



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 12, 2019

Subject: Amend Interagency Agreement with West Contra Costa Adult Education

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute an interagency agreement amendment with West Contra Costa Adult Education, effective April 1, 2019, to increase the payment limit by \$14,725 to a new contract payment limit not to exceed \$76,448 and to add a service training component to a skills training program for Welfare-to-Work (WTW) participants of the California Work Opportunity and Responsibility to Kids (CalWORKs) Program.

FISCAL IMPACT:

The interagency agreement is funded with 100% state CalWORKs Single Allocation revenue. [CFDA #93.558]

BACKGROUND:

This amendment is adding additional funding and a service training program called "Career Connections." The Career Connections Program will provide job readiness skills needed for clients to be able to learn about the current job market, develop resume writing skills, current interviewing techniques and interpersonal behavior useful for employment.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/12/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: Diane Burgis, District III
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 12, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: V. Kaplan, (925)
408-4963

cc:

The Finding Opportunities Careers for Ultimate Self-sufficiency (FOCUS), Essential Skills
for Success

BACKGROUND: (CONT'D)

(Essential Skills), and Career Connections Programs (the Program) offer WTW participants the opportunity to participate in vocational training and/or job skills workshops at the West Contra Costa Adult Education school. The Program is intended to provide clients with additional assessment, support, and training/educational services. Program outcomes seek to help clients further define and advance their educational and professional paths, ultimately leading to job placement or continued educational attainment.

The Program is intended to offer WTW participants an opportunity to increase their awareness of how their views and experiences shape their perception about work, money, and the circumstances of their lives. Understanding their role enables participants to decrease the barriers and increase the motivation to set goals and accomplish them.

The original interagency agreement with West Contra Costa Adult Education was approved by the Board of Supervisors on May 22, 2018 (C.106), in the amount of \$61,723, for the period July 1, 2018 through June 30, 2019. An amendment to the interagency agreement was approved by the Board of Supervisors on October 23, 2018 (C.30) to add an additional service training program called "Essential Skills for Success."

CONSEQUENCE OF NEGATIVE ACTION:

Without approval of amended agreement, program participants will receive less services geared toward job placement and/or continued education attainment, resulting in continued reliance on public benefits.