



NEVADA COUNTY
HEALTH & HUMAN SERVICES
AGENCY

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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: June 20, 2017

TO: Board of Supervisors

FROM: **Mike Dent**

SUBJECT: Resolution approving execution of a renewal Contract with Alliance for Workforce Development (AFWD), Inc. for the provision of employment services in both Western and Eastern Nevada County in the maximum amount of \$130,000 for the term of July 1, 2017 through June 30, 2018.

RECOMMENDATION: Approve the attached Resolution.

FUNDING: Contract services will be supported by CalWORKs, CalFresh and Medi-Cal administrative funding the Department receives. Services are within the Department's fiscal year 2017/18 budget and there are no county general fund dollars required.

BACKGROUND:

Passed in 2014, The Workforce Innovation and Opportunity Act amended and reauthorized the Workforce Investment Act (WIA) of 1998, to strengthen the workforce development system through innovation in, and alignment and improvement of employment, training and education programs in the United States with the goal to promote individual and national economic growth. The Workforce Innovation and Opportunity Act requires the partnership of the One Stop Operator (AFWD) and TANF (Temporary Aid for Needy Families) provider (Nevada County Social Services) to make available the partners services in the One Stop building and / or develop a referral process for such services. Making services available through a One Stop delivery system helps streamline processes; ensures accessibility to training, and ensures all client needs are met, including addressing barriers to employment.

Under this Agreement, the Contractor will provide two (2) full-time Resource Specialists, one in Grass Valley and one in Truckee. Some of the contract services to be provided include:

- Job Search Services - Contractor shall provide job seekers with job listings from various sources, including CalJOBS, classified ads, employment agency listings, and Internet sites.

Contractor shall also assist in the development of a job search strategy. Contractor shall make direct referrals to employers as positions become available.

- Employment Counseling- Contractor shall also provide counseling regarding the actual job search process.
- Public Assistance screening and application assistance - Contractor shall screen clients for participation in Social Services programs and shall assist clients with completing the application for public assistance through the C4Yourself.com application process as appropriate.
- Résumé development and review - Contractor shall offer résumé workshops and computer software for résumé development. Contractor shall also provide job seekers with copies of their résumés, printed on résumé paper and mail or fax the job seeker's résumé or submit them to employers online, when requested.
- Interviewing assistance - Contractor shall provide job seekers with assistance with preparing for interviews. This is to include regularly scheduled Interviewing Skills workshops in both One Stop Centers.
- GED preparation - Contractor shall assist clients in the use of GED preparation software now available on Resource Center computers.
- Keyboard and 10-key practice, testing, and certification are to be made available by Contractor.
- Resource booklets and brochures are to be available to job seekers, including: California Occupational Guides and resource directories for various communities
- Labor market data is to be made available to assist job seekers and clients in career planning.
- Printers, phone and fax services are to be made available to job seekers and social services clients for employment and public assistance needs.

It is recommended that the Board approve this renewal Agreement, as the services provided assist participants to learn the skills needed to make themselves more viable to employers, connect clients to available openings in the job market, and promotes self-sufficiency for CalWORKs clients.

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