



County of El Dorado

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Legislation Details (With Text)

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File created: 3/18/2014 **In control:** Board of Supervisors

On agenda: 4/22/2014 **Final action:** 4/22/2014

Title: Health and Human Services Agency, Community Services Division, recommending the Board consider the following:
1) Approve the use of the following five Workforce Investment Act boilerplate contracts, agreements, and associated documents:
a) On-The-Job Training Contract,
b) Work Experience Worksite Agreement (Outside Employer),
c) Work Experience Worksite Agreement,
d) Individual Referral Training Contract, and
e) Individual Training Account Contract;
2) Authorize the Health and Human Services Agency Director, Chief Assistant Director, Assistant Director of Administration and Finance, or successors, to sign said contracts, agreements and associated documents with various governmental and community entities on an as-needed basis in order to allow eligible Health and Human Services Agency clients who are participating in the Workforce Investment Act Program activities, the opportunity to gain training and/or paid work experience to improve their employability in the open job market; and
3) Authorize the Health and Human Services Agency Director, or successor, to execute further documents relating to said boilerplate contracts and agreements, including amendments thereto and contingent upon approval by County Counsel and Risk Management, which do not affect the maximum dollar amount or term of the boilerplate contracts or agreement(s).

FUNDING: Federal Workforce Investment Act Funding.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Approved CRS OJT 4-22-14, 2. B - WIA OJT Boilerplate 4-22-14, 3. C - Approved CRS WEX Outside 4-22-14, 4. D - WIA WEX Boilerplate 4-22-14, 5. E - Approved CRS WEX 4-22-14, 6. F - WIA WEX Boilerplate 4-22-14, 7. G - Approved CRS IR 4-22-14, 8. H - WIA IR Boilerplate 4-22-14, 9. I - Approved CRS ITA 4-22-14, 10. J - WIA ITA Boilerplate 4-22-14

Date	Ver.	Action By	Action	Result
4/22/2014	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency, Community Services Division, recommending the Board consider the following:

- 1) Approve the use of the following five Workforce Investment Act boilerplate contracts, agreements, and associated documents:
 - a) On-The-Job Training Contract,
 - b) Work Experience Worksite Agreement (Outside Employer),
 - c) Work Experience Worksite Agreement,
 - d) Individual Referral Training Contract, and
 - e) Individual Training Account Contract;
- 2) Authorize the Health and Human Services Agency Director, Chief Assistant Director, Assistant Director of Administration and Finance, or successors, to sign said contracts, agreements and

associated documents with various governmental and community entities on an as-needed basis in order to allow eligible Health and Human Services Agency clients who are participating in the Workforce Investment Act Program activities, the opportunity to gain training and/or paid work experience to improve their employability in the open job market; and

3) Authorize the Health and Human Services Agency Director, or successor, to execute further documents relating to said boilerplate contracts and agreements, including amendments thereto and contingent upon approval by County Counsel and Risk Management, which do not affect the maximum dollar amount or term of the boilerplate contracts or agreement(s).

FUNDING: Federal Workforce Investment Act Funding.

Fiscal Impact/Change to Net County Cost

There is no fiscal impact or change to Net County Cost associated with this agenda item.

Background

The Workforce Investment Act (WIA) Program provides services to individuals who require assistance in obtaining education and occupational skills in order to become self-sufficient. El Dorado County's Health and Human Services Agency (HHSA) serves the Community through its Placerville and South Lake Tahoe offices. Services are available to adults, dislocated workers, disabled adults, veterans, and youth between the ages of 14 and 21 years old. Adults must be low income, underemployed, or unemployed. Dislocated workers are individuals who have been laid off through a plant closure and they are unlikely to return to the field due to a downturn in the industry. Youth must meet the low-income eligibility requirement and have an obstacle to employment, which may include pregnancy, youth parenting, high school dropout, homeless, current foster youth, low math or reading skills, or a lack of sufficient work history.

WIA funding for each eligible client is capped at \$8,000. The length of each WIA contract varies and is dependent upon an assessment of the client's needs. Contract terms can be a minimum term of one (1) month and can extend up to two (2) years. The average contract term is one (1) year.

On-the-Job Training Contracts are intended to assist these individuals in obtaining the necessary job skills for permanent employment. At the conclusion of the On-the-Job Training period, the employer is expected to retain the employee as a permanent member of the employer's workforce.

Work Experience Worksite Agreements include employee placements within the County as well as with non-County employers. Work Experience Worksite Agreements are intended to provide basic work skills and experience for participants with limited work history. WIA pays the participant's straight-time wage; shift differentials, premium pay, sick time, vacation time, holidays, overtime, health benefits, and other non-regular wages are not paid by WIA. As the employer of record, the employer pays employer-related taxes and Workers' Compensation. The goal of the Work Experience Worksite Agreement is to provide participants with the skills necessary to obtain unsubsidized employment.

Individual Referral Training Contracts provide vocational training for youth. Vocational training vendors must be selected from a WIA-approved list of vendors. The goal of the training is to lead the youth to self-sufficiency.

Finally, Individual Training Account Contracts provide vocational training for adults and dislocated workers. As with the youth Individual Referral Training Contracts, vendors must be selected from a WIA-approved list of vendors. The vocational training is intended for adults who are unable to obtain

work in their usual field and need vocational training in order to obtain employed status.

Reason for Recommendation

HHSA administers the WIA Program on behalf of the County. Approval of these five boilerplate contracts and agreements will ensure HHSA's continuation to provide these valuable services to some of the most vulnerable clients and assist them in achieving and retaining permanent employment. Failure to adopt these boilerplate contracts and agreements will result in HHSA's inability to meet the WIA Program mandated service requirements, as well as the service demands of the community.

Contact

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Concurrences

County Counsel and Risk Management