

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Social Services	(2) MEETING DATE 2/4/2014	(3) CONTACT/PHONE Reva Bear (805) 781-1838	
(4) SUBJECT Request to approve a Fiscal Year 2013-2014 new contract with Henkels & McCoy, Inc. in an amount not to exceed \$123,663 for Workforce Investment Act (WIA) Youth Employment and Training Services. Districts 1 and 5.			
(5) RECOMMENDED ACTION It is recommended that the Board approve, and direct the Chairperson to sign, a new service contract with Henkels & McCoy for Workforce Investment Act (WIA) Youth Employment and Training Services in an amount not to exceed \$123,663 for FY 2013-2014.			
(6) FUNDING SOURCE(S) Federal (100%)	(7) CURRENT YEAR FINANCIAL IMPACT \$123,663	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001376		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Emily Jackson			
(18) SUPERVISOR DISTRICT(S) District 1 - District 5 -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Social Services / Reva Bear
(805) 781-1838

DATE: 2/4/2014

SUBJECT: Request to approve a Fiscal Year 2013-2014 new contract with Henkels & McCoy, Inc. in an amount not to exceed \$123,663 for Workforce Investment Act (WIA) Youth Employment and Training Services. Districts 1 and 5.

Recommendation

It is recommended that the Board approve, and direct the Chairperson to sign, a new service contract with Henkels & McCoy for Workforce Investment Act (WIA) Youth Employment and Training Services in an amount not to exceed \$123,663 for FY 2013-2014.

Discussion

California implemented the federal Workforce Investment Act (WIA) of 1998 in the year 2000 with the goal of building a comprehensive workforce investment system that would increase employment opportunities, job earnings and retention, while improving occupational skills to sustain California's economic growth in future years. One of the goals of the WIA was to bring together a fragmented group of workforce development programs to create a one-stop system in which employers and job seekers could easily access a wide array of employment and training services. WIA mandated universal access to the one-stop system, with sequential eligibility for employment and training services.

The enactment of WIA also brought about substantial changes to how youth are served in the workforce development system by moving away from one-time, short-term interventions, to a long-term comprehensive system of services that better prepares high-risk youth to make a successful transition to the workforce and continued education. WIA Title I services focus on quality employment and training services to assist eligible youth to find meaningful employment. WIA formula allocation funding has a two-year life span, meaning that allocations for any given program year will end in the subsequent fiscal year. Therefore, if these allocations are not fully expended in the first fiscal year, the balance of unspent funds may be expended in the subsequent fiscal year. The process of restoring these unspent (carry over) funds to the DSS budget occurs early in the new fiscal year after the prior year expenditures have been reported. All carryover funds must be spent in accordance with the same requirements and regulations as any WIA expenditure. Unspent youth funds have been carried over into subsequent fiscal years each year since FY2010-2011 in the San Luis Obispo County local workforce investment area. Approximately \$354,915 in unspent FY 2012-2013 Youth funds were carried into FY 2013-2014.

The current youth provider, Goodwill Industries and its subcontractor Cuesta College, were allocated \$200,000 of carryover funding to expand its youth services for FY 2013-2014. In discussions for the use of the remaining carryover funding, the Youth Council of the San Luis Obispo County Workforce Investment Board (WIB) prioritized older and out-of-school youth with serious barriers to employment, and the North County area for increased services. The Youth Council is comprised of mandated and voluntary youth services stakeholders including eligible youth, a parent of an eligible youth, WIA Youth service providers, and representatives from County Probation, the Office of Education, and Social Services. A Request for Proposal (RFP) was developed in response to areas of opportunity identified by the Youth Council. The RFP was released on October 18, 2013 as directed by County purchasing guidelines and two proposals were received at the close on November 15, 2013. An Evaluation Committee made of up two Youth Council members and an employee of the Department of Social Services convened on November 21, 2013 to review the submissions based on the criteria detailed in the RFP. Henkels & McCoy (H&M) was selected to provide targeted youth employment services, funded with FY 2012-

2013 carryover funds, to older and out-of-school youth (OSY) in the North County area. H&M was selected based on their extensive experience implementing employment and work programs for WIA-eligible at-risk youth.

