

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 15, 2009

ITEM # 15

ITEM TITLE:

Memorandum of Understanding (MOU) between Peralta Community College District (Peralta) and the Workforce Collaborative (TWC)

SPECIFIC BOARD ACTION REQUESTED:

Request Approval for a Memorandum of Understanding (MOU) between Peralta Community College District (Peralta) and the Workforce Collaborative (TWC)

ITEM SUMMARY:

In order to support the goals and objectives of the East Bay Green Job Corps (EBGJC), Alameda Green Academies (IDRC), and ATLAS Advanced Training Initiative (ATI), TWC will provide the following services.

1. Act as the primary project director for the above grant initiatives, dedicating no less than 1 FTE staffing towards the successful implementation of all three initiatives, including:
 - a) Conduct of regular stakeholder meetings as required for successful implementation and management of project partnerships
 - b) Coordinate enrollment, tracking, and reporting of participants
 - c) Monitor performance of grant contractors and approve payments to subcontractors as defined in their MOU's with Peralta.
2. Provide primary case management for participants in the IDRC and ATI grant initiatives and monitor case management activities provided by partners in the EBGJC grant initiative. Case management, under this agreement includes:
 - a) Assessment of basic skills and job readiness skills
 - b) Referral into appropriate supportive services that will allow the trainee to successfully participate in training services
 - c) Provision of appropriate job readiness training to help trainees with resume preparation, interview skills, and development of successful work habits
3. Supervise transition planning and referral into hard skills training, community college, or placement services for participants of the GJC grant initiative.
4. Provide primary placement services for the IDRC and CEC grant initiative.

Total amount shall not exceed \$191,865. This agreement is renewable for one additional year base on mutual agreement of TWC and Peralta. The source of funds is the East Bay Green Job Corps. The Chancellor recommends approval.

BACKGROUND/ANALYSIS:

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

East Bay Green Job Corps

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ NO _____

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?

Vice Chancellor Wise E. Allen

DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? YES _____ NO X

IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

PLEASE ACQUIRE SIGNATURES IN THIS ORDER:

DOCUMENT PREPARED BY:
Prepared by: C. Fairley Date: 12/7/09
Carmen N. Fairley, Staff Services Specialist

DOCUMENT PRESENTED AND APPROVED BY:
Presented and approved by: Wise E. Allen Date: 12/8/09
Wise E. Allen, Vice Chancellor of Educational Services

FINANCE DEPARTMENT REVIEW
 Finance review required Finance review *not* required
If Finance review is required, determination is: Approved Not Approved
If not approved, please give reason: _____
Signature: _____ Date: _____
Thomas Smith, Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):
 Legal review required Legal review *not* required
If Legal review is required, determination is: Approved Not Approved
Signature: _____ Date: _____
Thuy T. Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL
 Approved, and Place on Agenda Not Approved, but Place on Agenda
Signature: E. Harris Date: 12/8/09
Elihu Harris, Chancellor