



**NEVADA COUNTY  
HEALTH & HUMAN SERVICES  
AGENCY**

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**NEVADA COUNTY BOARD OF SUPERVISORS**  
**Board Agenda Memo**

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**MEETING DATE:** June 21, 2016

**TO:** Board of Supervisors

**FROM:** **Mike Dent**

**SUBJECT:** Resolution approving execution of a renewal contract with Nancy A. Jeffery for the provision of Job Readiness Workshops for CalWORKs participants in the maximum amount of \$28,680 for the term of July 1, 2016 through June 30, 2017.

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Services will be funded by CalWORKs Single Allocation dollars made available to the Department of Social Services, which may be used for programs that are designed to help participants overcome barriers to employment and move towards the goal of self-sufficiency. Services are included within the Department's FY 2016/17 budget and there are no county general fund dollars required in the Agreement.

**BACKGROUND:**  
Under this renewal Agreement, the Contractor will provide a series of twelve (12) Job Readiness Workshops. The Job Readiness Workshops are to be offered monthly and are part of the CalWORKs Connect-Oriented process.

The Contractor will design the content of the workshops with the goal of assisting clients in helping resolve specific issues and challenges job seekers face in finding employment and/or retaining employment. The workshops will specifically focus on the development of job seeking and retention skills such as: conditioning, emotional intelligence, change and transition, building a support network, self-awareness, barriers or inspiration to

success, motivation, approaches to handling conflict, goal setting, communication skills and other skills designed to enhance an individual's capacity to be job ready.

The workshops will be designed to be interactive and relevant to helping resolve the specific issues and challenges job seekers face in finding employment and/or staying employed, and/or to move to higher paying jobs which will lead to self-sufficiency and independence.

**Item Initiated and Approved by:** Mike Dent, Director of Social Services