



# San Bernardino County

## Legislation Text

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**File #: 3620, Agenda Item #: 60**

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

**February 9, 2021**

#### **FROM**

**MARLENA SESSIONS, Executive Director, Workforce Development Department**

#### **SUBJECT**

Inclusion of Bilingual Compensation Provision to Master Employment Agreement

#### **RECOMMENDATION(S)**

1. Approve newly added bilingual compensation provision to the previously approved Master Employment Agreement for contract positions to provide employment services as required for the Workforce Development Department effective upon execution through June 30, 2023.
2. Authorize the Executive Director of Workforce Development Department or designee to execute the Employment Contract Template with individual contract employees and to extend the term for a maximum of two consecutive one-year periods, subject to review by County Counsel.

(Presenter: Marlena Sessions, Executive Director, 387-9862)

#### **COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Create, Maintain and Grow Jobs and Economic Value in the County.**

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

**Pursue County Goals and Objectives by Working with Other Agencies.**

#### **FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The services are completely funded through Memorandums of Understanding (MOU) and special grants for the Workforce Development Department (WDD) that reimburse WDD for employment services with the contracted agencies. Sufficient revenue and appropriation have been included in WDD's 2020-21 budget and will be included in future recommended budgets.

#### **BACKGROUND INFORMATION**

WDD provides employment services to enable the upward economic mobility of San Bernardino County (County) residents. WDD collaborates with governmental entities to assist populations primarily served by them. WDD has entered into MOUs with the County's Probation Department to provide workforce services to probationers; the City of Ontario to provide services to project area residents; and the County's Transitional Assistance Department to provide services to low income individuals. The MOUs fund contract personnel required for the duration of the agreements to provide workforce services to these populations.

On January 7, 2020, the Board of Supervisors (Item No. 35), approved the usage of the Master Employment Agreement for contracted positions to staff such special projects and programs. WDD seeks to update the

Master Employment Agreement with a provision to enable bilingual compensation for contractors demonstrating bilingual competency in accordance with County standards of evaluation.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Cynthia O'Neill, Principal Assistant County Counsel, 387-5397) on December 29, 2020; Human Resources (Gina King, Human Resources Division Chief, 387-5571) on January 8, 2021; Finance (Kathleen Gonzalez, Administrative Analyst, 387-5412) on January 14, 2021; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on January 14, 2021.