



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
County Manager



Date: August 26, 2014

Board Meeting Date: September 30, 2014

Special Notice / Hearing: None

Vote Required: 4/5ths

To: Honorable Board of Supervisors

From: Nicole Pollack, Director, Workforce and Economic Development

Subject: Agreement with JobTrain

RECOMMENDATION:

Adopt a Resolution authorizing an agreement with JobTrain to provide One Stop service delivery in compliance with the Workforce Investment Act (WIA) of 1998 for the term of October 1, 2014 through June 30, 2015 for a not to exceed amount of \$325,000.

BACKGROUND:

WIA provides the framework for a workforce investment system that is customer focused in order to meet the needs of both businesses and job seekers. The cornerstone of the workforce investment system is One-Stop service delivery, which unifies numerous training, education and employment programs into a single, customer friendly system within the community. One Stop systems include coordination of programs, services and governance structures so both businesses and job seekers, have access to a seamless system of workforce development services. The WIA Adult and Dislocated Worker programs target both unemployed and underemployed adults with barriers to employment.

DISCUSSION:

On May 9, 2014 the County issued a Request for Proposal for One-Stop services seeking experienced organizations capable of managing and delivering universal core, intensive and employment training services via collaborations with mandatory One Stop partners and other stakeholder groups. An RFP review committee recommended funding for two of the three proposals, JobTrain and the Central Labor Council Partnership, Inc.

JobTrain is a 501(c)3 nonprofit educational and training institution that offers programs that combine vocational training, academics, and essential skills development. JobTrain has been operational for almost 50 years providing services to more than 185,000 low-income individuals and their families. JobTrain helps individuals prepare for the workforce with academic and aptitude assessment, computer literacy training, resume preparation, job placement and support services. Each student receives one-on-one support from a counselor who helps them navigate their individual challenges and identify career goals. JobTrain partners with a network of corporate, nonprofit, and government organizations focused on economic development, workforce, and quality of life issues.

JobTrain will provide San Mateo County job seekers and businesses with a comprehensive array of workforce development services. This will increase skills acquisition and employment among workers. JobTrain will serve as a One Stop Coordinator ensuring that high quality universal services are available to job seekers. They will target industry sectors that have been determined as local high-growth and high-demand to develop opportunities for job seekers. They will actively engage community partners and local businesses.

The Contractors have 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. County Counsel has reviewed and approved this Agreement and Resolution as to form and the Contractor meets insurance certification requirements.

The acceptance of this Agreement contributes to the Shared Vision 2025 outcome of a Collaborative Community by establishing partnerships within San Mateo County to provide job seekers with services and career connections with local businesses.

The Workforce and Economic Development Division requests your Board to authorize the Director of Workforce and Economic Development as a designee for the County Manager's Office to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

PERFORMANCE MEASURE(S):

Measure	FY 2014-15 Projected	FY 2015-16 State Target
Employment Gain - Adult	71.0%	64.2%
Employment Gain – Dislocated Worker	73.0%	70.5%

FISCAL IMPACT:

The not to exceed amount of the contract is \$325,000. The contract term is October 1, 2014 through June 30, 2015. The contract is fully funded by Workforce Investment Act (WIA) State funding through the Department of Labor. The contract and funding has been included in the County Manager's Office FY 2014-2015 Recommended Budget. There is no Net County Cost.