



REPORT TO THE CITY COUNCIL

AGENDA ITEM NO.	1A
COUNCIL MEETING	06/03/10
APPROVED BY	
DEPARTMENT DIRECTOR	<i>Terry A. Bond</i>
CITY MANAGER	<i>Bonnie M. ...</i>

**DATE:** 06/03/2010

**FROM:** TERRY A. BOND, DIRECTOR  
Personnel Services Department

**BY:** MELANY L. FELTON, MANAGER  
Organizational Development & Training Division

**SUBJECT:** AUTHORIZE DOCUMENTS RELATING TO THE PLACEMENT OF YOUTH AGED 19-24 FROM ARBOR E & T, LLC, IN A SHORT-TERM WORK EXPERIENCE AT CITY OF FRESNO WORKSITES, AS FUNDED BY THE FRESNO REGIONAL WORKFORCE INVESTMENT BOARD.

**RECOMMENDATION**

Staff recommends that Council authorize the Director of Personnel Services to execute all documents, subject to approval as to form by City Attorney's office, relating to the short-term placement of work experience participants ages 19 through 24 from Arbor E & T, LLC (Arbor) at City of Fresno worksites, as funded by the Fresno Regional Workforce Investment Board (WIB).

**EXECUTIVE SUMMARY**

In February of 2009, President Obama enacted the American Recovery and Reinvestment Act (ARRA), which funded a summer youth employment program. The infusion of ARRA funds allowed the WIB to place 2600 youth at worksites throughout Fresno County during the Summer of 2009, with approximately 100 of those youth being placed here at the City of Fresno.

The WIB hopes that the City of Fresno can continue to provide challenging work assignments this year to youth placed in the Summer and Year Round program. Youth participants will earn the minimum wage of \$8.00 per hour for 20 to 40 hours worked per week for a maximum of ten weeks of work experience. The Summer Youth Jobs Program will run from June 1 to September 30, 2010. Youth enrolled in the Year Round Program can participate in a short-term work experience placement at any time during the year. Salaries, including payroll and workers' compensation expenses for the youth participants that are placed at City of Fresno worksites will be paid by the WIB from remaining ARRA funds and annual allocation.

Before placement, each youth must successfully complete a Work Readiness Workshop designed to teach soft skills, effective work habits, and worksite behaviors such as attendance, punctuality, appearance, communication, and team building skills. Special attention is given to appropriate placement of the youth participants based on their career interests because most of the youth have minimal prior work experience. As a worksite, the City would continue to clearly define expectations and consistently hold the youth to those standards, assign challenging tasks to help participants develop skills and confidence; and provide adequate supervision and frequent feedback to assure tasks are completed efficiently

The WIB contracts with Arbor as a service provider for older youth populations in Fresno. As a result, the City of Fresno's Worksite Agreement is between the City of Fresno and Arbor E & T, LLC.

**BACKGROUND**

The WIB administers United States Department of Labor (USDOL) Workforce Investment Act (WIA) funds on behalf of Fresno County. It serves three main client groups: 1) disadvantaged youth; 2) poor adults, and 3) dislocated workers. For Program Year 2009 and 2010, its formula allotment budget is approximately \$19 million. This fiscal year, the Fresno County WIB recently received an additional \$17 million in American Recovery and Reinvestment Act (ARRA) funds. Of that \$17 million in stimulus funding, \$7.8 million was directed toward serving disadvantaged youth. The USDOL has determined that the bulk of WIA ARRA funding should be directed to re-establishing a summer work experience program for youth.

**FISCAL IMPACT**

There is no impact to the General Fund. All proposed costs will be paid for by the WIB, either from remaining ARRA stimulus funding or the WIB's annual youth funding allocation.

May 24, 2010

Attachment: Work Experience Worksite Agreement—Arbor E & T with Exhibits A-E