




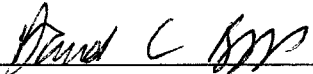
# City of Carson

## Report to Mayor and City Council

November 7, 2012  
New Business Consent

**SUBJECT: CONSIDERATION OF AGREEMENT FOR WORKFORCE DEVELOPMENT**

  
Submitted by Clifford W. Graves  
Director of Community Development

  
Approved by David C. Biggs  
City Manager

### **I. SUMMARY**

The Carson Career Center is part of the South Bay Workforce Investment Board (WIB). The attached amendment (Exhibit No. 1) presents the funding levels and target enrollments for adult and youth Workforce Investment Act (WIA) programs. The WIB is administered by the City of Hawthorne.

### **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE the amendment to the existing agreement with the City of Hawthorne.
2. AUTHORIZE the Mayor to execute the amendment following approval as to form by the City Attorney.

### **III. ALTERNATIVES**

DO NOT APPROVE the agreement. Should the City Council choose this alternative, the city will not receive WIA funds, and therefore, will not be able to operate the Career Center.

### **IV. BACKGROUND**

Each year, the City of Carson approves an agreement with the WIB to provide workforce development programs. These programs help job seekers with workplace skills, education, interviewing, resume preparation, job search and related issues. The funds are the primary resource to pay for the Carson Career Center.

The summer youth program this year did not start until August and concluded in September. This is due to very late funding made available from Los Angeles County. The funding received was only enough to fill 19 slots this summer.

While the Career Center is available to anyone, intensive services are available only to those Carson residents meeting the criteria for each program. In addition, the City may receive other funds later in the year if there are additional programs added. For example, an agreement for a Los Angeles County Probation

Department grant is expected any time with a value of around \$40,000.00. There will be other grants that the City applies for with the WIB, and another round of the Transitional Subsidized Employment (TSE) program started this past August. A report on the TSE program will likely be presented to the City Council in the near future as additional funds come in. Carson has been very successful in this program in addition to meeting all program requirements for the last program year.

The proposed WIA budget for the Career Center is shown in the chart below. There is also \$50,000.00 in salaries & benefits budgeted in the general fund budget for the Career Center. The total number of staff employed by the City of Carson to operate the Career Center is 6 (4 full-time and 2 part-time). There are also 6 outside consultants that are paid for through the WIA funds received by the City or directly by the WIB.

## WIA BUDGET SUMMARY – PROGRAM YEAR 2012/13

	REVENUES			EXPENDITURES				YEAR-END BALANCE
Program	Balance Carried Forward From FY 2011/12	FY 2012/13 Agreement Amounts	FY 2012/13 Total Available Funds	Salaries & Benefits	Operations & Maintenance	For Program Participants	FY 2012/13 Total Expenditures	6/30/13 Balance
WIA Youth	\$48,096.25	\$237,848.00	<b>\$285,944.25</b>	\$199,790.36	\$0.00	\$86,153.89	<b>\$285,944.25</b>	<b>\$0.00</b>
WIA Adult	\$12,458.59	\$240,740.00	<b>\$253,198.59</b>	\$150,220.79	\$28,480.00	\$74,497.80	<b>\$253,198.59</b>	<b>\$0.00</b>
WIA Dislocated Workers	\$0.00	\$256,633.00	<b>\$256,633.00</b>	\$0.00	\$0.00	\$256,633.00	<b>\$256,633.00</b>	<b>\$0.00</b>
CA Gang Reduction & Intervention Program (EDD & EMA)	\$52,639.48	\$0.00	<b>\$52,639.48</b>	\$32,586.48	\$0.00	\$20,053.00	<b>\$52,639.48</b>	<b>\$0.00</b>
Youth Employment Program	\$0.00	\$16,536.00	<b>\$16,536.00</b>	\$0.00	\$3,675.00	\$12,861.00	<b>\$16,536.00</b>	<b>\$0.00</b>
WIA Dislocated Workers (Pro Path)	\$0.00	\$9,000.00	<b>\$9,000.00</b>	\$7,582.37	\$1,417.63	\$0.00	<b>\$9,000.00</b>	<b>\$0.00</b>
Probation Youth Program	\$0.00	\$40,000.00	<b>\$40,000.00</b>	\$0.00	\$0.00	\$0.00	<b>\$0.00</b>	<b>\$40,000.00</b>
<b>GRAND TOTALS</b>	<b>\$113,194.32</b>	<b>\$800,757.00</b>	<b>\$913,951.32</b>	<b>\$390,180.00</b>	<b>\$33,572.63</b>	<b>\$450,198.69</b>	<b>\$873,951.32</b>	<b>\$40,000.00</b>

