

Agenda Report

April 25, 2016

TO: Honorable Mayor and City Council

FROM: Housing and Career Services Department

SUBJECT: APPROVAL OF A CONTRACT IN THE AMOUNT OF \$160,000 BETWEEN THE CITY OF PASADENA, ACTING AS AGENT FOR THE FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM, AND THE SOUTH BAY WORKFORCE INVESTMENT BOARD, INC. TO PROVIDE EMPLOYMENT AND TRAINING SERVICES TO WELFARE-TO-WORK PARTICIPANTS

RECOMMENDATION:

It is recommended that the City Council take the following actions:

1. Find that the recommended action is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines per Section 15061(b)(3);
2. Approve a contract between the City of Pasadena (acting as an agent for the Foothill Employment and Training Consortium) and the South Bay Workforce Investment Board, Inc., in the amount of \$160,000, to provide employment and training services to area welfare-to-work program services; and
3. Authorize the Interim City Manager to enter into the subject contract for which neither Competitive Bidding nor Competitive Selection are required pursuant to City Charter Section 1002(H) and Pasadena Municipal Code Section 4.08.049(A)(3) ("Contracts with other governmental entities").

BACKGROUND:

For approximately the last twelve (12) years, the South Bay Workforce Investment Board, Inc. has awarded Transitional Subsidized Employment (TSE) funds to the Foothill Employment and Training Consortium Workforce Investment Board, now known as the Foothill Workforce Development Board ("FWDB") under a contract to provide "welfare-to-work" services to Los Angeles County residents. Participants access TSE services strictly through referrals from their Los Angeles County Department of Public

Social Services (DPSS) case workers (the FWDB office does not do any recruitment for the program, nor does the office provide TSE services on a walk-in basis). The program will serve an estimated 75 to 100 participants annually, with approximately 25 from Pasadena.

The goal of this program is to enable participants to secure unsubsidized employment after completing authorized subsidized training activities. First priority for participation in this program will be provided to participants who are near the end of their CalWORKS time on aid.

Under the terms of the contract, FWDB will be reimbursed a maximum of \$1,600 per participant. Of the \$1,600, 75% or \$1,200 is paid upon enrollment and placement of a participant into authorized subsidized training activity (vocational classroom training, paid work experience, or on-the-job training). The remaining 25% or \$400 is paid upon completion of 30 days in unsubsidized employment. The three-year contract term runs from March 1, 2016 through February 28, 2019.

In addition to placement into subsidized training and job development, our responsibilities include the following:

- Assessment
- Case management
- Recruiting work sites

The Workforce Development Board of the Foothill Employment and Training Consortium met on April 7, 2016 and recommended approval of the contract.

COUNCIL POLICY CONSIDERATION:

The proposed action supports and promotes the quality of life and the local economy -- a goal of the City Council's Strategic Plan.

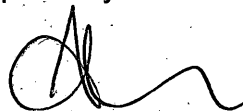
ENVIRONMENTAL ANALYSIS:

The action proposed herein is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061(b)(3). The activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The proposed approval of the subject contract, and the activities to be performed thereunder, will not have a significant effect on the environment.

FISCAL IMPACT:

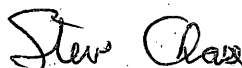
The TSE three-year grant, in the maximum amount of \$160,000 was included as anticipated revenue and expenditures in the current adopted FY 2016 operating budget in Account 68116020-47653. There is no anticipated fiscal impact on the General Fund as a result of this action and it will not have any indirect or support cost requirements. The anticipated impact to other operational programs as a result of this action will be none.

Respectfully submitted,



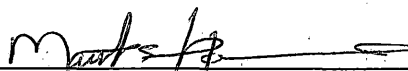
for WILLIAM K. HUANG, Director
Housing and Career Services

Prepared by:



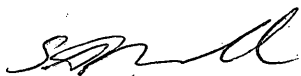
Steve Chase
Career Services Coordinator

Concurrence:



MATTHEW E. HAWKESWORTH
Director of Finance

Approved by:



STEVE MERMELL
Interim City Manager