



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/11/2010
Agenda Placement: 7E

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Shelli Brobst for Randolph F. Snowden - Director
Health & Human Services
REPORT BY: Shelli Brobst, Contracts Analyst - 253-4720
SUBJECT: Agreement with Unitek Education, LLC

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with Unitek Education, LLC, for a maximum of \$46,925 for the term April 13, 2010 through June 30, 2010, with a provision for annual renewal, to provide educational classroom training to clients participating in Workforce Napa programs.

EXECUTIVE SUMMARY

Unitek Education, LLC, offers course work in "green careers" specializing in solar energy, photovoltaic systems, wind energy and solar water heating. Approval of the requested action will enable participants in the Workforce Napa program to attend training in the contractor's "Green Careers" curriculum to obtain the necessary skills to secure employment in this field.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Social Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This contract is discretionary in that Napa County is not mandated to provide the services or contract with this contractor. Approval of this agreement will

enable Workforce Napa to utilize a County of Sonoma Green Regional Education and Employment in the North Bay (GREEN) Grant, of which 80% is American Recovery and Reinvestment Act (ARRA) funding and 20% is funding from the Energy Commission State Energy Program (SEP) to provide eligible participants with educational training opportunities.

- Is the general fund affected? No
- Future fiscal impact: The agreement terminates June 30, 2010, with an automatic renewal provision. The corresponding appropriation will be included in the Agency's requested budget for Fiscal Year 2010-2011.
- Consequences if not approved: If this agreement is not approved, the Health and Human Services Agency's Self-Sufficiency Workforce Programs unit, which serves unemployed and underemployed workers who seek job placement and training services, will need to find an alternative provider for training in green industries or forego utilizing the GREEN Grant funding.
- Additional Information: When the GREEN Grant funds expire, Workforce Investment Act (WIA) and WIA American Recovery and Reinvestment Act (ARRA) funding will be utilized to fund this contract.

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

Participants enrolled in Workforce Investment Act (WIA) adult, dislocated worker, and youth programs are eligible to participate in an education and/or training program if it is determined that it is necessary for them to attain their employment goal and they are deemed suitable for the course work. Under the WIA program, job skills training is procured by customer choice. The State requires each school to meet designated requirements; once these requirements are met, the school is placed on the State's Eligible Training Provider List (ETPL). Participants have the right to choose any school from this list for their job skills training.

Unitek College offers course work in "green careers" specializing in solar energy, photovoltaic systems, wind energy and solar water heating. This contract provides funding for training of up to 14 participants. The funding is provided through a County of Sonoma Green Regional Education and Employment in the North Bay (GREEN) Grant, of which 80% is American Recovery and Reinvestment Act (ARRA) funding and 20% is funding from the Energy Commission State Energy Program (SEP). The grant provides for training of 75 clients in clean energy technologies within the next 12 months. When the GREEN Grant funds expire, Workforce Investment Act (WIA) and WIA American Recovery and Reinvestment Act (ARRA) funding will be utilized to fund this contract.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins