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CITY OF SACRAMENTO
CALIFORNIA

OFFICE OF THE
CITY MANAGER

July 31, 1980

CITY HALL
915 I STREET - 95814
(916) 449-5704

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: Special CETA Title VI - Summer Youth Program G.A. Work Experience

BACKGROUND INFORMATION

On June 30, 1980, thirty-one large cities, including the City of Sacramento, were allocated additional CETA Title VI funding by the Department of Labor for summer employment and training opportunities for youth. The funds are to be directed toward the youth most seriously affected by the high rate of unemployment. The Director of the Sacramento Employment and Training Agency (SETA) requested that the County Welfare Department implement this short-term program. The Welfare Department concurred that this program could be appropriately placed in the General Assistance (GA) - CETA unit where the G.A. youth population as well as the community youth population in general would be served. However, an amendment to the existing contract for the GA - CETA Work Experience Program is required.

The overall objective of this program is to employ youths and to teach work habits that will facilitate work. A minimum of 292 youths, age 18 to 21, will be employed in this program. This youth program was implemented on July 28, 1980 which will allow participants a maximum employment time of nine weeks. Participants who are returning to school will be terminated when their full school term begins; all others will be terminated on September 26, 1980. During the course of employment, the participants will be provided with a real life work experience. Evaluation and counseling will also be provided as necessary.

CONCLUSION

The attached resolution authorizes execution of an agreement between the City of Sacramento, County of Sacramento, and the Sacramento Employment and Training Agency.

APPROVED
BY THE CITY COUNCIL

A-80021


AUG -5 1980

OFFICE OF THE
CITY CLERK

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution.

Respectfully submitted,


John L. Whitehead, Jr.
Associate Management Analyst

Recommendation Approved:


Walter J. Slipe, City Manager

August 5, 1980

RESOLUTION NO. 80-505

Adopted by The Sacramento City Council on date of

August 5, 1980

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT
BETWEEN THE CITY OF SACRAMENTO, COUNTY OF SACRAMENTO
AND THE SACRAMENTO EMPLOYMENT AND TRAINING AGENCY

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

That the City Manager is hereby authorized to execute on behalf of the City of Sacramento a contract between the County of Sacramento and the Sacramento Employment and Training Agency to provide funding for additional programs made available under Title VI of the Comprehensive Employment and Training Act.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

AUG -5 1980

OFFICE OF THE
CITY CLERK



CITY OF SACRAMENTO

OFFICE OF THE CITY CLERK

915 I STREET
CITY HALL ROOM 203

SACRAMENTO, CALIFORNIA 95814
TELEPHONE (916) 449-6426

LORRAINE MAGANA
CITY CLERK

August 6, 1980

Honorable Joseph Sheedy
Chairman, Sacramento County Board
of Supervisors
800 Seventh Street
Sacramento, CA 95814

Dear Mr. Sheedy:

On August 5, 1980, the City Council adopted a resolution authorizing the execution of the amendment to agreement for operation of work experience program between the City, County and SETA.

Enclosed are four (4) copies of the agreement executed by the City as authorized by the attached certified resolution.

Upon final execution, please return three (3) copies of said agreement for the City's distribution.

Sincerely,

Lorraine Magana
City Clerk

LM:sj

Encl.

cc: John L. Whitehead
Item No. 8

AMENDMENT TO AGREEMENT FOR
OPERATION OF WORK EXPERIENCE PROGRAM

THIS AMENDMENT TO AGREEMENT made this _____ day of _____, 1980, by and between the CITY OF SACRAMENTO, a municipal corporation, hereinafter referred to as "City", the COUNTY OF SACRAMENTO, a political subdivision of the State of California, hereinafter referred to as "County", and the SACRAMENTO EMPLOYMENT AND TRAINING AGENCY, a joint powers authority organized pursuant to Section 6500 and following of the California Government Code, hereinafter referred to as "SETA".

W I T N E S S E T H:

WHEREAS, City, County and SETA have previously entered into an agreement for operation of work experience program dated April 8, 1980; and

WHEREAS, the parties desire to amend the agreement in order to incorporate the ability to fund additional programs with money made available under Title VI of the Comprehensive Employment and Training Act (CETA).

NOW, THEREFORE, in consideration of the mutual promises herein contained, the aforesaid agreement is amended as follows:

1. City will make available funds provided by Department of Labor under Title VI of CETA for purposes of work experience training

City Agreement No. A-80021

pursuant to the aforesaid agreement. All such training funded by monies made available pursuant to this amendment shall be conducted in accordance with the program design narrative marked Exhibit "A", attached hereto and by this reference incorporated herein. All eligibility for participation shall be determined in accordance with the requirements of Title VI of CETA.

