



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**

**Requested Board Meeting Date:** June 6, 2017

The allocation of U.S. Department of Labor Workforce Innovation and Opportunity Act (WIOA) and other federal funds based on the Request for Proposals (RFP) process for the period of July 1, 2017 to June 30, 2018

**Introduction/Background:**

Community Services Employment and Training (CSET) receives various funds to provide workforce services under the One Stop system. Workshops, labs, seminars, and other group activities are a cost effective method of delivering information and services to job seekers.

**Discussion:**

In order to provide services to a variety of job seekers in Pima County, the Workforce Investment Board and CSET conducted a Request for Proposals (RFP) process to obtain vendors to provide a variety of workshops. 2017-18 will be the second year of workshops under this RFP. For the period 2017-18 CSET has reduced the number of offerings based on participant utilization in 2016-17. CSET One Stop administers evaluations of each workshop, and provides feedback to the contractors. Each month hundreds of job seeking participants attend workshops to help prepare them for current and projected demand occupations. The basic Employability Skills workshops stress clear career pathways that lead to a livable wage and self-sufficiency. The variety of workshops available to job seekers include Resume Writing, Practice Interviewing and Career Exploration which uses up-to-date assessments that helps to guide the job seeker towards demand occupations. Additional workshops are available for those contemplating occupations that may lead to self-employment.

**Conclusion:**

Workshops, labs and other group activities are a cost-effective method of providing workforce services that support Pima County's economic development by helping to develop a trained and productive labor force that meets employers needs.

**Recommendation:**

It is recommended that the Board of Supervisors approve the attached list of selected organizations, appropriate funding in the amount of \$236,177.51 to fund the CSET Workshops Program, and authorize the Chair of the Board to sign funding contracts with each of the organizations listed.

**Fiscal Impact:**

Various funding sources and budgeted Pima County General Funds

**Board of Supervisor District:**

1       2       3       4       5       All

Department: CSET

Telephone: 724-6742

Department Director Signature/Date:

*Charles Conroy* 5/22/17

Deputy County Administrator Signature/Date:

*Juan* 5/24/2017

County Administrator Signature/Date:

*[Signature]* 5/24/17

**Pima County Community Services, Employment and Training  
Workforce Development Services in the ARIZONA@WORK – Workshops  
Funding Recommendations for July 1, 2017 - June 30, 2018**

**RFP-CSET-WS-2015-09** – Workshops for eligible job seekers in the Pima County ARIZONA@WORK system programs.

<b>Agency</b>	<b>Workshop Category</b>	<b>Recommended Funding Amounts</b>
COPE Community Services Inc. <i>dba</i> RISE, LLC	Basic Computer Skills for Job Seekers	\$44,390.40
DK Advocates, Inc.	Résumé Writing Lab Basic Computer Skills for Job Seekers	\$14,500.32
Goodwill Industries of Southern Arizona, Inc.	Employability Skills Employability Skills for Youth Résumé Writing Lab Basic Computer Skills for Job Seekers Youth Financial Youth Leadership	\$49,131.36
LeadLocal LLC	Youth Entrepreneurial	\$31,558.80
Portable, Practical Educational Preparation, Inc.	Employability Skills for Older Workers	\$34,741.20
Tucson Hispanic Chamber of Commerce	Entrepreneurial Introduction Self Employment	\$27,540.00
Tucson Youth Development, Inc.	Employability Skills for Youth Youth Financial Youth Leadership	\$14,045.99
YWCA of Southern Arizona	Business Startup	\$20,269.44