



**Health & 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:** September 29, 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: Vienna Barnes    PHONE: 624-8075		

**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. for the Youth Transitions Program in the amount not to exceed \$758,325, effective from October 1, 2020 through September 30, 2021.
2. Authorize the Chair of the Board to sign one (1) copy of the agreement.

**SUMMARY:**

County of Tulare recognizes there is a significant population of youth (ages 16-21) that are at risk for one or more of the following: 1) gang involvement; 2) suicide; 3) school dropout/truancy; 4) drug abuse; 5) pregnant/parenting teens; 6) homelessness, etc. County of Tulare believes that these youth, and the community as a whole, will benefit from a program that provides work experience, mentors, and encouragement to obtain and retain meaningful employment. In keeping with the goals of the County's Step Up program to provide more opportunities for at-risk youth, the County would like to continue the Youth Transitions Program, which has been in place since 2006. The County designates the Health and Human Services Agency (HHSA) as the lead agency for the Youth Transitions Program; however, work experience sites for this program may be established within any County department.

Services provided to the youth in the Youth Transitions Program by Community Services and Employment Training, Inc. (CSET) will include, but are not limited to:

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1) preparing youth for working at County of Tulare job sites using assessment; 2) orientation and appropriate trainings about work ethics; 3) proper work attire; 4) sexual harassment; and 5) behavior and performance expectations. Applicable training and workshops for enrollees including, but not limited to: 1) interviewing skills; 2) application completion; 3) resume creation; 4) dressing for success; and 5) workplace ethics; and youth/program monitoring at work sites on a consistent basis.

In addition to the continued focus on the target group of at-risk youth, Youth Transitions Program will expand work experience opportunities for the young leaders identified from the #LEAD (Leading, Educating, Advocating, and Dedication) Program. HHSA's established partnership with CSET for the #LEAD Program provides opportunities for employment to help stop the cycle of dependency on government assistance and provide other pathways to self-sufficiency.

Under the Fiscal Year 2019/20 agreement No. 29402, Youth Transitions Program served 33 youth through June 2020. Due to the COVID-19 pandemic and subsequent closure of TulareWORKs offices from March 2020 through August 2020, the remainder of the #LEAD program was suspended in March of 2020 and no #LEAD youth were placed for 2020 summer employment in TulareWORKs offices under agreement No. 29402. Youth Transitions Program will serve a minimum of 30 and up to a maximum of 90 youth under the Fiscal Year 2020/2021 agreement, which includes the continued provision of work site placements for youth referred from the #LEAD Program. Due to the COVID-19 pandemic, some components of this 2020/2021 agreement may not be fulfilled as indicated including things such as in-person worksite placement, in-person Life Skills Workshops and/or the number of youth served/placed for the Youth Transitions and #LEAD programs.

This agreement did not include a Request For Proposal process because the Youth Transitions Program was created from an original idea in collaboration with CSET in 2006. Since inception, the program has been a success and continues to grow and evolve from the initial point of establishment. In 2007, the program received the California State Association of Counties Challenge Award for being Most Replicable and has been replicated in a similar format by San Luis Obispo County.

**FISCAL IMPACT/FINANCING:**

The agreement with Community Services and Employment Training, Inc. is in the amount not to exceed \$758,325 for the period of October 1, 2020 through September 30, 2021. The agreement period extends into a portion of Fiscal Year 2021/2022. The following is the breakout of agreement cost and funding for Fiscal Year 2020/21 and 2021/22:

- The budgeted costs for Fiscal Year 2020/21 is 75% of the agreement amount, and budgeted in line 001-142-4032-7066, professional services, for \$396,244 from Temporary Assistance to Needy Families (TANF) funding; line 001-142-4020 -7043, professional services, for \$135,000 from Child Welfare

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Services (CWS) 2011 Realignment funding; and line 001-142-3337-7043, professional services, for \$37,500 from Mental Health Community Services and Support Trust Fund established in 2004 with the passing of Proposition 63.

- The remaining 25% of the agreement amount will be included in the proposed Fiscal Year 2021/22 budget in line 001-142-4032-7043, professional services, for \$132,081 from TANF funding; line 001-142-4020-7066, professional services, for \$45,000 from Child Welfare Services 2011 Realignment funding; and line 001-142-3337-7043, professional services, for \$12,500 from Mental Health Community Services and Support Trust Fund established in 2004 with the passing of Proposition 63.

All program funds are derived from State and Federal allocations. 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 strategic plan includes the Quality of Life Initiative that encourages innovative provision of quality supportive services for at-risk adults, youth and children in state and federally mandated programs. This agreement increases the ability to fulfill that obligation by providing youth that are facing significant life barriers a positive support system, an opportunity to develop leadership skills, and, ultimately, a path toward self-sufficiency.

**ADMINISTRATIVE SIGN-OFF:**

/s/Anita Ortiz

Anita Ortiz

Human Services Director

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, ) Agreement No. \_\_\_\_\_  
INC. )

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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