



**OAKLAND
SPECIAL WORKFORCE DEVELOPMENT
BOARD
MEETING**

Thursday, September 19, 2019

8:30 a.m. – 11:00 a.m.

Hearing Room 4
Oakland City Hall
One Frank H. Ogawa Plaza



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OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

SPECIAL MEETING NOTICE

City Hall, 1 Frank H. Ogawa Plaza, Oakland, CA

Hearing Room 4

Thursday, September 19, 2019

8:30 a.m. – 11:00 a.m.

AGENDA

Members of the public wishing to address the Board on issues shall complete a Speakers Card. Members of the public who wish to address the Board on published issues should do so at the time the agenda item is being discussed. Issues that the public wishes to address that are not published on the agenda will be heard during the Public Forum section.

I. PROCEDURAL ITEMS

- a. Call to Order and Roll Call
- b. Chair Remarks
- c. Approval of Minutes (Action) – May 30, 2019

II. ACTION ITEMS

- a. Day Laborer Program Sole Source Request
- b. 2019/2020 Budget Revisions
- c. Funds Transfer Request

III. DISCUSSION ITEMS

- a. Board Updates

IV. PUBLIC FORUM

(For items that members of the public wish to address that are NOT on the agenda)

V. STAFF REPORTS

VI. ANNOUNCEMENTS

VII. CLOSING REMARKS & ADJOURN

**NEXT SCHEDULED REGULAR OWDB MEETING
THURSDAY, NOVEMBER 7, 2019 – 8:30AM-11:00 AM**

These WIOA Title I financially assisted programs or activities are “Equal Opportunity Employers/Programs”. Auxiliary aids and services are available upon request to individuals with disabilities.

Item 1.c – Approval of Minutes

**Minutes of the Special Meeting of
the Oakland Workforce Development Board**

Thursday, May 30, 2019

Hearing Room 4

8:30 am – 11:00 am

Acting Chair Gutierrez called the meeting to order at 8:38 a.m.

Roll Call (Present): Kori Chen, Zeydi Gutierrez, Polly Guy, Ruben Rodriguez, John Brauer, Brian Salem, Omar Sabeh, Jason Gumataotao, Lee McMurtray, Kalpana Oberoi, Lynn Vera, (Gilbert Pete arrived during Action Vote #2).

(Absent) Board Members: Matt Alexander, Herb Garrett, Doreen Moreno.

Acting Chair Gutierrez asked Board Members in attendance to introduce themselves and note what they were looking to get from serving on the board. She also mentioned that all future meetings would be held in Hearing Room #4.

Approval of Minutes

Chair Gutierrez stated the minutes from the November 1, 2018 meeting were presented for approval. *Board Member Rodriguez moved, seconded by Board Member McMurtray to approve the minutes from the November 1, 2018 as presented. Voice Poll: All “ayes.”*

BUSINESS

Action Items

II a. Subsequent Designation and Local Board Recertification

Staff Member Dial first reminded the Board Members to move the microphones in front of them when speaking. She mentioned how the Workforce Innovation and Opportunity Action (WIOA) changed the Board in 2015. She advised that in 2019 there would be a process the board had to go through regarding: meeting membership requirement, local area performance, and fiscal integrity. There was a mandate of having 19 board members, currently there are 17 (higher ed and economic development seats are open due to resignation). She advised that local area performance had been met, however, 2018/2019 audit noted discrepancies; once the state had been provided the City’s update, the board will have met fiscal integrity. She noted that on Page 15 was the application that was being submitted.

No speaker cards for item.

Board Member Brauer mentioned how the board was supposed to be working with 3 other boards for regional items, requested to review what the plan was at the next meeting.

Member Vera questioned if the issues were administrative.

Staff Member Dial noted they were more administrative, specifically having a better tracking program. She also stated she would be bringing the audit finding information to the board at the next board meeting. She also stated the three local Boards were: City of Richmond, Alameda County, and Contra Costa County.

Board Member Brauer moved, seconded by Board Member Rodriquez to approve staff's application. Board polled- All ayes.

II b. Selection of Providers for AJCC Career Services and One Stop Operator for 2019-2022.

Board Chair Gutierrez reviewed the providers and type of services offered.

Staff Member Dial noted they had issued the RFP and responses were due on March 6, 2019. The City's internal system and list were used to solicit bids as well as the RFP was advertised in the newspaper. She stated 17 people were in attendance and 4 proposals were submitted; the City utilized an outside panel to review bids. An equity lens was used to close racial disparity. She explained that bid ranking was listed on page 25; and page 26 listed the recommended bidders and the limits. She explained how comprehensive meant all services had to be offered to who the state approves.

Public Input open:

Robin Raveneau, Chief Executive Officer for Oakland Private Industry Council (OPIC) thanked the board for the opportunity to continue to serve the community. She mentioned that she would like to bring her staff to a meeting to let the board know who they were and what they did.

Lanese Martin— Co-Founder/Co-Executive Director, Hood Incubator, stated communities were affected by the drug war. She said they had been abdicating with Council so that the cannabis Industry wasn't over looked. Mentioned how she hoped one of the fastest growing industries would be able to be part of the solution.

Board Member Somal requested clarification on how many organizations were interested out of the 17 that had attended.

Staff Member Dial stated 17 people attended, it did not mean 17 companies. She mentioned how some companies did not feel that they could keep up with the federal requirements.

Staff Member Walker stated there were three other RFP's that went out at the same time, so some agencies had to choose which one they wanted to apply to.

Board Chair Gutierrez questioned if there was a criterion to qualify.

Staff Member Dial noted there was no criteria needed to qualify. She mentioned they had 6 applicants the last time they went through the process. She indicated that shrinking WIOA dollars was one of the issues.

Board Member McMurtray moved, seconded by Board Member Vera to approve the item as presented.

Board Member Bruaer questioned what staff was asking the board to do.

Staff Member Dial stated she they were asking the board to fund the amounts listed and enter into contracts with the agencies.

Board polled—all ayes.

II c. Selection of Providers for Out-of-School Youth Services for 2019-2022

Board Chair Gutierrez reviewed the staff approved selection of the listed providers on page 27. She noted they must approve contacts every 12 months for up to 3 years.

Staff Member Dial stated the RFP was issued January 18, 2019 and five applications were received by the March 6, 2019 deadline. She also reviewed the RFP process.

Public Input open:

Michelle Clark- with YEP (Youth Employment Partnership) stated the money received from the City assisted them with receiving money from the Federal Government. She indicated they while they were located in Fruitvale, they assist youth all over the city. Brandy Burke- with Civicorps mentioned they would be holding a graduation next week. She stated there would be 19 graduates of which 10 were part of the WIOA program. She stated they and the community really appreciated the support.

Lanese Martin- with Hood Incubator, mentioned how there should be money available to the board for use due to Measure Z.

Staff Member Walker thanked Ms. Martin for addressing the measure money.

Board Member McMurtray questioned what happened when the agencies requested more money than allowed.

Staff Member Dial noted that they agencies could only receive the amount listed in the RFP.

Board Member Vera stated she had been active and served one of the agencies and would need to recuse herself from the vote.

Board Chair Gutierrez asked why two agencies were listed for same area.

Staff Member Dial noted both agencies met the criteria for the area.

Board Member Rodriguez moved, seconded by Board Member Brauer to approve the request.

Board polled- all ayes with the exception of Vera, who recused herself.

II d. Adoption of FY 2019-2020 Budget

Board Chair Gutierrez noted the action for this item was to approve the FY 2019-2020 OWDB Budget.

Interim Executive Director Oakland Workforce Development Board Hinkle stated a large part of budget was WIOA. He noted this year's budget was less than prior year. He page 37 provided a breakdown of the funds. He explained how outside of core programs, funds were limited. He was glad the cannabis conversation was addressed. He understood it's difficult to provide what was needed with limited funds. He explained how staff would be reaching out to board members to come up with a solution; and noted staff had been discussing the money received through the cannabis industry. He reviewed the Budget recommendations on pages 35/36.

1 speaker card

Robin Raveneau- CEO of OPIC, said if there were carry over funds, they would like to be part of the discussion. She also appreciated the discussion regarding cannabis.

Board Member Chen asked about the prison to employment program.

Staff Member Dial stated it was a two-year program for \$200,000.

Board Member Sabeh noted it was his first meeting and inquired of seeing how the agencies spent their money was part of the process; if so, where can the board find that?

Staff Member Dial stated the proposals could be requested as a public record, but she would bring a sample of what the questions were to the next meeting.

Board Chair Gutierrez questioned if the \$150,000 was a normal amount for donations.

Interim Executive Director Oakland Workforce Development Board Hinkle stated it was average, but not something to be depended on.

Board Chair Gutierrez questioned if opportunities were being missed.

Interim Executive Director Oakland Workforce Development Board Hinkle answered in the affirmative. He said they really wanted to start reaching out to board members to work on solutions.

Board Member McMurtray stated it would be good to look at the regional plan to see how and what the other boards were doing and possibly reach out and work with them. *Staff Member Dial* stated they could provide that information at the next meeting and would send the plan out prior to that.

Board Member Brauer noted with the City having several community colleges, the City should try to reach out and work on a partnership. He noted the importance of filling the seat on the board to assist with that. He said he had several companies were looking to establish apprenticeships with the cannabis industry.

Board Member Chen would like for agencies to do a presentation to show who they were and what they did.

Board Member Brauer moved, seconded by Board Member Rodriguez to approve the budget.

Board polled- all eyes with the exception of Vera, who recused herself.

PUBLIC FORUM

Lanese Martin again spoke about the benefits of the cannabis industry and how it could be utilized.

STAFF REPORTS

Staff Member Dial stated there was an opportunity for funding, breaking barriers for employment opportunities. She noted the process would be competitive and they were not WIOA funds. Grants ranged from \$150,000 to \$500,000. A letter of intent was due to the State by June 10, 2019. She mentioned how she had received several letters from organizations that were interested in submitting, and if any of the Board Members were interested, to also give her a letter.

Interim Executive Director Oakland Workforce Development Board Hinkle noted they had a copy of the most recent publication of the East Bay Economic Outlook for all the Board Members.

Staff Member Hudson stated the City's programs had been reviewed by the EDD for EEO and Program Compliance. She stated they had passed the Workforce Innovation and Opportunity Act (WIOA) Adult Program Monitoring with no findings and the WIOA EEO/Non-discrimination Monitoring of Adult and Youth programs with no findings. She mentioned at their Ad Hoc meeting on May 2nd, 2019. A discussion was held regarding creation of a WIOA Performance dashboard which would include: Real time info/carryover, embed exit numbers into contract language, business engagement, as well as exit goals. She stated with new board members there might be new performance related items they would like to see presented to the Board.

Staff Member Walker asked if it could be confirmed what was being done within the sectors, and that providers were doing what needed to be done.

Board Member Rodriguez asked why the public sector was not included. He would like to see all workforce development boards work with the residents. He how working with College of Alameda, Laney College, Merritt College, and the construction workforce they could build up the workforce. He mentioned how his union just received a list of jobs that were available and wanted to be part of the discussion on how they could help.

Board Member Vera stated she had been working with Peralta College to work on trying to find a solution. She would like that to be her next board project.

Board Chair Gutierrez stated her company AB& I Foundry was having an open house on August 17th, between 10 and 2. They would be doing tours and everyone over the age of 12 was invited.

Adjournment

There being no further business, the meeting was adjourned at 10:23 AM.

Date and Time of Next Meeting

The next meeting will be held on Thursday, August 1, 2019 at 8:30 am-1100 am in Hearing Room 4.



ITEM II.a.- ACTION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: September 19, 2019
Re: Day Laborer Program Sole Source Request

RECOMMENDATION

Staff recommends that the OWDB authorize submittal of a resolution to the Oakland City Council to enter a sole source agreement with Causa Justa and its partners (Street Level Health and Central Legal de la Raza) to administer the Oakland Day Laborer Program for a two-year period of July 1, 2019 to June 30, 2021 with the option to renew funding for each year.

BACKGROUND

Beginning July 19, 1999 through June 30, 2005 the City Council authorized funding for a Day Laborer Program whose funding was subsequently extended through June 30, 2010. The program ceased operation on July 1, 2010 due to lack of funding. In 2011, the program was revived due to businesses near the Fruitvale and Foothill Boulevard area expressing concerns about the impact of large numbers of day laborers congregating at their sites. The program has had continues operation and has provided a day laborer resources for the Oakland. The OWDB has administered the funds for the day laborer program since its inception and all subsequent years.

Resolution No. 87559 C.M.S. approved the City of Oakland's FY 2019 -21 Biennial Budget, and appropriated \$195,000 in FY 2019-20 to provide employment and employment-related services to day laborers to improve employment and income prospects for day laborers.

