

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

June 14, 2022

FROM

BRADLEY GATES, Director, Workforce Development Department

SUBJECT

Amendment to the California Work Opportunity and Responsibility to Kids Youth Employment Program Contracts for Program Year 2022-23

RECOMMENDATION(S)

Approve **Amendment No. 2** to the following contracts, to increase the total aggregate contract amount by \$1,395,868, from \$797,639 to \$2,193,507, to provide subsidized employment services under the California Work Opportunity and Responsibility to Kids Youth Employment Program, and extend the contract period by one year for contract terms of January 4, 2021 through June 30, 2023:

1. First Institute Training and Management, Inc. **(Contract No. 20-1226)**
 2. Pathways Management Group, Inc. **(Contract No. 20-1227)**
- (Presenter: Bradley Gates, Director, 387-9862)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

**Create, Maintain and Grow Jobs and Economic Value in the County.
Provide for the Safety, Health and Social Service Needs of County Residents.**

FINANCIAL IMPACT

Approval of this item will not impact Discretionary General Funding (Net County Cost). The combined expenditures of these contracts will not exceed \$2,193,507 and will be fully funded through the California Work Opportunity and Responsibility to Kids (CalWORKs) Youth Employment Program (CYEP). CalWORKs received additional funds from the State of California to continue providing youth employment services. Adequate appropriation and revenue have been included in the Workforce Development Department's (WDD) 2022-23 Recommended Budget and will be included in subsequent years' departmental budgets.

BACKGROUND INFORMATION

The Transitional Assistance Department (TAD) of San Bernardino County (County) administers the CYEP program with funding received from the California Department of Social Services. CYEP is California's job readiness and work-experience training program for participants, ages 16 through 24, in the CalWORKs program.

In order to facilitate the provision of CYEP services in the County, on July 1, 2018, TAD entered into a Memorandum of Understanding (MOU) with WDD under which WDD would provide services to no less than 48 youth participants. Pursuant to this MOU, during the 2019-20 CYEP program year, WDD placed 66 participants in subsidized employment. In addition, on July 1,

**Amendment to the California Work Opportunity and Responsibility to Kids Youth Employment Program Contracts for Program Year 2022-23
June 14, 2022**

2020, TAD and WDD amended the MOU to increase the number of CYEP participants to a minimum of 80 youth participants with an average cost of \$9,970 per participant.

On December 15, 2020 (Item No. 72), the Board of Supervisors (Board) approved contracts with First Institute Training and Management, Inc. and Pathways Management Group, Inc. in the aggregate amount of \$628,539 to provide CYEP services for the period of January 4, 2021 through June 30, 2021, with the option to extend these contracts for a maximum of two consecutive one-year periods.

On May 13, 2021, TAD and WDD amended the MOU to extend the contract term for an additional program year, with a new total aggregate amount not to exceed \$797,639, to allow WDD to continue to provide subsidized employment opportunities, including workforce investment activities, job development, work-readiness training, and subsidized employment placement to the CYEP youth participants.

On June 22, 2021 (Item No. 103), the Board approved Amendment No. 1, which increased the total aggregate contract amount with the two contractors by \$169,100, from \$628,539 to \$797,639, to provide CYEP services and extend the term from January 4, 2021 through June 30, 2022.

On April 7, 2022, TAD and WDD amended the existing MOU to exercise their final one-year term extension. As a result, consistent with the amended MOU between TAD and WDD, Amendment No. 2 will increase the total aggregate contract amount with the below contractors by \$1,395,868, from \$797,639 to \$2,193,507, as well as increase the minimum participants served from 80 to 140 and extend the contract term by a year through June 30, 2023.

Each of the contractors provides CYEP participants with work readiness training and placement into subsidized employment for up to 485 hours or six months, whichever comes first. The majority of the funding will be used to pay the salaries of the CYEP participants.

The CYEP contracts serve the following geographical areas.

Contractors	San Bernardino County Geographical Areas
First Institute Training and Management, Inc.	Central Valley, East Valley, High Desert, & Morongo Basin
Pathways Management Group, Inc.	Central Valley, East Valley, & West Valley

The proposed amendments to the CYEP contracts support the County and Chief Executive Officer's goals to create, maintain and grow jobs and economic value in the County by working to strengthen the partnerships between workforce boards, businesses, and education by developing a skilled labor force that fulfills business-staffing needs.

The County may immediately terminate the contracts due to uncured breach or default. Either party may terminate the contract for convenience upon 30 days written notice to the other party.

**Amendment to the California Work Opportunity and Responsibility to
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June 14, 2022**

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Sophie A. Akins, Deputy County Counsel, 387-5455) on April 28, 2022; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on May 4, 2022; Finance (Erika Rodarte, Administrative Analyst III, 387-4919) on May 20, 2022; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 20, 2022.

**Amendment to the California Work Opportunity and Responsibility to
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June 14, 2022**

Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Dawn Rowe Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 14, 2022



cc: WDD - Gates w/agrees
Contractor - C/O WDD w/agree
File - w/agree
CCM 07/8/2022