



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:** February 28, 2023  
**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: Luis F. Servin, Executive Director, Workforce Development Board (805) 614-1543  
**SUBJECT:** Grant Agreement with The Irvine Foundation for the Jobs for the Future Initiative for the Workforce Transformation Corps Project and Agreement with Turning Basin Labs

**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, ratify and authorize the Department of Social Services Director, or designee, to execute the Grant Agreement to receive grant funds in the amount of \$20,000 from The Irvine Foundation for the Jobs for the Future initiative for the Workforce Transformation Corps Project, for the period of February 21, 2023 through February 28, 2024;
- b) Approve, ratify and authorize the Department of Social Services Director, or designee, to execute the Process and Ethics Agreement with Turning Basin Labs for the period of February 21, 2023 through February 28, 2024; and
- c) Determine that the approval and execution of the Grant Agreement is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(5), finding that the project is a creation of a governmental funding mechanism or other government fiscal activity, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

This item is on the agenda in order to approve and authorize the Department of Social Services (DSS) Director, or designee, to execute the Grant Agreement between the Santa Barbara County Workforce Development Board (SBCWDB) and The Irvine Foundation for the Jobs for the Future initiative (JFF), for the Workforce Transformation Corps (WTC) project to receive grant funds in the amount of \$20,000, and to approve and authorize DSS to execute the required worksite agreement, titled Process and Ethics Agreement between SBCWDB and Turning Basin Labs (TBL). As a grantee, SBCWDB will host a “workforce transformation fellow” within their organization to advance the objectives of the initiative. As such, SBCWDB is required to execute the Process and Ethics Agreement with TBL, who is a subcontractor of JFF to directly pay the workforce transformation fellow. TBL is subcontracted by JFF to serve as the employer of record for the workforce transformation fellow. TBL will receive funding made available for this grant directly from JFF, who receives funding from The Irvine Foundation. The Grant Agreement will be administered by the SBCWDB.

**Background:**

In early 2021, with funding and support from The Irvine Foundation, a group of partners that included JFF and TBL set out to explore the degree to which human centered design principles were present in local workforce development boards across California and the country. The result was the WTC. The Irvine Foundation made available competitive grant funds, for which the SBCWDB applied, and was awarded.

As a grantee, SBCWDB will host a workforce transformation fellow within their organization to advance the objectives of the initiative, which includes applying a human-centered design approach to our workforce system. Fellows will be selected through a competitive hiring process and will receive training in design thinking practices specifically customized for the public workforce system before beginning to work on-site at SBCWDB. Fellows will be embedded within organizations for no less than 30 hours a week for a period of 12 months.

SBCWDB is required to execute the Process and Ethics Agreement with TBL. TBL is a subcontractor of JFF to directly pay the workforce transformation fellow. TBL will receive funding made available for this grant directly from JFF, who receives funding from The Irvine Foundation. Through their partnership with JFF in implementing the WTC grant, TBL is able to further achieve its mission of turning the workforce around by providing qualified staff for agencies and finding valuable placement for employees. As the fellow’s employer of record, TBL will manage all employment processes including administrative and human resources. The collective objective will be to implement human-centered design tools and principles that move towards customer and community-centered strategies to help solve deep structural barriers facing the public workforce system.

Through this collaboration, the fellow paid by TBL and assigned to SBCWDB will explore and identify needs and opportunities, and then apply human-centered design tools and methods to solve problems and expand upon those opportunities within their organization.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			
State			
Federal			
Fees			
Other:	\$ 15,000.00	\$ 5,000.00	\$ 20,000.00
Total	\$ 15,000.00	\$ 5,000.00	\$ 20,000.00

Narrative:

The County of Santa Barbara Workforce Development Board will receive one-time grant funding of \$20,000 from JFF. There is no General Fund Contribution.

**Legal Positions:**

0

**FTEs:**

0

**Special Instructions:**

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

DSS Contracts Unit

C/O Nereida Zarate

2125 S. Centerpointe Parkway, 3rd Floor

Santa Maria, CA 93455

Email: [nzarate@countyofsb.org](mailto:nzarate@countyofsb.org)

**Attachments:**

1. Attachment 1 – Grant Agreement – JFF
2. Attachment 2 – Process and Ethics Agreement – TBL

**Authored by:**

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