CURRENT SITUATION

For the last four (4) years, the Department of Economic and Workforce Development have released a Request for Proposals ("RFP") seeking an organization to administer the Oakland Day Laborer Program; Causa Justa and its partners have been the only applicant.

Causa Justa and its partners are best suited to continue the Day Laborer Program for the following reasons:

- They insure that day laborers receive appropriate pay and adequate work conditions
- They have deep knowledge of the day laborer community and geographic area which will be served by this program (Fruitvale area).
- They provide holistic services to day laborers (legal, medical, housing, ESL, referral to government program, and food security)

Based on recent past history, the RFP process has only netted one (1) proposal year after year. Given the specialized nature of the work and the success of the program operator, staff is recommending that the OWDB authorize the submittal of a resolution to the Oakland City Council to enter a sole source agreement with Causa Justa and its partners (Street Level Health and Central Legal de la Raza) to administer the Oakland Day Laborer Program for a two-year period of July 1, 2019 to June 30, 2021 with option to renew funding for each year.

The recommendation to sole source with Causa Justa and its partners is based on:

- Past performance;
- Inadequate competition;

- Deep knowledge of the project and the day laborer community;
- Established delivery system and community of practice;
- Extensive relationships, partnerships and resources;
- Responsiveness of project team and partners; and
- Experience and expertise of the project team and partners

ATTACHMENTS

II.a.1. – Causa Justa FY 2018-19 Q4 Program Report

SECTION 1 – PROJECT INFORMATION

Grantee: Causa Justa: Just Cause	Grant Award Number:
Project Title: Day Labor Program	Grant Period: April 1, 2019 - June 30, 2019
Prepared by: Gabriela Galicia Title: Executive Director, Street Level Health Project	Phone: 510-533-9954 ext. 101
Email: gabriela@streetlevelhealthproject.org	Date Submitted: 7/15/19

Reporting Quarters			
Qtr 1 July - September	Qtr 2 October - December	Qtr 3 January - March	XXX Qtr 4 April - June

SECTION 2 – PROJECT STATUS

A. Expenditure Status:

Award Amount	\$195,000
Amount Invoiced Year-to-Date (Sum of Quarterly Invoices)	\$195,000
Percent of Award Invoiced to Date (Amount above ÷ Annual Award)	100%

In relation to the overall grant budget, are funds being expended as planned and on schedule?

Yes No

B. Staffing – Indicate whether all positions included in the application have been filled (other than those previously addressed through a formal program modification). If positions remain unfilled, what is the plan and anticipated outcome for staffing of the program? Are surplus funds anticipated due to salary savings, and what is the plan for these funds?

During this quarter we did not have any positions unfilled.

C. Problem Identification/Resolution – Describe any problems the project has encountered during the reporting period. Consider what may be affecting project effectiveness or may have the potential of affecting program outcomes and stated goals. Examples of areas where problems of this nature may exist are program administration, service delivery, rate of referrals and participant enrollment. Indicate the steps taken to resolve any problems mentioned.

Issue: Home Depot and Homeless Encampment issues

During this quarter we have continued to have issues at the Home Depot site. The Home Depot site historically has been one of the largest sites in Oakland (and in fact, nationwide) where day laborers wait for work. In the last year the homeless encampment has grown at this site, which has produced many problems such as blight, robberies, and other issues. Following this, Home Depot has also decided to encompass the issue to include day laborers as part of the problem. There has been a constant police presence at the Home Depot site for the last 3 months to support the Home Depot establishment, but this has caused a negative reaction towards day laborers not being able to wait for work in a safe space. They have been pushed out to the “public sidewalk” which is unsafe for workers and Home Depot clients to meet and discuss jobs. Also day laborers have reported feeling unsafe with the homeless encampment and want to ensure that Home Depot knows they are not part of the problem.

Through this time we have been going to weekly outreach and having conversations with the day laborers of what solutions they see to this issue and seeing how we can connect with Home Depot to resolve this issue, and have a longer term solution in which day laborers can have a safe and dignified space to wait for work and the Home Depot staff and clients can also feel safe. We have reached out to city councilmember Noel Gallo to support in these conversations with Home Depot and all parties involved. We have tried to reach out to the Oakland Police Beat Captain of the area to have a conversation on our role as the day laborer program. We have not been successful to clarify this and our staff have had instances where they have also been kicked out of the parking lot while attempting to provide services. We have reached out to other day laborer centers to help provide support on how other cities have dealt with this issue. Day laborers, in the long term, will continue to wait for work and act as part of the local economy in which they shop at the establishments in the area such as Home Depot and McDonalds every day, and clients seek out materials for job projects there because they know they can also hire workers for their projects. This ultimately increases job opportunities for Oakland residents and income is brought into the city.

Solution:

The solution that we have proposed over the last few years and more recently is to negotiate with Home Depot for a designated waiting area away from the front part of the establishment, suggesting the unused parking towards the back of the lot. We have observed over the last years that this area is largely unused, as many clients do not park there, and this solution would allow clientele to have a more formal way of hiring day laborers and a place for day laborers to park their trucks. We have seen this model work in places like Los Angeles and Seattle. We also would like to see resolution to the homeless encampment and more permanent housing and services for the community. We will continue working with city officials and other partners to continue to figure out a long term solution. We have also reached out to Liz Ogbu, a UC Berkeley architect who designed a “day labor station concept” that could be useful for sites like Home Depot. The concept was designed in conjunction with the National Day Laborer Organizing Network in the late 2000s as a way to support having more organized street corners that provided access to a bathroom, a small office to staff the corner and be able to have an organized way of job dispatching, and a simple structure that provided shade and seating where mobile classes and services could be offered. See the link that shows concept mapping:

http://www.lizogbu.com/portfolio_page/daylaborstation/. During this time we also applied for membership to become members of the National Day Laborer Organizing Network which will be an avenue to get more technical assistance in better organizing day laborers at the street corners and allow us to access more trainings for our day laborer program. Lastly, we will continue to work with the city and governmental officials to support efforts towards longer term solutions. We will continue to look at models like Los Angeles and Seattle to see if we can replicate some of these successful tactics to support day laborers in Oakland.

Issue: Employers Not Knowing Their Responsibilities

The day laborer community faces many challenges when it comes to employers. Safety and wage theft are among the most common ones. Because of the work we do with employers, the rules we have been able to implement to hire a worker and the education the workers have received, we have been able to reduce these problems to a point that it's very rare to see our workers facing these problems when they are part of the workers collective.

We had a couple of cases this quarter that we would like to highlight. The first one was an employer that was refusing to provide certain types of safety gear workers needed to do their job. This employer kept on insisting that it was the workers' responsibility to protect themselves. Our staff then provided the most updated rules on Personal Protective Equipment by CalOSHA and called the employer directly to discuss this issue. Once the facts were on the table, the employer agreed to comply and he was allowed to hire workers.

The second case occurred when two of the members of the Oakland Workers Collective were assigned a yard cleaning job where the employer stated it would not take more than 5 hours to finish. The workers could not finish the tasks assigned because of unforeseen obstacles that the employer had not disclosed. The workers talked to the employer and agreed on working 8 hours more to finish the job. Workers then found even more obstacles that made their work much harder and required more time to finish. Since workers could not complete the job, the owner refused to pay them for the day and demanded for everything to be done.

Solution: After hearing the workers' complaint, we contacted the employer who refused to pay stating she hired them to finish a job and workers did not. We explained to employer the obstacles workers found and that she already knew about it. Employer kept refusing to pay, and at that point we involved the Wage Theft staff to resolve this issue. The employer has been served with a letter demanding wages. If this does not result in the employer paying the owed wages, we will proceed with presenting the claim to the Labor Commissioner for this problem to be resolved.

Issue: Technical Issues with Job Hotline

Since the existence of the day laborer program we have been using Google Voice as our phone line system. We have run into some technical difficulties and issues in our physical set up with our phone. We have currently used a cellular provider as this gave us the ability to be mobile as needed but the system is no longer compatible with our Google Voice. Unfortunately, after several attempts to fix the issues employers continued to complain that at times the system was not working. Fortunately many were referred to our online system and were able to connect with us that way.

Solution: We are looking into a new landline system that potentially will have us no longer have the capacity for mobile flexibility. We hope that this will reduce the issues on the phone line connection. We are doing research into if we are able to keep Google voice as our system for incoming calls and data collection system.

D. Proposed Changes – Describe any changes that are being proposed to improve the program within the next reporting period. (Note that some changes may require a formal Budget/Program Modification to be approved by your Program Analyst)

N/A

Activities – Describe any significant program activities anticipated in the next reporting period (i.e., award ceremonies, graduation ceremonies, media events).

Current Media Activities Highlighting Day Laborers and Day Labor Program

UC Berkeley Journalism School

During this period we worked with the UC Berkeley Journalism School students in which they highlighted the workplace issues that day laborers face in particular wage theft issues. This allowed us to expand the visibility of this community to other students, faculty, and external community.

Worker Center Book - Celeste Monforton, Professor Occupational Health at the George Washington University

We were approached by a professor at the George Washington University, who is putting together a book on worker center models throughout the U.S. to showcase testimonies of different low wage workers and the organizations that support these workers. We were approached for our unique whole person care model that integrates health access and economic opportunities for day laborers in a holistic approach that is multi prong. We will continue to work with this author in ensuring that day laborers in Oakland are highlighted.

KALW - Immigration Story

We were approached by a reporter at KALW in which she wanted to learn more about the issues that day laborers and recent immigrants face while living in the Bay Area.

Radio - KPFA Interview “About Health” Segment

We were invited to speak during the call in show, “About Health” segment on KPFA hosted by Nurse Rona Renner in which members of the public had the chance to hear about the health access program and day laborer program and call us with questions they may have about the immigrant community. We were able to pitch to the public to hire day laborers through our day labor program as a safe and organized way to employ day laborers.

Future Activities

Peralta Hacienda - Day Laborer Theater Project

During the upcoming quarter day laborers will continue to work on finalizing theater pieces that represent the lives of day laborers and domestic workers. They will be working with local artists and volunteers to put together these theatrical pieces that will be presented in the form of street theater in the Fall.

El Tecolote Newspaper - Highlights of Day Laborers in Oakland

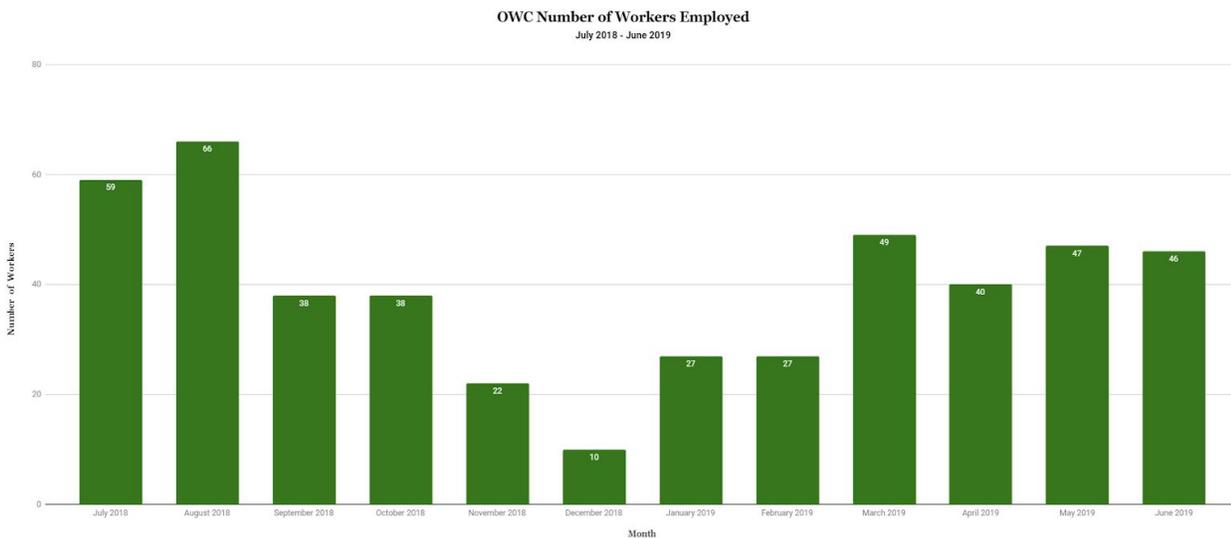
During this quarter we connected to El Tecolote to pitch stories about day laborers, and we will be working together to highlight the day laborer program as a tactic to reach out to potential new employers. We hope to also work with their videographer to produce a short story on the overall organization’s impact over the last 17 years in supporting day laborers.

