



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 2/10/2015

Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for HOWARD HIMES - Director
Health & Human Services Administration

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

SUBJECT: Amendment No. 2 to Agreement with On The Move, Inc. (Workforce Investment Act)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 7785 with On The Move, Inc., decreasing the maximum amount by \$11,425 for a new maximum of \$188,575 to provide employment services for eligible youth in Napa County and provide training to staff on the Workforce Investment Act (WIA) Youth program.

EXECUTIVE SUMMARY

Approval of the recommended amendment will reduce the contract maximum for the contractor to provide training and employment services to eligible disadvantaged youth in Napa County and provide training to staff on the Workforce Investment Act (WIA) Youth program. This reduction reflects the completion of a prior fiscal year project that no longer requires funding.

On The Move, Inc. is a local vendor.

FISCAL IMPACT

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|-----------------------------------|---|
| 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 |

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|-------------------------------|---|
| Discretionary Justification: | If this amendment is approved, the contract will be reduced by \$11,425 to reflect that a prior fiscal year project has ended. |
| Is the general fund affected? | No |
| Future fiscal impact: | Although the amendment terminates June 30, 2015, the terms of the full agreement contain an automatic renewal provision that allows the County the option to continue these services in the following fiscal year. The corresponding appropriation will be included in the subsequent fiscal year's requested budget. |
| Consequences if not approved: | If this amendment is not approved, the contract for On The Move, Inc. will contain funding for a prior fiscal year project that is no longer in progress. |
| 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 Investment Act (WIA) provides funding to assist low-income at-risk youth ages 14-21 in achieving major education milestones and/or necessary skills to support long-term success in the job market. The State mandates the services that must be provided with these funds.

Under its current agreement, On The Move, Inc. delivers ten program service elements to enrolled youth: 1) tutoring; 2) study skills training and instruction leading to completion of secondary school (including dropout prevention strategies); 3) alternative secondary school services; 4) summer employment opportunities directly linked to academic and occupational learning; 5) paid and unpaid work experiences as appropriate (including internships and job shadowing); 6) occupational skills training; 7) leadership development; 8) adult mentoring; 9) comprehensive guidance and counseling (which may include drug and alcohol abuse counseling and referral); and 10) supportive services. The current agreement serves 43 Napa County youth this program year.

The reduction of this contract by \$11,425 for a new maximum of \$188,575 for Fiscal Year 2014-2015 is due to the completion of a prior fiscal year project that no longer requires funding. This amendment also updates the performance outcomes to align with the State negotiated performance outcomes for the WIA Youth Program.

On The Move, Inc. is a local provider.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins