



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legislation Details (With Board Report)

File #:	17-0828	Name:	Approve CASAS Non-Agreement
Type:	General Agenda Item	Status:	Passed
File created:	7/27/2017	In control:	Board of Supervisors
On agenda:	8/29/2017	Final action:	8/29/2017
Title:	a. Approve and authorize the Monterey County Workforce Development Board Interim Executive Director to execute a non-standard agreement with Comprehensive Adult Student Assessment Systems (CASAS), for provision of a computer-based assessment online license subscription in the amount of \$4,966, for the period of July 1, 2017 through June 30, 2018; b. Accept the recommendations of the Interim Executive Director of the Monterey County Workforce Development Board regarding non-standard provisions in the Agreement; and c. Approve and authorize the Interim Executive Director of the Monterey County Workforce Development Board, to execute four (4) amendments to the agreement adding one (1) year each, contingent upon County Counsel review, where the cost of each amendment does not exceed, ten percent (10%) of the original contract amount (\$496.60 maximum increase per amendment) and does not significantly change the non-standard contract provisions approved by the Board		
Sponsors:	Workforce Investment Board (WIB)		
Indexes:			
Code sections:			
Attachments:	1. Board Report, 2. CASAS Agreement, 3. Completed Board Order		

Date	Ver.	Action By	Action	Result
8/29/2017	1	Board of Supervisors	approved	

- a. Approve and authorize the Monterey County Workforce Development Board Interim Executive Director to execute a non-standard agreement with Comprehensive Adult Student Assessment Systems (CASAS), for provision of a computer-based assessment online license subscription in the amount of \$4,966, for the period of July 1, 2017 through June 30, 2018;
- b. Accept the recommendations of the Interim Executive Director of the Monterey County Workforce Development Board regarding non-standard provisions in the Agreement; and
- c. Approve and authorize the Interim Executive Director of the Monterey County Workforce Development Board, to execute four (4) amendments to the agreement adding one (1) year each, contingent upon County Counsel review, where the cost of each amendment does not exceed, ten percent (10%) of the original contract amount (\$496.60 maximum increase per amendment) and does not significantly change the non-standard contract provisions approved by the Board

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Monterey County Workforce Development Board Interim Executive Director to execute a non-standard agreement with Comprehensive Adult Student Assessment Systems (CASAS), for provision of a computer-based assessment online license subscription in the amount of \$4,966, for the period of July 1, 2017 through June 30, 2018;
- b. Accept the recommendations of the Interim Executive Director of the Monterey County Workforce Development Board regarding non-standard provisions in the Agreement; and
- c. Approve and authorize the Interim Executive Director of the Monterey County Workforce Development Board, to execute four (4) amendments to the agreement adding one (1) year each, contingent upon County Counsel review, where the cost of each amendment does not exceed, ten percent (10%) of the original

contract amount (\$496.60 maximum increase per amendment) and does not significantly change the non-standard contract provisions approved by the Board

SUMMARY:

Under the Workforce Innovation and Opportunity Act (WIOA), all individuals are given access to the America's Job Center of California (AJCC) delivery system that connects them with the full range of basic career services available in Monterey County. During the initial orientation and intake process, customers are asked to self-identify special needs and/or requirements to determine eligibility and priority of service. An assessment is used to gather information about reading and mathematical skill levels, aptitudes, abilities, and barriers. To ensure accuracy and consistency across programs, Monterey County will be transitioning its AJCC partners to use the Comprehensive Adult Student Assessment System (CASAS) as its primary standardized assessment instrument. The CASAS reading comprehension and mathematic tests will be used to determine the most appropriate career services and to assist in developing an individualized plan. Using a standardized assessment, such as CASAS, will ensure that all learners in Monterey County are placed in appropriate levels of instruction and that educational gain levels are reported for those learners in a consistent and uniform manner. Monterey County WDB also aims to align its assessment services for placement into adult and community college programs to reduce barriers to student progress toward their educational and career goals to post-secondary education or training.

DISCUSSION:

The Monterey County WDB works collaboratively with local adult schools including Adult Education Block Grant (AEBG) consortia, community colleges and other education and workforce agencies to coordinate education and workforce service and avoid duplication of services. On a regional level, Monterey County WDB's approach is to build on new and recently developed initiatives and planning processes from various system partners including the community college's Strong Workforce initiative, which endorsed CASAS as the assessment tool of choice. By using the CASAS assessment tool across programs, local and regional partners can eliminate the need for customers to take multiple tests, while partners can use the results of the same tool to streamline referral processes.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed and does not approve the agreement based upon the following non-standard terms: non-standard royalty and invention terms and non-standard provisions requiring County notice to vendor of Public Records Act requests.

The MCWDB Interim Executive Director recommends moving forward as CASAS has provided proof of certificate of liability insurance and endorsements. This is an online computer-based assessment license subscription and will not require on-site training or assistance.

The CASAS assessment tool is used by several Workforce Development Boards in California and throughout the United States. The Central Coast Workforce Development Boards have agreed to use CASAS as the standardized assessment tool for WIOA clients.

FINANCING:

Workforce Innovation and Opportunity Act (WIOA) grant funds in the amount of \$4,966 will be used to fund the CASAS online computer-based assessment license subscription and is budgeted in Fund 007, Appropriations Unit DEO 026, Unit 8427. There is no financial impact to the General Fund resulting from approval of the CASAS software license subscription agreement.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Authorizing the Monterey County Workforce Development Board to enter into the agreement with CASAS to provide online computer-based assessments will help to reduce barriers to student progress toward their educational and career goals.

Check the related Board of Supervisors Strategic Initiatives:

√ **Economic Development:**

Through collaboration, strengthen economic development to ensure a diversified and healthy economy.

√ **Administration:**

Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Prepared by:

Approved by:

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ATTACHMENTS:

Agreement with CASAS - Comprehensive Adult Student Assessment Systems