



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/19/2020

Agenda Placement: 6Y

## 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:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Agreement with Tarla Mediterranean Bar & Grill (On-The-Job Training)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval and authorization for the Chair to sign an agreement with Tarla Mediterranean Bar & Grill for a maximum of \$50,000 per fiscal year for the term July 1, 2020 through June 30, 2021 and each automatic renewal thereof to provide On-the-Job Training opportunities to trainees as provided under the federal Workforce Innovation and Opportunity Act (WIOA).

### **EXECUTIVE SUMMARY**

Approval of today's recommended action will enable Tarla, a local Napa Employer, to provide employment and on-the-job training to trainees while Napa County Health and Human Services reimburses the employer for 50% of the trainees' wages. The reimbursement is designed to off-set the costs for employers bringing candidates on board that may not have the desired work experience or appropriate skill set. On-the-Job Training opportunities are available to adults and youth as provided under the federal Workforce Innovation and Opportunity Act.

This Amendment requires Board approval because the purchasing policy requires this for Agreements that exceed three years in length.

Tarla Mediterranean Bar & Grill is a local vendor.

### **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 contains a provision for automatic renewal. Appropriations will be included in the requested Fiscal Year 2020-2021 budget and future fiscal years will be budgeted accordingly.
	This agreement will terminate June 30, 2023.
Consequences if not approved:	If this Agreement is not approved, the Napa County Health and Human Services Agency will be at risk of not expending the required amount for training activities 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 County's On-the-Job Training (OJT) program provides training and employment opportunities to adults and youth who are enrolled under the Workforce Innovation and Opportunity Act (WIOA). The program is designed to help enrolled participants reduce significant barriers to self-sufficiency which include, trauma, homelessness, substance abuse and mental health issues, and lack of education, health care, financial resources, and familial involvement and support. One of the key elements to delivering a successful program is providing ample support to the individuals enrolled in the program.

Under this Agreement, Tarla will provide occupational training and employment to trainees who are enrolled in the WIOA program and referred by their Employment Services Worker. OJT provides employers with an incentive to hire and train our participants, allowing them to not only gain employment but also gain experience in a position/field of their choice, usually an opportunity that would not have been afforded to them otherwise. Participants learn workplace skills while adding experience to their resume. Additionally, the program is augmented with an on-site job coach to support the training needs of the participant and help ensure the placement is successful one.

The OJT process calls for the employer to remain as the employer of record and Napa County Health and Human Services Agency reimburses the participating employer for a portion of the participant's gross wages.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri