

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 9, 2026

FROM

BRADLEY GATES, Director, Workforce Development Department

SUBJECT

Amendment to Contracts for California Work Opportunity and Responsibility to Kids Subsidized Employment Program

RECOMMENDATION(S)

1. Approve **Amendment No. 3** to the following contracts, for the provision of subsidized employment services for eligible participants under the California Work Opportunity and Responsibility to Kids Subsidized Employment Program, with no changes to the aggregate amount of \$19,160,018, and extending the contract term by two years, for a total term of July 1, 2023 through June 30, 2028:
 - a. California Association of Health and Education Linked Professions **Contract No. 23-618**
 - b. Career Institute, Inc., **Contract No. 23-619**
 - c. Colton Redlands Yucaipa Regional Occupational Program, **Contract No. 23-620**
 - d. First Institute Training & Management, Inc., **Contract No. 23-621**
 - e. Goodwill Industries of Southern California, **Contract No. 23-622**
 - f. Hawkeye Properties and Workforce Innovation, Inc., **Contract No. 23-623**
2. Authorize the Director or Assistant Director of the Workforce Development Department to adjust, by letter, the number of customers served by each contractor and the associated amount of funding per customer within the Board-approved aggregate contract amount of \$19,160,018, as set forth in the amendments listed in Recommendation No. 1, subject to review by County Counsel.

(Presenter: Bradley Gates, Director, 387-9856)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Create, Maintain and Grow Employment Opportunities and Economic Value in the County.

Operate in a Fiscally-Responsible and Business-Like Manner.

Foster Sustainable Development Through Strategic Partnerships.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The combined aggregate expenditures of these contracts will not exceed \$19,160,018 and will be fully funded through a Memorandum of Understanding (MOU) with the Transitional Assistance Department (TAD) for the California Work Opportunity and Responsibility to Kids (CalWORKs) Subsidized Employment Program (CSEP). Sufficient revenue and appropriation for the proposed contracts have been included in the Workforce Development Department's (WDD) 2025-26 budget (571-2260) and will be included in future recommended budgets.

**Amendment to Contracts for California Work Opportunity and
Responsibility to Kids Subsidized Employment Program
June 9, 2026**

BACKGROUND INFORMATION

CSEP is California's job readiness and work-experience training program for CalWORKs participants ages 25 and older. TAD receives CalWORKs funding and distributes a portion of the funding to WDD who administers CSEP.

On May 24, 2023, TAD and WDD entered into a MOU, which became effective on July 1, 2023, under which WDD would provide CSEP services to no less than 400 participants through June 30, 2024. Pursuant to the MOU, WDD recommended entering into contracts in order to provide subsidized employment opportunities, including job development, work-readiness training, and subsidized employment placement to a minimum of 400 CSEP participants.

On June 27, 2023 (Item No. 124), as the result of a competitive procurement process, the Board of Supervisors (Board) approved the contracts listed in Recommendation No. 1 to provide subsidized employment services to CSEP participants, in an aggregate amount not to exceed \$4,033,688, for the period of July 1, 2023 through June 30, 2024.

On June 3, 2024, TAD and WDD extended the MOU, under which WDD will provide services to no less than 300 participants through June 30, 2025, in the amount of \$3,025,266. There was a 25% cut to the program from the previous year, affecting funding and the number of participants to be served.

On June 25, 2024 (Item No. 118), the Board approved amendments to the contracts listed in Recommendation No. 1 to adjust the number of participants to be served by the Contractors, increase the aggregate contract amount by \$15,126,330, from \$4,033,688 to \$19,160,018 and extended the term by one year for a total contract term of July 1, 2023 through June 30, 2025, and authorized the Director of the Workforce Development Department to execute amendments to extend the term of these contracts for a maximum of three consecutive one-year periods, subject to review by County Counsel.

On June 20, 2025, the County Administrative Office approved amendments to the contracts listed in Recommendation No. 1 to extend the term by one year for a total contract term of July 1, 2023 through June 30, 2026, with the authorization of the Director of the Workforce Development Department to execute amendments, subject to review by County Counsel.

The proposed amendment extends the contract term by two years for a total contract term of July 1, 2023 through June 30, 2028. The proposed two year term executes the remaining one year extensions from the original contract. The proposed amendment also authorizes the Director or Assistant Director of WDD to modify the number of CSEP participants annually served and adjust the associated amount of funding by letter to the contractor. Funding adjustments by letter will be limited to reallocations within the Board-approved aggregate amount and existing scope/term. This will allow for flexibility to serve the greatest need for work readiness training within the County. Each of the proposed contractors will continue to provide CSEP participants with work readiness training and placement into subsidized employment training opportunities for up to six months. The CSEP contracts shall serve the following geographical areas:

Contractor	San Bernardino County Geographical Area
California Association of Health and	High Desert

**Amendment to Contracts for California Work Opportunity and
Responsibility to Kids Subsidized Employment Program
June 9, 2026**

Contractor	San Bernardino County Geographical Area
Education Linked Professions	
Career Institute, Inc.	High Desert
Colton Redlands Yucaipa Regional Occupational Program	East Valley
First Institute Training & Management, Inc.	Central Valley, East Valley, West Valley, Morongo Basin, High Desert
Goodwill Industries of Southern California	High Desert, East Valley
Hawkeye Properties and Workforce Innovation, Inc.	West Valley, Central Valley, East Valley

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Curtis, Deputy County Counsel, 387-5455) on May 27, 2026; Transitional Assistance Department (Rhonda Wolke, Regional Manager, 252-4859) on May 14, 2026; County Finance and Administration (Eduardo Mora, Administrative Analyst, 387-4376) on May 21, 2026.

**Amendment to Contracts for California Work Opportunity and
Responsibility to Kids Subsidized Employment Program
June 9, 2026**

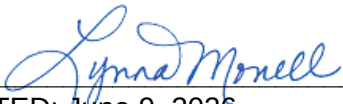
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 9, 2026



cc: WDD - Gates w/agree
Contractor - c/o WDD w/agree
File - w/agree

MBA 06/25/2026