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# MEMORANDUM

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Date: October 9, 2018

To: The Honorable Chairman and Members  
Pima County Board of Supervisors

From: C.H. Huckelberry,  
County Administrator

A handwritten signature in black ink, appearing to be "CHH", is written over the printed name "C.H. Huckelberry".

Re: **Board of Supervisors October 16, 2018 Agenda Item 19 – Community Services, Employment and Training**

At the October 2, 2018 meeting of the Board of Supervisors, Consent Agenda Item 1 – Community Services, Employment and Training (CSET), Dorothy Kret and Associates, Inc., formally known as DK Advocates, Inc., Amendment 3, to provide for workforce development services and amend contractual language, no cost (CT-CS-19-113) was continued to the October 16 meeting in order to provide information regarding the contract performance to date. That information is provided below.

DK Advocates Inc. (DKA) provides workforce development services to adult and dislocated job seekers. DKA was sold to Dorothy Kret and Associates, Inc. effective July 1, 2018. The purpose of the amendment before the Board is to assign the rights of the DKA contract to Dorothy Kret and Associates. The contract notes that:

Dorothy Kret and Associates, Inc. will submit monthly reports which include the number of persons served, completed, exited, placed, placed into Workforce Investment Board target industries, and the average wage at placement. A summary of work performed during the first two months of the current contract is provided below.

Adult/DW	Annual Goal		Actual thru Aug.	Difference
Enrolled	320		235	-85
Exit	256		20	-236
Placed	208		19	-189
Active	64		215	151
AWP	\$14.00		\$19.50	\$5.50

It is important to note that the figures for the "Active" category include participants in the Health Profession Opportunity Grant (HPOG) program, which is also managed by DKA. DKA has exceeded the annual goal of 64 participants in the adult/dislocated worker program by 10, as there are currently 74 active participants in this area. Also reflected in the "Active" category are an additional 141 Health Profession Opportunity Grant participants managed by DKA.

The Honorable Chairman and Members, Pima County Board of Supervisors  
Re: **Board of Supervisors October 16, 2018 Agenda Item 19 – Community Services,  
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Attached are reports from July and August, which are two months of the current contract. In addition to monitoring contracted agency performance on a monthly basis, and in some cases more frequently, the Performance Committee of the Workforce Investment Board also meets on a monthly basis to review performance.

CHH/mp

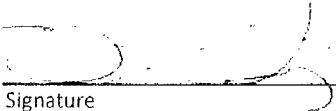
Attachment

c: Jan Leshar, Chief Deputy County Administrator  
Arnold Palacios, Director for Community Services, Employment and Training

AJC SERVED - WIOA				AJC CLOSURES - WIOA				AJC PLACEMENTS - WIOA				Average Placement Rate (Total placements divided by Total closures)		
Served - New + Carryover				Closures - Exited the system				Placements - Adult/DW placed in a Job, Youth placed in a Job, Post Secondary Ed.						
Contracted #	Youth clients	Adult/DW /other clients	Total clients	Contracted #	Youth Closures	Adult/DW/other closures	Total closures	Contracted #	Youth placements	Adult/DW/other placements	Total placements	Contracted #	July placement rate	June placement rate
320	0	257	257	256	0	0	0	208	0	0	0	80%	0%	82%

PTS CLOSURES - WIOA				PTS PLACEMENTS - WIOA				PTS AWP		Average Placement Rate (Total placements divided by Total closures)		
Closures - Exited the system				Placements				Average Wage at Placement				
Contracted #	Youth Closures	Adult/DW/other closures	Total closures	Contracted #	Youth placements	Adult/DW/other placements	Total placements	Contracted Average Wage Percentage	Weighted Average Wage	Contracted #	July placement rate	June placement rate
256	0	13	13	208	0	13	13	\$14.00	\$19.50	80%	100%	84%

PTS CLOSURES - ALL FUNDING									
Closures - Exited the system				Placements - Adult/DW placed in a Job				Average Wage at Placement	
Contracted #	Youth Closures	Adult/DW/other closures	Total closures	Contracted #	Youth placements	Adult/DW/other placements	Total placements	Contracted Average Wage Percentage	Weighted Average Wage
N/A	0	13	13	N/A	0	13	13	N/A	\$19.50

Agency Certification:  Date: 8/9/2018

By: Betty Seery, Program Director  
 Typed/printed name and title

AJC SERVED - WIOA				AJC CLOSURES - WIOA				AJC PLACEMENTS - WIOA				Average Placement Rate (Total placements divided by Total closures)		
Served - New + Carryover				Closures - Exited the system				Placements - Adult/DW placed in a Job, Youth placed in a Job, Post Secondary Ed.						
Contracted #	Youth clients	Adult/DW/other clients	Total clients	Contracted #	Youth Closures	Adult/DW/other closures	Total closures	Contracted #	Youth placements	Adult/DW/other placements	Total placements	Contracted #	Aug placement rate	July placement rate
320	0	235	235	256	0	0	0	208	0	0	0	80%	0%	0%
PTS CLOSURES - WIOA				PTS PLACEMENTS - WIOA				PTS AWP		Average Placement Rate (Total placements divided by Total closures)				
Closures - Exited the system				Placements				Average Wage at Placement						
Contracted #	Youth Closures	Adult/DW/other closures	Total closures	Contracted #	Youth placements	Adult/DW/other placements	Total placements	Contracted Average Wage Percentage	Weighted Average Wage	Contracted #	Aug placement rate	July placement rate		
256	0	20	20	208	0	19	19	\$14.00	\$17.54	80%	95%	100%		

PTS CLOSURES - ALL FUNDING									
Closures - Exited the system				Placements - Adult/DW placed in a Job				Average Wage at Placement	
Contracted #	Youth Closures	Adult/DW/other closures	Total closures	Contracted #	Youth placements	Adult/DW/other placements	Total placements	Contracted Average Wage Percentage	Weighted Average Wage
N/A	0	21	21	N/A	0	20	20	N/A	\$17.27

Agency Certification:

Signature

Date:

9/10/2018

By: Betty Seery, Program Director

Typed/printed name and title