



**NEVADA COUNTY  
HEALTH & HUMAN SERVICES  
AGENCY**

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**NEVADA COUNTY BOARD OF SUPERVISORS**

**Board Agenda Memo**

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**MEETING DATE:** August 25, 2020

**TO:** Board of Supervisors

**FROM:** Rachel Roos

**SUBJECT:** Resolution authorizing execution of a renewal contract with Nevada-Sierra Connecting Point Public Authority for the provision of services related to the administration of employment services through their Employment Services program for Nevada County CalWORKs participants utilizing the Employability Barrier Removal Program, Work Experience (WEX) and Expanded Subsidized Employment (ESE) Programs in the maximum amount of \$1,422,511 for the contract term of July 1, 2020 through June 30, 2021.

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** Funds for services are derived from Department of Social Services CalWORKs Single Allocation dollars; CalWORKs Expanded Subsidized Employment Program allocation, available to the department from the passage of Assembly Bill (AB) 74. Services are included in the Department's FY 2020/21 budget and there are no county general fund dollars required in the Agreement.

**BACKGROUND:** Under this renewal Agreement, the Contractor will continue to provide employment services through their Employment Services program for CalWORKs participants in the Nevada County Welfare-to-Work Program. CalWORKs participants will be able to avail themselves of these programs which will help increase their employability while helping the Department of Social Services meet its Federal Work Participation Rate (WPR), thereby avoiding possible financial penalties for not reaching established performance standards.

The Employment Services program is a career-focused program which helps participants maximize their CalWORKs time and benefits in the pursuit of a sustainable career that fits their skills and interests. Employment Services encourages long-term planning in the pursuit of a lifetime of self-sufficiency. A team approach is used to provide each participant with intensive case management services.

Each referred CalWORKs participant will be assessed to identify their interests, long-term career goals, education, relevant work experience, strengths, weaknesses, and barriers to achieving their employment goals. Participants will work with a Career Counselor to create individualized plans outlining the steps necessary to reach their goals. Participants will also take part in structured counseling sessions to assist in identifying and overcoming personal challenges. Participants shall be required to participate in Essential Skills classes to address skills such as boundaries, communication (verbal and nonverbal), critical thinking, decision making, work etiquette, flexibility, personal hygiene, organization, problem solving, self-awareness, self-confidence, self-control, self-motivation, self-reflection, teamwork, and time management. Vocational training will be provided if the need for it is identified in career planning.

Employment Services staff will work closely with participants to address the barriers to employment identified in the initial assessment. Training and support to improve participants' résumé writing, interviewing, and networking skills and resources and assistance for participant job search will be provided. Employment Services will place at least 50% of active participants in either WEX or ESE placements with local businesses and organizations.

Contractor will provide subsidized work experience activities. Contractor will conduct all activities related to payroll, benefits, workers' compensation, drug screening, and sick leave requirements.

It is recommended that the Board approve this renewal Agreement, as the services provided will assist CalWORKs participants in their efforts to become financially self-sufficient.

**Item Initiated and by:** Rachel Roos, Director of Social Services