



Agenda Date: 9/20/2005  
Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Acceptance of a grant from the Solano-Napa Employer Advisory Committee (EAC)

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### **RECOMMENDATION**

Director of Health and Human Services requests approval to accept a grant from the Solano-Napa Employer Advisory Committee in the amount of \$4,000 for the purchase of video equipment.

### **EXECUTIVE SUMMARY**

The Workforce Investment Board submitted a request for funding to the Solano-Napa Employer Advisory Committee for small employment training projects. This action formally accepts the \$4,000 grant for the Training and Employment Center to purchase equipment for use in interview skills workshops for adults and youth.

### **FISCAL IMPACT**

|                                   |  |
|-----------------------------------|--|
| Is there a Fiscal Impact?         | Yes  |
| Is it currently budgeted?         | No   |
| What is the revenue source?       | A \$4,000 grant from the Solano-Napa Employer Advisory Committee.  |
| Is it Mandatory or Discretionary? | Discretionary  |
| Discretionary Justification:      | This action accepts revenue in the amount of \$4,000 that will be used by the Training and Employment Center for interview skills workshops. |
| Is the general fund affected?     | No   |
| Future fiscal impact:             | None. This is one-time funding.  |
| Consequences if not approved:     | The funding will revert to the Solano-Napa Employer Advisory Committee.  |
| Additional Information:           | HHSA will submit a budget transfer in September to reflect a variety of  |

additional funding that TEC has received above budgeted Fiscal Year 2005-2006 levels.

### **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**

Annually, the Employer Advisory Committee (EAC) of Solano-Napa provides opportunities for agencies/service providers to submit requests for small project funding. On behalf of the Job Connection, the Workforce Investment Board submitted a request to the EAC to fund the purchase of new equipment that will allow the Job Connection to enhance its service offerings to job seekers. (Each local workforce area established under the federal Workforce Investment Act has a "one stop" operator, a consortium of local entities that provides employment and training services in a single location. In Napa the one-stop operator is called the "Job Connection." TEC is the lead agency for the Job Connection.) The \$4,000 request, which was approved, will be used by TEC to purchase video equipment to conduct interview skills workshops for adults and youth.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Lorenzo Zialcita