H&M has been providing employment and training services throughout California and the United States (US) since 1983 and has served over 35,000 at-risk WIA-funded youth each year, working with approximately 30 WIBs throughout the US. H&M works in partnership with government and local service providers to serve populations with significant barriers to employment using funding from the Department of Labor, California Department of Corrections, Department of Juvenile Justice, Probation Departments, Job Corps, Housing and Urban Development (HUD), Department of Education, faith-based organizations, and the private sector to expand local services and capacity. H&M's proposal included support letters from two neighboring WIBs (Monterey and Santa Barbara counties) who have direct experience collaborating with them as well as two Bay Area WIBs (Contra Costa and San Jose) for whom H&M provides OSY services.

The WIA youth employment and training services contract with H&M further establishes a comprehensive youth development system that links local community, youth, and education stakeholders. In addition to co-locating its program with the Paso Robles Housing Authority and Atascadero High School, H&M will partner with area employers and businesses to create internships for youth, and hire local staff. H&M specifically offers case management, mentoring, and occupational skills training including portable and stackable industry recognized credential training, such as the National Retail Federation Customer Service training, to provide youth an edge when they apply for jobs.

If approved, H&M will be an additional provider of WIA Title I youth employment and training services in the County. Cuesta College, through a subcontract with Goodwill Industries, provides youth employment and training services to both in-school and out-of-school youth countywide. Cuesta's current subcontract and funding will not be impacted by this new OSY services contract. Additionally, the County has committed to ensuring that Cuesta's FY 2014-2015 subcontract and funding are unaffected as well. H&M's services offer key components for improving performance in core employment and educational skills for youth. By offering this level of support, it is anticipated that the local workforce will be strengthened and these outcomes support the County goal of a strong and viable economy.

Other Agency Involvement

This contract was developed in partnership with the WIB. County Counsel has reviewed and approved the contract as to legal form and effect.

Financial Considerations

The WIA funds are 100% federally funded (distributed to states for allocation to counties) and are distributed to the County via a grant. The annual WIA Formula Grant estimate including the Youth Formula Grant was included in the Department's adopted budget for FY 2013-2014. In addition, FY 2012-2013 carryover funds were restored to the Department's FY 2013-2014 budget by the County Auditor.

The total contract amount for the Youth Employment and Training Service contract with H&M is \$123,663.

Agency	Budgeted FY 13-14	Notes	Sharing Ratios			
			Fed	State	Co	Other
Henkels & McCoy	\$123,663	WIA Youth Programs	100%	0%	0%	0%

Results

This is a first-year contract with H&M for WIA Out-of-School Youth (OSY) Employment and Training Services.

These performance expectations are consistent with other contracts for WIA youth services with the exception that this contract focuses solely on OSY and the North County area. The contract is to serve 33 youth.

FY 2013-2014

Out-of-School Youth:

H&M in collaboration with partner agencies will serve a minimum of thirty-three (33) new WIA Out-of-School eligible youth.

H&M will complete eligibility determination on 33 youth (100% of target) by June 15, 2014.

H&M will complete assessment and individual service strategy development for 17 youth (50% of total) by May 1, 2014.

H&M will initiate Occupational Skills Training for 16 youth by June 30, 2014.

H&M will provide services that result in 10 youth obtaining unsubsidized employment by June 30, 2014.

H&M will provide services that result in a minimum of 67.1% of the total youth served being placed in employment or education in the first quarter after the exit quarter. (*This includes employment, military, post-secondary education and/or advanced training/occupational skills training.*)

H&M will provide services that result in a minimum of 68.7% of youth attaining a diploma, GED, or certificate by the end of the third quarter after the exit quarter.

H&M shall provide services that result in a minimum of thirty percent 78.7% of youth participants increasing one or more educational functioning levels.

ATTACHMENTS

1. Contract with Henkels and McCoy for WIA Youth Services
2. Exhibit A-Scope of Services
3. Exhibit B-Compensation and Billing
4. Exhibit B1-Budget
5. Exhibit C-Effective Date and Duration
6. Exhibit D-General Conditions
7. Exhibit E-Special Conditions
8. Exhibit E1-Certification and Assurances