



County of Santa Cruz

0137

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 454-4045 FAX: (408) 454-4642

February 29, 2000

Agenda: March 14, 2000

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, CA

ACCEPT AND APPROPRIATE UNANTICIPATED REVENUE INTO THE JOB TRAINING PARTNERSHIP ACT (JTPA) BUDGET

The CareerWorks Division of the Human Resources Agency receives federal Job Training Partnership Act funds to operate a variety of local workforce development programs. Because some of these programs extend beyond the County fiscal year, it is necessary to carry-in fund balances from one year to the next to cover prior year accruals and ongoing program commitments. CareerWorks has identified \$780,795 in carry-in funds, as well as \$491,830 in unanticipated revenue (described below) which requires Board acceptance into the current JTPA budget. Sources of revenue are as follows:

	Description	Type	Amount
1.	Carry-h Funds to FY 99/00	Federal	\$ 780,795
2.	Title II-A/C 5% Incentive funds awarded to HRA/CareerWorks by the State of California, EDD/Job Training Partnership Division, under agreement G965361 based on JTPA's 1998/99 performance. Term of funds extends from 4/1/99 to 6/30/2002.	Federal	\$ 125,960
3	Labor Market Information funds provided to HRA/CareerWorks by the State of California, EDD under agreement MO66824 for the purpose of collecting, analyzing, and disseminating local occupational outlook information, and updating and disseminating local training resource information. Term of funds extends from 1/1/2000 through 1/31/2001.	State	\$45,370
4.	Year Round Youth Workforce Development Program Funds: CalWorks funds allow CareerWorks Youth Services staff to help CalWorks eligible youth gain the skills required to become economically independent as they move toward adulthood. Services include career/vocational interest and aptitude testing to assess strengths and interests, Pre-Employment Work Maturity Workshops with focus on job readiness, work experience placement, ongoing case management, referral services, etc,	State	\$3 13,000
5.	Welfare to Work State Approved Local Training (SALT) Funds: Modification #01 to Subgrant Agreement W965834 (awarded by the State Job Training Partnership Division) provides funding for staff to build on its capacity to work more effectively with the very hard to serve Welfare to Work eligible population.	Federal	\$ 7,500
		Total	1,272,625


Agenda: March 14, 2000

Accept and Appropriate Unanticipated Revenue

In addition, it is recommended that \$52,349 be appropriated to EDD to fund continued reception services at the Watsonville and Mid-County One-Stop Career Centers through June 30, 2000. While the Board approved the agreement between HRA and EDD for said reception services on October 26, 1999, additional funding must be appropriated to EDD to fully fund the contract. The recommended appropriation to EDD will increase the contract encumbrance from \$50,000 to \$102,349.

IT IS THEREFORE RECOMMENDED that your Board adopt the resolution accepting unanticipated revenue in the amount of \$1,272,625 and appropriate said funds as detailed in the attached AUD-60.

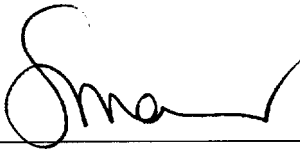
Very truly yours,



CECILIA ESPINOLA
Administrator

CE:BCB:pc
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RECOMMENDED:



Susan A. Mauriello
County Administrative Officer

cc: Auditor-Controller

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

Resolution No. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

Whereas, the County of Santa Cruz is a recipient of funds from State of California, EDD
Federal and State Funds for various JTPA Programs program; and

WHEREAS, the County is recipient of funds in the amount of \$ 1,272,625.00 which are
either in excess of those anticipated or are not specifically set forth in the current fiscal year
budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c) / 29064(b), such funds may be
made available for specific appropriation by four-fifths vote of the Board of Supervisors;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County
Auditor-Controller accept funds in the amount of \$ 1,272,625.00 into
Department Human Resources Agency , JTPA

<u>T/C</u>	<u>Index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
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"SEE ATTACHMENT A"

and that such funds be and are hereby appropriated as follows:

<u>TIC</u>	<u>Index Number</u>	<u>Expenditure Subobject Number</u>	<u>PRJ/UCD</u>	<u>Account Name</u>	<u>Amount</u>
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"SEE ATTACHMENT A"

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and
that the Revenue(s) (has been) (will be) recieved within the current fiscal year.

By _____
Department Head

Date _____

COUNTY ADMINISTRATIVE OFFICER

ES Recommended to Board

 / Not recommended to Board

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this _____ day of _____, 19____ by the following vote (requires four-fifths vote for approval):

AYES: SUPERVISORS

NOES: SUPERVISORS

ABSENT: SUPERVISORS

Chairperson of the Board

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

Henry A. Oberkromm, Jr.
County Counsel 12/16/97

APPROVED AS TO ACCOUNTING DETAIL:

Ronald J. Silva 3/1/00
Auditor-Controller

Distribution:

Auditor-Controller
County Counsel
County Administrative Officer
Originating Department