Partnership with Alameda County Public Health Department - Mam Community Needs Assessment for Service Providers

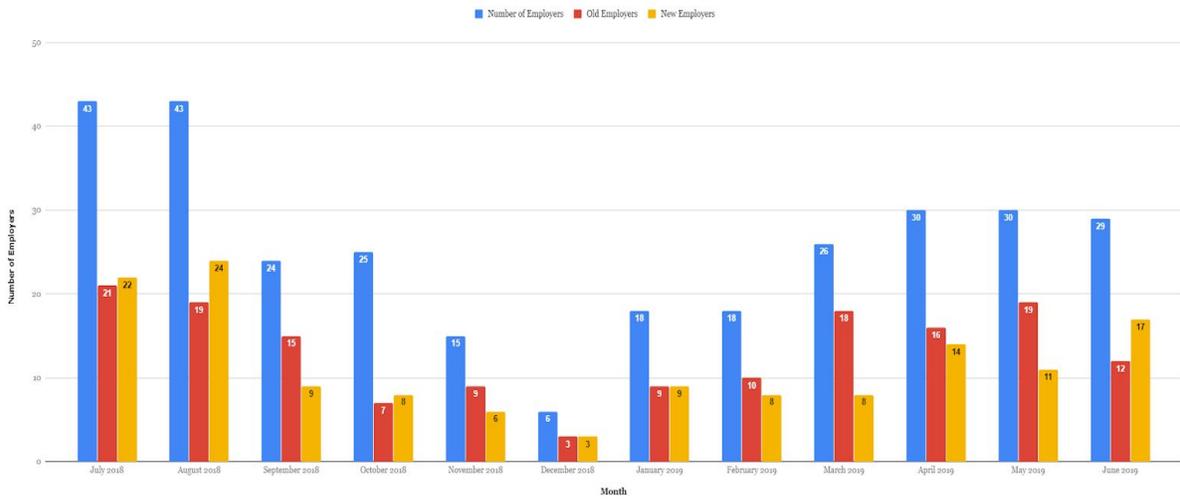
We have developed a partnership with the Public Health Department in which we hope to bring together service providers to have a discussion about the Mam community. We will be highlighting the data that we have collected thus far and hear from Mam community members and interpreters on the needs and hardships this community is facing. We hope this will be fruitful conversation that will start working towards solutions to better support this community.

E. Project Goals and Progress – Identify the project goals and the progress associated with each goal.

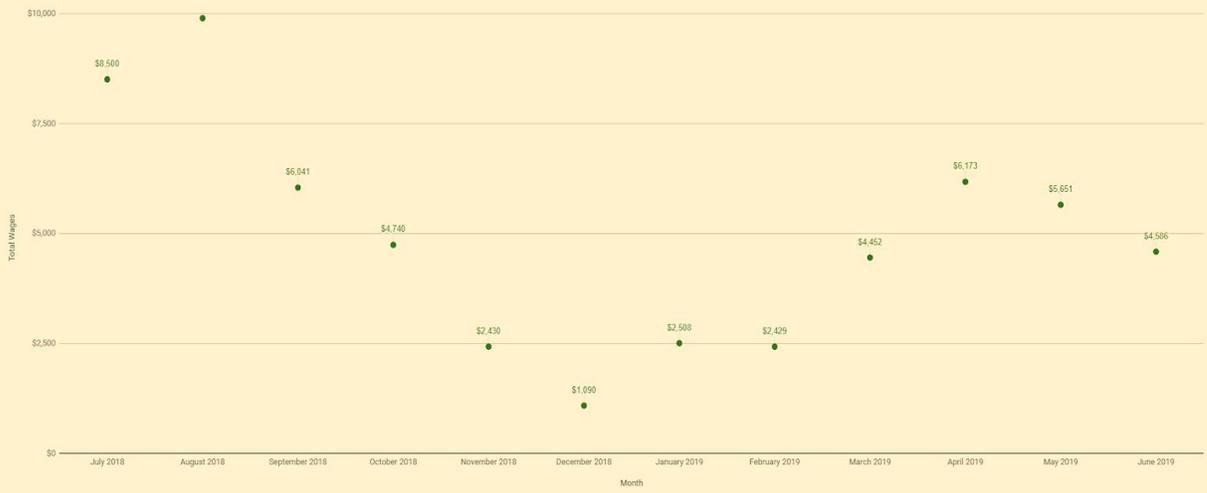
- 1) Collect and share Oakland Day Labor demographic data.



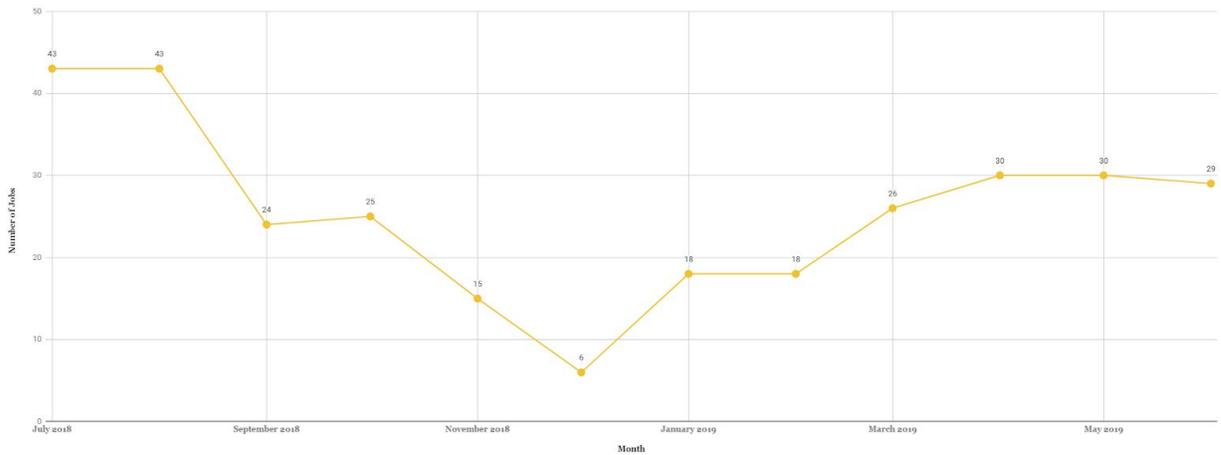
OWC Employers
July 2018 - June 2019



OWC Total Wages
July 2018 - June 2019



OWC Jobs
July 2018 - June 2019

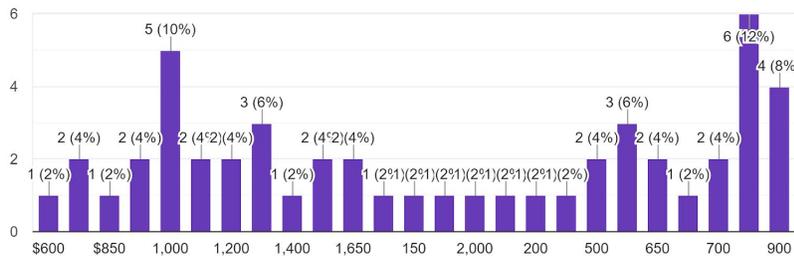


Mam Survey Current Results - 50 Survey Participants

Some of this demographics include: time lived in the US, rent and living conditions, amount of work per week, and weekly income.

Cuanto paga de renta?

50 responses

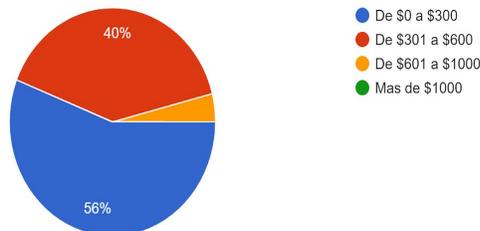


Question: How much do you pay in rent a month?

Answer Ranges from \$600-\$900

Cual es su ingreso semanal?

50 responses

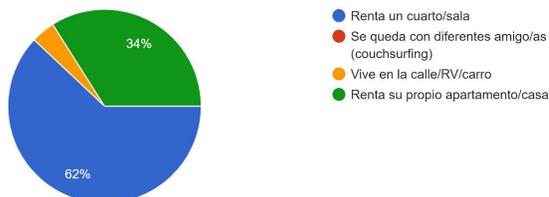


Question: What is your weekly income?

Answers range from \$0-\$300 a week

En que tipo de vivienda vive usted?

50 responses



Question: What is your living situation?

Answers range from: A majority renting a room, living room space, rooming with others in a living space.

2. Identify and/or develop employment related training programs for Day Laborers in partnership with local institutions

During this quarter we provided a series of trainings that included building basic skills, workplace safety and presentations on entrepreneurship.

Health and Safety/entrepreneurial program trainings:

We partnered with with 3 organizations during this period to provide day laborers trainings on health and safety topics that included protections during wildfire season, construction hazards protection, and landscaping hazards and protection.

Worksafe - Wildfire Working Conditions - Health and Safety Standards

Worksafe provided training to 25 workers on the hazards of wildfire smoke and the impact working during these conditions has on one's health. They also trained workers on giving testimonies for the Cal OSHA standards board meeting on this issue, which 10 workers attended and participated in providing input on changing the standard so employers are able to provide better protection.

California Department of Public Health (CDPH) - Environmental Health Department: Health and Safety training on Construction and Landscaping Industry

CDPH was able to provide a two-part series that trained a total of 47 workers on hazards in these two industries (construction and landscaping), what personal protective equipment employers are supposed to provide, and techniques to prevent accidents at the workplace. This training, with the help of staff input, was tailored to fit the needs of day laborers. Although the department has done many trainings for all kinds of workers in different industries, they had less knowledge in providing an adequate training for our workers and we were able to provide technical assistance to support tailoring their material for this community.

PGE 811 Training

Our annual partnership with PGE continued this year to provide training to 24 workers on the hazards of working in environments where they may encounter gas and electrical lines. This training supports educating workers on the information that employers should be accessing before any digging/trenching work, particularly in home/residential sites where many day laborers work. Workers can use this information to educate their employers on steps that they can take to make these jobs safer for workers and residents by calling PGE to come to a work site and identify where underground service lines are located on the property.

Basic Measure 101 - Volunteer Presenter

One of our long term volunteers contacted us wanting to provide a basic skills training for workers on measuring as a trained carpenter. He was able to provide a basic Measurement 101 training that was a 2 part series in which 41 workers were trained. They went over basics on different measurement tools, how to read measurement tools, and practice measuring different objects. As an incentive he provided a raffle with measuring tapes and other personal protection equipment at both classes to incentivize workers to come to training.

1951 Coffee Program Presentation

During this presentation, 31 workers learned about 1951 Coffee Company in Berkeley. 1951 is a non-profit specialty coffee organization that promotes the well-being of the refugee community in the United States by providing job training and employment to refugees, asylees, and special immigrant visa holders while educating the surrounding community about refugee life and issues. The presentation was about their Barista Training programs; workers learned about the requirements and were able to answer questions about what comprised the training program. The 2-week, 40-hour training program equips trainees with the basic skills needed to work in the specialty coffee industry. Skills include preparing and serving aerpresses, pour overs, and espresso-based beverages. They also explored topics of customer service, American workplace culture, and the history and supply chain of coffee. The reason we provided this training is because workers in past meeting had explored ideas of becoming entrepreneurs. We wanted to show different examples where this already exists and provide exposure of new economic opportunity programs they can be part of.

2) Provide English language classes directly and/or in partnership with other organizations

During this time we continue to refer individuals to other organizations for ESL classes. In this quarter we were able to refer 7 participants to local classes such as St Elizabeth Church, High Street Presbyterian, Adult Schools, and others.

3) Facilitate legal services related to wage theft, housing, legalization, and work authorization

Summary of Legal Services Provided - Centro Legal de la Raza section

Facilitate legal services related to wage theft, housing, legalization, and work authorization

Summary of Legal Services Provided

This quarter, Centro Legal joined Street Level staff and volunteers to conduct two legal rights outreach sessions at which Centro Legal de La Raza spoke to day laborers on the street corners where they look for work. Through this outreach, Centro Legal informed about 100 day laborers of their legal protections. Additionally, Centro Legal staff conducted three workers' rights legal clinics in collaboration with Street Level Health Project Through these activities, Centro Legal provided the following services

- Conducted 18 in depth workers' rights legal consults
- Prepared and filed wage claims for 9 day laborers.
- Prepared and filed retaliation claims for 3 day laborers, including cases challenging unlawful immigration threats made by employers.
- Five day laborers recovered \$15,770 with the support of Centro Legal with Centro Legal de la Raza's legal representation this quarter.

