



Travis County Commissioners Court Agenda Request

Meeting Date: March 19, 2013

Prepared By/Phone Number: Fred Lugo 854-4105

Elected/Appointed Official/Dept. Head: Sherri E. Fleming,
County Executive for Health and Human Services and Veterans Service

Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on request to authorize the expenditure of \$2,000 for two trainings to Coming of Age nonprofit agency partners. One training to occur in April 2013, for \$1,000, and one to occur in September 2013, for \$1,000.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Coming of Age's services for its nonprofit agency partners includes training to build capacity through successful management of an intergenerational workforce and volunteer network. The training, entitled "Learning Lab: Capturing the Energy and Expertise of People 50+," is provided by a certified Learning Lab contract trainer to deliver the 4-session workshop series to staff from 15 nonprofit agency partners. Funding for the contract trainer would come out of the Coming of Age budget.

STAFF RECOMMENDATIONS:

Staff recommends Court approval for expenditure of \$2,000 from the Coming of Age budget for a certified Learning Lab contract trainer to provide the trainings to its nonprofit agency partners.

ISSUES AND OPPORTUNITIES:

This training offers nonprofit organizations the potential to better manage organizational change and build nonprofit capacity. Opportunity also exists for volunteer managers, human resources staff, executive directors, and board members within Travis County's nonprofit sector to apply learned insights and strategies to further their organization's mission and attract people over 50 to serve and contribute to their organization.

FISCAL IMPACT AND SOURCE OF FUNDING:

This line item for this expenditure is 15803000001 GL 512020 (Coming of Age In-house Training/Online Courses).

REQUIRED AUTHORIZATIONS:

Diana Ramirez, Planning and Budget Office
Patty Lennon, Travis County Auditor's Office

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials should be submitted as a pdf to the County Judge's office, agenda@co.travis.tx.us by **Tuesdays at 5:00 p.m.** for the next week's meeting.



Cost Proposal

October 4, 2012

Client

Travis County Health & Human Services, *Coming of Age* Austin Metro

Primary Contact

Fred Lugo, 512-854-4105, fred.lugo@co.travis.tx.us

Reference

"Learning Lab: Capturing the Energy and Expertise of 50+"

Deliverables:

Meredith Garcia will deliver the "Learning Lab: Capturing the Energy and Expertise of People 50+," a four-session workshop series in which 10-15 participants (organizations identified by and partnering with *Coming of Age* Austin Metro) learn how to:

- Draw on the talents, skills, and passions of people 50+;
- Craft compelling opportunities that will appeal to them; develop effective ways to market their opportunities;
- Manage an intergenerational workforce; and create an outcomes driven action plan.

Cost:

Session #1: "Learning Lab: Capturing the Energy and Expertise of People 50+"

April 10, 2013 AM

\$250.00

Session #2: "Learning Lab: Capturing the Energy and Expertise of People 50+"

April 10, 2013 P.M.

\$250.00

Session #3: "Learning Lab: Capturing the Energy and Expertise of People 50+"

April 11, 2013 A.M.

\$250.00

Session #4: "Learning Lab: Capturing the Energy and Expertise of People 50+"

April 11, 2013 P.M.

\$250.00

AND



Session #1: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 18, 2013 AM
\$250.00

Session #2: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 18, 2013 P.M.
\$250.00

Session #3: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 19, 2013 A.M.
\$250.00

Session #4: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 19, 2013 P.M.
\$250.00

Justification for Services:

Coming of Age Austin Metro requests certified Learning Lab contract trainers to deliver the "Learning Lab: Capturing the Energy and Expertise of People 50+" workshop for a total of 4-sessions. Meredith Garcia has such experience and expertise and will provide *Coming of Age* Austin Metro with certified contract training services.

Coming of Age Austin Metro will provide the following materials for the "Learning Lab: Capturing the Energy & Expertise of People 50+."

- Training Room(s)
- Set-up of the training room(s)
- Laptop, projector, screen, and flash drive
- All "Learning Lab: Capturing the Energy & Expertise of People 50+" training materials such as PowerPoint presentations, facilitator's manual and participant workbooks and folders.
- Participant's surveys and evaluations
- Consent form for quotes to use for marketing purposes
- Roster and sign-in sheets
- Table of contents for activities
- Session agendas and getting ready checklists
- Training outlines
- Participant certificates
- Volunteer ad instructions
- Extension cords and surge protectors
- Name tags
- Pens/pencils/pencil sharpener/markers
- Scratch paper
- Flip charts



- Easels
- White board
- Tape
- Paperclips
- *Coming of Age* Austin Metro marketing materials
- Map of local restaurants in the area

Submitted by,

A handwritten signature in black ink, appearing to read "Meredith Garcia", with a stylized flourish at the end.

Meredith Garcia