ATTACHMENT A		396000 Budget Unit - Human Resources Agency		
		Job Training Partnership Division (JTPA)		
ACCEPT FUNDS AS FOLLOWS:				
T/C#	Index #	Sub-Object	Account Description	Amount
001	396000	1096	Federal Aid - JTPA	914,255
001	396000	2047	Other Charges: ILSP/CalWorks	313,000
001	396000	2384	Other Revenue: LMI	45,370
Total Revenue				\$ 1,272,625
APPROPRIATE FUNDS AS FOLLOWS:				
T/C#	Index #	Sub-Object	Account Description	Amount
Salaries and Benefits				
021	396000	3100	Regular Pay - Permanent	199,971
021	396000	3110	Regular Pay - Extra Help	333,996
021	396000	3140	Differential Pay	3,000
021	396000	3150	OASDI-Social Security	27,298
021 022	396000	3155	PERS	(50,000)
021	396000	3160	Employee Insurance	16,335
021	396000	3170	Workers Compensation	73,607
Subtotal				604,207
Services and Supplies				
021	396000	3240	Telephone	10,000
021 022	396000	3355	Maintenance - Office	(10,000)
021 022	396000	3405	Maint 'Structural' Improvements	(12,000)
021	396000	3450	Memberships	5,771
021 022	396000	3451	Miscellaneous	(8,000)
021	396000	3475	Services & Supplies	3,000
021	396000	3484	Duplicating Services	2,000
021	396000	3489	PC Software	2,000
021	396000	3491	Postage	2,000
021	396000	3493	Supplies/Inventoriable Items	20,575
021	396000	3575	Data Processing	1,000
021 022	396000	3614	Hospital Services	(2,000)
021	396000	3615	HRA Overhead	72,000
021 022	396000	3665	Professional & Special Svcs	(10,000)
021	396000	3790	Legal Notices	600
021 022	396000	3800	Equipment Lease & Rent	(2,000)
021	396000	3810	Rents & Leases	53,000
021	396000	3835	Advertising	8,000
021	396000	3975	Special Misc Expense	10,000
021	396000	4110	Subscriptions	6,000
021	396000	4154	Education & Training	5,000
021 022	396000	4162	Lodging	(2,000)
021	396000	4166	Mileage	2,977
021	396000	4168	Travel - Other	3,300
021	396000	4170	Registrations	6,000
021	396000	4175	Service Center	1,000
Subtotal				\$ 168,223

0141
001 > 1,366,625
022

021 773,153

JE 6

JE 2 021 435,472

022 42,000

TOTAL

001 + 022 1,408,625

021 1,408,625

0142

ATTACHMENT A		396000 Budget Unit - Human Resources Agency		
		Job Training Partnership Division (JTPA)		
		Sub-		
T/C#	Index #	Object	Account Description	Amount
Other Charges (Contracts)				
11 021	396000	5216	EDD - Outreach	52,349
12 021	396000	5425	HRA Individual Referral	327,846
13 021 021	396000	5490	Obligation Reserves	(40,000)
14 021	396000	5665	Supportive Services	160,000
<i>Subtotal</i>				\$ 500,195
Total Expense Budget				1,272,625
File: n:\hra\bcbl\CarryIn2BrdLtrFundDistr.xls				

COUNTY OF SANTA CRUZ
REQUEST FOR APPROVAL OF AGREEMENT

0143

TO: Board of Supervisors
County Administrative Officer
County Counsel
Auditor-Controller

FROM: Human Resources Agency/CareerWorks (Dept.)
Sharon J. Coey-Silva (Signature) 2/29/00 (Date)

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of the same.

- Said agreement is between the Human Resources Agency/CareerWorks (JTPA) Division (Agency) and various individual referral (training) vendors. (Name & Address)
- The agreement will provide ongoing payments to vendors providing vocational classroom training to JTPA participants.
- The agreement is needed because the County cannot provide the service.
- Period of the agreement is from July 1, 1999 to June 30, 2000
- Anticipated cost is \$ 1,306,577.00 (327,816. 00 increase) (Fixed amount; Monthly rate; Not to exceed)
- Remarks: Encumber an additional \$ 327,846.00
Existing I/R \$ 978,731.00 + Increase \$ 327,846.00 = \$ 1,306,577.00 I/R Total.
970,000.00 1,297,846.00
- Appropriations are budgeted in 396000 (99/00) (Index#) 5425 (Subobject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACH COMPLETED FORM AUD-74

Appropriations are available and have been encumbered.* Contract No. C090553-01 Date 3/1/00
are not available and will be encumbered.*

* SUBJECT TO APPROVAL OF AUD -60

GARY A. KNUTSON, Auditor - Controller

By Ronald J. Silva Deputy.

Proposal reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize the to execute the same on behalf of the

(Agency).

Remarks:

ES (Analyst)

County Administrative Officer 3/2/00
By ES Date 3/2/00

Agreement approved as to form. Date

Distribution:

Bd. of Supv. - White
Auditor-Controller - Blue
County Counsel - Green *
Co. Admin. Officer - Canary
Auditor-Controller - Pink
Originating Dept. - Goldenrod

* To Orig. Dept. if rejected.

State of California)
County of Santa Cruz) ss

I ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California, do hereby certify that the foregoing request for approval of agreement was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered in the minutes of said Board on

19

County Administrative Officer
By Deputy Clerk