



## Board Summary Report

**Date:** November 16, 2020

**To:** Board of County Commissioners

**Through:** Kelly Folks, Division Manager, AD Works!, Community Resources  
Donald A. Klemme, Director Community Resources Department

**From:** Judith Emery, Director, Colorado Urban Workforce Alliance (CUWA)

**Subject:** Approval of an Agreement for Services between Arapahoe County on behalf of Arapahoe/Douglas Works (A/D Works!) and the Workforce Boulder County (Boulder County).

### Request and Recommendation

In order for A/D Works! to reimburse the Workforce Boulder County (Boulder County) designated to perform regional work under the scope outlined in the Notice of Funding Authorization (NFA) 19-111, NFA 19-127 and NFA 19-128, and as outlined in the corresponding workplans as part of the regional workforce efforts, an Agreement for Services is necessary. As this Agreement for Services requires a signature by the Chair of the Arapahoe County Board of County Commissioners, staff request that the Board of County Commissioners considers this Agreement for Services, and we recommend that the Board of County Commissioners authorize the Chair to sign this Agreement for Services.

### Background

Arapahoe County has received funding from the Colorado Department of Labor and Employment (CDLE) associated with 3 NFAs (19-111, 19-127 and 19-128) to perform cross-regional work to support businesses and job seekers served through the workforce centers within Colorado's Central Planning Region (CCPR) and Weld County. The Colorado Central Planning Region (CCPR) is a consortium including Adams, Arapahoe, Boulder, Broomfield, Clear Creek, Denver, Douglas, El Paso-Teller, Gilpin, Jefferson and Larimer counties. These funds are being used to reimburse designated business services and career services staff from the local workforce regions within the CCPR and Weld who lead project specific regional efforts to support businesses and job seekers across the regions. Specifically, staff could be reimbursed for providing, and or leading, the following technical assistance and training services for businesses and job seekers: convening cross-regional hiring and training events; measuring overall impact of cross-regional and regional activities; purchasing tools/platforms for supporting cross-regional activities; producing reports summarizing the impact of these activities; providing technical assistance to WIOA participants and businesses across the local workforce areas; facilitating planning meetings and activities with WIOA partners across the local workforce areas; and, leading any project specific regional

activities approved by CUWA and the local Workforce Directors. The Community Resources Administrative Services Division is the fiscal agent for the funds associated with the aforementioned NFAs, and CUWA oversees these regional projects. Moreover, as the Administrative Services Division is the fiscal agent for CUWA, an Agreement for Services is necessary in order for Arapahoe County to reimburse Boulder County for any designated staff performing the outlined regional activities.

**Discussion**

The Colorado Central Planning Region (CCPR) was designated in accordance with Workforce Innovation and Opportunity Act (WIOA) regulations. This regional collaboration ensures the continuation of aligned efforts of local area workforce boards to support businesses and job seekers through a continued commitment to leveraging resources and expertise. The Colorado Central Planning Region (CCPR) is a consortium including Adams, Arapahoe, Boulder, Broomfield, Clear Creek, Denver, Douglas, El Paso-Teller, Gilpin, Jefferson and Larimer counties. Weld County was included as a partner when applying for and awarded these funds to expand the regional collaborative work performed under these NFA's. A current CCPR work plan is required through WIOA and CUWA is designated to oversee the implementation of the CCPR work plan. As it pertains to the Arapahoe/Douglas Local Workforce Area specifically, The Community Resources Administrative Services Division of Arapahoe County Government serves as the grant recipient and fiscal agent for these funds, as well as for any state, and/or private funding allocated for the purpose of supporting workforce development programming. Furthermore, as the fiscal agent for CUWA, Arapahoe County Government is authorized to sign agreements with the State of Colorado, or any other entity or persons, for the operation and administration of workforce development programming.

**Alternatives**

If the Agreement for Services is not authorized, A/D Works! will not be able to reimburse Boulder County Colorado for the designated staff members assigned to lead the regional work, and the project will not be able to move forward in meeting the goals outlined in the 3 NFAs between CDLE and Arapahoe/Douglas Works!. Moreover, the allocated money will go unspent.

**Reviewed by/Concurrence**

The initiative is supported by the Arapahoe/Douglas Workforce Development Board, the local area Workforce Directors, and CDLE.

**Fiscal Impact**

A/D Works has received financial resources from CDLE to reimburse Boulder County for this regional work. There is no anticipated negative fiscal impact to Arapahoe County Government.

**Approved By:**

Don Klemme, Community Resources Director,  
Kelly Folks, AD Works! Workforce Division Manager  
Nicole Russ, Administrative Services Division Manager  
Tiffanie Bleau, Assistant County Attorney