



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

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: October 2, 2012

| | | |
|---|---|---|
| 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 amendment and renewal of Agreement No. 24471 with Community Services and Employment Training, Inc., for the Youth Transitions Program.

REQUEST(S):

That the Board of Supervisors:

1. Approve an amendment to Agreement No. 24471 with Community Services and Employment Training, Inc., to increase the amount by \$12,000 retroactive for the period of October 1, 2011 through September 30, 2012; and to extend the agreement to provide pre-employment counseling, skills assessment, education, and life skills training for the Youth Transitions Program in an amount not to exceed \$975,000 retroactive to October 1, 2012 through September 30, 2013. This amendment is retroactive due to inadvertent delays in obtaining authorized signatures. It was impracticable for the Board to take action prior to October 1, 2011 due to the time needed to process, prepare, and submit the agenda item.
2. Find that the Board had authority to enter into the proposed amendment and increase Agreement No. 24471 for Fiscal Year 2011/2012 on October 1, 2011 and that it was in the County's best interest to enter into the amendment on that date; and
3. Authorize the Chairman of the Board to sign three (3) copies of the amendment.

SUBJECT: Approve an amendment and renewal of Agreement No. 24471 with Community Services and Employment Training for the Youth Transitions Program.

DATE: October 2, 2012

SUMMARY:

The Youth Transitions Program was established with a goal of serving forty (40) participants at any given time. As the program is temporary it requires participants to find and secure a permanent job. When this happens, the youth's position is backfilled with a new participant in an effort to maintain forty (40) participants in the program. In order to maintain the required number of participants for FY 2011/2012 the funds were expended sooner than anticipated.

Tulare County recognizes there is a significant population of youth ages 16-21 that are at-risk for one or more of the following: gang involvement, suicide, school dropout/truancy, drug abuse, pregnant/parenting, and homelessness, etc. Tulare County believes that these youth, and the community as a whole, benefits from a program that provides work experience, mentors, and encouragement to obtain and retain meaningful employment. The County designates Tulare County Health & Human Services Agency (HHSA) as the lead agency for the Youth Transitions Program; however work experience sites for this program may be established with any County department.

CSET staff provides the following services that include but are not limited to: prepare youth for working at Tulare County job sites using assessment, orientation and appropriate trainings concerning work ethics, proper work attire, sexual harassment, and behavior and performance expectations; applicable training and workshops for enrollees including but not limited to: interviewing skills, application completion, resume creation, dressing for success, workplace ethics; and youth/program monitoring at work sites on a consistent basis. CSET will serve 50 participants in FY 2012/2013.

The purpose of this amendment is to increase the Fiscal Year 2011/2012 budget for the Youth Transitions Program by \$12,000 and extend the original agreement with a new termination date of September 30, 2013.

FISCAL IMPACT/FINANCING:

There is sufficient funding in the Fiscal Year 2011/2012 budget to cover the \$12,000 increase for Fiscal Year 2011/2012. \$975,000 is included in the Fiscal Year 2012/2013 budget. No Net County Cost.

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 of supportive services for at-risk adults, youth and children in state and federally mandated programs. This amendment increases the ability to fulfill that obligation.

SUBJECT: Approve an amendment and renewal of Agreement No. 24471 with Community Services and Employment Training for the Youth Transitions Program.

DATE: October 2, 2012

ADMINISTRATIVE SIGN-OFF:

Jason T. Britt
Director of Human Services

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) Amendment

IN THE MATTER OF Approve an)
 Amendment and renewal of Agreement No.) Resolution No. _____
 24471 with Community Services and) Agreement No. _____
 Employment Training, Inc. for the Youth)
 Transitions Program.)

1. Approved an amendment to Agreement No. 24471 with Community Services and Employment Training, Inc., to increase the amount by \$12,000 retroactive for the period of October 1, 2011 through September 30, 2012; and to extend the agreement to provide pre-employment counseling, skills assessment, education, and life skills training for the Youth Transitions Program in an amount not to exceed \$975,000 retroactive to October 1, 2012 through September 30, 2013. This amendment is retroactive due to inadvertent delays in obtaining authorized signatures. It was impracticable for the Board to take action prior to October 1, 2011 due to the time needed to process, prepare, and submit the agenda item.
2. Found that the Board had authority to enter into the proposed amendment and increase Agreement No. 24471 for Fiscal Year 2011/2012 on October 1, 2011 and that it was in the County's best interest to enter into the amendment on that date; and

3. Authorized the Chairman of the Board to sign three (3) copies of the amendment.