



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/5/2020

Agenda Placement: 6G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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: Amendment No. 1 to Agreement with On The Move, Inc. (On-The-Job Training)

RECOMMENDATION

Director of Health and Human Services (Director) requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200033B with On The Move, Inc. with no change to the contract maximum, extending the term to June 30, 2021, amending the Specific Terms language for the provision of OJT opportunities to trainees pursuant to the federal Workforce Innovation and Opportunity Act (WIOA).

EXECUTIVE SUMMARY

Approval of today's recommended action will amend this On-The-Job (OJT) training agreement with On The Move, Inc. to:

1. Extend the term for one year to June 30, 2021 and revise the language to allow for automatic renewals;
2. Revise the language to require the employer to notify the Program Manager rather than the Director of Health and Human Services (Director) regarding the OJT Trainee's attendance, discipline or job performance concern; and
3. Remove the requirement that the Director approve additional OJT trainees under this Agreement.

This Agreement provides occupational training and employment of OJT trainees at a negotiated percentage of the trainee's wage rate to compensate the contractor for the extraordinary costs associated with occupational training. OJT opportunities are available to youth and adults as provided under the federal Workforce Innovation and Opportunity Act. There is no change to the annual contract maximum of \$50,000.

This amendment requires Board approval because other agreements with On the Move, Inc. exceed the threshold established by the County's purchasing policy.

On The Move, Inc. 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?	Discretionary
Discretionary Justification:	This contract is discretionary in that it is not mandated by any statute; however, renewing this contract will allow Napa County WIOA clients to continue to take advantage of on-the-job training opportunities.
Is the general fund affected?	No
Future fiscal impact:	This agreement contains a provision for automatic renewal. Appropriations have been included in the Fiscal Year 2020-2021 budget and future fiscal years will be budgeted accordingly.
Consequences if not approved:	If this agreement is not approved, Napa County youth will be unable to take advantage of on-the-job training opportunities provided by On The Move, Inc., and the Agency will be at risk of not expending the required amount on training activities under its agreement with the Workforce Alliance of the North Bay (WANB).
County Strategic Plan pillar addressed:	Collaborative and Engaged Community
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 youth and adults who are enrolled in the Workforce Innovation and Opportunity Act (WIOA). One of the key elements to delivering a successful program is providing ample support to the enrolled clients in the program. Many of the clients 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 youth and adults who have significant barriers to employment and often little to no work history.

Under this agreement, On The Move, Inc. provides occupational training and employment to trainees who are enrolled in the WIOA Program and referred by their Employment Services Worker. OJT provides an incentive to employers to hire and train eligible participants allowing them to not only obtain employment but also gain

experience in a position/field of interest, learn necessary workplace skills, and add experience to their resumes. 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 youths gross wages. The OJT Program benefits Napa County's youth by connecting with employment on-the-job training opportunities they may not have been afforded without the assistance of this program.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri