



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:** September 12, 2023  
**Placement:** Administrative  
**Estimated Time:** NA  
**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: Luis F. Servin, Executive Director, Workforce Development Board  
(805) 614-1543  
**SUBJECT:** **Subgrant Agreement with Foundation for California Community Colleges for Breaking Barriers Summer Youth Empowerment and Employment Program and Agreement with Managed Career Solutions for Breaking Barriers Summer Youth Empowerment and Employment Program**

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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 Department of Social Services Director, or designee, to execute the Subgrant Agreement with Foundation for California Community Colleges (not a local vendor), to receive \$747,744 in Breaking Barriers Summer Youth Empowerment and Employment Program grant funds for the period of September 12, 2023 through June 30, 2024;
- b) Approve and authorize the Chair to execute an Agreement with Managed Career Solutions, SPC (not a local vendor), to serve as program operator in Santa Barbara County for the Breaking Barriers Summer Youth Empowerment and Employment Program, for a total contract amount not to exceed \$650,244 (Managed Career Solutions will provide \$150,000 In Kind match) from September 12, 2023 through June 30, 2024;
- c) Authorize the Director of Social Services, or designee, to execute the Subgrantee Certification Form set forth on Exhibit F to the Subgrant Agreement with the Foundation for California Community Colleges;

- d) Authorize the Director of Social Services or designee, to extend the Subgrant Agreement with Foundation for California Community Colleges for the Summer Youth Empowerment and Employment Program, and Agreement with Managed Career Solutions, SPC for Summer Youth Empowerment and Employment program operator, 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; and
- e) 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 Agreements:

1. Subgrant Agreement with Foundation for California Community Colleges (FCCC), to receive grant funds for the Breaking Barriers Summer Youth Empowerment and Employment Program (SYEEP) in the amount of \$747,744 for the period of September 12, 2023 through June 30, 2024; and
2. Agreement with Managed Career Solutions, SPC (MCS) to serve as program operator in Santa Barbara County for the SYEEP, for a total contract amount not to exceed \$650,244 (MCS will provide \$150,000 In Kind match from September 12, 2023 through June 30, 2024.

MCS, through this Agreement, will act as the SYEEP program operator in Santa Barbara County. As the program operator, MCS will provide comprehensive youth services that focus on assisting primarily disconnected youth and youth at risk of disconnection from the education system or employment. This is defined as individuals ages 16 through 24 who are neither working nor in school that might need assistance to complete an educational program or secure employment.

MCS will serve 200 youth over the life of the contract with a cost per participant of \$4,000. MCS case managers will provide direct services including intensive case management, development of individualized employment plans, career planning, work-based learning placements (including Paid Work Experience [PWEX]), job search services, and activities that prepare youth for post-secondary education. MCS will also incorporate motivational speakers and the launch of a public-facing website for employers to learn about SYEEP and other workforce services, read about outcomes and success stories, and sign up to serve as youth worksites for PWEX opportunities among other resources. The website will also have a participant facing option for youth program registration.

MCS will utilize 64% (\$415,724) of total contract funds of \$650,244 on direct job seeker services, which include classroom-training costs, PWEX wages, and supportive services. PWEX is a planned, structured learning experience that takes place in a workplace (local employer) and provides youth with opportunities for career exploration and skill development. Work experience may take place in the private for-profit sector, the non-profit sector, or the public sector. Supportive services enable an individual to participate in program activities such as, but not limited to, assistance with transportation, childcare, housing, health care, educational testing, interview attire, and work-related tools.

MCS will utilize the remaining 36% of total contract funds (\$234,520) for operating costs such as staff’s wages and benefits, other operating costs such as the costs to contract with motivational speakers and

the cost to design and launch the public-facing website for employers to learn about SYEEP and other workforce services. \$150,000 is being provided by MCS as In Kind match that will cover the cost of additional staffs' wages assigned to support this project.

As the Breaking Barriers to Employment grant recipient, the Santa Barbara County Workforce Development Board (SBCWDB) is retaining \$97,500 of the grant funds to administer the grant.

**Background:**

On August 2, 2022, The California Workforce Development Board (CWDB), in partnership with FCCC, announced the availability of \$22.7 million in state general funds for Assembly Bill 628: Breaking Barriers to Employment Initiative (Initiative). The Initiative aims to provide individuals with barriers to employment the services they need to enter, participate in, and complete broader workforce preparation, training and education programs, to obtain and retain employment.

The SBCWDB applied for and was awarded the AB628 Breaking Barriers to Employment grant in the amount of \$747,744. FCCC is the designated agency responsible for managing the SYEEP grant funds for CWDB. FCCC will distribute funds to SBCWDB. SBCWDB is the agency administering and implementing the program in Santa Barbara County and will contract with MCS to serve as the SYEEP program operator.

Subcontracting the responsibilities outlined in the SYEEP grant to MCS, allows the delivery of these services to the community efficiently and effectively. MCS is a well-established America's Job Center of California (AJCC) operator and Title I Workforce Innovation and Opportunity Act (WIOA) Career Services provider. MCS has over 30 years of experience delivering workforce development services to adults, dislocated workers, youth and businesses in Los Angeles County, Ventura County, and is the current AJCC and WIOA operator for the SBCWDB. MCS' size, maturity, established governance and performance based model demonstrates their ability to successfully implement the SYEEP. The workforce services that MCS will be providing include, career readiness to prepare youth for unsubsidized employment, the development and placement in work-based learning opportunities with local employers, supportive services, and intensive case management. Designating MCS as the program operator is cost effective as it allows the SBCWDB to leverage their established infrastructure. In addition, MCS services are provided by local staff, with a proven record of providing services for similar grants.

**Performance Measure:**

**The following performance measures are included in the Agreement with MCS:**

**A. Local Performance Goals**

- a. COUNTY has established additional performance indicators to ensure a strong return on investment and adequate levels of service and outcomes for the participants served. CONTRACTOR must meet or exceed the following performance goals:

<b>Goals</b>	<b>Target</b>
Enrollment in Program	200
Paid Work Experience:	200

<ul style="list-style-type: none"> <li>• A paid work experience with local employers, or</li> <li>• Assistance obtaining unsubsidized employment with a local employer.</li> </ul>	
Attained Industry-Identified Certificate or Credential during or after completing the program.	100
Placement into Employment/Post-secondary education after program exit.	200

**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	\$ 747,744.00		\$ 747,744.00
Fees			
Other:			
Total	\$ 747,744.00	\$ -	\$ 747,744.00

Narrative: FCCC will reimburse the SBCWDB up to the amount of \$747,744 for any approved activity relating to SYEEP. The \$650,244 of costs incurred through the Agreement with MCS is reflected in the \$747,744 of funds received through the Subgrant Agreement with FCCC. The Subgrant Agreement and MCS Agreement contain non-appropriation clauses in the event that no or insufficient funds are appropriated or funds are not otherwise available for payment during the term of the agreement. Appropriations for the Breaking Barriers to Employment grant are included in the SBCWDB Fiscal Year 2023-2024 Adopted Budget. There is no impact to the General Fund.

**Key Contract Risks:**

DSS has determined that FCCC is a medium-risk vendor and MCS is a high-risk vendor per the completion of the Contract Risk Assessment Worksheet. The MCS Agreement was rated as “high-risk” primarily due to the contract size, contract type (cost reimbursable), and the percent of work that will be subcontracted. MCS has experience as an AJCC operator and provider of federally funded services. To mitigate risks, DSS will provide payments to MCS for costs incurred under the agreements after the satisfactory performance of services and demonstration that costs were eligible and appropriate.

**Staffing Impacts:**

<b><u>Legal Positions:</u></b>	<b><u>FTEs:</u></b>
None	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  
[nzarate@countyofsb.org](mailto:nzarate@countyofsb.org)

**Attachments:**

1. Attachment - Subgrant Agreement with FCCC for Breaking Barriers SYEEP Grant & CCS
2. Attachment - Agreement with MCS for Breaking Barriers SYEEP Program Operator

**Authored by:**

Luis Servin, Workforce Development Board  
Nereida Zarate, Contracts Coordinator