Day Labor Workers' Rights Clinics

On April 25, 2019, May 29, 2019, and June 27, 2019, Centro Legal conducted walk-in legal clinics for day laborers at which attorneys met one-on-one with a total of 18 workers confronting wage theft, workplace injuries, unlawful terminations and other issues. Centro provided

Success Story

A local day laborer approached Centro Legal for legal services because his employer had not paid him at all for his final week of work doing odd jobs and landscaping for an Oakland business. He believed he was owed \$800. After conducting an intake screening, Centro Legal identified several additional violations that the worker was not yet aware of, including the failure to pay overtime wages, failure to provide paid sick leave as required by California law, and failure to provide meal periods. Our client was owed over \$10,000 in compensation and penalties for these violations. Just a few months after filing the claim in this case, Centro Legal helped this worker recover \$6,500 through zealous advocacy and negotiations in a formal settlement conference with the California Labor Commissioner.

5. Facilitate engagement of workers in advocating for policies that would increase their employment opportunities such as immigration-related bills.

During this quarter we engaged day laborers and low wage workers in a multitude of activities to advocate for policies and bills to support employment and immigrant rights.

Letters of Support for State Bills

During this period we submitted letters of support to California legislators to support ACR 50, a resolution that called on the state's workforce system to improve access to workforce development for all Californians, and particularly for Limited English Proficient speakers. We also submitted a letter of support for SB 218 that would increase employment protections by expanding employment discrimination protection to local cities. Lastly, we submitted letters of support and public comment addressed to the Chairman of Occupational Safety and Health Standards Board and Deputy Chief of Research and Standards calling on improving the Cal-OSHA standard on wildfire protection for workers during the wildfire season and increasing the level of protection in particular for outdoor workers that are supporting the rebuilding of affected areas or working in bad air quality days such as day laborers and farm workers.

Worker Engagement Activities

Immigrant Day - Legislative Visits in Sacramento

Workers participated in the annual Immigrant Day Legislative Visits Day sponsored by the California Immigrant Policy Center (CIPC). Over 1000 immigrant community members and advocates visited legislative offices seeking support for bills that would advance the rights of immigrants in California. Four workers and staff attended and spoke to Assemblymember Rob Bonta and Senator Nancy Skinner's office by providing testimony and data that support the following bills:

- Health4All: SB 29 (Durazo)/ AB 4 (Bonta, Chiu, Santiago) - AB 4 and SB 29 would provide access to comprehensive Medi-Cal to all low-income Californians, regardless of immigration status.
- CalEITC: AB 1593 (Reyes) - AB 1593 would make the CalEITC a more inclusive policy by removing harmful exclusions for working immigrants who file their taxes with an ITIN or SSN.
- No Private ICE Act: AB 1282 (Kalra) - AB 1282, the “No Private ICE Act,” prohibits the California Department of Corrections and Rehabilitation (CDCR) from facilitating or allowing private security guards to conduct immigration enforcement arrests of individuals in CDCR custody.
- California Act to Save Lives: AB 392 (Weber)
- AB 5 (Gonzalez) Worker status: employees and independent contractors.

May Day - International Workers Day

Fifteen workers, staff and volunteers joined the annual International Workers Day in which a public call to public officials was made to support immigrant communities by increasing protections for immigrants and workers. Workers also participated in activities prior to the event learning about May 1st activities.

Cal-OSHA Standards Committee Meeting

Five workers and staff, along with advocates from other day laborer centers and Worksafe, attended this meeting together to provide testimony and public comment on improving the protections for workers during the wildfire season and improve the current standard to put more emphasis on employers to provide safer working conditions and personal protection equipment.

City Council Meetings and Budget Advocacy

Workers and staff attended public forums around the city budget process. We advocated to ensure that the day laborer program funding continued in the 2019-21 budget cycle by providing data and testimonies of the impact of this program that the city has funded for the last six years. Workers also talked about the importance of having more local worker protections, especially for issues like the minimum wage. We called on the city council to support funding efforts for a more formal office, the Department of Workplace and Enforcement Standards, which would be more effective in providing support to Oakland workers overall and would be another avenue to start tackling the issues of wage theft in Oakland. We also know that outreach and education is important to connect with workers and advocated for the continuation of funding for this program. Lastly, we advocated to have funding set aside for the Alameda County rapid response network. In total 24 workers participated in the visits and city council meetings.

6. Conduct outreach in all informal day labor hiring sites

We continue making first point of contact with day laborers at the 6 hiring stops listed below. Our outreach model continues to include the deployment of our outreach team which is comprised of: our Mam Interpreter, a retired public health nurse, our job referral and employment specialist, day laborer organizer, and volunteers to provide Day Laborers critical health screenings, health education and “Know Your Rights” trainings that aid day laborer workers in accessing services. This quarter, outreach workers

reached **2,003** duplicated day laborers, (a worker can access multiple trainings) over **31 outreach sessions**.

Furthermore, we did two outreach events that included day laborers and low wage workers. First, we were invited by a new church in East Oakland, Tapestry Church, to an event they hosted titled “Easter Egg Hunt and Resource Fair”. We tabled to community members and potential employers and educated them on our day labor program which they could participate in as workers, or hire workers for a project they may have. Moreover, we hosted a health screening event with Mam community. As a large majority of day laborers speak Mam and are from Guatemala, we went to one of the churches they participate in East Oakland and talked to 50 community members. We launched our Mam needs assessment survey and collected 50 surveys in which some of the data is shared in the demographics section of this report. Our goal is to collect 150 surveys by the end of the summer to share with government officials, service providers, and others to showcase the needs of this community and gain more support. Lastly, we continued to outreach about immigrant rights and ramped up our efforts during on outreaching on immigrant rights during the month of June as the announcements of raids came out and answered questions from the community and provided legal resources.

Outreach was conducted at the following corners:

- East 12th Street – Between 25th & Fruitvale Avenue
- Gas Station – At the intersection of Coliseum Way & High Street
- Home Depot – Alameda Avenue
- High Street & International Boulevard
- Walgreens – Foothill Boulevard & Coolidge Avenue
- San Leandro – San Leandro & High Street

SECTION 3 – TECHNICAL ASSISTANCE

To assist the project in appropriate implementation of the grant award, technical assistance can be provided at any time during the grant year.

Technical assistance requested: Yes No

Please indicate why/what type of technical assistance is needed: N/A

SECTION 4 – PROJECT MEASURES

Provide statistical information only as it pertains to your particular project. If a question does not apply, please indicate by entering “N/A”. A participant should be counted in only one focus area unless the participant receives distinct, separate services in multiple areas. Attach additional pages to further clarify reported data, if needed.

	4/1 - 6/30/2019	Cumulative
1. Number of participants (unduplicated - new members only).	<u>38</u>	<u>191</u>
2. Number of new employers.	<u>50</u>	<u>144</u>
3. Number of referrals.	<u>72</u>	<u>287</u>
4. Number of placements.	<u>120</u>	<u>455</u>
Training Services		
5. Number of participants receiving Vocational or ESL Training.	<u>103</u>	<u>433</u>

6. Number of participants receiving Occupational Health Training Services.	<u>116</u>	<u>450</u>
7. Number of participants receiving Immigration and Workers' Rights Training.	<u>169</u>	<u>558</u>
Support Services		
8. Number of participants receiving services.	<u>See Below</u>	<u>See Below</u>
9. Food (# of breakfasts distributed during outreach)	<u>2,003</u>	<u>6,079</u>
10. Health	<u>56</u>	<u>212</u>
11. Legal Services	<u>18</u>	<u>96</u>
Referral Services		
12. Housing.	<u>8</u>	<u>122</u>
13. Other_Health	<u>11</u>	<u>568</u>
14. Other_Govt. Services (City ID, form translation)	<u>7</u>	<u>145</u>
15. Other_Legal	<u>31</u>	<u>212</u>
16. Other_English	<u>7</u>	<u>150</u>
17. Other_Employment	<u>7</u>	<u>139</u>

SECTION 5 – FINAL REPORT

Complete this section for the final reporting period only, in addition to all other sections of the Progress Report.

A. Discuss overall program effectiveness. Specifically, how have the problems identified in the application been addressed? What progress has been made in the program’s ability to provide employment and supportive services to participants in the Day Laborer Program?

The strongest component of our model continues to be our ability to provide free drop-in integrated health and employment services designed to meet the specific needs of newly arrived, uninsured, and underinsured day laborers. Street Level’s trusted history in the community enables us to engage vulnerable workers in a range of activities that increase protective factors for day laborers. Secondly, our engagement with day laborers and returning employers over the last 6 years proves that this model is effective in reaching this community.

Although we have had issues where day laborers wait for work on the street, we have had an opportunity to open up conversations with different stakeholders and start exploring long term solutions. Being able to formalize street corners better especially at the biggest hiring site in Oakland would support these workers to better organize and be able to wait safely for work. At the same time we can support in combating workplace issues such as wage theft if we were able to staff the corner and be able to record employer information. This would also help us further develop the relationship with potential new employers and educate them on their responsibilities. Although this year we have negotiated higher wages for workers due to workers self selecting these wages due to the higher cost of living, negotiating with employers proved difficult to convince them on paying these wages. There is still a lot of misconception of the public that day laborers do not have perform high skill jobs or are considered “cheap labor” because they do not work for a company. Also the continued misconception that they are “independent contractors”

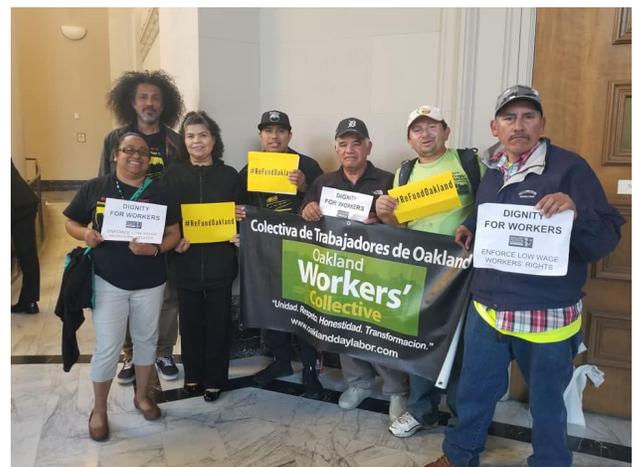
continues to be a myth that employers use to remove their responsibilities of providing personal protection equipment and safe work environment. Furthermore, the influx of outside real estate developers coming into Oakland and overall the Bay Area and looking to turn properties into investment has led to them wanting to turn these projects quick to sell the properties as quickly as possible and with cheaper labor so they are able to take a bigger profit. On the other hand we have homeowners who mention that the rates are high and they also are struggling at times to make ends meet or even that they do not get paid these high rates at their own workplace. We will continue to educate potential new employers on their responsibilities, on the needs of day laborers, and continue to strategize on demystifying these misconceptions that employers may have.

Moreover, on the member challenges and the continuous support and wrap around services needed throughout the year is something that we continue to provide and encourage especially when we see members that are struggling with hardships and substance abuse. Our addition in the Fall of 2018 of an additional mental health counselor and having him present on Tuesday evenings when we have weekly worker meetings has had a tremendous impact. Workers have the choice to speak to him individually but as well as provide workshops on topics related to self care, substance abuse, depression/anxiety and many others.



Our Health Access Program increased in capacity to **212 (unduplicated) day laborers**, providing access to episodic care, mental health and nutrition consultations, health enrollment, and patient advocacy services. In light of the threats to the Affordable Care Act, it is critical to ensure that OWC members are actively enrolled in health insurance. We continue to provide the annual “health check up” for new and active members at the beginning of the year. Lastly, Mondays during our street outreach we continue with our public health nurse volunteer that provides on-site health screenings and referrals to our clinic. This has been successful in connecting to care some urgent cases of day laborers that have high blood pressure and high blood sugar levels, including some who have had to be rushed to Highland Hospital for acute care.

With each year of this grant, our collaboration with Centro Legal de la Raza to make legal services more readily available to day laborers grows stronger. The numbers help highlight the effectiveness of these efforts and the positive impact among community members. Our collaboration with Centro Legal de la Raza to make legal services more readily available has helped workers respond to wage theft. Again, the numbers help highlight the effectiveness of these efforts and the positive impact among community members. With Centro Legal’s assistance this past year, 14 day laborers recovered \$20,000 in unpaid wages. That is \$20,000 back in the hands of low-wage workers whose employers refused to pay the wages they promised. Our collaboration through this project



with Centro Legal continues to grow with having intersected points of supporting workers rights in particular of day laborers. We sit at similar tables that help advocate for this community and we have been invited to share best practices with other day laborer centers or spaces because we have developed a strong legal/worker center partnership.