PARTICIPANT ENROLLMENT PLAN – PY 2012/13	
WIA Program	Enrollment Plan
Adult	29
Youth (14-21)	36

**CONTRACTOR'S (CARSON'S) PERFORMANCE MEASURES**

Adults	Performance Measures
Entered Employment Rate	77%
Employment Retention Rate	78.5%
Earnings Replacement Rate	\$11,747.00

Dislocated Workers	Performance Measures
Entered Employment Rate	75%
Employment Retention Rate	83%
Earnings Replacement Rate	\$17,000.00

Youth	Performance Measures
Entered Employment or Education	65%
Attained Degree or Certificate	61%
Literacy and Numeracy	40%

\*Note: Performance Measures for Program Year 2012/13 have not been issued by the Employment Development Department, therefore the above measures are subject to change.

**V. FISCAL IMPACT**

Total WIA funding for FY 2012/13 is approximately \$760,000.00, plus there is \$113,000.00 in carryover funding. There is also \$50,000.00 budgeted in the general fund for the Career Center. Also, there will almost certainly be other programs added over the course of the year. About \$440,000.00 of these funds is

for salaries and benefits, \$34,000.00 is for operations and maintenance, and \$450,000.00 is for program participants. The funds from the anticipated probation grant have not yet been allocated and could reduce the general fund expense by \$40,000.00.

**VI. EXHIBITS**

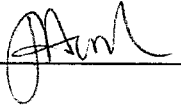
1. Agreement for WIA youth and adult programs. (pgs. 5-9)
2. Letter from South Bay WIB confirming PY 2012/13 allocations. (pg. 10)
3. Excerpt from October 4, 2011, Item No. 8. (pg. 11)

Document1

Prepared by: Barry Waite, Business & Employment Development Manager

TO:Rev09-04-2012

Reviewed by:

City Clerk	City Treasurer
Administrative Services 	Public Works
Community Development	Community Services

Action taken by City Council	
Date _____	Action _____

**SOUTH BAY WORKFORCE INVESTMENT AREA FUNDING AGREEMENT AMENDMENT NO. 2  
TO AGREEMENT NO. 10-H1327 BETWEEN THE SOUTH BAY WORKFORCE INVESTMENT  
BOARD, INC. ON BEHALF OF THE CITY OF HAWTHORNE AND THE CITY OF CARSON**

THIS Amendment is made and entered into this 7<sup>th</sup> day of November, 2012, by and between the South Bay Workforce Investment Board, Inc. (SBWIB, Inc.), a non-profit public benefit corporation, acting on behalf of the **CITY OF HAWTHORNE ("City")**, as designated administrator of the South Bay Workforce Investment Area (SBWIA), and the **CITY OF CARSON**, a municipal corporation, hereinafter referred to as "Contractor" with its principal place of business located at **701 E. Carson St., Carson, CA 90745.**

WHEREAS, on **September 30, 2010**, City and Contractor entered into Agreement No. 10-H1327 in order to provide Workforce Investment Act (WIA) employment and training services to eligible participants; and,

WHEREAS, the City is receiving federal funds from the State of California for the purpose of providing employment and training services to adults, dislocated workers and youth; and,

WHEREAS, Contractor continues to represent itself as being qualified and capable of providing said services in accordance with all rules and regulations developed to implement said statutes and in accordance with the terms and conditions of the original agreement; and

WHEREAS, the parties are interested in amending Agreement No. 10-H1327 to continue providing said services to eligible participants in accordance with the terms and conditions set forth below;

NOW, THEREFORE, in consideration of the premises, the parties hereto agree as follows:

1. **Section II - COMPENSATION, paragraph A**, is amended to read, "In addition to any other monies authorized to be expended under Agreement No. 10-H1327 and any prior amendments, if applicable, thereto, the City shall reimburse Contractor for the sum of **\$478,588**. The parties agree that in no case shall the total amount of expenditures under this amendment exceed the sum of **\$478,588.**"

2. **Section III - TERM OF AGREEMENT**, is hereby amended to read "The term of the Agreement shall be from **July 1, 2010 to June 30, 2014.**"

3. **Exhibit B.3 - City of Carson Budget Summary PY 2012/13** [attached hereto and incorporated herein by this reference] is added and replaces Exhibit B.2 - City of Carson Budget Summary PYPY 2011/12.

4. **Exhibit C.2 - Contractor's Performance Measures** [attached hereto and incorporated herein by this reference] is added to and replaces Exhibit C.1, Contractor's Common Measures.

Unless as otherwise specifically amended herein, all terms and conditions contained in the original Agreement No. 10-H1327, as previously amended, will remain in full force and effect.

