



Travis County Commissioners Court Agenda Request

Meeting Date: February 18, 2014

Prepared By/Phone Number: Juanita Jackson /854-4467

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 From the Health and Human Services Budget For The Provision of Training To Coming Of Age Nonprofit Agency Partners.

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 with Health and Human Services 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).

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.

REQUIRED AUTHORIZATIONS:

Mary Etta Gerhardt, Assistant County Attorney'
Leslie Browder, County Executive, Planning and Budget Office
Cyd Grimes, CPM, Travis County Purchasing Agent
Nicki Riley, CAP, CMA, Travis County Auditor
Patty Lennon, Financial Analyst, Travis County Auditor's Office
Aerin Toussaint, Analyst, Planning and Budget Office
Deborah Britton, Division Director, Community Services, HHSVS
Sherri Fleming, County Executive, HHSVS

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**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE**

502 E. Highland Mall Blvd. – Suite 106A (Physical)
P. O. Box 1748, Austin, Texas 78767 (Mailing)

Sherri E. Fleming
County Executive
(512) 854-4100
Fax (512) 279-2197

MEMORANDUM

DATE: February 18, 2014

TO: Members of the Commissioners Court

FROM:

Sherri E. Fleming
Sherri E. Fleming, County Executive

Travis County Health and Human Services and Veterans Service

SUBJECT: Learning Lab Training for Coming of Age Nonprofit Partners

Proposed Motion:

Consider and take appropriate action on request to authorize the expenditure of \$2,000 for two trainings for Coming of Age nonprofit agency partners. The first training will in April 2014, for \$1,000, and the second will occur in September 2014, for \$1,000.

Summary and Staff Recommendation:

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 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.

Issue 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.

Budgetary and Fiscal Impact:

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

Background:

Coming Of Age

- Helps people age 50+ discover paths to a fulfilling and engaged future;
- Provides nonprofits with a range of training and technical expertise; and
- Provides a web-based, one-stop information and referral service, and connects adults 50+ to existing programs and services.

REQUIRED AUTHORIZATIONS:

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Sherri Fleming, County Executive, HHSVS



Cost Proposal

February 5, 2014

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 8, 2014 AM

\$250.00

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

April 8, 2014 P.M.

\$250.00

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

April 9, 2014 A.M.

\$250.00

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

April 9, 2014 P.M.

\$250.00

AND



Session #1: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 9, 2014 AM
\$250.00

Session #2: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 9, 2014 P.M.
\$250.00

Session #3: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 10, 2014 A.M.
\$250.00

Session #4: "Learning Lab: Capturing the Energy and Expertise of People 50+"
September 10, 2014 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 that reads "Meredith Garcia". The signature is written in a cursive style with a prominent loop at the end of the name.

Meredith Garcia