***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **February 1, 2022** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Sarah Collard, Ph.D., HHSA** | **Phone:** | **530-841-2761** |
| **Address:** | **818 S. Main Street, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Sarah Collard, Ph.D. Agency Director** |
| **Subject/Summary of Issue:** |
| Siskiyou County Health and Human Services Agency (SCHHSA) is requesting permission to enter into this third Addendum to the Contract for Services with Personnel Preference for compliance with Assembly Bill (AB) 74. AB74 allows for HHSA to offer an Expanded Subsidized Employment (ESE) Program to CalWORKs Welfare-to-Work customers. ESE work site placements have occurred in public and non-profit entities, including county departments for up to a 6-month period. HHSA has offered this program since 2015. Under this Contract, Personnel Preference will serve as the Employer of Record. As the designated Employer of Record, they will be responsible for processing payroll (including wage and non-wage costs), depositing and filing of taxes, workers' compensation and unemployment insurance coverage, issuing W-2 forms, collecting and processing time sheets, and conducting background checks and drug screenings (when necessary).  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $255,189. |  |  |  |  |
| Fund:  | 2120 |  | Description: | Human Services | Org.: | 501010 | Description: | HS Admin |
| Account: | 723000 |  | Description: | Prof & Spec Svc |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [x]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* Personnel Preference is the most qualified localy owned and operated |
| staffing firm in Siskiyou County |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| That the Honorable Board of Supervisors approve and the Chair sign the third Addendum to the County of Siskiyou Contract for Services between the Siskiyou County Health and Human Services Agency and Personnel Preference, Inc., effective September 1, 2019 through June 30, 2022 |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* |       |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021