



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Human Services Agency



**Date:** May 23, 2013  
**Board Meeting Date:** June 18, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Beverly Beasley Johnson, JD, Director, Human Services Agency

**Subject:** Amendment to the Agreement with JobTrain, Inc.

**RECOMMENDATION:**

Adopt a Resolution authorizing an amendment to the agreement with JobTrain, Inc., to continue to provide comprehensive year-round youth services, extending the term through June 30, 2014, increasing the amount by \$618,333 to \$1,305,240.

**BACKGROUND:**

JobTrain, one of the four youth providers in the County, delivers academic and employment programs for youth. JobTrain's contract with the county was authorized by resolution number 070730, executed on April 27, 2010 for the term July 1, 2010 through June 30, 2013. On October 18, 2012 the San Mateo County Workforce Investment Board (SMCWIB) approved their FY 2012-13 budget that included costs to continue Youth programs and services. The budget included a recommendation to fund JobTrain as one of the service providers in the amount of \$315,476 to continue delivering services to youth.

In FY 2014-15, the SMCWIB will develop and deliver a new youth program service model and will conduct a youth services Request for Proposal (RFP) with an anticipated release date in the fall of 2013.

**DISCUSSION:**

The Workforce Investment Act (WIA) youth program will adopt a new broad service approach in employment services, career academies and basic skills that aligns to priority SMCWIB sectors including: Healthcare, Manufacturing, Information Technology and Professional and Business services. Additionally, the State Employment Development Department developed criteria for High Performing WIBs that incorporates additional youth service strategies that will be addressed in the FY 2014-15 Youth RFP.

This Amendment corrects the amount of the original Agreement and adds funding in the amount of \$302,857 to continue serving youth needs in the community in FY 2013-14 while the Youth RFP is finalized. Additionally, funding in the amount of \$315,476 has also been added to cover services for the current fiscal year. The original Agreement did not include the correct amount budgeted by the Workforce Investment Board (WIB) resulting in service costs exceeding the amount of the contract This amendment increases the Agreement amount by \$618,333.

The Contractor 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. County Counsel has reviewed the Agreement and Resolution as to form and the Contractor meets the insurance requirements.

Approval of this amendment contributes to the Shared Vision 2025 outcome of a Prosperous Community by providing youth with opportunities to build work skills, life skills, employment experience, confidence, responsibility and maturity.

**PERFORMANCE MEASURE(S):**

Measure	FY 2011-12 Actual	FY 2012-14 Projected
Placement in Employment and Education	62%	64%
Attainment of a Degree or Certificate	66%	68%

**FISCAL IMPACT:**

The term of the agreement is extended by one year to June 30, 2014. This amendment adds \$618,333 to the agreement for a total obligation of \$1,305,240. Funding for this amendment in the amount of \$618,333 is provided through the WIA Youth Allocation. Funding for this amendment will be included in the FY 2013-14 Recommended Budget. There is no Net County Cost.