



*Office of*  
**INDIAN RIVER COUNTY  
ATTORNEY**

Dylan Reingold, County Attorney  
William K. DeBaal, Deputy County Attorney  
Kate Pingolt Cotner, Assistant County Attorney

**MEMORANDUM**

**TO:** Board of County Commissioners

**FROM:** Dylan Reingold, County Attorney *DR*

**DATE:** May 4, 2017

**SUBJECT:** Agreement for On-The-Job Training with the Arc of Indian River County, Inc.

On August, 16, 2016, the Indian River County Board of County Commissioners (the "Board"), directed staff to create, develop and implement a job mentoring program that will offer on-the-job training by Indian River County (the "County") to young adults with intellectual and developmental disabilities. Since then, County staff has had communications with the Florida Division of Vocational Rehabilitation (the "Division") and the Arc of Indian River County, Inc. As a result of those communications, County staff has developed the attached proposed Agreement for On-The-Job Training Between Indian River County and The Arc of Indian River County (the "Agreement"). Under the Agreement, the County will provide certain students who are with the Arc of Indian River County, Inc. with a work-based learning experience.

The Arc of Indian River County, Inc. is a not-for-profit corporation in Indian River County with a mission of supporting and empowering individuals with special needs to achieve their life goals. The Arc of Indian River County, Inc. has entered into a separate On-The-Job Training Agreement with the Division. The Arc of Indian River County, Inc. will be employing Division customers in order to assist such customers in gaining a valuable work-based learning experience. Under the Agreement, some of those Division customers will be gaining that experience with the County.

Under the Agreement, the Arc of Indian River County, Inc. will notify the County's Human Resources Director if there is an eligible student who would be a good candidate for a work-based learning experience with the County. The Arc of Indian River County, Inc. will provide the County with the type of work assignment being sought, overview of the student's skills, and the hours the student is available to work. The County Human Resources Director will then coordinate with the various County departments to determine if there is an appropriate work-based learning experience available. The County will have no obligation to provide a work-based learning experience. Additionally, the Agreement allows for the County Human Resources Director to contact the Arc of Indian River County, Inc. to request a student for a work-based learning experience. If such request is made, the Arc of Indian River County, Inc. has no obligation to provide a student.

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Under the Agreement, the student will work no more than 8 hours per week and no more than 30 hours total as part of the work-based learning experience. Additionally, the County will provide the Arc of Indian River County, Inc. with a progress report concerning the student's work-based learning experience on a monthly basis. The Agreement will be for two years, with the parties having the ability to extend the Agreement for two additional one-year renewal terms.

**RECOMMENDATION.**

The County Attorney recommends that the Board approve and authorize the Chairman to sign the Agreement for On-The-Job Training Between Indian River County and The Arc of Indian River County, Inc.

**ATTACHMENT(S).**

Proposed Agreement for On-The-Job Training Between Indian River County and The Arc of Indian River County, Inc.