

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of December 6, 2011

ITEM # 20

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*

Approval of Memorandum of Understanding between Consumer Directed Services Network (CDSN) and College of Alameda.

SPECIFIC BOARD ACTION REQUESTED:

Approval of MOU between the Peralta Community College District, College of Alameda and Consumer Directed Services Network.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM)*

In order to support the goals and objectives of the Direct Support Workers Career Ladder Training and Employment Program, Consumer Directed Services Network (CDSN) will be responsible for the following services:

- College of Direct Support on-line text book access
- Job development, placement, and support of recruitment services
- Support implementation and success of the program
- Provide leadership and technical support to program committees
- Assist with curriculum development
- Support acquisition of additional funding

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

California Community Colleges' Economic and Workforce Development Program

BACKGROUND/ANALYSIS:

Peralta has received a \$300,000 Job Development Incentive funds grant from the California Community Colleges' Economic and Workforce Development Program to launch the Direct Support Professionals Career Ladder Training & Employment Program. CDSN played a pivotal role in acquiring the grant and remains an integral partner in the implementation and success of the grant. CDSN is central to procurement of continued funding.

DELIVERABLES/SCOPE OF WORK:

Budget: \$36,000 Duration: 3/1/2011 to 6/30/2012

In order to support the goals and objectives of the Direct Support Workers Career Ladder Training and Employment Project, CONSUMER DIRECTED SERVICES NETWORK will be responsible for the following services:

1. College of Direct Support on-line Text Book Access: Provide three cohorts of students at the College of Alameda, two cohorts of students at Las Positas College, as well as, relevant faculty, access to the College of Direct Support's online curriculum and provide administrative and technical support to the instructors using the curriculum. The cost for each individual's access is \$175.00. When the number of individuals associated with the program who have access to the

College of Direct Support exceeds 63 (63 x \$175= 11,025.00), the Consumer Directed Services Network has agreed to provide the additional students access, at no additional cost to the project as part of CDSN's commitment to the project.

Cost of Curriculum to the Project = \$11,000

2. Job development, Placement, and Recruitment Services from 9/15/11 to 6/30/12: Provide three cohorts of students at the College of Alameda with vocational counseling, assistance with resume writing and interview skills, Job development and placement services which include setting up interviews with employers and Job coaching as needed for their first few months on the job. In addition, CDSN will be responsible for tracking placement outcomes. CDSN will also work with Project Director to recruit students for the Supervisory course at Las Positas College.

Cost of Salary and Benefits for .3 FTE for 9.5 months = 25,000.

Cost of Job development, Placement, and Recruitment Services to the Project = \$25,000

In addition, at no cost to the project, rather as part of CDSN's commitment to the project CDSN will do the following:

- a. Provide Project Direction from 3/1/11 to 6/15/11
- b. Provide leadership and technical support to the Steering Committee, Advisory Committee, and the project overall.
- c. Work with the Project Director to make sure that currently participating employers remain committed and involved and to increase the number of employer partners
- d. Work with the Career Ladders Project and the Project Director in the development of a career and educational map.
- e. Develop the curriculum for the HUSV 120 course and facilitate incorporation of advisory committee feedback. Assist with the curriculum development for the Supervisory course and facilitate incorporation of advisory committee feedback.
- f. Look for funding to expand course offerings and develop curriculum for courses to be offered in the future.
- g. Highlight promising practices emerging from the grant and to bring this effort to the attention of policy-makers and others who can help sustain project activities beyond JDIF funding.
- h. Lobby for additional JDIF funding and work with the Project Director on the JDIF reapplication.
- i. Work with the Project Director to develop additional funding strategies
- j. Work with Insight Center for Community Economic Development and the Project
- k. Director in the design and implementation of the project evaluation.
- l. Work with the project director to develop a sustainable model that can be duplicated in other community college districts.

ANTICIPATED COMPLETION DATE: 6/15/11

DOCUMENT PREPARED BY: Dr. Jannett Jackson

Prepared by: Kerry Compton by ve
Dr. Jannett Jackson, President, COA

Date: 11/14/11

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: DBB
Dr. Debbie Budd, VC, Ed Services

Date: 11-28-11

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: Ron Gerhard by ve
Ron Gerhard, Chief Financial Officer

Date: 11/30/11

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: _____
Thuy T. Nguyen, General Counsel

Date: _____

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: Wise E. Allen
Wise E. Allen, Chancellor

Date: 11/30/11