



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Public Works and Parks and Recreation

To: City Council

From: City Manager & Staff

Council Meeting Date: October 3, 2022

Re: Authorizing an Internship/Work Experience and Financial Agreement with Job Point.

Executive Summary

City Staff is requesting Council authorization for the City Manager to execute an internship/Work Experience and Financial Agreement with Job Point, a Missouri nonprofit corporation. The agreement allows for up to ten (10) trainees total at any one time to work throughout various City Departments.

Discussion

Job Point is a local nonprofit organization specializing in preparing individuals to enter the workforce by providing education, training and employment assistance. The Public Works Street Maintenance division has successfully partnered with Job Point in the past by providing on-the-job training, working with the Street Maintenance crews on concrete, asphalt, and chip and seal maintenance projects. The new agreement with Job Point will expand the program to allow trainees to be placed in additional City Departments. For example, the Parks and Recreation Department would have the opportunity to place trainees within the Park Services Construction Division to assist with projects such as concrete sidewalk installation, shelter construction and sign installation. This would provide Job Point trainees with hands-on experience related to carpentry, concrete flatwork, roofing, etc.

The Internship/Work Experience and Financial Agreement allows for up to ten (10) trainees total at any one time to work throughout various City Departments and authorizes those departments to determine the hours of work and project assignments. The City Manager may increase the number of trainees as the City Manager deems appropriate. Job Point will provide the trainees and instructor(s) with all necessary protective equipment such as hard hats, safety glasses, safety vests and steel toed boots. The trainees will be required to follow all City of Columbia department safety rules and regulations, and Job Point will be responsible for providing Worker' Compensation insurance coverage for the trainees and instructor(s).

Job Point will pay trainees for the first 120 hours at no less than \$11.15/hour (both Federal and State minimum wage). If the city chooses, trainees can work beyond the initial 120 hours and Job Point will invoice the City for those additional hours. The invoiced amount would be at the Job Point hourly rate. The City has not been invoiced for trainees since FY2020 as JobPoint was awarded funds to support the program. However, if the City does have to pay, all payments would come from existing temporary salary budgets where problems with hiring staff allow for leeway.



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In fiscal year 2023, Public Works has added five (5) laborer positions as an underfill of our CDL Operator position. It would be much more likely, and the intent of the department, to pursue full-time employment for these trainees in this way rather than continuing the Job Point arrangement as this is fully in line with the goals of both organizations.

Fiscal Impact

Short-Term Impact: None

Long-Term Impact: None. Existing temp budgets will be enough to cover these costs.

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Resilient Economy, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Comprehensive Plan Impacts:

Primary Impact: Primary, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Legislative History

Date	Action
08/15/2016	R110-16 Authorize the City Manager to execute an Internship/Work Experience and Financial agreement with Job Point, allowing up to ten (10) trainees to work with various City of Columbia Departments.
04/15/2013	R77-13 Authorizing internship agreement with Job Point to allow highway/heavy construction trainees to work on Public Works Department projects.
06/07/2010	R110-10 Authorizing internship agreement with Job Point to allow highway/heavy construction trainees to work on Public Works Department projects.
03/16/2009	R60-09 Authorizing internship agreement with Job Point to allow highway/heavy construction trainees to work on Public Works Department projects.

Suggested Council Action

Authorize the City Manager to execute an Internship/Work Experience and Financial agreement with Job Point, allowing up to ten (10) trainees to work with various City of Columbia Departments.