BOARD OF SUPERVISORS
AGENDA LETTER

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:

Department Name:	Social Services
Department No.:	044
For Agenda Of:	July 14 2020
Placement:	Administrative
Estimated Time:	
Continued Item:	No
If Yes, date from:	
Vote Required:	4/5

TO:	Board of Supervisors	
FROM:	Department Director(s)	Daniel Nielson, Social Services Director (805) 346-7101
	Contact Info:	Raymond L. McDonald, Executive Director, Workforce Development Board (805) 681-4562
SUBJECT:	**Agreements with Foundation for California Community Colleges and Goodwill of Ventura and Santa Barbara Counties for 2020 Summer Training and Employment Program for Students**	

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 an Agreement to receive $500,000 in 2020 Summer Training and Employment Program for Students grant funds from the Foundation for California Community Colleges (not a local vendor), for the period of July 14, 2020 through April 30, 2021;

b) Approve and authorize the Chair to execute an Agreement with Goodwill of Ventura and Santa Barbara Counties (a local vendor), to serve as operator in Santa Barbara County for the Summer Training and Employment Program for Students, for a total contract amount not to exceed $89,951.23 from July 14, 2020 through April 30, 2021;

c) Authorize the Director of Social Services, or designee, to extend the Agreements 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;

d) Authorize the Director of Social Services, or designee, to execute the Contractor Certification Clauses set forth in Exhibit D to the Agreement with the Foundation for California Community Colleges;

e) Authorize the Director of Social Services, or designee, to reallocate the budgeted line items of the Agreements without exceeding the total contract amount;

f) Approve Budget Journal Entry No. 0006922 to increase appropriations by $128,000 in the Department Social Services Fund 0058 for Salaries and Benefits of staff in the amount of $38,048.77, and Contractual Costs of $89,951.23 for Summer Training and Employment Program for Students program. The expenditures are funded by the 2020 Summer Training and Employment Program for Students Grant; and

g) Determine that the activity is not a "Project" subject to California Environmental Quality Act (CEQA) review per CEQA Guideline Section 15378(b)(4), the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; and 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:

These items are on the agenda in order to approve the following Agreements:

1. Agreement to receive $500,000 in 2020 Summer Training and Employment Program for Students (STEPS) grant funds from the Foundation for California Community Colleges (FCCC), for the period of July 14, 2020 through April 30, 2021; and
2. Agreement with Goodwill of Ventura and Santa Barbara Counties (Goodwill) to serve as operator in Santa Barbara County for STEPS, for a total contract amount not to exceed $89,951.23 from July 14, 2020 through April 30, 2021.

The County of Santa Barbara Workforce Development Board (WDB) competed for and was awarded the 2020 STEPS grant by FCCC to provide job preparation training, including job exploration, workplace readiness skills training, and work-based learning experiences, as well as summer and year-round work experience opportunities for Students with Disabilities (SWD). The WDB will administer and operate, through Goodwill, the 2020 STEPS for Santa Barbara County. FCCC will serve as the pass-through and designated agency by the California Department of Rehabilitation responsible for managing the grant funds for STEPS and provide Career Catalyst Services.

Background:

The California Department of Rehabilitation, in coordination with FCCC, will be funding and administering the STEPS to provide job preparation training, including job exploration, workplace readiness skills training, and work-based learning experiences, as well as summer and year-round work experience opportunities for SWD.

The FCCC conducted a Solicitation for Proposals for the 2020 STEPS grant. The WDB competed and was awarded the grant. FCCC is the designated agency responsible for managing the 2020 STEPS grant funds. The FCCC will distribute funds to WDB and serve as the official employer of record for all paid work experience through its Career Catalyst Services. As such, FCCC will provide comprehensive human resource and payroll services for all SWD placed in paid work experience. The WDB is the agency administering and implementing the program in Santa Barbara County and will contract with Goodwill to serve as the STEPS program operator. Goodwill has extensive experience

operating workforce programs for SWD and justice-involved-youth.

These 2020 STEPS grant funds are allocated in the following amounts:

$372,000	Funds retained by FCCC for STEPS Career Catalyst Services
$38,048.77	WDB – Salaries/Benefits of staff and administrative costs
$89,951.23	Goodwill - Santa Barbara County STEPS operator
$500,000	**Total grant**

Performance Measure:

FCCC Agreement:

1. DSS shall report on the 10th of each month to track grant activities and submit invoices for services rendered.

Goodwill Agreement:

1. Serve 100 SWD.
2. Ensure participants are provided with 40 hours of paid pre-vocational preparation training to each SWD to include:
    a. Job Exploration
    b. Workplace Readiness Skills Training
3. Recruit 75 local businesses for Work Experience Sites.
4. Provide 100 SWD with 200 hours of Work Experience paid at no less than $13.00 per hour. Full or part time.
5. Co-enroll 20 SWD in the Workforce Innovation and Opportunity Act (WIOA) Title I Programs.

Fiscal and Facilities Impacts:

Budgeted: Yes

Fiscal Analysis:

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Project Cost
General Fund			
State			
Federal			$ 128,000.00
Fees			
Other:			
Total	$ -	$ -	$ 128,000.00

Narrative: FCCC will reimburse the WDB for any activity relating to the STEPS program. There is no impact to General Fund.

Key Contract Risks:

The risk assessment worksheet has been completed and DSS has determined that both FCCC and Goodwill are medium risk vendors. Under section 6 of the FCCC Agreement, the County will indemnify FCCC for claims or damages arising from the performance or service of the FCCC Agreement.

Under Exhibit B section 1 and Exhibit C sections 3.6.1 and 3.7.1 of the FCCC Agreement, the County will be responsible for incurred costs that exceed 2020 STEPS grant fund amount at a maximum cap of

$32,899. Under the Goodwill Agreement, however, the County will be reimbursed by Goodwill for these costs.

Staffing Impacts:

Legal Positions:	FTEs:
0	0

Special Instructions:

Please scan, email and send one (1) duplicate original of each 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
t.beebe@sbcsocialserv.org

Attachments:

1. Attachment 1 - Agreement – FCCC – STEPS 2020-2021
2. Attachment 2 - Agreement – Goodwill – STEPS 2020-2021
3. Attachment 3 - Budget Revision Request No. 0006922

Authored by:

Luis Servin, Workforce Program Manager
Tricia Beebe, Contracts Coordinator