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IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 2 to Agreement No. 10-H1327 on the date and year above written.

By: CITY OF CARSON

Signature: \_\_\_\_\_

Name: Jim Dear

Title: Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

SOUTH BAY WORKFORCE INVESTMENT BOARD, INC.

\_\_\_\_\_  
Jan Vogel, Chief Executive Officer

APPROVED AS TO FORM:

\_\_\_\_\_  
Jack Ballas, Attorney-at-Law

## CITY OF CARSON BUDGET SUMMARY PY 2012/13

<u>Grant Descriptions</u>	<u>Staff &amp; Operating Cost</u>	<u>Training Cost</u>
WIA Adult Program	\$173,333	\$67,407
WIA Youth Program	\$237,848	
<b>*New Funding Amounts</b>	<b>\$ 411,181</b>	<b>\$67,407</b>

All other WIA PY 11-12 remaining funds will be invoiced separately from current funding amount of **\$478,588**.

PARTICIPANT ENROLLMENT PLAN PY 201213	
WIA Program	Enrollment Plan
Adult	29
Youth (14-21)	36

## Adult Cumulative Enrollment Plan by Quarter

09/12	12/12	3/13	6/13
7	14	21	29

Adult Participant Cost- \$8,301

## Youth Cumulative Enrollment Plan by Quarter

**\*\*30% of youth funds must be expended for out-of-school Youth program activities**

09/12	12/12	3/13	6/13
9	18	27	36

Youth Participant Cost- \$6,607



**CONTRACTOR'S PERFORMANCE MEASURES**

<b>Adults</b>	<b>Performance Measures</b>
Entered Employment Rate	77%
Employment Retention Rate	78.5%
Earnings Replacement Rate	\$11,747

<b>Dislocated Workers</b>	<b>Performance Measures</b>
Entered Employment Rate	75%
Employment Retention Rate	83%
Earnings Replacement Rate	\$17,000

<b>Youth</b>	<b>Performance Measures</b>
Entered Employment or Education	65%
Attained Degree or Certificate	61%
Literacy and Numeracy	40%

Performance Measures for PY 2012/13 not been issued by the Employment Development Department (EDD), therefore the above measures are subject to change.

WAYNE SPENCER  
CHAIRPERSON

OFFICERS

DENISE DI PASQUALE  
VICE-CHAIRPERSON

SAMUEL BINGHAM  
SECRETARY

DORI GIULEA  
CHIEF FINANCIAL  
OFFICER

RAY SNOWDEN  
DIRECTOR

YVETTE JOHNSON  
DIRECTOR

BOB HELFANT  
DIRECTOR

JANE TEMPLIN  
DIRECTOR

JAN VOGEL  
CHIEF EXECUTIVE  
OFFICER

May 7, 2012

Mr. Barry Waite  
Carson Career Center  
1 Civic Plaza Drive, Suite 500  
Carson, CA 90749

**RE: WIA FORMULA ALLOCATIONS FOR PY 2012-13**

Dear Mr. Waite:

The official allocations for PY 2012-13 which includes training cost are forwarded for your information and planning purposes. The new allocations are listed below:

<b>**Adults</b>	<b>**Dislocated Workers (Propath)</b>	<b>Youth</b>
<b>\$240,740</b>	<b>\$256,633</b>	<b>\$237,848</b>

**\*\* Twenty-eight percent (28%) of the program cost for adult and dislocated worker must be expended on training services per California Senate Bill 734.**

The number of participants to be served will be provided at a later date.

If you have any questions concerning these allocations, please do not hesitate to call Dori Guilea or Jimmy "C", at (310) 970-7700.

Sincerely,

  
Jan Vogel  
Executive Director

c: Dori Guilea

**EXHIBIT NO. 2**

**ITEM NO. (8)            CONSIDERATION OF AGREEMENTS FOR WORKFORCE  
DEVELOPMENT (ECONOMIC DEVELOPMENT)**

RECOMMENDATION for the City Council:

TAKE the following actions:

1.     APPROVE the agreements with the city of Hawthorne.
2.     AUTHORIZE the Mayor to execute the agreements following approval as to form  
by the City Attorney.

ACTION:     Item No. 8 was approved on the New Business Consent Calendar on  
motion of Dear, seconded by Santarina and unanimously carried by the following vote:

Ayes:	Mayor/Chairman Dear, Mayor Pro Tem/Vice Chairman Ruiz-Raber, Council/Agency Member Davis-Holmes, Council/Agency Member Gipson, and Council/Agency Member Santarina
Noes:	None
Abstain:	None
Absent:	None

**EXHIBIT NO. 3**

