



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Human Services Agency



Date: July 23, 2014
Board Meeting Date: August 5, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Reyna Farrales, Deputy County Manager
Iliana Rodriguez, Director of Human Services Agency

Subject: Agreement with Job Train for Work Crew Program and Cooperative
Agreement with California Department of Transportation (Caltrans)

RECOMMENDATION:

Adopt a Resolution authorizing:

- A) An agreement with Job Train to provide transitional employment opportunities for formerly incarcerated individuals for the term of September 1, 2014 through August 31, 2016, in an amount not to exceed \$2,287,425; and
- B) The County Manager or his designee to execute the Cooperative Agreement between the County and Caltrans accepting \$2,287,425 in state funds for the provision of transitional employment opportunities through a selected contract agency for the term of September 1, 2014 through August 31, 2016; and
- C) The Human Services Agency Director or her designee to accept additional allocated funds from CalTrans not to exceed \$3,000,000 and execute subsequent amendments to the agreement with Job Train to add additional funds as allocated by CalTrans during the term of the agreement.

BACKGROUND:

In San Mateo County, 67% of female and 40% of male inmates report being unemployed before incarceration. For inmates who were employed, incarceration often results in the loss of employment. Research indicates that work skills and employment are critical elements to successful re-entry, which reduces recidivism.

The Board adopted Resolution 071837 on February 28, 2012 which authorized the County to receive a State Grant from the California Department of Transportation (Caltrans), and enter into an agreement with Job Train to administer a "Work Crew Program" for incarcerated individuals who are in a re-entry program for high risk offenders in the County jail. The grant period was from March 1, 2012 through February

28, 2014 which was later amended to end on August 5, 2014. Participants in the program provided assistance to Caltrans with roadside maintenance thereby obtaining work experience, reducing recidivism and moving toward self-sufficiency.

DISCUSSION:

The County has received an allocation letter from Caltrans stating that funding has been approved for another two-year grant and cooperative agreement for the Work Crew Program to operate from September 1, 2014 through August 31, 2016. This recommended agreement with Job Train will administer the program during this period using formerly incarcerated individuals through Service Connect and David Lewis Community Reentry Program participant list.

The County is expecting to receive the cooperative agreement from Caltrans after the August 5 Board meeting and before September 1. Staff is recommending that the Board authorize the County Manager or his designee to sign the agreement on behalf of the County so it can be returned to the State and executed in time for the September 1 program start date. Waiving the RFP process will allow the Human Services Agency to meet the funding timeline of September 1, 2014. Job Train has been selected based on its extensive experience, consistent performance in this area of service for the previous two-year grant and its prior successful experience contracting with Caltrans.

Job Train has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits. The agreement and the Resolution have been reviewed and approved as to form by County Counsel.

Approval of this agreement with Job Train contributes to the Shared Vision 2025 outcome of a Healthy, Safe and Prosperous Community by ensuring that employment exists for the formerly incarcerated to support successful transition from jail to the community, thereby reducing recidivism and increasing self-sufficiency. Through this contract, 60% of participants are expected to successfully complete 120 days of transitional employment and work readiness skills training.

PERFORMANCE MEASURE(S):

| Measure | FY 2014-15 Projected | FY 2015-16 Projected |
|--|----------------------|----------------------|
| Percentage of clients successfully completing 120 days of employment | 60% | 60% |

FISCAL IMPACT:

The agreement term is September 1, 2014 through August 31, 2016. The maximum amount is \$2,287,425 with \$121,456 set aside to cover the County's administrative costs. These funds will be included as final budget changes to the Human Services Agency FY 2014-15 Budget and will be included in the FY 2015-16 Recommended Budget.