



COUNTY OF VENTURA HUMAN SERVICES AGENCY

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July 23, 2019

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

Subject: Ratification of the Submission of a Grant Application on Behalf of the Workforce Development Board of Ventura County to the Veterans' Employment-Related Assistance Program; Approval of a Resolution Establishing One (1) Full-Time Equivalent Fixed-Term Position in Ventura County Human Services Agency Budget Unit 3452; Authorization for the Human Services Agency Director, or Designee, to Accept Funding and Sign Any Agreements Related to the Prison to Employment Grant Upon Certain Conditions; and Authorization for the Human Services Agency Director, or Designee, to Accept Related Grant Modifications Upon Certain Conditions.

Recommendation:

1. Ratify the submission of a grant application on behalf of the Workforce Development Board of Ventura County (WDB) to the State of California Employment Development Department (EDD), in coordination with the California Workforce Development Board and the California Labor and Workforce Development Agency, for the Veterans' Employment-Related Assistance Program (VEAP) grant.
2. Approve the attached resolution establishing the following one (1) full-time equivalent fixed-term position allocation in Budget Unit 3452, for the VEAP grant, effective July 1, 2019, and ending December 31, 2020:

| Job Code | Description | Budget Unit | Dept. Sub-Org | FTE | Comp Frequency | Annual Salary Range |
|----------|------------------------------|-------------|---------------|-----|----------------|----------------------------|
| 00297 | HS Employment Specialist III | VCHSA-AFS | 3452 | 1 | Bi-Weekly | \$48,948.02 \$65,270.43 |

3. Authorize the HSA Director, or his designee, to accept funding and to sign any grant agreements related to the Prison to Employment grant, subject to County Executive Office and County Counsel review and approval.
4. Authorize the HSA Director, or his designee, to accept any additional funding allocation from the State and to sign all State-imposed grant agreement modifications for both the VEAP and Prison to Employment grants, subject to County Executive Office and County Counsel review and approval.

Reason for Ratification of the VEAP Grant:

The application for the VEAP grant was due on December 27, 2018. Due to the short time frame to coordinate and prepare the final application, the Human Services Agency was unable to come to your Board for approval prior to submittal. We notified the County Executive Office and received approval to submit the application on December 13, 2018. Having recently been notified of selection of our project for funding, we are returning to your Board for ratification of submission of the application as required pursuant to the County grants policy.

Fiscal/Mandates Impact:

| | |
|------------------------------|---|
| Mandatory: | No |
| Source of Funding: | 1. VEAP: State of California Employment Development Department in coordination with the California Workforce Development Board and the California Labor and Workforce Development Agency 2. Prison to Employment Program: California Workforce Development Board/State General Fund 3. County: WIOA/AFS |
| Funding Match Required: | VEAP: Yes, 40% of total project budget Prison to Employment: No |
| Impact on other Departments: | None |

Summary of Revenue and Total Costs:

| | <u>FY2019-20</u> | <u>FY 2020-21</u> |
|---------------------------------------|------------------|-------------------|
| Revenue: | | |
| Direct | \$630,109 | \$472,867 |
| Indirect Revenue | \$11,291 | \$5,645 |
| Total Revenue | \$641,400 | \$478,521 |
| Costs: | | |
| Direct | \$630,109 | \$472,867 |
| Indirect Costs | \$11,291 | \$5,645 |
| Total Costs | \$641,400 | \$478,521 |
| Net County Cost Incl. Indirect | \$0 | \$0 |

There are no new Net County Costs associated with this funding. VEAP requires a minimum match of 40% of the total program budget. The source of match funds will be existing in-kind Adult and Family Services staff support at no additional cost to the County. The Workforce Development Board has sufficient funds in its FY19-20 budget to implement the projects. No appropriations are being requested at this time. If it is determined that additional appropriations are needed, we will return to your Board for approval or include them in the mid-year budget adjustment.

| FY 2019-20 Adopted Budget for HSA – BU 3450 | | | | |
|--|----------------|-----------------|------------------|-----------------------------|
| | Adopted Budget | Adjusted Budget | Projected Budget | Estimated Savings/(Deficit) |
| Appropriations | \$8,459,386 | \$8,459,386 | \$8,459,386 | -0- |
| Revenue | \$8,459,386 | \$8,459,386 | \$8,459,386 | -0- |
| Net Cost | -0- | -0- | -0- | -0- |

Discussion:

Before your Board are recommended actions involving two grants to the WDB: a Veterans’ Employment-Related Assistance Program grant, and a Prison to Employment Grant.

A. Veterans’ Employment-Related Assistance Program (VEAP) Grant

Veterans in Ventura County are unemployed at nearly twice the rate of the general population and the demand for services outpaces the current training resources available to serve this population. Veterans in Ventura County currently receive support services from Naval Base Ventura County (NBVC) through the Transitional Assistance Program (TAP), EDD and the County of Ventura, Human Services Agency, Veteran Services Office. Veterans also have access to services through the America’s Job Center of California (AJCC). However, HSA currently does not have job training funds specifically designated for veterans. Though veterans often demonstrate a maturity and work ethic appealing to local employers, they may lack basic skills, certifications or education that will enable them to secure and succeed at civilian jobs. Designated training funds would enable career services staff to continue to assess individual strengths and needs and identify job opportunities, connecting veterans to a network of training resources and support services specifically for veterans.

