County of Sonoma
Agenda Item
Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

To: Board of Supervisors

Board Agenda Date: June 14, 2016
Vote Requirement: Majority

Department or Agency Name(s): Human Services Department

Staff Name and Phone Number: Sherry Alderman, 565-8501

Supervisory District(s): All

Title: Youth Education and Employment Services (YEES) Program, including the Sonoma County Youth Ecology Corps (SCYEC)

Recommended Actions:

Approval of this agenda item will:

1. Authorize the Director of the Human Services Department to execute agreements with Community & Family Services Agency ($177,244), Petaluma People Services Center ($205,400), Social Advocates for Youth ($1,006,358), The Center for Social and Environmental Stewardship ($481,859), and Conservation Corps North Bay ($281,412) to provide youth education and employment services to youth and young adults ages 16 to 24, including the Sonoma County Youth Ecology Corps (SCYEC) work experience element. The term for each agreement will be July 1, 2016 through June 30, 2017;

2. Authorize Tobacco Deallocated Funds of $251,745 over the next three fiscal years (FY 16-17: $83,915; FY 17-18: $83,915; FY 18-19: $83,915) to the YEES program to ensure that crew work commitments can be met and the work experience gained through the Sonoma County Youth Ecology Corps program and the accompanying case management services are available to as many youth in our community that may benefit from it; and

3. Authorize the Director of the Human Services Department to execute future amendments that do not significantly change the scope of work or increase the cost of each contract more than $25,000.

Executive Summary:

Approval of this agenda item will authorize the Human Service Department to proceed with the funding recommendations of the Workforce Investment Board as a result of the Youth Education and Employment Services Program Request for Proposals (RFP) and to execute contracts with five youth service providers totaling $2,152,273; amend these contracts up to $25,000 when there are no significant changes to the scope of work or cost; and allocate $251,745 in Tobacco Deallocated Funds support to the YEES program over the next three fiscal years.

The YEES program is funded by the federal Workforce Innovation and Opportunity Act (WIOA), which
provides at-risk youth and young adults with career preparation and educational support services to teach the relationship between academic learning and workplace application, prepare youth to be citizens and leaders, and provide support services needed to reduce barriers to success in school and in employment. WIOA has required changes to the Youth Education and Employment Services program that include an increase in the number of required service elements, an increased focus on serving youth up to age 24, and a minimum expenditure rate of 20% for youth wages for work experience. The work experience element of the YEES program is provided by the Sonoma County Youth Ecology Corp (SCYEC). SCYEC receives additional funding support from a variety of leveraged sources, primarily Temporary Assistance for Needy Families (TANF), Realignment funding for transitional age foster youth, and funding from the Sonoma County Water Agency.

On January 20, 2016, a Request for Proposals (RFP) was issued for the YEES program under WIOA. Applicants were asked to submit proposals by geographic region to ensure that youth from every area of the county have access to YEES services. The RFP was written to allow one agency to serve each region, but left room in the Central region to contract with more than one agency to ensure that adequate resources were available. Competing proposals were received for each geographic region. The review committee, comprised of current staff of the Napa County Workforce Investment Board, the Sonoma County Water Agency, and the Sonoma County Department of Health Services, and retired staff of the Sonoma County Community Development Commission, used the evaluation and scoring methodology outlined in the RFP to recommend contracting with the following agencies to administer the YEES program:

- North County: The Center for Social and Environmental Stewardship
- West County: Community Family Service Agency
- South County: Petaluma People Services Center
- East County: Social Advocates for Youth
- Central County: Social Advocates for Youth

On April 13, the Workforce Investment Board Executive Committee accepted the review committee recommendations and contract negotiations commenced shortly thereafter. During negotiations, it was revealed that the agencies listed above did not have the total capacity needed to meet the commitments that HSD had made to various project hosts throughout the County. As it is imperative that crews are available to perform this work, a second vote was held by the Workforce Investment Board Executive Committee on May 17 to contract with the Conservation Corps North Bay (CCNB), whose proposal scored second for the Central County region in the evaluation and scoring conducted by the review committee.

Bringing in an additional provider to meet the needs of the program has resulted in a budget shortfall, some of which can be attributed to the on-going increase in the minimum wage rate. The total funding required to contract with CCNB is $281,412. $172,497 was re-allocated from The Center for Social and Environmental Stewardship to CCNB to cover the costs of some of the crew work scheduled for this next fiscal year. The Sonoma County Water Agency has contributed an additional $25,000 for FY16/17 to this effort. The balance of $83,915 to proceed with the CCNB contract is currently unavailable. It is requested that Tobacco Deallocated Funds be used to fill the gap over the course of the next three years until the next procurement is issued for FY 19-20, to ensure that the crew work commitments already made can be met and the work experience gained through the Sonoma County Youth Ecology Corps...
program and the accompanying case management services are available to as many youth in our community that may benefit from it. The total amount requested is $251,745 (FY 16-17: $83,915; FY 17-18: $83,915; FY 18-19: $83,915). This funding will be leveraged by other sources, including WIOA, TANF, and Realignment funding for transitional age foster youth.

Finally, HSD is requesting that the Board authorize the Director to execute future YEES contract amendments that do not significantly change the scope of work or increase the cost more than $25,000. The SCYEC work experience element frequently receives small amounts of funding throughout the year for crews to work on special projects for County Departments or community based organizations.

Prior Board Actions:

June 16, 2015: Board approved funding agreements with Social Advocates for Youth and Conservation Corps North Bay to administer the YEES program.

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<tr>
<th>Strategic Plan Alignment</th>
<th>Goal 2: Economic and Environmental Stewardship</th>
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Goal 2: Invest youth workforce in the protection of public and private land and natural resources, and water and energy conservation.

Goal 4: Engage and encourage youth engagement in the work of the County and environmental stewardship.

Approving these funding recommendations are a strategic investment in a prevention program that focuses on education and employment goals for at-risk young people ages 16 to 24.

<table>
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<tr>
<th>Fiscal Summary - FY 16-17</th>
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<tbody>
<tr>
<td>Expenditures</td>
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<td>Budgeted Amount</td>
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<td>Total Expenditure</td>
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Narrative Explanation of Fiscal Impacts (If Required):

FY 16-17: $1,591,100 from Workforce Innovation and Opportunity Act (WIOA) funds from the Department of Labor, Temporary Assistance for Needy Families funds from the California Department of Health and Human Services Department, and Realignment funding; $434,258 from the Sonoma County Water Agency, Regional Parks, Fire & Emergency Services, Ag & Open Space, the City of Santa Rosa, and the California Department of Resources, Recycling and Recovery (CalRecycle); $47,000 from County General Fund.
HSD requests a total of $251,745 in Tobacco Deallocated Funds, $83,915 over three years for FY 16-17, FY 17-18, and for FY 18-19.

### Staffing Impacts

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<tr>
<th>Position Title (Payroll Classification)</th>
<th>Monthly Salary Range (A – I Step)</th>
<th>Additions (Number)</th>
<th>Deletions (Number)</th>
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**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

None

**Related Items “On File” with the Clerk of the Board:**

Youth Service Provider Contracts