



# COUNTY OF HUMBOLDT

For the meeting of: 12/14/2021

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File #: 21-1733

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**SUBJECT:**

Workforce Innovation and Opportunity Act (WIOA) Program Contract for Job Market Equipment Upgrades

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve and authorize the Board Chair, to sign the contract agreement with Humboldt State University Sponsored Programs Foundation (Attachment 1) to provide Job Market equipment upgrades; and
2. Direct the Clerk of the Board to return the signed original agreement with Humboldt State University Sponsored Programs Foundation to the Economic Development Division.

**SOURCE OF FUNDING:**

Economic Development (1120)

**DISCUSSION:**

The County Administrative Office-Economic Development Division (Economic Development) receives annual non-competitive grants from the U.S. Department of Labor allocated through the State of California Employment Development Department. These funds provide low-income adults, at-risk youth, and dislocated workers the opportunity to participate in training and/or educational programs to obtain employment. Funds are also used to cover costs associated with the development and implementation of local and regional plans, and to provide training for local workforce partners. Additionally, Economic Development receives a portion of both competitive and non-competitive grants to support administrative overhead.

The Job Market is an American Job Center of California and continues to be a key component of the workforce development system in Humboldt County since 1999. At the Job Market, job seekers and employers can access services and support from a wide variety of collaborative workforce partners that focus on workforce preparation, economic development, and school to career services. Employers can take advantage of the meeting rooms, labor market and small business development information, employee training programs, and hiring incentives. Additionally, employers may view jobseeker

resumes and post job opening in the CalJOBS database at no cost. At the Job Market, the jobseeker can use computers for job searches and resume preparation, attend workshops, find current job listings, and meet with vocational counselors. Currently computers and other critical equipment at the Job Market are either out of date or nonfunctioning. Equipment upgrades will include new computers, monitors, and peripheral devices and will enable the Job Market operators and partners to support a demand-driven workforce system that attracts and grows businesses and the regional economy.

This contract comes to your Board after the contract commencement date of July 1, 2021. Contract completion and routing was delayed due to the formation of the new Humboldt Workforce Development Coalition and also due to lengthy contract negotiations with Humboldt State University (HSU) Sponsored Programs Foundation.

This contract was presented to the Humboldt County Workforce Development Board Executive Committee (WDB-EC) during its Sept. 2021 meeting. At that meeting the WDB-EC advised that staff advance this contract to your Board. As such, staff recommends that your Board adopt the recommendations as set forth herein and approve the said contract.

FINANCIAL IMPACT:

\$69,146.54 in funding remains available through prior allocations for the continuation of these services through HSU Sponsored Programs Foundation. Contract amount for Job Market equipment upgrades is \$69,146.54 and is included in the Economic Development budget, 1120-286, in fiscal year 2021-22 and will 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.

OTHER AGENCY INVOLVEMENT:

The Humboldt Workforce Coalition comprising of the County of Humboldt Economic Development Division, Humboldt State University Sponsored Programs Foundation, and College of the Redwoods.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to accept these funds. This alternative is not recommended as these contracts are for formula WIOA funds granted to Humboldt County by the State and align with the Local Workforce Development Area plan already approved by your Board. Declining this contract would create a barrier these essential workforce services to county residents.

ATTACHMENTS:

1 - Professional Services Agreement with HSU Sponsored Programs Foundation for Job Market Equipment Upgrades.

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-7

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Meeting of: July 24, 2018; April 6, 2021; June 29, 2021  
File No.: N/A, 21-362; 21-886