



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

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**File created:** 6/1/2023      **In control:** County Administrative Office  
**On agenda:** 6/27/2023      **Final action:** 6/27/2023  
**Title:** Workforce Innovation and Opportunity Act (WIOA) Program Third Contract Amendments  
**Sponsors:**  
**Indexes:**  
**Code sections:**

**Attachments:** 1. Staff Report, 2. Partial Executed HSU-SPF WIOA Youth Third Amendment.pdf, 3. Executed - Third Amendment Professional Service Agreement by and between County of Humboldt and Humboldt State University Sponsored Programs Foundation.pdf, 4. Partial Executed HSU-SPF WIOA Adult Third Amendment.pdf, 5. Executed Adult Services - Third Amendment.pdf, 6. Partial Executed HSU-SPF WIOA Dislocated Worker Third Amendment.pdf, 7. Executed Dislocated Workers - Third Amendment.pdf, 8. Partial Executed HSU-SPF WIOA RR.LA Third Amendment.pdf, 9. Executed - Third Amendment Professional Services Agreement by and between County of Humboldt and Humboldt State University Sponsered Programs Foundation .pdf

Date	Ver.	Action By	Action	Result
6/27/2023	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors  
**From:** County Administrative Office  
**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Workforce Innovation and Opportunity Act (WIOA) Program Third Contract Amendments

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve and authorize the Board Chair to sign the attached contract amendments (Attachment 1 -4) for Humboldt State University Sponsored Program to perform workforce activities in compliance with the terms and conditions as set forth by the California State Employment Development Department; and
2. Direct the Clerk of the Board to return the signed original amendments 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.

In July 2014, the U.S. Congress passed, and the President signed, the Workforce Innovation and Opportunity Act (WIOA), as an amendment to the Workforce Investment Act of 1998. WIOA requires the Humboldt County Workforce Development Board (HC-WDB), with the agreement of the chief elected officials, to designate or certify American Job Centers of California (AJCC) operator through a competitive process. On June 29, 2021, your Board chose to move forward with the option to remain a Local Workforce Area and your Board directed Economic Development staff to sole source for these services with Humboldt State University Sponsored Programs Foundation (HSUSPF). On Oct. 26, 2021, your Board approved the five associated contracts, with terms ending June 30, 2022.

On June 28, 2022, your Board approved the first amendments of these agreements for the purpose of increasing the funding allocated to Humboldt State University Sponsored Programs based on the newly released program year 2022 WIOA allocations and extended the terms. On Dec. 22, 2022 your Board approved second amendments adjusting allocations based on strategic performance based metrics.

The third amendments attached to this staff report are a result of the Humboldt Workforce Coalition's strategic partnership with Humboldt State University Sponsored Programs Foundation to best provide workforce services to Humboldt County. The following third amendments (Attachment 1-4) extend the term of the agreements to Dec.31, 2023, to ensure consistent programmatic delivery as the County performs the WIOA required Request For Proposals (RFP) process. Also included in the amendments are updated invoice templates to ensure consistent programmatic reporting aligned with WIOA requirements.

- Youth
- Adult
- Dislocated Worker
- Rapid Response and Layoff Aversion

Finally, the third amendments include increases in funding to provide for the increased programmatic activity occurring with these funds. The following third amendments (Attachment 1 and 2) increase the funding to Humboldt State University Sponsored Program Foundation for the WIOA programs identified below:

- Youth
- Adult

These contract amendments were presented to the Humboldt County Workforce Development Board (WDB) Executive Committee during its June 2023 meeting. At that meeting the WDB Executive Committee advised that staff advance these contract amendments to your Board. As such, staff recommends that your Board approve said contract amendments.

**FINANCIAL IMPACT:**

<b>Expenditures (Fund, Budget Unit)</b>	<b>FY23-24 Projected</b>
Budgeted Expenses	\$650,000
<b>Total Expenditures</b>	<b>\$650,000</b>
<b>Funding Sources (Fund, Budget Unit)</b>	<b>FY23-24 Projected*</b>
General Fund	
State/Federal Funds	\$650,000
<b>Total Funding Sources</b>	<b>\$650,000</b>

*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

The financial impact for this item will be incurred in budget unit 1120-287 and is included in the fiscal year 2023-24 recommended budget.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

This Board item has no direct staffing impacts.

**STRATEGIC FRAMEWORK:**

This action supports the following areas of your Board’s Strategic Framework.

Core Roles: Support business, workforce development and creation of private-sector jobs

New Initiatives: Manage our resources to ensure sustainability of services

Strategic Plan: 3.2 - Stabilize and support a successful cannabis economy

**OTHER AGENCY INVOLVEMENT:**

Cal Poly/Humboldt State University Sponsored Programs Foundation

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose not to approve these contract amendments. This alternative is not recommended as these amendments are for formula WIOA funds granted to Humboldt County by the State. Approving these contracts aligns with the Local Workforce Development Area plan already approved by your Board. Declining these contracts and funds would make these essential workforce services unavailable to county residents.

**ATTACHMENTS:**

- 1) HSU SPF WIOA Youth Services Amendment 3

- 2) HSU SPF WIOA Adult Services Amendment 3
- 3) HSU SPF WIOA Dislocated Worker Services Amendment 3
- 4) HSU SPF WIOA Rapid Response-Layoff Aversion Services Amendment 3

PREVIOUS ACTION/REFERRAL:

Board Order No.: I:2; L:2; D:7; D:16; D:6

Meeting of: April 6, 2021; June 29, 2021; Oct. 26, 2021, June 28, 2022, Dec. 22, 2022

File No.: 21-1396; 21-362; 21-866; 22-716, 22-1719