2. Except as otherwise set forth in this amendment, the work experience training provided for herein shall be conducted in accordance with the provisions of the aforesaid agreement.

3. Except as herein expressly modified, all of the terms and conditions of the aforesaid agreement remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date and year first above written.

CITY OF SACRAMENTO,
a municipal corporation

By Walter J. Dipe
"City"

COUNTY OF SACRAMENTO, a political
subdivision of the State of
California

By _____
Chairman, Board of Supervisors
"County"

SACRAMENTO EMPLOYMENT AND TRAINING
AGENCY, a joint powers authority

By _____
"SETA"

RESOLUTION NO. _____

BE IT RESOLVED AND ORDERED that the Chairperson of the Board of Supervisors be and he is hereby authorized and directed to execute AN AMENDMENT TO AGREEMENT,

in the form hereto attached, on behalf of the COUNTY OF SACRAMENTO, a political subdivision of the State of California, with _____

CITY OF SACRAMENTO, a municipal corporation,

and the SACRAMENTO EMPLOYMENT AND TRAINING

AGENCY, a joint powers authority, for

operation of work experience program

and to do and perform everything necessary to carry out the purpose of this Resolution.

On a motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento, State of California, this _____ day of _____, 19____, by the following vote, to wit:

- AYES: Supervisors,
- NOES: Supervisors,
- ABSENT: Supervisors,

Chairperson of the Board of Supervisors
of Sacramento County, California

(SEAL)

ATTEST: _____
Clerk of the
Board of Supervisors

EXHIBIT A

PROGRAM DESIGN NARRATIVE
GA-CETA WORK EXPERIENCE PROGRAM
SPECIAL TITLE VI - YOUTH PROGRAM

Project Director
Gary Mead

August 21, 1980

INTRODUCTION

Title VI discretionary allocations were made on June 30, 1980 to thirty-one (31) large cities for additional summer employment and training opportunities for youth. The funds are to be directed toward youth most seriously affected by the high rate of unemployment.

PROPOSAL

Provide a work experience for two hundred and ninety-two (292) youths ages 18 through 21 who are Title VI eligible by September 30, 1980.

PROCESS & METHOD

- (a) 300 Work Experience Sites will be developed within City County & Public Districts to accommodate the enrollment of two hundred and ninety-two (292) youths.
- (b) Youths ages 18 through 21 will be selected from:
 - (1) The current General Assistance population.
 - (2) Referrals from E.D.D. of existing youths on waiting list accumulated by other C.B.O.'s.
 - (3) Outreach, if necessary.

Initial effort will be directed toward the General Assistance population of two hundred and thirty (230) youth recipients between the ages of 18 and 22 as these youths represent the most severely deprived-unemployed group.

RESTRICTIONS

Only city residents will be eligible for the program unless D.O.L. waivers are obtained.

The process will consist of the following steps:

- (a) Selection from General Assistance Eligibles and/or referral from E.D.D.
- (b) Group orientation to WEX-CETA
- (c) Referral to E.D.D. for certification if not currently CETA eligible.
- (d) Employability assessment and planning.
- (e) Enrollment and assignment to job site.
- (f) Report to job site.
- (g) Issue of necessary safety equipment and clothing - hand tools as necessary.
- (h) On-site orientation of site supervisor.
- (i) Bi-weekly payroll via YETA process.
- (j) Resolve On-site problems and provide job referral as available.
- (k) Coordinate with other SETA C.B.O.'s to transition participants into available CETA slots in October, 1980.

ENROLLMENT DURATION

Each participant will be enrolled for a four (4) week period to achieve the objective of enrolling and providing a WEX to 292 youths.

SERVICES REQUIRED

It will be necessary to utilize large group type work programs in order to develop the necessary slots. Some departments will require the purchase of hand-tools such as hoes, rakes, etc., while others will also require hard hats, safety shoes or rubber boots. Some sites will require the rental of buses to get participants to remote work locations.

STAFFING

Ten Social Worker Employment Counselors, 1.5 Supervisors, and related overhead will join the existing GA-CETA staff for a temporary period to implement and operate the program. Staff may be reduced as the program becomes operational.

STARTING DATES

We expect the first participants to be on board by July 28, 1980, affording a possible four (4) weeks of employment for the participants. Participants who are returning to school will be terminated when their formal school term begins. All participants will be terminated on September 26, 1980.

GOALS AND EXPECTATIONS

Participants will be provided a real life-work experience - evaluated and counseled when necessary.

