

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors
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Santa Barbara, CA 93101
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Agenda Number:
Prepared on: 5/15/03
Department Name: Social Services
Department No.: 044
Agenda Date: 06/03/03
Placement: Departmental
Estimate Time: 15 minutes
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Charlene Chase, Director
Social Services Department

STAFF Peggy Rueda
CONTACT: X. 4446

SUBJECT: Workforce Investment Act (WIA) Youth Employment & Training Service Contracts

Recommendation(s):

That the Board of Supervisors: Execute agreements with four vendors to provide youth employment and training activities pursuant to the Workforce Investment Act for the period July 1, 2003 through July 5, 2005, as follows:

- a) Community Action Commission, a local vendor, in the amount of \$150,000;
- b) Channel Islands YMCA – Noah’s Anchorage Branch, a local vendor in the amount of \$73,000;
- c) Santa Ynez People Helping People, a local vendor; in the amount of \$75,000;
- d) Santa Barbara County Education Office, in the amount of \$162,000.

Alignment with Board Strategic Plan:

The recommendation is primarily aligned with Goal No. 7: Strengthen the Safety and Well-Being of Children and Their Families to Ensure a Strong Future for our Community.

Executive Summary and Discussion:

The Workforce Investment Act targets low-income youths, in-school and out-of-school who are basic-skills deficient, disabled, in foster care or homeless, parenting/pregnant, and/or who have been involved in the juvenile justice system. As required by the Act, the distribution of these funds requires a request for proposal (RFP) process. Although an RFP had been issued every year, the Workforce Investment Board (WIB) received complaints that the process was not truly open and competitive. In prior years, minimal efforts were made to publicize the RFP; and the WIB was not being kept fully abreast of the process. These concerns along with the fact that the County was under serving out-of-school youth and South County youth, led to the current process.

At the behest of the WIB, the RFP process was revamped to: 1) be competitive and open to all those interested in applying; 2) seek greater accountability on the use of grant funds, including proposals with low administrative overhead 3) include performance-based outcomes; 4) serve previously under-served geographic locations and youth populations noted in the Workforce Investment Act; and 6) align the contract process with that of the Department of Social Services. Also, to ensure compliance in meeting the federal mandates regarding out-of-school youth throughout the entire county, separate RFP's were required to be submitted for this population.

The current RFP was publicized through direct mail, e-mail mailing lists, and public notices in local newspapers. As a result 42 RFP packets were distributed and 17 applications for funding were received by the RFP deadline (nine in-school and eight out-of-school). It is important to note that, despite these efforts to inform vendors of the RFP, at the bidders' conference, a vendor asked if they could apply for funding since current vendors would be applying for funds.

Proposals were reviewed and scored based on criteria outlined in the RFP. The recommended contractors, those receiving the highest scores, all have extensive experience in working with low-income youth and grant funded programs. Program activities conducted by the contractors are subject to performance standards developed by the U.S. Department of Labor for employment outcomes, educational attainments, and skill acquisitions. In addition unique performance based outcomes have been included in each of the contracts. 10% of each contract is withheld until the documented attainment of the performance measures. Due to a 20% decrease in funding, fewer youth than in previous years will be served. However, every effort has been made to ensure that each portion of the County is covered by a service provider. Additionally, whereas the program has traditionally served the disabled target population well, we will now be addressing other target populations including: The chart below outlines the specifics for each contract.

Contractor	Amount	In-School or Out-of-School	Area of Coverage	Youth to be Served
City of Santa Maria * Partnered with Women's Economic Ventures (WEV) & Four Square Youth Programs	\$140,000	In-School	Santa Maria Valley	76
City of Santa Maria * Partnered with Center for Employment Training (CET) & Four Square Youth Programs	\$200,000	Out-of-school	Santa Maria Valley	57
Community Action Commission (CAC)	\$150,000	Out-of-school	South Coast – Lompoc Valley & Santa Ynez	40
People Helping People (PHP)	\$75,000	In-School	Santa Ynez Valley	45
Channel Islands YMCA – Noah's Anchorage Branch (Isla Vista Teen Center)	\$73,000	In-School	Isla Vista, Goleta, SB	85
Santa Barbara County Education Office (SBCEO)	\$162,000	In-School	Lompoc, Santa Barbara, Carpinteria	50

* City of Santa Maria contracts are awaiting final signatures.

Mandates and Service Levels:

Services to be provided under this Agreement are in conformance with Section 664 of the Final Federal Regulations governing Youth Activities under the Workforce Investment Act (August 11, 2000).

Fiscal and Facilities Impacts:

Approval and execution of this two-year contract will result in direct contract expenditures of no more than \$720,000 in Fiscal Year 2003/04 and \$80,000 in Fiscal Year 2004/05. Appropriations for Fiscal Year 2003/04 have been included in the Departments recommended 2003/2004 Budget. Appropriations for Fiscal Year 2004/05 will be included in that year's budget. Funding for these contracts comes from the Department's Workforce Investment Act (WIA) federal allocation and they include rollover ability so the Department will be able to reserve adequate funding from its 2003/04 allocation to fund the \$80,000 to be paid in 2004/05. Each contract includes a clause that allows the County to reduce the contracted not to exceed amount if revenues are not realized at the department's anticipated amount. The Fiscal Year 2003/2004 revenues and appropriations for this Contract as well as our entire WIA program are included in the Workforce Investment Act cost center of the Public Assistance Programs Division. This program requires no County funds as it is 100% funded by federal funds.

Attachments:

Agreements for Services of Independent Contractor

Special Instructions:

After execution by the Chair, please return one (1) originally signed agreement for each contractor, the Department copy of each agreement, and one (1) copy of the minute order attention: Hilary Yost

Concurrence:

Auditor-Controller
County Counsel
Risk Management