



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/5/2017

Agenda Placement: 6D

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: JoAnn Melgar for Howard Himes - Director
Health & Human Services Operations

REPORT BY: JoAnn Melgar, Staff Services Analyst II - 707-253-4722

SUBJECT: Amendment No. 1 to Agreement with On The Move, Inc. (Workforce Innovation and Opportunity Act)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170650B with On The Move, Inc., decreasing the amount by \$95,485 for a new annual maximum of \$190,015, revising the provision for automatic renewals to a maximum of three fiscal years (the final renewal period concludes June 30, 2019) and incorporating Addenda to Exhibits A and B to provide employment services for eligible youth in Napa County.

EXECUTIVE SUMMARY

On March 9, 2017 the Workforce Alliance of the North Bay released a Request for Proposal Workforce Innovation and Opportunity Act (WIOA) Career Services provider for Napa County. The Self-Sufficiency division of the Napa County Health and Human Services Agency submitted a proposal to provide these services. A component of the proposal included the provision to provide WIOA youth program services. Napa County has contracted the youth program services to On The Move for the past six years.

The purpose of the proposed amendment is to decrease the maximum by \$95,485 for a new annual maximum of \$190,015 due to a reduction in the WIOA allocation for Fiscal Year 2017-2018, revise the provision for automatic renewals to limit to a maximum of three fiscal years (the final renewal period concludes June 30, 2019), delete the creation of a GED lab, and amend the number of youth to be served from 70 to 57 (27 currently enrolled youth and 30 new youth).

On The Move, Inc. is a local vendor.

FISCAL 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?	Discretionary
Discretionary Justification:	This contract will reduce the On The Move contract maximum to match the reduction in the Workforce Innovation and Opportunity Act allocation for Fiscal Year 2017-2018.
Is the general fund affected?	No
Future fiscal impact:	This agreement terminates on June 30, 2019. It will be included in the requested budget appropriation for Fiscal Year 2018-2019.
Consequences if not approved:	If the amendment is not approved, On The Move, Inc. will continue at the higher contract maximum of \$285,500 which could result in an over expenditure of Workforce Innovation and Opportunity Act funds.
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

The Workforce Innovation and Opportunity Act (WIOA) provides funding to serve low-income, at-risk youth ages 16-24 to achieve major educational milestones and/or the necessary skills to support long-term success in the job market. The State mandates the services that must be provided with these funds. Services include:

1. Tutoring, study skills training, and evidence-based dropout prevention and recovery strategies that leads to completion of secondary school diploma or its recognized equivalent or for a recognized post-secondary credential.
2. Alternative secondary school services, or dropout recovery services, as appropriate.
3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience, including the following.
4. Occupational skill training, which includes priority consideration for training programs that lead to recognized post-secondary credentials that align with in-demand industry sectors or occupations.
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster.
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility, and other positive social and civic behaviors.
7. Supportive services.
8. Adult mentoring for a duration of at least 12 months that may occur both during and after program participation.

9. Follow-up services for not less than 12 months after the completion of participation
10. Comprehensive guidance and counseling, including drug and alcohol abuse counseling, as well as referrals to counseling, as appropriate to the needs of the individual youth.
11. Financial literacy education.
12. Entrepreneurial skills training.
13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services.
14. Activities that help youth prepare for and transition to post-secondary education and training.

On March 9, 2017 the Workforce Alliance of the North Bay released a Request for Proposal for the WIOA Career Services provider for Napa County. The Self-Sufficiency division of the Napa County Health and Human Services Agency submitted a proposal to provide these services. Napa County was awarded the Youth Grant in June 2017 and began contract negotiations in July. During this time, there were decreases in federal funding which affected not only the amounts available, but the number of youth who could be served. Negotiations were finalized in August/September and the contract process was initiated.

Napa County has contracted the youth program services to On The Move (OTM) for the past six years. Due to its past success in providing these services to the youth of Napa County, staff decided to include OTM in the proposal to serve as the County's youth service provider. This contract enables the County to pass funding through to OTM for the provision of WIOA services to the youth of Napa County.

The purpose of the proposed amendment is to decrease the maximum by \$95,485 for a new annual maximum of \$190,015 due to a reduction in the WIOA allocation for Fiscal Year 2017-2018, revise the provision for automatic renewals to a maximum of three fiscal years (the final renewal period concludes June 30, 2019), delete the creation of a GED lab, and amend the number of youth to be served from 70 to 57 (27 currently enrolled and 30 new youth). On The Move is piloting a new approach which includes employer directed and involved earn-while-you learn employment strategies and highly structured mentoring/case management. This will be done by providing two to three training and job placement cohorts of 10-15 individuals. These crews will perform public service activities or be active with a social enterprise business.

On the Move is a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula