



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 10/22/2019

Agenda Placement: 6G

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Jennifer Yasumoto - Director  
Health & Human Services Administration

**REPORT BY:** Shelli Brobst, Contracts Manager - 253-4720

**SUBJECT:** Agreement with The Salvation Army, Inc. (On-The-Job Training)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with The Salvation Army, Inc. for a maximum of \$50,000 for the term September 9, 2019 through June 30, 2020, with a provision for two automatic renewals, to provide On-the-Job Training opportunities to trainees as provided under the federal Workforce Innovation and Opportunity Act.

### **EXECUTIVE SUMMARY**

Approval of today's recommended action will enable The Salvation Army to provide occupational training and employment of On-the-Job Training (OJT) to trainees at a negotiated percentage of the trainee's wage rate to compensate the contractor for the extraordinary costs associated with occupational training. On-the-Job training opportunities are available to youth as provided under the federal Workforce Innovation and Opportunity Act.

The Agreement also delegates authority to the Director of Health and Human Services to designate additional trainees under this Agreement through the use of Exhibit B, provided the contract maximum of \$50,000 is not exceeded.

This Agreement requires Board approval because other agreements with The Salvation Army exceed the threshold established by the County's purchasing policy.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?

Yes

Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Self Sufficiency Services
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	This agreement will automatically renew for two additional fiscal years at the County's option.
Consequences if not approved:	If this agreement is not approved, the Agency will be at risk of not expending the required amount under its agreement with the Workforce Alliance of the North Bay (WANB) on training activities.
County Strategic Plan pillar addressed:	Livable Economy for All
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Napa's On-the-Job Training (OJT) program provides opportunities to adults and youth who are enrolled under the Workforce Innovation and Opportunity Act (WIOA). One of the key elements to delivering a successful program is providing ample support to the individuals enrolled in the program. Many of the participants we serve face significant barriers that include trauma, lack of education, homelessness, significant financial constraints, lack of health care, lack of familial involvement and mental health and substance abuse issues. The WIOA program is intended to provide employment opportunities to individuals who have significant barriers to employment and often little to no work history.

Under this agreement, The Salvation Army will provide occupational training and employment to trainees who are enrolled in the WIOA Program and referred by their Employment Services Worker. Staff anticipates that multiple trainees will also be provided with training under this Agreement up to the contract maximum.

OJT provides an incentive to employers to hire and train our participants allowing them to not only gain employment but also gain experience in a position/field of interest, learn necessary workplace skills, and add experience to their resume. The program is augmented with an on-site job coach to support the training needs of the participant and help ensure the placement is a successful one.

Through OJT, the employer remains as the employer of record and the Napa County Health and Human Services Agency reimburses the participating employer for a portion of the participants gross wages. The OJT Program benefits Napa County's adults and youth by connecting them with employment on-the-job training opportunities they may not have been afforded without the assistance of this program.

This agreement is presented to the Board late because the department has just been made aware that, due to other County agreements with The Salvation Army, the maximum threshold established by the County's purchasing policy has been reached.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Susan Kuss