The following is a summary of the program as submitted as part of the application process:

Funding Agency: EDD, in coordination with the California Workforce Development Board and the California Labor and Workforce Development Agency-Veterans’ Employment-Related Assistance Program

Applicant: Workforce Development Board of Ventura County

Project Title: Ventura County Veterans Employment Training & Success (VC VETS) Program

Target Population: Veterans in Ventura County in need of employment assistance services
Amount Awarded: \$488,635

Project Term: Estimated July 1, 2019, through December 31, 2020

Project Description: The program will serve a diverse set of veterans entering the workforce, including those facing significant barriers. These veterans may be low-income, disabled, homeless, or incarcerated or recently released from incarceration. The goal is to serve 55 veterans, 16 of whom are facing significant barriers. Services will be provided using a trauma-informed approach to better engage with individuals seeking support services. This will be particularly useful as there tends to be higher rates of those experiencing trauma in the veteran population – especially among those who served in combat. The program will focus on establishing, enhancing and growing professional skills and behaviors resulting in an Individual Employment Plan that is customized for each veteran. Additionally, a Veterans Employment Services Officer will be recruited, who will have expertise in employment services and be the key point of contact between veterans entering the program and the provided support services. Grant funds will also be used to support direct assistance to participants including paid on-the-job training, tuition/certification cost vouchers and supportive services assistance to clients to fund items necessary to prepare them for employment.

We request that your Board ratify submission of the grant application attached as Exhibit 1. Because this grant is being funded through a unilateral modification to the Workforce Development Board's existing EDD subgrant agreement (Exhibit 2) and your Board on September 11, 2018, authorized the HSA Director to accept additional funding allocations from the State under that subgrant agreement, no additional approvals are necessary to accept the grant award.

We further request your Board approve the attached resolution (Exhibit 3) establishing a grant-funded 1 FTE fixed-term HS Employment Specialist III position, which will serve as a Veterans Employment Services Officer, linking veterans to employment and training opportunities. The position will be a fixed-term position through the grant performance period, ending December 31, 2020. HSA will be eligible to reapply for funding on a competitive basis, with any extension of the fixed-term position contingent upon receipt of additional funding and/or further grant extension and approval by your Board.

B. Prison to Employment Grant

As we have previously presented to your Board, the State of California Workforce Development Board (CWDB) has entered into a formal partnership with the California Department of Corrections and Rehabilitation, the California Prison Industry Authority, and the California Workforce Association with the goal of improving labor market outcomes for the state's formerly incarcerated and justice-involved population. The CWDB Prison to Employment initiative funds direct services designed to help formerly incarcerated and other justice-involved individuals secure employment, as well as regional plan implementation related to this population.

On March 12, 2019, your Board ratified submission of a grant application to the Prison to Employment program. The WDB has been notified of a provisional award of up to \$710,197. The grant application, which was slightly revised in May 2019 and re-submitted, is attached as Exhibit 4.

The following is a summary of the program as submitted as part of the application process:

Funding Agency: California Workforce Development Board

Applicant: Workforce Development Board of Ventura County

Project Title: Prison to Employment Implementation Direct Services and Supportive Services Earn and Learn Grant

Target Population: Justice-involved and formerly incarcerated individuals for provided services, and other key community and government organizations that serve this population for planning and coordination of services.

Amount Requested: \$710,197

Project Term: July 1, 2019, through March 31, 2022

Project Description: Through several community stakeholder meetings, the WDB has identified strategies to implement the Prison to Employment initiative in Ventura County. Through this funding and multiple relationships with the Ventura County Sheriff's Office, Human Services Agency-Adult and Family Services, Probation Agency, Community Corrections Partnership, the Reentry Council, and others, we intend to enroll 100 participants, provide 30 paid on-the-job training opportunities, develop a pre-release Resources Toolkit for reentry individuals, and create a registry of 100 employers friendly to hiring returning community members. Staff will also be assigned to coordinate employer outreach and develop relationships with workplaces for employment placement, with a plan to educate and encourage potential employers to hire formerly incarcerated and justice-involved individuals. The grant will also provide direct supportive services assistance to clients to fund items necessary to prepare them for employment.

The grant agreement has not yet been received. Given the limited opportunity to present to your Board in July and August and the required timeliness of program implementation, we recommend that your Board authorize the HSA Director to accept grant funding and to sign the forthcoming grant agreement, subject to County Executive Office and County Counsel review and approval.

C. Recommendations

We recommend your Board:

1. Ratify the submission of VEAP grant.
2. Approve the attached resolution (Exhibit 3) establishing the one (1) full-time equivalent fixed-term position allocation in Budget Unit 3452, effective July 1, 2019, and ending December 31, 2020.
3. Authorize the HSA Director, or designee, to accept funding and to sign any agreements related to the Prison to Employment grant, subject to County Executive Office and County Counsel review and approval.

4. Authorize the HSA Director, or designee, to accept any additional funding allocations from the State and to sign all State-imposed grant agreement modifications for both grants, subject to County Executive Office and County Counsel review and approval.

This request is consistent with County Strategic Plan Focus Area #4: Community Well-Being, Strategic Goal #4: Ensure that individuals and families are provided timely and efficient assistance to meet/sustain basic needs, and transition quickly into pathways of productivity and self-sufficiency.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office and County Counsel. If you have any questions, please contact Melissa Livingston, Chief Deputy Director, at 805-477-5303 or Rebecca Evans, WDB Executive Director, at 805-477-5306.



BARRY L. ZIMMERMAN
Director

- Exhibit 1 - VEAP Grant Proposal
- Exhibit 2 - EDD Subgrant Agreement Modification
- Exhibit 3 - Resolution
- Exhibit 4 - Prison to Employment Pre-Award Application