



# COUNTY OF HUMBOLDT

For the meeting of: 10/20/2020

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File #: 20-1372

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**SUBJECT:**

Ratification of Agreements By and Between the County Administrative Office and Smart Business Resource Center in Response to COVID-19

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Ratify the execution of various agreements with the Smart Business Resource Center by the County Administrative Officer in response to COVID-19; and
2. Direct the Clerk of the Board to return a certified copy of the Board order to the Acting Executive Director of the Humboldt County Workforce Development Board.

**SOURCE OF FUNDING:**

United States Department of Labor and State of California Employment Development Department

**DISCUSSION:**

On March 11, 2020, the Humboldt County Health Officer declared a Local Health Emergency in response to the COVID-19 pandemic. Thereafter, on March 26, 2020 (Item D-1), the Board of Supervisors resolved to authorize department heads, or designees thereof, to execute agreements related to a declared emergency with the requirement that such agreements must be ratified by the Board of Supervisors at the next available Board meeting. In response to this resolution, the County Administrative Office (CAO) - Economic Development Division - Humboldt County Workforce Development Board (HCWDB) has developed and executed three agreements with Smart Business Resource Center. The HCWDB continues to work with local partners to further strengthen the county's response to COVID-19 and its ability to assist employers and job seekers. Due to reduced staffing resources associated with COVID-19 response and extensive contract negotiations, these contracts come to your Board retroactive with an effective date of July 1, 2020.

Accordingly, the CAO recommends that the Board ratify the execution of the following agreements by the CAO:

1. Professional Services Agreement with Smart Business Resource Center for National Dislocated

Worker Funds for COVID Disaster Recovery

- a. Purpose: Identify worksites and create temporary disaster recovery jobs for dislocated workers in response to COVID-19
  - b. Term: July 1, 2020 through March 20,2022
  - c. Cost: Not to exceed \$372,000
2. Professional Services Agreement with Smart Business Resource Center for Rapid Response and Layoff Aversion
- a. Purpose: This program offers a pro-active, business-focused and flexible strategy designed to respond to layoffs and plant closings by quickly coordinating services and providing immediate aid to companies and their affected workers. Many employees have been impacted by reduced workforce needs during COVID-19, making this program especially important in responding to the pandemic.
  - b. Term: July 1, 2020 through June 30, 2023
  - c. Cost: Not to exceed: \$348,515
3. Professional Services Agreement with Smart Business Resource Center for Workforce Innovation and Opportunity Act (WIOA) Youth in the Eel River Valley and Eureka
- a. Purpose: When HCWDB ended the contract with Redwood Community Action Agency in July, it was determined that in accordance with OMB Memorandum M-20-17, grantees may conduct procurements under the public exigency provision (2 CFR 200.320 (f)(2)). HCWDB recommended the Smart Business Resource Center (Smart) enter the contract for the final year of a three-year cycle, based on their experience with WIOA programs. The knowledge and experience of SMART will allow for a seamless transition during COVID-19 in addressing the workforce development needs of local youth.
  - b. Term: July 1, 2020 through June 30, 2021
  - c. Cost: Not to exceed: \$154,969.07 (\$69,541.98 for Eel River Valley Region and \$85,427.09 for Eureka Region).

**FINANCIAL IMPACT:**

The total amount of these agreements is not to exceed the maximum dollar amount of \$875,484.07. These funds are a portion of the Department of Labor National Dislocated Worker funds, the WIOA Rapid Response and Layoff Aversion and the WIOA youth services allocations to the county from the California Employment Development Division and the Department of Labor. Budget appropriations for these agreements were approved through the fiscal year 2020-21 Adopted Budget. These agreements will be supported by Humboldt County Workforce Development Board Fund 1120, Budget Unit 287. Approval of these contracts would not impact the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by supporting business, workforce development and creation of private-sector jobs and facilitating public/private partnerships to solve problems.

OTHER AGENCY INVOLVEMENT:

SMART Business Resource Center

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve this contract, however that is not recommended as a great amount of work and vetting has already occurred with the partner agency and the HCWDB. Furthermore, the previous contractor for Eel River and Eureka are no longer interested in providing Youth services for this region.

ATTACHMENTS:

1. Professional Services Agreement with Smart Business Resource Center for National Dislocated Worker Funds for COVID Disaster Recovery
2. Professional Services Agreement with Smart Business Resource Center for Rapid Response and Layoff Aversion
3. Professional Services Agreement with Smart Business Resource Center for Workforce Innovation and Opportunity Act (WIOA) Youth in the Eel River Valley and Eureka

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-1

Meeting of: 3/26/20

File No.: 20-419