B. Describe collaboration efforts with other agencies throughout the grant period.

Our continued partnership between Centro Legal de la Raza and Oakland Workers Collective (day laborer program) continue to prove effective in supporting worker advocacy efforts to provide information on worker rights at the 6 hiring stops. The legal support that day laborers are provided through this collaboration has allowed workers to recover wages and pursue claims against bad employers. Our collaboration with Centro Legal de la Raza continues to connect day laborer workers to critical legal services. Wage theft remains a rampant problem confronting day laborers. With Centro Legal's legal representation this year, 17 day laborers recovered \$40,000 in unpaid wages. That is \$40,000 back in the hands of low-wage workers whose employers refused to pay the wages they promised. Many other workers were provided the legal information and tools they needed to advocate for themselves in recovering unpaid wages from employers and defending themselves against wage theft in the future.

As a safety-net agency, Street Level Health depends on many partners to implement our integrated service model. Our collaborations grow each year and we are proud to be part of such an amazing service community. Some of those partners this grant period included:

- Immigration/Legal Services - Centro Legal de La Raza and Immigration Legal Resource Center
- Occupational Health - UC Berkeley Labor & Occupational Health Program; California Department of Public Health, Worksafe,
- Advocacy - Worksafe, Centro Legal, In-Advance, California Immigrant Policy Center
- Newcomer Youth Engagement - OUSD Newcomer Program (including mental health therapists and attending Newcomer Forums)
- Health & Social Services - Alameda County Health Services Agency, Healthcare for the Homeless, Alameda Food Bank, and Highland Hospital, La Clinica de la Raza, Alameda County Public Health Department
- Employment/Entrepreneur Programs - Prospera, 1951 Coffee, The Unity Council

C. Describe efforts the project has made toward program sustainability beyond the grant period.

Street Level Health's strength is anchored in our ability to leverage an integrative health model to access cross-sector funding. We have attracted funding from Philanthropic Ventures, The California Endowment, Akonadi Foundation. We have also continued ongoing contracts that renewed for the next three years with Alameda County Health Services Agency for health access program. Additionally, we have increased our individual donor base and have involved past "employers" and others in our fundraising efforts. We were able to achieve increasing funds through the City of Oakland due to advocacy efforts with city council members. Lastly, we are looking at new funding potentials for 2019-2021 that we hope to reach out to like the The San Francisco Foundation, continuation of funding through the The California Endowment,

Rosenberg, and Soda Foundations. These foundations fund primarily racial equity and advancement of workers rights and economic opportunities.

D. Describe recommended program modifications/improvements should the program be replicated or continued.

If replicated or continued, we would prioritize analyzing the last 6 years of our employment placement data. Our ability to document the success of our model would enable us to apply for funding from private foundations, corporate community benefit plans, and sponsorships.

Additionally, we look forward to increasing the capacity of our members to market their professional skills and OWC services as a vehicle for self-sufficiency. Through continued collaborations and working with city councilmember Gallo we hope to improve the flow at street corners for day laborers to access jobs. We want to continue formalizing a safer and dignified space for workers to wait for work. We have been looking at models in Los Angeles and Seattle in which we hope we can replicate and improve upon our model here in Oakland. We envision having a hybrid of a larger community center that would allow us to expand our current efforts in providing services in house and have a training area as well as have a more informal site at Home Depot in which we can have a more formal waiting area for workers. In the next year we hope to talk to allies, investors, and other potential partners that could support in piloting this idea. We believe that this would work since other day laborers centers mentioned have been established for over 20-30 years and have seen a hybrid model like this be successful in these big cities. We hope to work closely with our councilmember, the Mayor's office and the county to continue to bridge resources together.

This will be a central goal for this coming year. If funding allows we will see how we can build in more time for case management of active members, as this year the political climate and local issues have increased the fear in their daily lives, and we are seeing as a result instances of substance abuse, and workers not having enough money to pay rent. We continue to prioritize mental health services as this continues to be a challenge for day laborers to have more stable employment. We again hope to work with the county to further our advocacy to fund programs that have wrap around services like our organization.

Meeting the ESL deliverable proves difficult every quarter, especially when local ESL programs are very impacted or have class during hours that day laborers would have to choose school over a job (and therefore survival). We have also tried to start ESL classes at our organization but this requires time, outreach, and recruitment, and this is difficult with only volunteers to manage an ESL program. Staff are at capacity and unable to add another component to the program under their management at the moment.

E. Describe lessons learned from the program.

One key lesson we identified in reflecting on this past year was the importance of quality accessible informational materials for clients seeking legal assistance. Based on the feedback we heard from workers and Street Level Health Project, Centro Legal is improving some of our materials to help make sure our clients are able to understand and navigate the legal process for making their wage claims.

Another key lesson learned is the importance of building relationships with city officials and keeping them informed about the issues in and around the hiring sites where day laborers wait for work. By doing so it allows us to report in real time what is happening at the sites and be able to tackle the problems with longer term solutions. Although it may be difficult to bring all parties together especially the businesses where day laborers wait for work, it allows our program to have more conversations on the needs of day laborers as they are ever evolving.



ITEM II.b.- ACTION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: September 19, 2019
Re: Approve FY 2019-2020 Oakland Workforce Development Board Revised Budget

RECOMMENDATION:

That the Oakland Workforce Development Board (OWDB) approve the 1) OWDB fiscal year (FY) 2019-2020 revised budget including recommended funding levels for contracted service providers as follows:

- a. Funding for Causa Justa and its partners in the amount of \$195,000 for FY 2019-21 contingent upon approval of the Oakland City Council.
- b. An additional \$200,000 of general fund support to Cypress Mandela consistent with Oakland City Council action.
- c. An additional \$250,932 to pay for additional workforce services consistent with Oakland City Council action, outstanding training expenditures, and EBW cost share increase.

CURRENT SITUATION

Budget Recap:

The Fiscal Year (FY) 2019-20 budget was considered and approved by the OWDB at a special meeting on May 30, 2019 (see *Attachment II.b.2.* for the adopted FY 2019-2020 OWDB Budget). The budget reflects the State's estimated allocation of Workforce Innovation and Opportunity Act (WIOA) Formula funding of \$3,329,294 to the City of Oakland for FY 2019-20. This represents an overall reduction of eight percent (8%), or \$279,867, from the prior fiscal year for WIOA program services and system administration.

Additionally, the city's FY 2019-21 biennial budget included an additional \$250,000 per year for workforce development, employment training and job placement to be allocated by the Oakland Workforce Development Board and \$170,000 for the Day Laborer program. This brings the level of General Fund support for Workforce to \$879,654 or fifteen percent (15%) of total FY 2019-20 revenue.

The approved budget allocations generally maintained the total funding level provided to contract service providers from Fiscal Year 2018-19 and reduced the share of WIOA funds allocated to the City's program and administrative support costs for its role as system administrator. To compensate for the reduced share of WIOA funds allocated to the City as the system administrator, staff resources were reallocated to the City General Fund and other workforce services grants.

Revenue Updates:

General Fund Appropriation

On June 24, 2019, the City Council adopted resolution 87759 C.M.S., the Biennial Budget for Fiscal Years 2019-2021. The City’s adopted budget provided an additional \$550,000 in general fund support to various workforce programs.

Additional Items as Listed in FY 2019-2021 Biennial Budget for FY 2019-2020	General Fund Amount Appropriated
Vocational trades and training program expansion	\$125,000
Cypress Mandela – add resource support to expand job training programs and to add related services	\$200,000
Day laborer program	\$25,000
Oakland Private Industry Council	\$200,000
Total General Fund Appropriation	\$550,000

WIOA Funds for FY 2019-2020

On June 20, 2019 EDD released its planning estimates for FY 2019-20 Rapid Response funding. Staff previously estimated an -8% reduction in the allocation from the prior year. The proposed reduction from the State is -24% or a reduction of -\$65,485 over the prior year.

WIOA Program	FY 2018-19	FY 2019-20	Change (+/-)	
			\$	%
Rapid Response	273,930	208,445	(65,485)	-24%

At this time, staff is estimating a total of \$60,084 in WIOA carryover funds from FY 2018-19 for reallocation to the FY 2019-20 budget. The City is currently in the process of completing its prior year accounting and staff will return to the OWDB with a report of any additional carryover funds as soon as these amounts are known.

The revised workforce development budget, *Attachment II.b.1.*, reflects the State’s total allocation of WIOA Formula funding of \$3,285,723 to the City of Oakland for FY 2019-2020, additional general fund appropriation in the amount of \$550,000 per the City of Oakland’s FY 2019-2021 Biennial Budget adopted by City Council on June 24, 2019, and updates to carryforward estimates. It also reflects additional funding recommendations to WIOA services providers for the funding not yet appropriated.

Expenditure Updates:

To offset the reduction in the WIOA Rapid Response allocation and keep program operations flat based on additional expenditures, staff anticipates the need to use approximately \$55,000 in available general fund contingency allocated in FY 2018-19.

City Council also appropriated additional general funds to the following service providers and activities:

Service Providers

1. Oakland Private Industry Council - \$200,000
2. Cypress Mandela - \$200,000

Activities

1. Vocational trades and training program expansion - \$125,000
2. Day laborer program - 25,000

Additional funding recommendations to the FY 2019-2020 service providers include the following:

Day Laborer

The Oakland City Council appropriated a total of \$195,000 (\$175,000 + \$25,000 = \$195,000) of general fund support to the Day Laborer program in its FY 2019-21 biennial budget for a two-year contract to provide employment and employment-related services to day laborers to improve employment and income prospects for day laborers.

Staff recommends that the OWDB approve funding for Causa Justa and its partners in the amount of \$195,000 for FY 2019-21 contingent upon approval of the Oakland City Council.

Cypress Mandela

The Oakland City Council appropriated an additional \$200,000 of general fund support to Cypress Mandela Training Center in the amount of \$200,000 for Fiscal Year 2019-2020. City Council noted in its recommendation that the Oakland Workforce Board must approve this fund award. The purpose of this fund award is to add resource support to expand job training programs and to add related services.

Staff recommends that the OWDB approve an additional \$200,000 of general fund support to Cypress Mandela consistent with Oakland City Council action.

Oakland Private Industry Council

1. Additional Workforce Services –
The Oakland City Council appropriated an additional \$200,000 of general fund support to the Oakland Private Industry (OPIC) in its FY 2019-2021 biennial budget amendment. This award is a one-time payment in FY 2019-2020. City Council noted that the OWDB must approve this award. The purpose of this fund award is to add resource support to expand job training programs and to add related services.
2. Outstanding Training Expenditures –
In the last RFP cycle, the OWDB contracted with KRA to serve as the pay agent for training services provided to WIOA customers. KRA’s contract was not renewed in FY 2018-19 and

was holding unpaid training invoices in the amount of \$35,268. Currently, OPIC is holding the unpaid training balance left by KRA.

3. EASTBAY Works (EBW) Cost Share Increase –

The four Workforce Development Boards (Alameda County, Contra Costa County, Oakland and Richmond) engages the OPIC to serve as the Pay Agent for the EBW Regional Planning Unit (RPU). An allocation of \$4,336 was approved by the OWDB at a special meeting on May 30, 2019. Additional costs to the OWDB were identified in the amount of \$15,664 for a total cost share of \$20,000. The increase in cost accounts for the inclusion of OPIC's admin fees which had been taken out of the regional budget for the past several years per an agreement with each of the RPU Directors. The Workforce Development Board of Contra Costa County requested reinstatement of the fees to each of WDBs budget, so the cost commitment is shared equitably.

Staff recommends a total of \$250,932 of general funds to pay for additional workforce services consistent with City Council action, outstanding training expenditures, and EBW cost share increase.

