



**Health and Human Services  
Agency  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
EDDIE VALERO  
District Four  
DENNIS TOWNSEND  
District Five

**AGENDA DATE:** August 11, 2020

|                                                                                       |     |                                     |     |                                     |
|---------------------------------------------------------------------------------------|-----|-------------------------------------|-----|-------------------------------------|
| Public Hearing Required                                                               | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Scheduled Public Hearing w/Clerk                                                      | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Published Notice Required                                                             | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Advertised Published Notice                                                           | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Meet & Confer Required                                                                | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Electronic file(s) has been sent                                                      | Yes | <input checked="" type="checkbox"/> | N/A | <input type="checkbox"/>            |
| Budget Transfer (Aud 308) attached                                                    | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Personnel Resolution attached                                                         | Yes | <input type="checkbox"/>            | N/A | <input checked="" type="checkbox"/> |
| Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s) | Yes | <input checked="" type="checkbox"/> | N/A | <input type="checkbox"/>            |
| CONTACT PERSON: Donna Ortiz                                                           |     | PHONE: 624-8000                     |     |                                     |

**SUBJECT:** Approve an agreement with Community Services and Employment Training, Inc.

**REQUEST(S):**

That the Board of Supervisors:

1. Approve an agreement with Community Services and Employment Training, Inc., in the amount not to exceed \$755,527 to provide the Supported Employment and Volunteer Program retroactive from July 1, 2020 through June 30, 2021. This agreement is retroactive due to extended processing of the agreement. It was impracticable for the Board to take action prior to July 1, 2020 due to the time needed to process, prepare, and submit the agenda item.
2. Find that the Board has the authority to enter into the agreement as of July 1, 2020 and that it was in the County's best interest to enter into the agreement on that date.
3. Authorize the Chair of the Board to sign one (1) copy of the agreement.

**SUMMARY:**

The Tulare County Health & Human Services Agency, Mental Health Branch, collaborates with Community Services and Employment Training, Inc. (CSET) to provide mental health support under the Mental Health Services Act (MHSA) Workforce Education and Training (WET) Supported Employment and Volunteer Program.

The Supported Employment and Volunteer Program is designed to provide evidence-

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based supported employment and volunteer services to Tulare County Mental Health consumers for whom competitive employment has not traditionally occurred, or for whom competitive employment has been interrupted as a result of mental illness. The program will assist consumers to gain valuable work experience and engage in the competitive labor market. It is estimated that approximately 200 unduplicated consumers will be served through this agreement for Fiscal Year 2020-2021.

The Tulare County Mental Health Branch released a Request for Proposal (RFP) in October 2013 for the Supported Employment Program. Through the RFP process, three proposals were received. The RFP Review Team reviewed the proposals and recommended CSET be awarded the contract. CSET has been providing these services continually since being awarded the initial contract and has provided numerous volunteer and career support services to Tulare County Mental Health consumers.

**FISCAL IMPACT/FINANCING:**

The budgeted costs associated with this contract will be included in the HHS 1142 budget, line 3337 professional services, for Fiscal Year 2020-2021 in an amount not to exceed \$755,527. The average estimated cost per consumer is \$3,777. The estimated amount is subject to change based on actual utilization. This agreement is paid through MHSAs revenues. There is no additional net cost to the County General Fund.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year plan includes the Quality of Life initiative to promote and encourage the provision of quality supportive services for individuals in Tulare County. This agreement will assist Tulare County Mental Health consumers in gaining valuable work experience to better engage in the competitive labor market.

**ADMINISTRATIVE SIGN-OFF:**

/s/ Donna Ortiz  
Donna Ortiz  
Director of Mental Health

cc: County Administrative Office

Attachment(s) Agreement

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE AN )  
AGREEMENT WITH COMMUNITY ) Resolution No. \_\_\_\_\_  
SERVICES AND EMPLOYMENT )  
TRAINING, INC. ) Agreement No. \_\_\_\_\_  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

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2. Found that the Board has the authority to enter into the agreement as of July 1, 2020 and that it was in the County’s best interest to enter into the agreement on that date.
  
3. Authorized the Chair of the Board to sign one (1) copy of the agreement.