



# Monterey County

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## Board Report

Legistar File Number: 18-268

April 24, 2018

**Introduced:** 3/13/2018

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** General Agenda Item

- a. Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute an agreement with the Council for Adult and Experiential Learning, a non-profit corporation, for provision of a Coastal Region Healthcare Sector Partnership Plan in the maximum amount of \$75,000, for the period retroactive to April 4, 2018 through May 30, 2018;
- b. Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute one (1) renewal to extend the agreement for one (1) additional year, subject to County Counsel review, on substantially the same terms.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute an agreement with the Council for Adult and Experiential Learning, a non-profit corporation, for provision of a Coastal Region Healthcare Sector Partnership Plan in the maximum amount of \$75,000, for the period retroactive to April 4, 2018 through May 30, 2018;
- b. Acting as Chief Elected Official, approve and authorize the Executive Director of the Monterey County Workforce Development Board to execute one (1) renewal to extend the agreement for one (1) additional year, subject to County Counsel review, on substantially the same terms.

### SUMMARY:

On, January 26, 2018 the Monterey County Workforce Development Board (MCWDB) released a Request for Proposals (RFP) to seek qualified consultants to prepare a Coastal Region Healthcare Sector Partnership Plan. The purpose of the plan is to identify and develop opportunities for training and placement of individuals in the healthcare economic sector. Funding for this project is provided by the California Workforce Development Board Regional Healthcare Apprentice and Credentialing grant in the amount of \$75,000 for the contract period of April 4 through May 31, 2018.

### DISCUSSION:

MCWDB issued the RFP on behalf of the Workforce Development Boards of the Coastal Region (Santa Barbara, San Luis Obispo, Santa Cruz and Monterey Counties). The RFP was issued to select a consultant to perform the following tasks:

1. Identify healthcare employers who are willing to participate in a coastal area health care planning effort.
2. Convene and coordinate healthcare employers, educational institutions, service providers, and

- other partners and stakeholders in order to develop a Healthcare sector partnership plan (HSPP) for the coastal region workforce development areas.
3. Develop a Project Management Plan of schedules and deliverables for tasks, and a Stakeholder Engagement Plan to identify who to include in the HSPP development process.
  4. Conduct a Coastal Region Healthcare Sector Analysis for the Coastal Region, to serve as the basis for the HSPP.
  5. Prepare a healthcare pre-apprentice and apprentice program concept for the coastal region.
  6. Prepare the final HSPP, which will serve as the guiding document for workforce development activities in the healthcare sector in the coastal region.

The Monterey County Contracts and Purchasing Department issued the RFP on behalf of the MCWDB on January 26, 2017. Three proposals were submitted for evaluation. A four-person selection committee, comprised of workforce development professionals from the Coastal Region, evaluated submittals, focusing upon the level of specificity, analysis, and detail about the responders' strategies and experience. The selection committee unanimously recommended the selection of Council for Adult and Experiential Learning (CAEL) to the Executive Committee of the Workforce Development Board. The Executive Committee approved this selection at its March 7, 2018 meeting. The full Workforce Development Board approved the selection and the agreement with CAEL at its meeting of April 4, 2018.

The Board's approval of the agreement retroactive to a start date of April 4, 2018 is being requested as this will provide additional time for contractor to provide services by the completion of May 30, 2018.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the agreement as to form. Risk has reviewed and approved insurance and indemnification provisions.

FINANCING:

California Workforce Development Board Regional Healthcare Apprentice and Credentialing grant funds in the amount of \$75,000 will be used to fund the agreement with CAEL and is budgeted in Fund 021, Appropriations Unit CAO030, Unit 8478. There is no financial impact to the County General Fund resulting from approval of the agreement with CAEL.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Authorizing the Monterey County Workforce Development Board to enter into the agreement with CAEL will produce the HSPP, which will enable the Coastal WDBs to meet the employment needs of healthcare employers in the coastal region.

- √ Economic Development - Through collaboration, strengthen economic development to ensure a diversified and health economy.

Prepared by:

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Approved by:

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Attachments:

Agreement with Council of Adult and Experiential Learning