



MEMORANDUM

Date: December 10, 2021

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshner *[Signature]*
Acting County Administrator

Re: December 7, 2021 Board of Supervisors Meeting Consent Agenda Item 8

During your meeting on Tuesday, Supervisor Christy raised questions about Consent Agenda Item 8. This item is a Master Agreement for the provision of staffing and services in support of the County's activities related the Federal Workforce Innovation and Opportunity Act (WIOA).

Community & Workforce Development (CWD) administers Workforce Innovation and Opportunity Act (WIOA) programs, which are funded by the federal Department of Labor and passed through the Arizona Department of Economic Security (DES) to Pima County. The WIOA's Youth, Adult, and Dislocated Worker programs serve individuals recently-laid off, unemployed, under-employed, and young people entering their first job. During this last and most difficult pandemic year, our WIOA programs delivered services and training to 4,000 participants from across Pima County.

WIOA programs are unique in that they focus on adult and youth participants experiencing very significant barriers to employment as well as those recently laid off. This is a resource intensive process, and our Community & Workforce Development Department accomplishes this by tapping into a diverse network of contracted in-house and partnered resources to provide support beyond what is funded by WIOA resources, including rental assistance, clothing, and work-related items.

The Master Agreement 22-061 approved by the Board, is the result of a competitive selection process that identified 6 contractors to deliver a range of staffing in support of these federal programs and delivered on Pima County premises. The exact nature of the staffing varies by agency and by program, but is detailed in the attached spreadsheet. (Attachment) Moreover, although the individual contracts will vary, overall 85 percent of the funding for these initiatives is federal and 15 percent is general fund contribution.

JKL/dym

Attachment

c: Francisco García, MD, MPH, Chief Medical Officer and Deputy County Administrator
for Health and Community Services
Carmine DeBonis, Jr., Deputy County Administrator for Public Works
Daniel Sullivan, Director, Community & Workforce Development

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CONTRACTOR	PC GENERAL FUNDS	FEDERAL FUNDS	NUMBER of STAFF PROVIDED	SUMMARY
Catholic Community Services of Southern Arizona Inc. dba Community Outreach Program for the Deaf		\$86,174.40	Workforce Development Specialists (2)	Counsels, evaluates, trains and assists One-Stop System customers requiring assistance in gaining initial employment or re-employment by giving them access to needed community services. Carry out services to assist One Stop customers defined as both the general public seeking employment related services and the public/private sector employers.
Catholic Community Services of Southern Arizona Inc. dba Pio Decimo Center	\$67,184.00		Program Coordinator (1)	Coordinates, monitors and participates in day-to-day administrative and operational mentoring County activities. Coordinates and facilitates appropriate matches between participants and industry sector mentors.
Dorothy Kret & Associates, Inc.		\$168,438.20	Workforce Development Specialists (2)	Counsels, evaluates, trains and assists One-Stop System customers requiring assistance in gaining initial employment or re-employment by giving them access to needed community services. Carry out services to assist One Stop customers defined as both the general public seeking employment related services and the public/private sector employers.
Goodwill Industries of Southern Arizona, Inc.	\$26,547.73	\$243,041.06	Education Coordinator (1)	Provides instruction/support to students enrolled in the County's vocational school, alternative or adult education program as a high school teacher, academic skills instructor, and/or school-to-work vocational instructor.
			Workforce Development Specialists (3)	Counsels, evaluates, trains and assists One-Stop System customers requiring assistance in gaining initial employment or re-employment by giving them access to needed community services. Carry out services to assist One Stop customers defined as both the general public seeking employment related services and the public/private sector employers.
SER-Jobs for Progress of Southern Arizona, Inc.	\$464,110.40	\$1,702,188.80	Administrative Specialists (2)	Provides specialized support activities, under supervision by County staff, for a functional program or work unit.
			Education Coordinators (4)	Provides instruction/support to students enrolled in the County's vocational school, alternative or adult education program as a high school teacher, academic skills instructor, and/or school-to-work vocational instructor.
			Intake Specialists (5)	Interviews applicants and gathers data and documentation for potential eligibility factors for a variety of County community services related programs including, but not limited to, training, educational assistance, employment placement, assistance with paying for/obtaining food, utilities, clothing, housing and home appliance/vehicle repair.
			Program Coordinator (1)	Coordinates, monitors and participates in day-to-day administrative and operational mentoring County activities. Coordinates and facilitates appropriate matches between participants and industry sector mentors.
			Office Support (4)	Performs a variety of clerical support tasks.
			Workforce Development Specialists (10)	Counsels, evaluates, trains and assists One-Stop System customers requiring assistance in gaining initial employment or re-employment by giving them access to needed community services. Carry out services to assist One Stop customers defined as both the general public seeking employment related services and the public/private sector employers.

CONTRACTOR	PC GENERAL FUNDS	FEDERAL FUNDS	NUMBER of STAFF PROVIDED	SUMMARY
Tucson Youth Development Inc.		\$856,960.00	Education Coordinator (1)	Provides instruction/support to students enrolled in the County's vocational school, alternative or adult education program as a high school teacher, academic skills instructor, and/or school-to-work vocational instructor.
			Intake Specialists (2)	Interviews applicants and gathers data and documentation for potential eligibility factors for a variety of County community services related programs including, but not limited to, training, educational assistance, employment placement, assistance with paying for/obtaining food, utilities, clothing, housing and home appliance/vehicle repair.
			Office Support (3)	Performs a variety of clerical support tasks.
			Workforce Development Specialists (5)	Counsels, evaluates, trains and assists One-Stop System customers requiring assistance in gaining initial employment or re-employment by giving them access to needed community services. Carry out services to assist One Stop customers defined as both the general public seeking employment related services and the public/private sector employers.
TOTAL	\$557,842.13	\$3,056,802.46	Number of Staff Provided: 46	