ATTACHMENTS

- II.b.1. Revised FY 2019-20 Oakland Workforce Development Board Budget
- II.b.2. Resolution 87792 CMS FY 2018-19 Budget and Contracts
- II.b.3. City of Oakland FY 2019-21 Biennial Budget Adjustments
- II.b.4. EDD Workforce Services Information Notice PY 19-20 Rapid Response and Layoff Aversion Funds

Revised FY 2019-20 Oakland Workforce Development Board Budget

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Workforce Innovation and Opportunity Act Fund 2195							Fund 1010	Fund 1030	Fund 5671	Fund 2159			Fund 7999		
2								General Fund	Measure	Billboard	P2E	P2E Direct	P2E Support	Misc	Other Revenue	GRAND TOTAL
3	Adult	Dislocated Worker	Rapid Response	Youth	Accelerator 7.0	WIOA Subtotal		HH		Planning	Services	Services	Donations	Subtotal		
4	ESTIMATED REVENUES															
5	Carryover Revenue	4,821		55,263	150,000	210,084	53,786			20,000				73,786	283,870	
6	FY 2019-2020 Revenue	1,087,435	902,218	208,445	1,087,625	3,285,723	1,426,654	400,000	490,087		256,354	366,612	150,000	3,089,707	6,375,430	
7	TOTAL REVENUE	1,092,256	902,218	208,445	1,142,888	150,000	3,495,807	1,480,440	400,000	490,087	20,000	256,354	366,612	150,000	3,163,493	6,659,300
8	EXPENDITURES															
9	SERVICE PROVIDER CONTRACTS															
10	Youth Services															
11	Civicorps (West Oakland)			154,243		154,243								0	154,243	
12	Lao Family (East Oakland)			276,648		276,648								0	276,648	
13	Unity Council (Fruitvale-Central Oakland)			262,541		262,541								0	262,541	
14	YEP (Fruitvale-Central Oakland)			184,174		184,174								0	184,174	
15	Youth Summer Employment Program					0		351,300						150,000	501,300	501,300
16	Adult Services															
17	Building Opportunities for Self-Sufficiency (P2E)					0					98,910	101,090		200,000	200,000	
18	Construction Trades Workforce Initiative (WAF 7.0)				90,000	90,000								0	90,000	
19	Lao Family (East Oakland)	237,047	209,948			446,995								0	446,995	
20	Lao Family (P2E)					0					98,910	101,090		200,000	200,000	
21	Oakland PIC (West Oakland/Comprehensive)	188,047	166,948			354,995	235,268							235,268	590,263	
22	OPIC One-Stop Operator	31,797	28,198			59,995								0	59,995	
23	Unity Council (Fruitvale-Central Oakland)	139,048	123,948			262,996								0	262,996	
24	West Oakland Job Resource Center					0			355,237					355,237	355,237	
25	Workforce Development Services					0	214,732							214,732	214,732	
26	Day Laborers Program					0	195,000							195,000	195,000	
	Cypress Mandela					0	200,000							200,000	200,000	
	Vocational & Trades Training Expansion					0	125,000							125,000	125,000	
27	Service Provider Subtotal	595,939	529,042	0	877,606	90,000	2,092,587	970,000	351,300	355,237	0	197,820	202,180	150,000	2,226,537	4,319,124
28	DIRECT CLIENT SUPPORT															
29	Lao Training Services	90,469	85,526			175,995								0	175,995	
30	Lao Support Services	20,000	18,000			38,000								0	38,000	
31	Oakland PIC Training Services	70,771	42,819			113,590								0	113,590	
32	Oakland PIC Support Services	16,000	14,000			30,000								0	30,000	
33	Unity Training Services	53,262	55,084			108,346								0	108,346	
34	Unity Support Services	12,000	10,000			22,000								0	22,000	
35	Direct Client Support Subtotal	262,502	225,429	0	0	0	487,931	0	0	0	0	0	0	0	487,931	
36	Professional Services															
37	EASTBAY Works	5,000	5,000	5,000	5,000	20,000								0	20,000	
38	Professional Services Subtotal	5,000	5,000	5,000	5,000	0	20,000	0	0	0	0	0	0	0	20,000	
39	CITY OPERATIONS															
40	EWD Admin/Finance	53,244	45,182		52,944	151,370								0	151,370	
41	Internal Service Fees					0	137,293							137,293	137,293	
42	Program Staff	163,571	85,565	191,445	195,338	60,000	695,919	373,147	134,850	20,000	58,534			586,531	1,282,450	
43	O&M	12,000	12,000	12,000	12,000	48,000								0	48,000	
44	City Operations Subtotal	228,815	142,747	203,445	260,282	60,000	895,289	510,440	0	134,850	20,000	58,534	0	723,824	1,619,113	
45	TOTAL EXPENDITURES	1,092,256	902,218	208,445	1,142,888	150,000	3,495,807	1,480,440	351,300	490,087	20,000	256,354	202,180	150,000	2,950,361	6,446,168
46	Fund Balance	0	0	0	0	0	0	0	48,700	0	0	0	164,432	0	213,132	213,132

FILED
OFFICE OF THE CITY CLERK
OAKLAND

19 JUL 10 PM 1:59

ATTACHEMENT II.b.2.

Approved as to Form and Legality


City Attorney's Office

Revised CED Committee 6/25/2019

OAKLAND CITY COUNCIL

RESOLUTION NO. 87782 C.M.S.

A RESOLUTION (1) ADOPTING THE FISCAL YEAR 2019-2020 WORKFORCE DEVELOPMENT BUDGET; (2) ACCEPTING AND APPROPRIATING \$150,000 FROM THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD (STATE BOARD) AND THE EMPLOYMENT DEVELOPMENT DEPARTMENT AND AUTHORIZING A GRANT AWARD AGREEMENT IN THE AMOUNT OF \$90,000 WITH THE CONSTRUCTION TRADES WORKFORCE INITIATIVE TO INCREASE JOBS AND CAREERS IN THE BUILDING TRADES FOR THE OAKLAND BUILDERS NETWORK; (3) ACCEPTING AND APPROPRIATING \$642,966 FROM THE ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (ACWDB) AND AUTHORIZING GRANT AGREEMENTS WITH LAO FAMILY COMMUNITY DEVELOPMENT, INC. AND BUILDING OPPORTUNITIES FOR SELF-SUFFICIENCY (BOSS) TO PROVIDE WORKFORCE SERVICES TO JUSTICE INVOLVED INDIVIDUALS IN THE TOTAL AMOUNT OF \$200,000 EACH FOR FISCAL YEARS (FY) 2019-2021; (4) ACCEPTING AND APPROPRIATING WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE I FORMULA FUNDS IN THE ESTIMATED AMOUNT OF \$3,329,294 AND AUTHORIZING GRANT AWARD AGREEMENTS WITH SERVICE PROVIDERS COMPETITIVELY SELECTED BY THE OAKLAND WORKFORCE DEVELOPMENT BOARD TO PROVIDE COMPREHENSIVE CAREER SERVICES, ADULT CAREER SERVICES, AND YOUTH SERVICES FROM WIOA TITLE I FORMULA FUNDS AND OTHER FUNDS FOR FISCAL YEAR 2019-2020; AND (5) AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR AND ACCEPT GRANTS AND CONTRIBUTIONS FOR WORKFORCE DEVELOPMENT SERVICES BEYOND THE WIOA TITLE I FORMULA FUNDING AND OTHER BUDGETED FUNDING SOURCES UP TO \$250,000 PER INSTANCE WITH THE APPROVAL OF THE OAKLAND WORKFORCE DEVELOPMENT BOARD

WHEREAS, the Oakland Workforce Development Board ("OWDB") is mandated to oversee the expenditure of the Workforce Innovation and Opportunity Act of 2014 ("WIOA") funding in partnership with the Mayor as local chief elected official in a designated workforce development area such as the City of Oakland; and

WHEREAS, the OWDB budget is made up of multiple funding streams that support the workforce development work; and

WHEREAS, the OWDB through the City of Oakland contracts with experienced local nonprofit organizations to provide workforce development services for recently displaced and long-term unemployed adults and low-income youth and young adults between the ages of 16-24; and

WHEREAS, the City of Oakland received notice on April 24, 2019 from the State of California Employment Development Department (EDD) that its estimated allotment of WIOA Title I formula funds for FY 2019-20 for the adult, dislocated worker and youth is \$3,077,278; and

WHEREAS, the rapid response funding allotment has not yet been published but is estimated to be \$252,016 for FY 2019-20, for a total projected FY 2019-20 WIOA allocation of \$3,329,294; and

WHEREAS, an estimated total of \$54,535 in unspent funds from the FY 2018-19 budget has been identified for reallocation to the FY 2019-20 budget as allowed under WIOA funding provisions; and

WHEREAS, the City was awarded \$642,966 through the Prison to Employment (P2E) initiative funded by the State of California and administered regionally through the Alameda County Workforce Development Board to serve justice involved individuals for FY 2019-21; and

WHEREAS, the City was awarded the Workforce Accelerator 7.0, funded by the California Workforce Development Board ("State Board") and EDD in the amount of \$150,000 to increase jobs and careers in the building trades for a period of 18 months; and

WHEREAS, the FY 2019-21 biennial budget includes an additional general fund appropriation of \$250,000 per year for workforce development, employment training and job placement to be allocated by the Oakland Workforce Development Board and \$170,000 for the Day Laborer program; and

WHEREAS, the FY 2019-21 biennial budget also appropriates \$355,237 to support the WOJRC in fulfilling job creation, hiring targets and workforce development polices of the City of Oakland; and

WHEREAS, the OWDB on May 30, 2019, approved a budget for all said funds; and

WHEREAS, the OWDB has selected, through a competitive request for proposals process, the service providers specified below to provide employment and training services to adults, dislocated workers, youth with WIOA Title I formula funds and other funds received by the OWDB and the City; and

WHEREAS, under Senate Bill 734, 30 percent of the combined adult and dislocated worker funding must be used on eligible training services to assist job seekers with training and employment goals within the first fiscal year; and

WHEREAS, WIOA Section 129(a)(4) increases the minimum out-of-school youth expenditure rate, minus administrative costs, for the youth formula-funded program from 30 percent under WIA to 75 percent under WIOA; and

WHEREAS, WIOA Section 129(c)(4) prioritizes work experience with the requirement that the local workforce development area must spend a minimum of 20 percent of non-administrative youth formula funds on work experience activities; and

WHEREAS, WIOA Title I formula funds awarded to contracted service providers must be expended within the fiscal year; and

WHEREAS, any funds not fully spent by contracted service providers within the fiscal year unless otherwise agreed upon, will be assumed as unspent carryover and returned to the Oakland Workforce Development Board for reallocation; and

WHEREAS, from time to time the City, on behalf of the Oakland Workforce Development Board, will have the opportunity to apply for and receive grant funds and contributions above and beyond the WIOA Title I formula funds to help build capacity and diversify funding for the workforce system; now, therefore, be it

RESOLVED: That the City Council hereby accepts the Fiscal Year 2019-2020 WIOA Title I formula funding for Adult, Dislocated Worker, Youth and Rapid Response services in the estimated amount of \$3,329,294, and other funding from other sources including P2E in the amount of \$642,966 and from Workforce Accelerator 7.0 in the amount of \$150,000 for such services, and is authorized to enter into agreements pertaining to acceptance of such funds; and be it

FURTHER RESOLVED: That given possible variances in WIOA allocations from the U.S Department of Labor and the California Employment Development Department, the City Administrator is authorized to accept additional WIOA funding allocations for Fiscal Year 2019-20 above \$3,329,294 without returning to the City Council; and be it

FURTHER RESOLVED: That WIOA Title I Formula and Workforce Accelerator 7.0 funds are hereby appropriated to the Workforce Development Fund (2195), Workforce Development Org (85311), various Expenditure Accounts, in Projects to be determined, and in Workforce Program (SC03); and be it

FURTHER RESOLVED: That funds received through the Prison to Employment (P2E) initiative funded by the State of California and administered regionally through the Alameda County Workforce Development Board are hereby appropriated to the State of California Fund (2159), Workforce Development Org (85311), various Expenditure Accounts, in Projects to be determined, and in Workforce Program (SC03); and be it

FURTHER RESOLVED: That the City Council hereby adopts the following Fiscal Year 2019-2020 workforce development budget;

