



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Authorization to Extend Contracts for JobTrain and Jefferson Union High School District for Youth Workforce Development and Award Funding for Services through June 30, 2017

#### **REPORT IN BRIEF**

The NOVA Workforce Services Department (NOVA) currently contracts with JobTrain and Jefferson Union High School District to provide youth workforce development services in San Mateo County. It is requested that Council approve the extension of these contracts and the award of additional funding to provide services through June 30, 2017.

#### **BACKGROUND**

NOVA contracts with two organizations in San Mateo County to provide services to youth under the federal Workforce Innovation and Opportunity Act (WIOA): JobTrain in Menlo Park for \$400,000, and Jefferson Union High School District (JUHSD) in Daly City for \$250,000. These providers were originally procured by the County of San Mateo in 2014. When NOVA assumed responsibility as the workforce development board for the County of San Mateo in July 2015, the decision was made to continue youth services through the existing providers and monitor their performance throughout Program Year (PY) 2015/16. The contracts were approved by Council on June 23, 2015 for services through June 30, 2016. NOVA retained the option to conduct a new procurement if desired for services beyond that date.

#### **EXISTING POLICY**

Council Policy 5.1.1: Socio-Economic - Goals and Policies: Education and Training Goal 5.1F: Provide job training and employment services, within constraints of operative Federal regulations and available Federal funding, to address the locally-determined employment and training needs of economically disadvantaged residents and others with special needs.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### **DISCUSSION**

NOVA staff has been working closely with both JobTrain and JUHSD to implement the new WIOA requirements and to share best practices based on our experience. NOVA has just completed formal monitoring of all of its subrecipients and finds that overall they are meeting grant requirements. The NOVA Youth Committee met on April 5, 2016 to review program and fiscal performance of the youth providers' services in San Mateo County. It was their recommendation that the existing

contracts be extended for JobTrain and JUHSD to provide services through June 30, 2017. It is planned that the additional funds awarded will be \$500,000 for JobTrain and \$300,000 for JUHSD. The NOVA Workforce Board Executive Committee, on behalf of the full Board, approved the extensions and funding awards at its meeting of April 20, 2016.

JobTrain and JUHSD have submitted revised budget and participant plans, which are reflected in the contract modifications attached. NOVA's WIOA youth allocations for PY 2015/16 and PY 2016/17 will cover the additional funding awards.

### **FISCAL IMPACT**

The source of funds for the services in these contracts is WIOA funds. Since funds are obligated to programs only based upon appropriations dedicated to NOVA, sufficient WIOA funds will exist to cover all anticipated obligations of day-to-day program operations. If funding is cut, then staffing and program services will be accordingly reduced.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

### **RECOMMENDATION**

Authorize the City Manager to execute agreements with JobTrain and Jefferson Union High School District for youth workforce development services to extend the term through June 30, 2017 and award additional funding in the amount of \$500,000 to JobTrain, for a total new contract amount of \$900,000 and in the amount of \$300,000 to Jefferson Union High School District, for a total new contract amount of \$550,000.

Prepared by: Jeanette Langdell, Employment Training Manager

Reviewed by: Kris Stadelman, Director, NOVA Workforce Services

Reviewed by: Walter C. Rossmann, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

### **ATTACHMENTS**

1. JUHSD Youth Mod 1
2. JobTrain Youth Mod 2