



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:** June 27, 2023  
**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: Christina Groppetti, Economic Assistance and Employment  
Services Branch Operations Manager  
(805) 346-7116  
**SUBJECT:** **First Amendment to the Agreement with Foundation for California Community  
Colleges for Human Resources, Expanded Subsidized Employment - Career  
Catalyst Services**

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**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 a First Amendment to the Agreement with Foundation for California Community Colleges to provide Human Resource Services, for the CalWORKs Expanded Subsidized Employment Program through Career Catalyst Services for a total contract amount not to exceed \$1,176,070.10 for the period of July 1, 2023 through June 30, 2024; and
- b) 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 in order to approve the First Amendment to the Agreement with Foundation for California Community Colleges (FCCC) to provide Human Resource Services, for the CalWORKs Expanded Subsidized Employment Program (ESE) through Career Catalyst Services for a total contract amount not to exceed \$1,176,070.10 for the period of July 1, 2023 through June 30, 2024. FCCC will

continue to provide human resource and payroll services as the Employer of Record for ESE program participants.

**Background:**

Assembly Bill 74 (Chapter 21, Statutes of 2013) created the ESE Program to expand subsidized employment opportunities for CalWORKs participants in California. The California Department of Social Services (CDSS) is encouraged by this expansion and the benefits of the ESE Program for CalWORKs participants.

The purpose of the ESE program is to connect CalWORKs participants with employers in meaningful job placements as a stepping-stone to unsubsidized employment. The ESE placements are fully subsidized. ESE placements will provide the CalWORKs participants with the incentive of a paycheck while building skills and experience. ESE placements are limited to six (6) months with total participation in the ESE Program not to exceed 12 months. On a case-by-case basis, extensions beyond the initial 6-month placement may be granted when approved by DSS. FCCC will provide human resource and payroll services as the Employer of Record. These services include but are without limitation to: on-boarding assistance, issuing payroll based on FCCC’s bi-weekly payment schedule, resolving day-to-day employee relations issues, Worker’s Compensation and Employment Claims, and completing employment and income verification requests by outside agencies or prospective employers.

The First Amendment to the Agreement with FCCC that is before your Board will allow DSS to continue providing services to ESE program participants. FCCC will collaborate with the Santa Barbara County DSS to ensure each of the performance outcomes, as established by ESE, are met.

**Fiscal Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY 2021/2022</u></b>	<b><u>FY 2022/2023</u></b>	<b><u>FY 2023/2024</u></b>
General Fund			
Federal/State	\$ 242,226.00	\$ 539,995.50	\$ 1,176,070.10
Fees			
Other:			
Total	\$ 242,226.00	\$ 539,995.50	\$ 1,176,070.10

**Narrative:**

Approval and execution of this amendment will result in expenditures of \$1,176,070.10 in FY 2023/2024. Appropriations and associated funding are included in the Social Services, Economic Assistance Program funds. This contract will be funded with 100% federal and state funds. There is no impact to County General Fund.

**Key Contract Risks:**

The risk assessment worksheet has been completed and DSS has determined that FCCC is a medium risk vendor. FCCC is insured for General and Professional Liability.

**Staffing Impacts:**

**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, 3<sup>rd</sup> Floor  
Santa Maria, CA 93455  
Email: [nzarate@countyofsb.org](mailto:nzarate@countyofsb.org)

**Attachments:**

1. Attachment 1 – First Amendment – FCCC – HR ESE CCS
2. Attachment 2 – Minute Order and Executed Agreement – FCCC – HR ESE CCS

**Authored by:**

Christina Groppetti, Economic Assistance and Employment Services Branch Operations Manager  
Nereida Zarate, Contracts Coordinator