



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: 6/28/22
Placement: Administrative
Estimated Time:
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 L. McDonald, Executive Director
Workforce Development Board (805) 681-4453
SUBJECT: **Third Amendments to the Agreements with Foundation for California
Community Colleges and Goodwill of Ventura and Santa Barbara Counties for
2022 Summer Training and Employment Program for Students**

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 Director of the Department of Social Services, or his designee, to execute a Third Amendment to the Agreement to receive \$500,000 in 2022 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 1, 2022 through June 30, 2023;
- b) Approve and authorize the Chair to execute a Third Amendment to the 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 \$84,951 from July 1, 2022 through June 30, 2023; and
- c) 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:

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

1. Third Amendment to the Agreement to receive additional \$500,000 in 2022 Summer Training and Employment Program for Students (STEPS) grant funds from the Foundation for California Community Colleges (FCCC), for the period of July 1, 2022 through June 30, 2023; and
2. Third Amendment to the 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 \$84,951 from July 1, 2022 through June 30, 2023.

The California Department of Rehabilitation (DOR) is renewing its agreement with FCCC to continue STEPS for an additional year, beginning July 1, 2022. Consequently, the County of Santa Barbara Workforce Development Board (WDB), as a STEPS current grantee, is eligible to renew its' contract with FCCC and receive an additional \$500,000 in STEPS grant funds for Program Year 2022-2023. The WDB will administer and operate, through Goodwill, the 2022 STEPS for Santa Barbara County.

Background:

In March 2020, the California Department of Rehabilitation (DOR), in coordination with FCCC, funded and administered 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 Students with Disabilities (SWD).

The FCCC conducted a Solicitation for Proposals for the 2020 STEPS grant. The WDB competed and was awarded \$500,000 in 2020 STEPS grant funds. FCCC is the designated agency responsible for managing 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.

On July 14, 2020, the WDB entered into an agreement for 2020 STEPS grant funds for the period of July 14, 2020 through April 30, 2021. The Board of Supervisors authorized 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. On February 23, 2021, the WDB entered into the First Amendment to the Agreement with FCCC to extend the term of the Agreement through June 30, 2021. On March 12, 2021, the WDB also executed a First Amendment to the Agreement with Goodwill to extend the term of the Agreement through June 30, 2022. On April 15, 2021, FCCC notified WDB of the opportunity to renew the existing agreement in order to extend the STEPS through June 30, 2022 and receive \$500,000 of additional funding. On June 22, 2021, the WDB entered into Second Amendments to the Agreements with FCCC and Goodwill to renew each Agreement through June 30, 2022.

On March 15, 2022, FCCC notified WDB of the opportunity to renew the existing agreement in order to extend the STEPS through June 30, 2023 and receive \$500,000 of additional funding.

These 2022 STEPS grant funds are allocated in the following amounts:

\$377,000	Funds retained by FCCC for STEPS Career Catalyst Services
-----------	-----------------------------------------------------------

\$38,049	WDB – Salaries/Benefits of staff and administrative costs
\$84,951	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 Participants.
2. Ensure all 100 participants receive Job Preparation Training
3. Provide 100 Participants with paid Work Experience.
4. Co-enroll 20 Participants in the Workforce Innovation and Opportunity Act (WIOA) Title I Programs.

Both FCCC and Goodwill have provided these services since 2019 and have performed satisfactorily.

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
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 the 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.

Staffing Impacts:

<u>Legal Positions:</u>	<u>FTEs:</u>
0	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 Tricia Beebe
 2125 S. Centerpointe Parkway, 3rd Floor
 Santa Maria, CA 93455
 Email: tbeebe@countyofsb.org

Attachments:

1. Attachment 1 – 3A – FCCC – STEPS 2022-2023
2. Attachment 2 – 3A – Goodwill – STEPS 2022-2023

Authored by:

Luis Servin, Workforce Program Manager
Tricia Beebe, Contracts Coordinator