The objectives are:

- (a) To employ youth.
- (b) To teach work habits that will facilitate work attitudes and habits.

GA/SETA TITLE VI
SUMMER YOUTH PROGRAM

PARTICIPANTS CHARACTERISTIC

	<u>NUMBER</u>	<u>PERCENT</u>
<u>Age</u>		
18-19	146	50%
20-21	146	50%
<u>Sex</u>		
Male	175	60%
Female	118	40%
<u>Terminations</u>		
Positive	30	10%
Negative	189	65%
Returned to school	43	15%
Inter-title training	30	10%
<u>School</u>		
In	0	0%
Out	292	100%
<u>Ethnic Group</u>		
White	88	30%
Black	100	35%
Hispanic	50	18%
American Indian	54	2%
Asian	54	15%

SUMMER YOUTH PROGRAM BUDGET
For the Period 7-21-80 thru 9-30-80

Index & Acct.		Administration	Program	Total
	<u>Staff</u>			
8410-1110	1 Director	3,778		
	1 Accountant III	2,241		
	1 Service Supervisor I (4/5 time)		3,970	
	8 Social Worker Counselors		35,223	
	Fringe Benefits:			
8410-1210	Retirement	2,182	15,606	
8410-1220	Social Security	669	4,453	
8410-1230	Insurance	621	4,686	
8410-1240	Workmens Compensation	98	762	
	Total Salaries and Fringe Benefits	9,589	64,700	74,289
	<u>Services and Supplies</u>			
8410-2943	Spaces:			
	Administration (250 sq ft x .53 x .5 x 2.5)	166		
	Program (350 sq ft x .53 x 2.5)		464	
8410-2275	Office Furniture and Equipment (leased from Sacramento County)	30	75	
8410-2076	Office Supplies and Xerox	70	650	
8410-2039	Travel (local) 26¢ per mile	50	800	
8410-2197	Telephone Service	40	160	
8410-2871	Bus Rental (\$11.85 per hr x 3 hrs per day x 47 days x 3)		5,012	
8410-2314	Tools (See attached itemized list)		2,571	
8410-2314	Safety Clothing:			
	Boots 200 pr @ \$30.59 each		6,118	
	Gloves 200 pr @ \$6.11 each		1,222	
	Hard Hats 30 @ \$2.55 each		77	
8410-3002	Workmens Compensation Insurance:			
	Manual Labor (\$137,000 x .67)/100 x \$9.82)		9,013	
	Clerical (\$137,000 x .33)/100 x .43		193	
8410-3001	Participant Salaries: 276 positions 4 wks @ \$3.10 per hr		137,000	
	Total Services and Supplies	356	163,355	163,711
	Budget Total	9,945	228,055	238,000
	Total: Non-participant Expenditures	\$ 84,377	35.45%	
	Direct Participant Expenditures*	153,623	64.55%	
		\$238,000	100.00%	

* Includes participant salaries, participant Workmens Comp. and Safety Equipment.

ITEMIZED TOOL LIST

AMERICAN RIVER PARKWAY

	<u>Total</u>
2 Cases of cups @ \$17.20	\$ 34.40
2 Cupholders @ \$8.53 each	17.06
4 Water-coolers (5 gallons) @ \$23.61 each	94.44
24 Long Handle Shovels round point @ \$8.77 each	210.48
24 Long Handle Shovels square @ \$8.11 each	194.96
12 Pulaskies @ \$20.01 each	240.12
24 Rakes (heavy duty) @ \$4.30 each	103.20
24 Planter Eye hoes @ \$ 4.83 each	115.92
36 Planter Eye hoe handles @ \$16.20	583.20
24 Files - Mill Bastard @ \$2.52	60.48
12 File Handles @ 54¢	6.48
12 Manure Forks @ \$13.15	147.80
24 Weed Whips @ \$4.60	110.40
2 Pole Saws \$14.11	28.22
8 Pruning Saws @ \$10.81	86.48
16 Loppers @ \$18.23	291.68
2 First Aid Kits (Med) @ \$22.63	45.26
12 Hedge Clippers - Long handles @ \$12.35	148.20
	<u>\$2,518.46</u>

ANCEL HOFFMAN PARK

2 Shovels @ \$8.77	\$17.54
2 Rakes @ \$4.30	8.60
2 Mattocks @ \$8.69	17.38
1 Hoe @ \$4.83	4.83
1 Hoe Handle @ \$4.15	4.15
	<u>\$52.50</u>

Total - \$2,570.96

Note: Prices include 11% Public Works handling charge.