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
		Workforce Innovation and Opportunity Act Fund 2195							Fund 1010	Fund 1030	Fund 5671		Fund 2159	Fund 7999			
		Adult	Dislocated Worker	Rapid Response	Youth	Accelerator 7.0	WIOA Subtotal	General Fund	Measure HH	Billboard	P2E Planning	P2EDirect Services	P2ESupport Services	Misc Donations	Other Revenue Subtotal	GRAND TOTAL	
4	ESTIMATED REVENUES																
5	Carryover Revenue			29,103	25,532	150,000	204,635	275,000			20,000				295,000	499,635	
6	FY2019-2020 Revenue	1,087,435	902,218	252,016	1,087,625		3,329,294	876,654	400,000	490,087		256,354	366,612	150,000	2,539,707	5,869,001	
7	TOTAL REVENUE	1,087,435	902,218	281,119	1,113,157	150,000	3,533,929	1,151,654	400,000	490,087	20,000	256,354	366,612	150,000	2,834,707	6,368,636	
8	EXPENDITURES																
9	SERVICE PROVIDER CONTRACTS																
10	Youth Services																
11	Civicorps (West Oakland)				154,243		154,243								0	154,243	
12	Lao Family (East Oakland)				276,648		276,648								0	276,648	
13	Unity Council (Fruitvale-Central Oakland)				262,541		262,541								0	262,541	
14	YEP (Fruitvale-Central Oakland)				184,174		184,174								0	184,174	
15	Youth Summer Employment Program						0	350,000						150,000	500,000	500,000	
16	Adult Services																
17	Building Opportunities for Self-Sufficiency (P2E)						0					98,910	101,090		200,000	200,000	
18	Construction Trades Workforce Initiative (WAF 7.0)					90,000	90,000								0	90,000	
19	Lao Family (East Oakland)	237,047	209,948				446,995								0	446,995	
20	Lao Family (P2E)						0					98,910	101,090		200,000	200,000	
21	Oakland PIC (West Oakland/Comprehensive)	188,047	166,948				354,995								0	354,995	
22	OPIC One-Stop Operator	31,797	28,198				59,995								0	59,995	
23	Unity Council (Fruitvale-Central Oakland)	139,048	123,948				262,996								0	262,996	
24	West Oakland Job Resource Center						0		355,237						355,237	355,237	
25	Workforce Development Services						0	250,000							250,000	250,000	
26	Day Laborers Program						0	170,000							170,000	170,000	
27	Service Provider Subtotal	595,939	529,042	0	877,606	90,000	2,092,587	420,000	350,000	355,237	0	197,820	202,180	150,000	1,675,237	3,767,824	
28	DIRECT CLIENT SUPPORT																
29	Lao Training Services	90,469	85,526				175,995								0	175,995	
30	Lao Support Services	20,000	18,000				38,000								0	38,000	
31	Oakland PIC Training Services	70,771	42,819				113,590								0	113,590	
32	Oakland PIC Support Services	16,000	14,000				30,000								0	30,000	
33	Unity Training Services	53,262	55,084				108,346								0	108,346	
34	Unity Support Services	12,000	10,000				22,000								0	22,000	
35	Direct Client Support Subtotal	262,502	225,429	0	0	0	487,931	0	0	0	0	0	0	0	0	487,931	
36	Professional Services																
37	EASTBAY Works	1,084	1,084	1,084	1,084		4,336								0	4,336	
38	Professional Services Subtotal	1,084	1,084	1,084	1,084	0	4,336	0	0	0	0	0	0	0	0	4,336	
39	CITY OPERATIONS																
40	BMD Admin/ Finance	53,244	45,182		52,944		151,370								0	151,370	
41	Internal Service Fees						0	137,293							137,293	137,293	
42	Program Staff	162,666	89,481	268,035	169,523	60,000	749,705	319,361		134,850	20,000	58,534			532,745	1,282,450	
43	O&M	12,000	12,000	12,000	12,000		48,000								0	48,000	
44	City Operations Subtotal	227,910	146,663	280,035	234,467	60,000	949,075	456,654	0	134,850	20,000	58,534	0	0	670,038	1,619,113	
45	TOTAL EXPENDITURES	1,087,435	902,218	281,119	1,113,157	150,000	3,533,929	876,654	350,000	490,087	20,000	256,354	202,180	150,000	2,345,275	5,879,204	
46	Fund Balance	0	0	0	0	0	0	275,000	50,000	0	0	0	164,432	0	489,432	489,432	

and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator to negotiate and enter into contracts for Fiscal Year 2019-20 workforce development funds with an option to renew every 12 months for up to a three year cycle (July 1, 2019 - June 30, 2022) to provide employment and training services with the following service providers in the amounts set forth below:

- WIOA career services including direct client training and support to (1) Lao Family Community Development, Inc. in the amount of \$660,990; and (2) the Spanish Speaking Unity Council of Alameda County, Inc. in the amount of \$393,342
- WIOA comprehensive career services including direct training and support to Oakland Private Industry Council in the amount of \$498,585
- WIOA one-stop operator to Oakland Private Industry Council in the amount of \$59,995
- WIOA youth year-round services to (1) Civicorps in the amount of \$154,243; (2) Lao Family Community Development, Inc. in the amount of \$276,648; (3) the Spanish Speaking Unity Council of Alameda County, Inc. in the amount of \$262,541; and (4) Youth Employment Partnership in the amount of \$184,174
- Eastbay WORKS professional services to Oakland Private Industry Council in the amount of \$4,336
- Prison to Employment Initiative to (1) Building Opportunities for Self-Sufficiency in the total amount of \$200,000 for fiscal years 2019-2021; and (2) Lao Family Community Development, Inc. in the total amount of \$200,000 for fiscal years 2019-2021
- Workforce Accelerator 7.0 to Construction Trades Workforce Initiative in the amount of \$90,000
- \$355,237 to the West Oakland Job Resource Center to support fulfilling job creation, hiring targets and workforce development policies of the City of Oakland and local job policy; and be it

FURTHER RESOLVED: That each contract for workforce development activities shall have specific performance benchmarks consistent with program regulations, and that the City shall terminate the contract of a service provider that materially fails to meet contract performance, with funds reallocated to existing service providers or an on-call pool; and be it

FURTHER RESOLVED: That the City Council approves the allocation of \$1,619,113 in FY 2019-20 WIOA formula funding and other funding to support City operations, including Internal Service Fees, City program staff and City administrative and finance staff positions, and operations and maintenance costs; and be it

FURTHER RESOLVED: That the City Council authorizes the City Administrator or her designee to apply for and accept grants, funds and contributions on behalf of the City and the Oakland Workforce Development Board to help build capacity and diversify funding for the workforce system up to an additional \$250,000 per instance with the approval of the Oakland Workforce Development Board provided, that contract recommendations and appropriations for the use of such funds must be submitted to City Council for approval through Fiscal Year 2019-2020; and be it

FURTHER RESOLVED: That any additional funds received outside of WIOA are hereby appropriated to the Miscellaneous Grant Fund (7999), Workforce Development Org (85311), various Expenditure accounts, in Projects to be determined, and in Workforce Program (SC03); and be it

FURTHER RESOLVED: That the City Administrator or her designee is hereby authorized to spend funds in FY 2019-20 and take other action with respect to the adopted budget and authorized contracts consistent with the Resolution and its basic purposes.

IN COUNCIL, OAKLAND, CALIFORNIA,

JUL - 9 2019

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND
PRESIDENT KAPLAN → 8

NOES - 0

ABSENT - 0

ABSTENTION - 0

ATTEST:



LATONDA SIMMONS
City Clerk and Clerk of the Council of the
City of Oakland, California

EXPENDITURE ADDITIONS (POSITIVE #)

Item #	Fund	Dept.	Description (Include Job Class & FTE)	FY 2019-20 Ongoing	FY 2019-20 One-Time	FY 2019-20 Total	FY 2020-21 Ongoing	FY 2020-21 One-Time	FY 2020-21 Total	Notes
11	1010	CAO	Cannabis Equity Business funding	-	1,600,000	1,600,000	-	-	-	
12	1010	CAO	Cannabis Equity TA Funding	-	500,000	500,000	-	-	-	
13	1010	Clerk	Costs for Election	-	300,000	300,000	-	-	-	March 2020 election
14	1010	Clerk	Add 1.0 FTE Receptionist to City Clerk	99,924	-	99,924	103,532	-	103,532	Amount adjusted to ongoing per staff
15	1010	City Attorney	Lead Abatement Funds Legal Support 0.40 FTE DCA III	-	-	-	117,834	-	117,834	
16	1010	City Auditor	Audit of OPD, Information Security, and Homeless Encampment Program	-	50,000	50,000	-	100,000	100,000	
17	1010	Council	Staff increase	225,000	-	225,000	225,000	-	225,000	\$25,000 per Council district and admin
18	1010	Council	Fund Public Bank business plan	-	30,000	30,000	-	-	-	In collaboration with regional partners
19	1010	Council	Community Murals	-	200,000	200,000	-	-	-	\$25,000 per Council district
19a	1010	EWD	Community Murals	-	(100,000)	(100,000)	-	-	-	Reduce amount. Instead of Oakland Together proposposal of one-time Year 1 funding to the Council (divided equally per Council office), the remaining \$100,000 mural funding moved to Cultural Affairs under EWD, to be allocated based on application process. Factors considered in application review must include equity need for the geographic area in which proposal located and consultation with the Council office is required.
20	1010	Human Services	Cahoots Model Feasibility Analysis Study	-	40,000	40,000	-	-	-	To study providing alternative mental health response instead of relying on police for that purpose
21	1010	Human Services	St. Mary's Center	-	100,000	100,000	-	200,000	200,000	
22	1010	EWD	Vocational and trades training program expansion	-	125,000	125,000	-	150,000	150,000	Allocation to be approved by the Workforce Board
23	1010	EWD	Cypress Mandela - Add resource support to expand job training programs and to add related services	-	200,000	200,000	-	250,000	250,000	Allocation to be approved by the Workforce Board
24	1010	EWD	Add 1.00 FTE Urban Economic Analyst III	155,024	-	155,024	160,624	-	160,624	East Oakland business assistance improvement staffer
25	1010	EWD	Day Laborer program	-	25,000	25,000	-	50,000	50,000	Move existing funding to EWD
26	1010	EWD	Chinatown and Eastlake BID feasibility study	-	125,000	125,000	-	-	-	
27	1010	EWD	Signage and capacity building for Black Arts Movement Business District	-	75,000	75,000	-	-	-	
28	1010	EWD	Dimond BID	-	20,000	20,000	-	-	-	
29	1010	EWD	Oakland Private Industry Council	-	200,000	200,000	-	-	-	Allocation to be approved by the Workforce Board



INFORMATION NOTICE

Date: June 20, 2019 Number: WSIN18-42

Expiration Date: 07/20/2021



PY 19-20 RAPID RESPONSE AND LAYOFF AVERSION FUNDS

Rapid Response and Layoff Aversion fund allocations for each Local Workforce Development Area (Local Area) for the period of July 1, 2019 through June 30, 2020, are being announced with funding detail by Local Area. The allocations include both “formula” Rapid Response funding and Layoff Aversion funding, consistent with the policy detailed in Workforce Services Directive *Rapid Response and Layoff Aversion Activities* ([WSD16-04\[PDF\]](#)).

Please be aware that this notice is being issued for planning and budgeting purposes only. Once the state receives federal and state authority for these funds, the allocations will be released.

Use of Rapid Response and Layoff Aversion Funds

These funds can only be used to defray the cost of required and allowable Rapid Response activities in response to layoffs, business closures, and natural disasters. Only expenditures for activities described in Sections 3(51) and 134(a)(2)(A) of the *Workforce Innovation and Opportunity Act* (WIOA) will be reimbursed under the formula Rapid Response grant codes. Other activities not described in these sections must be paid with other funds.

As referenced in Workforce Services Directive *Rapid Response and Layoff Aversion Activities* (WSD16-04), baseline, layoff-based, and hold-harmless Rapid Response funds will continue to be issued to each Local Area in their master subgrant, as grant codes 540 and 541. These funds may be spent on the wide range of required and/or allowable activities.

Local Areas shall continue to report Incumbent Worker Training participant enrollments funded with Rapid Response formula funds, under grant code 2285.

Layoff Aversion funding will be issued to each Local Area in their master subgrant, as grant codes 292 and 293. These funds are to be spent exclusively on Layoff Aversion activities, which includes Incumbent Worker Training.

Participants receiving Additional Assistance services must be enrolled in grant code 241. Funds used for training services when serving Additional Assistance participants qualify as “leveraged resources,” which will assist Local Areas in meeting the training expenditure requirement, as described in Workforce Services Directive *WIOA Training Expenditure Requirement* ([WSD18-10\[PDF\]](#))

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

If you have any questions regarding this information, contact your assigned [Regional Advisor](#).

