth to include: finding and matching participants with suitable employers, coordinating timecard collection with youth, employer, payroll service provider, and WDB staff. Follows up with employers once youth are placed to make sure the youth participants are performing satisfactorily.

3. *Customer Service Certification Training*

Conduct training to prepare participant with customer service skills. The training includes preparation for the National Retail Federation knowledge-based exam.

4. *Employment and Career Connection Services*

Coordinates placement for participants seeking employment or assistance in enrolling in postsecondary education. The participants targeted for this component are the CPY Project participants who are the hard to serve and at-risk youth, and require additional assistance. The participants are unable to obtain employment during the duration of the CPY Project program

due to barriers of employment that may include previous gang affiliations, probation status, homelessness, or parenting youth.

Performance Measure:

Goodwill is currently providing these services and has demonstrated substantial gains with the identified performance measures as indicated below:

Performance Measures and current data for Goodwill (As of September 30, 2017 – last quarter reported)

1. Youth Recruitment and Case Management Services:
 - To enroll 260 youth (137 in-School and 123 Out-of-School). (155 of youth enrolled to date)
 - Gather data, complete reports and submit monthly to DSS, for all measures as listed on the DOL CPY Report Template. (In compliance)
2. Work Experience Coordination Services:
 - Place 100% of the 260 of the youth enrolled in the project in a work experience activity. (Currently 89% of youth enrolled have entered work experience)
3. Customer Service Certification Training:
 - All 200 participants will attend and take the National Retail Federation (NRF) knowledge-based exam. (81 participants have attended and taken the NRF exam to date)
4. Employment and Career Connection Services:
 - Serve approximately 130 of the total 260 participants in the CPY Project.
 - Place 85% of participants successfully in Postsecondary education/training or Unsubsidized Employment. (10% of participants enrolled successfully placed to date. This is a final project element with most participants entering this phase upon completion of work experience and all other CPY Project elements.)
 - A participant shall be successfully placed in Unsubsidized Employment when participant has entered initial placement in Unsubsidized Employment and 12 cumulative weeks of full-time employment or 12 cumulative weeks of part-time employment.
 - A participant shall be successfully placed in Postsecondary education/training when participant has registered for a Postsecondary education/training program and completed one semester.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Sources	FY 16/17 Total Actual:	FY 17/18 Total One-Time:	FY 18/19 Total One-Time:
General Fund			
State			
Federal	\$ 24,700.00	\$ 148,300.00	\$ 77,000.00
Fees			
Other:			
Total	\$ 24,700.00	\$ 148,300.00	\$ 77,000.00

Narrative:

The County will fund all contracts using \$250,000 of DOLETA Workforce Investment Act Dislocated Worker National Reserve Demonstration Grant funds.

Approval and execution of the Amendments will result in total direct contract expenditures of no more than \$225,300 for Fiscal Years (FY) 2017/2018 and 2018/2019. DSS requests approval and authorization to execute the Amendments in the amount of \$148,300 for FY 2017/2018 and \$77,000 for FY 2018/2019. Funds were expended in the amount of \$24,700 for FY 2016/2017.

The Amendments will be fully funded with federal grant funds from DOLETA. Appropriations and Funding for FY 2017/2018 are included in DSS’ adopted budget.

DSS will include appropriations for the remaining \$77,000 of the Amendments in DSS’s FY 2018/2019 recommended budget to complete the program services. There is no impact to General Fund.

Key Contract Risks:

The risk assessment worksheet has been completed, and DSS has determined that Goodwill is a medium risk vendor. The County has experience with Goodwill and is confident of its ability to provide services.

Staffing Impacts:

<u>Legal Positions:</u>	<u>FTEs:</u>
0	0

Special Instructions:

Please send one (1) duplicate original Agreement, and a copy of the minute order to:
 DSS Contracts Unit
 C/O Ismelda Vazquez
 2125 S. Centerpointe Parkway, 3rd Floor
 Santa Maria, CA 93455

Attachments:

1. First Amendment with Goodwill for Youth Recruitment and Case Management Services

2. First Amendment with Goodwill for Work Experience Coordination Services
3. First Amendment with Goodwill for Customer Service Certification Training
4. First Amendment with Goodwill for Employment and Career Connection Services

Authored by:

Luis Servin, Career Employment Specialist - Workforce Development Board

Raymond L. McDonald, Executive Director, Workforce Development Board

Ismelda Vazquez, Contracts Coordinator