



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/9/2014

Agenda Placement: 7K

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

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

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

SUBJECT: Agreement with Brandman University (Workforce Investment Act Training)

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chairman to sign an agreement with Brandman University for a maximum of \$15,000 for the term September 9, 2014 through June 30, 2015, with a provision for annual renewal, to provide specialized training services for participants in job training programs.

EXECUTIVE SUMMARY

Approval of the recommended action will enable the County's Self Sufficiency Services Division to provide specialized training to participants of employment services programs. Brandman University provides vocational training to qualified individuals referred to the program by employment services case management staff.

Brandman University is not a local vendor.

FISCAL 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: The terms of this contract contain an automatic renewal provision which allows the County the option to continue these services in the following fiscal year. The corresponding appropriation will be included in the subsequent fiscal years' requested budget.

Consequences if not approved: If this contract is not approved, we will not be able to provide client training opportunities through this institution to eligible clients as required by the Workforce Investment Act.

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

Participants enrolled in Workforce Investment Act (WIA) Adult and Dislocated Worker programs are eligible to participate in an education and/or training program if it is determined the designated training is necessary for them to attain their employment goal and they are deemed suitable for the coursework. This training is procured by customer choice. The State requires that each school meet designated requirements before it can be paid with WIA funds. Once the requirements are met, the school is placed on the State's Eligible Training Provider List (ETPL) for job skills training. Brandman University is on the State's ETPL.

This contractor offers a variety of short term vocational training courses. Starting with Program Year 2012-2013 the State mandated all WIA program operators to spend 25% of their funding on training services for participants. Approval of this agreement will provide WIA participants with more options available for selection as their training provider.

Brandman University is not a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins