



February 15, 2022

Re: LifeSet Partner Incentive Pilot Program

Dear Judy,

Thank you for submitting your retention and recruitment plan to Youth Villages Strategic Partnerships. We have reviewed your plan and are pleased to award you a one-time retention and recruitment payment of \$5,000 to implement the interventions outlined in your plan.

In addition, by submitting a retention and recruitment plan, you are eligible to participate in the Monthly Incentive Program that offers \$5,000/per month for each team meeting the minimum expected monthly average daily census KPI of 32, as long as all of your teams combined meet at least 90% of the expected monthly average daily census of 64. The Monthly Incentive Program begins January 1, 2022 and is currently set to terminate on June 30, 2022.

The following provisions set out the roles of the parties, establish common aligned requirements and expectations and outline the reporting requirements and payment schedule.

What Youth Villages will do:

1. Review monthly with LifeSet leadership at your organization status of interventions of the retention and recruitment plan
2. Provide a point of contact (Regional Network Lead and/or Implementation Specialist) to collaborate in brainstorming ongoing staff recruitment and retention interventions
3. Disburse the one-time retention and recruitment funds after acknowledgment of receipt is received from your organization
4. Provide ongoing support regarding census and referral management
5. Review KPIs monthly related to staffing and census trends
6. Disburse payments for Monthly Incentive Program on the following basis:
 - a. Incentives based on monthly average daily census KPI for January 2022 through March 2022 to be disbursed in April 2022
 - b. Incentives based on monthly average daily census KPI for April 2022 through June 2022 to be disbursed in July 2022



What Clark County Department of Family Services will do:

1. Implement the submitted retention and recruitment plan attached as Exhibit 1
2. Report regularly, at minimum monthly, on the status of plan implementation and discuss any barriers and/or changes to the plan with Youth Villages point of contact
3. Continue to provide quality services to young adults using the LifeSet model
4. Maintain model parameters around caseload range (8-10 young adults served per specialist)
5. Collaborate with Youth Villages point of contact regarding census and referral management
6. Ensure GuideTree youth enrollment data is accurate and complete by the end of each month (to ensure monthly average daily census KPI calculates accurately)
7. Analyze and discuss KPI data related to staffing, census and youth served during monthly data review calls
8. Re-invest funds received through Monthly Incentive Program into the LifeSet program
9. Report on use of re-investment funds at least once in the quarter after receipt (during one of the monthly data review calls)

We thank you for your service to young people in Clark County, Nevada and the positive impact LifeSet is making on their lives. We are hopeful these funds will strengthen your program and the staff tirelessly working to make a difference for young people. We look forward to continuing our strong partnership with the Department of Family Services.

Sincerely,

A handwritten signature in black ink that reads "Katja Russell".

Katja Russell

Executive Director of Strategic Partnerships

Acknowledge to provide one-time retention and recruitment payment and eligible monthly incentive program payments as outlined above as Youth Villages' Authorized Representative.

Signature:

A handwritten signature in black ink that reads "Jessica Foster".

Name: Jessica Foster

Title: Chief Strategy Officer

Date: February 16, 2022



Acknowledge and agree to participate in the LifeSet Partner Incentive Pilot and agree to the foregoing terms and conditions of this letter.

On behalf of: _____

Signature:  _____

Name: Tim Burch

Title: Administrator of Human Services

Date: 3/14/2022

Exhibit 1

CLARK COUNTY
DEPARTMENT OF FAMILY SERVICES

500 S. Grand Central Pkwy., 5th Floor
Las Vegas, Nevada 89155
(702) 455-7200

Timothy Burch, Administrator of Human Services

Abigail Frierson, Assistant Director • Margaret LeBlanc, Assistant Director
Jill Marano, Assistant Director • Judy Tudor, Assistant Director

February 4, 2022

Youth Villages, Inc.
3320 Brother Boulevard
Memphis, TN 38133

Dear Katja Russell,

Clark County Department of Family Services is submitting this plan to be considered for the Partner Incentive Program to recruit and retain LifeSet staff. We are requesting up to \$5,000.00 to support staff recruitment and retention efforts. As a government agency, our challenge has been to recruit and maintain staff in the grant funded positions that serve LifeSet. We often hire from within our current child welfare workforce, which means that staff must move from a County/State funded position to a Chafee or Youth Villages grant funded position. Staff know that these positions are not as stable as a County/State funded positions and may hesitate to apply. We are also challenged in retaining existing staff due to staff promoting into other positions that are County/State funded. Although we believe these issues are primary drivers for recruiting and retaining staff, we also want to engage our existing staff in analyzing the underlying causes of staffing challenges and coming up with proposed strategies for recruitment and retention. Therefore, we are submitting the following plan for how we would like to utilize the \$5,000.00.

Timeline	Action
By February 28, 2022	Meet with LifeSet Team to ask for feedback on primary drivers for recruitment and retention and proposed strategies for incentive.
March 1, 2022	Review suggested proposals with LifeSet implementation team for feedback.
March 7, 2022	Implement Incentive program based on identified strategies
April 1 st , May 1 st , June 1 st	Survey staff to determine if incentives are working
March – June 2022	Review plan progress monthly during implementation and or data review team meetings.

Some of our initial thoughts based on limited feedback from staff are to host meals with staff to celebrate their successes and to recognize team efforts by purchasing gifts that can be given to staff. These types of incentives will focus on encouraging the units to collaborate with one another, increase their morale by focusing on their successes, and assisting staff with feeling valued in the work that they are doing to support young adults. Any incentives will be approved by our human resources department to ensure we are within Bargaining Agreement parameters.

The overall outcome we would like to see is that we have retained all of our existing staff in the LifeSet program. We thank you for the opportunity to submit this proposal and for all your support of the LifeSet program here in Clark County.

Sincerely,

Judy Tudor, LSW, MSW
Assistant Director
Clark County Department of Family Services
500 Grand Central Pkwy.
Las Vegas, NV 89155

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Judy.tudor@clarkcountynv.gov
702-455-1328

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