***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **6/21/2022** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Dr. Sarah Collard, HHSA** | **Phone:** | **841-2761** |
| **Address:** | **818 S. Main Street Yreka, CA 96097** |
| **Person Appearing/Title:** | **Trish Barbieri, Social Services Division Director, HHSA** |
| **Subject/Summary of Issue:** |
| The Health and Human Services Agency (HHSA), specifically the Social Services Divison (SSD) and Behavioral Health Division (BHD), wish to enter into a Contract for Service/Rate Agreement with Personnel Preference, Inc., for placement of temporary workers to supplement our workforce. Due to severe staffing shortages, SSD and BHD have struggled to meet Federal and State mandates and are currently operating with an overall 27% vacancy rate, with our vacancy rate peaking at 40% in months past. As of May 1, 2022, SSD and BHD are operating with 54 vacancies in 198 positions. During the past two years, HHSA has seen an increase in workload due to an increased need for social and mental health services by the community. Throughout the term of this Contract, we will utilize temporary workers while continuing with County recruitments. We will only utilize temporary workers while positions remain vacant and will not displace any County employees.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 01 |  |  |  |  |
| Fund:  | 2120 |  | Description: | Human Services | Org.: | 501010 | Description: | HS Admin |
| Account: | 723000 |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [x]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:* This Agency currently contracts with the selected vendor, who acts as Employer of Records for placements  |
| Employer of Record for placement of recipients into paid subsidized employment through the CalWORKs Program.  |
| Additional Information: | See Contract for Service for accounting for the Behavioral Health Division. |
|       |
| **Recommended Motion:** |
| That the Honorable Board of Supervisors approve and the Chair sign the Contract for Services/Rate Agreement between the Siskiyou County Health and Human Services Agency and Personnel Preference, Inc., effective June 7, 2022 through June 30, 2023.  |
| **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