/s/ JAIME L. GUTIERREZ, Chief
Central Office Workforce Services Division

Attachment is available on the internet:

[WIOA Rapid Response and Layoff Aversion by Formula Allocations PY 2019-20 \(XLSX\)](#)

Workforce Innovation and Opportunity Act
Rapid Reponse and Layoff Aversion by Formula Allocations
Program Year 2019-20

Local Area	Rapid Response			Layoff Aversion			Grant Total
	Round 1	Round 2	Total	Round 1	Round 2	Total	
Alameda	\$ 66,676	\$ 316,128	\$ 382,804	\$ 16,834	\$ 79,814	\$ 96,648	\$ 479,452
Anaheim City	\$ 23,556	\$ 111,682	\$ 135,238	\$ 5,947	\$ 28,197	\$ 34,144	\$ 169,382
Contra Costa	\$ 27,131	\$ 128,637	\$ 155,768	\$ 6,850	\$ 32,477	\$ 39,327	\$ 195,095
Foothill	\$ 63,824	\$ 302,605	\$ 366,429	\$ 16,114	\$ 76,399	\$ 92,513	\$ 458,942
Fresno	\$ 44,353	\$ 210,291	\$ 254,644	\$ 11,198	\$ 53,093	\$ 64,291	\$ 318,935
Golden Sierra	\$ 44,688	\$ 211,874	\$ 256,562	\$ 11,282	\$ 53,493	\$ 64,775	\$ 321,337
Humboldt	\$ 19,540	\$ 92,644	\$ 112,184	\$ 4,933	\$ 23,390	\$ 28,323	\$ 140,507
Imperial	\$ 18,393	\$ 87,205	\$ 105,598	\$ 4,644	\$ 22,017	\$ 26,661	\$ 132,259
Kern, Inyo, Mono	\$ 64,790	\$ 307,185	\$ 371,975	\$ 16,358	\$ 77,556	\$ 93,914	\$ 465,889
Kings	\$ 22,257	\$ 105,525	\$ 127,782	\$ 5,619	\$ 26,642	\$ 32,261	\$ 160,043
Long Beach/Pacific Gateway	\$ 36,638	\$ 173,712	\$ 210,350	\$ 9,250	\$ 43,858	\$ 53,108	\$ 263,458
Los Angeles City	\$ 106,447	\$ 504,693	\$ 611,140	\$ 26,875	\$ 127,422	\$ 154,297	\$ 765,437
Los Angeles County	\$ 166,020	\$ 787,142	\$ 953,162	\$ 41,916	\$ 198,732	\$ 240,648	\$ 1,193,810
Madera	\$ 17,880	\$ 84,772	\$ 102,652	\$ 4,514	\$ 21,403	\$ 25,917	\$ 128,569
Merced	\$ 23,766	\$ 112,681	\$ 136,447	\$ 6,000	\$ 28,449	\$ 34,449	\$ 170,896
Mother Lode	\$ 42,709	\$ 202,491	\$ 245,200	\$ 10,783	\$ 51,123	\$ 61,906	\$ 307,106
Monterey	\$ 32,852	\$ 155,761	\$ 188,613	\$ 8,294	\$ 39,326	\$ 47,620	\$ 236,233
North Bay	\$ 49,953	\$ 236,841	\$ 286,794	\$ 12,612	\$ 59,796	\$ 72,408	\$ 359,202
North Central Counties Consortium	\$ 47,689	\$ 226,107	\$ 273,796	\$ 12,040	\$ 57,086	\$ 69,126	\$ 342,922
NoRTEC	\$ 116,319	\$ 551,497	\$ 667,816	\$ 29,368	\$ 139,238	\$ 168,606	\$ 836,422
NOVA	\$ 201,822	\$ 956,888	\$ 1,158,710	\$ 50,955	\$ 241,588	\$ 292,543	\$ 1,451,253
Oakland City	\$ 28,988	\$ 137,439	\$ 166,427	\$ 7,319	\$ 34,699	\$ 42,018	\$ 208,445
Orange	\$ 104,636	\$ 496,107	\$ 600,743	\$ 26,418	\$ 125,253	\$ 151,671	\$ 752,414
Richmond City	\$ 17,367	\$ 82,339	\$ 99,706	\$ 4,385	\$ 20,788	\$ 25,173	\$ 124,879
Riverside	\$ 88,366	\$ 418,963	\$ 507,329	\$ 22,310	\$ 105,777	\$ 128,087	\$ 635,416
Sacramento	\$ 49,506	\$ 234,718	\$ 284,224	\$ 12,499	\$ 59,260	\$ 71,759	\$ 355,983
Santa Ana City	\$ 49,000	\$ 232,318	\$ 281,318	\$ 12,371	\$ 58,654	\$ 71,025	\$ 352,343
Santa Barbara	\$ 23,736	\$ 112,538	\$ 136,274	\$ 5,993	\$ 28,412	\$ 34,405	\$ 170,679
San Benito	\$ 24,128	\$ 114,399	\$ 138,527	\$ 6,092	\$ 28,882	\$ 34,974	\$ 173,501
San Bernardino	\$ 67,703	\$ 320,996	\$ 388,699	\$ 17,093	\$ 81,043	\$ 98,136	\$ 486,835
South Bay	\$ 131,925	\$ 625,489	\$ 757,414	\$ 33,308	\$ 157,919	\$ 191,227	\$ 948,641
Santa Cruz	\$ 19,540	\$ 92,644	\$ 112,184	\$ 4,933	\$ 23,390	\$ 28,323	\$ 140,507
San Diego	\$ 87,805	\$ 416,305	\$ 504,110	\$ 22,168	\$ 105,106	\$ 127,274	\$ 631,384
SELACO	\$ 28,113	\$ 133,291	\$ 161,404	\$ 7,098	\$ 33,652	\$ 40,750	\$ 202,154
San Francisco	\$ 62,913	\$ 298,288	\$ 361,201	\$ 15,884	\$ 75,309	\$ 91,193	\$ 452,394
San Joaquin	\$ 67,446	\$ 319,780	\$ 387,226	\$ 17,028	\$ 80,736	\$ 97,764	\$ 484,990
San Jose - Silicon Valley	\$ 82,117	\$ 389,337	\$ 471,454	\$ 20,732	\$ 98,297	\$ 119,029	\$ 590,483
San Luis Obispo	\$ 17,850	\$ 84,629	\$ 102,479	\$ 4,507	\$ 21,366	\$ 25,873	\$ 128,352
Solano	\$ 29,441	\$ 139,589	\$ 169,030	\$ 7,433	\$ 35,242	\$ 42,675	\$ 211,705
Sonoma	\$ 65,846	\$ 312,194	\$ 378,040	\$ 16,624	\$ 78,821	\$ 95,445	\$ 473,485
Stanislaus	\$ 91,566	\$ 434,134	\$ 525,700	\$ 23,118	\$ 109,607	\$ 132,725	\$ 658,425
Tulare	\$ 42,301	\$ 200,561	\$ 242,862	\$ 10,680	\$ 50,636	\$ 61,316	\$ 304,178
Verdugo	\$ 92,441	\$ 438,285	\$ 530,726	\$ 23,339	\$ 110,655	\$ 133,994	\$ 664,720
Ventura	\$ 38,709	\$ 183,526	\$ 222,235	\$ 9,773	\$ 46,335	\$ 56,108	\$ 278,343
Yolo	\$ 16,582	\$ 78,618	\$ 95,200	\$ 4,186	\$ 19,849	\$ 24,035	\$ 119,235
TOTAL	\$ 2,565,328	\$ 12,162,848	\$ 14,728,176	\$ 647,677	\$ 3,070,787	\$ 3,718,464	\$ 18,446,640



ITEM II.c - ACTION

To: Oakland Workforce Development Board
From: OWDB Staff
Date: September 19, 2019
Re: WIOA Funds Transfer Request of FY 2019-20 Dislocated Worker funds to Adult

RECOMMENDATION:

That the Workforce Development Board approve a transfer of funds in the amount of \$435,000 from Dislocated Worker to Adult program.

BACKGROUND

The WIOA allows the transfer of funds between the adult and dislocated worker funding streams to maximize customer service and provide Local Workforce Development with greater flexibility to provide services in the areas of greatest need. The WIOA Section 133(b)(4) states that up to and including 100 percent of funds allocated to Title I adult and dislocated worker programs may be transferred between these two funding streams. All transfer requests must be approved and signed off by the Local Board.

The unemployment rate in the Oakland-Hayward-Berkeley area was 3.3 percent in July 2019. Because of this, the system has seen a decline in Dislocated Workers over the past several years. There has, however, been an increase in services to adult workers who have been out of work longer than 27 weeks and might not fit the definition of a dislocated worker. This is evident by the uptick in the demand for adult training opportunities. Over 70 percent of trainings that occurred in FY 2018-19 were adult workers and in FY 2019-20 those numbers continue to rise. To accommodate the increase in adult training, staff is recommending that \$435,000 of the FY 2019-20 dislocated worker funds be transferred to the adult program fund.

ATTACHMENTS

- II.c.1 EDD Workforce Services Directive WSD15-23: Transfer of Funds – WIOA Adult/Dislocated Worker Programs
- II.c.2 Transfer of Funds Request
- II.c.3 Transfer of Funds Request: Participant Plan
- II.c.4 Transfer of Funds Request: Budget Plan

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: TRANSFER OF FUNDS – WIOA ADULT/DISLOCATED WORKER PROGRAMS

EXECUTIVE SUMMARY

Purpose

This policy provides guidance and establishes the procedures for the transfer of *Workforce Innovation and Opportunity Act* (WIOA) adult and dislocated worker funds.

Scope

This directive applies to all Local Workforce Development Areas (Local Areas).

Effective Date

This directive is effective on the date of issuance.

REFERENCES

- WIOA (Public Law 113-128) Sections 133(b)(4) and 134(c)(3)(E)
- [Training and Employment Guidance Letter \(TEGL\) 3-15](#), Subject: *Guidance on Services Provided through the Adult and Dislocated Worker Program under WIOA and Wagner Peyser, as Amended by WIOA, and Guidance for the Transition to WIOA Services (July 1, 2015)*
- [TEGL 29-14](#), Subject: *WIOA Adult, Dislocated Worker and Youth Activities Program Allotments for Program Year (PY) 2015; Final PY 2015 Allotments for the Wagner-Peyser Act Employment Service (ES) Program Allotments; and Workforce Information Grants to States Allotments for PY 2015 (April 27, 2015)*
- [TEGL 18-13](#), Subject: *Workforce Investment Act (WIA) Adult, Dislocated Worker and Youth Activities Program Allotments for PY 2014; Final PY 2014 Allotments for the Wagner-Peyser Act ES Program Allotments; and Workforce Information Grants to States Allotments for PY 2014 (April 3, 2014)*
- Workforce Service Directive (WSD) 13-02, Subject: *Dislocated Worker Additional Assistance Projects (August 14, 2013)*

STATE-IMPOSED REQUIREMENTS

This directive contains some state-imposed requirements. These requirements are indicated by ***bold, italic*** type.

FILING INSTRUCTIONS

This directive supersedes Workforce Services Directive WSD13-5, dated August 21, 2013, and finalizes Workforce Services Draft Directive WSD13-5 issued for comment on February 12, 2016. The Central Office Workforce Services Division did not receive any public comments during the draft comment period. Retain this directive until further notice.

BACKGROUND

The WIOA allows the transfer of funds between the adult and dislocated worker funding streams in order to maximize customer service and provide Local Workforce Development Boards (Local Boards) with greater flexibility to provide services in the areas of greatest need. The WIOA Section 133(b)(4) states that up to and including 100 percent of funds allocated to Title I adult and dislocated worker programs may be transferred between these two funding streams.

POLICY AND PROCEDURES

In accordance with WIOA Section 133(b)(4), the EDD has been given the authority to approve transfer requests on behalf of the Governor.

Each program year the Department of Labor (DOL) provides funds to the state in two separate allotments. The first allotment begins July 1 and the second allotment begins October 1. The state uses the following grant codes when it allocates the funds to Local Areas:

	<u>Adult</u>	<u>Dislocated Worker</u>
First Allocation (July 1)	201	501
Second Allocation (October 1)	202	502

Transfer requests can be submitted anytime during the two-year life of the funds. Funds transferred must stay within the original year of allocation. They must also stay within their respective allocation time period (i.e., July 1, first allocation funds, or October 1, second allocation funds). Accordingly, Local Areas cannot transfer funds between program years or between first and second allocations. In addition, Local Areas must ensure that its funds are not overdrawn during the time a transfer takes place. If this condition occurs, the transfer will not be approved. In order to accommodate DOL reporting requirements, formula funds may not be transferred directly from the dislocated worker grant codes to the adult grant codes (501 to 201 and 502 to 202) or vice versa (201 to 501 and 202 to 502). Instead, the funds are transferred to distinct grant codes that remain attached to their original funding stream. These grant codes are designated as follows:

	<u>Adult</u>	<u>Dislocated Worker</u>
First Allocation (July 1)	299	499
Second Allocation (October 1)	200	500

Grant Code 299 = First allocation, adult funds that are now to be used as first allocation, dislocated worker funds.

Grant Code 499 = First allocation, dislocated worker funds that are now to be used as first allocation, adult funds.

Grant Code 200 = Second allocation, adult funds that are now to be used as second allocation, dislocated worker funds.

Grant Code 500 = Second allocation, dislocated worker funds that are now to be used as second allocation, adult funds.

Adult participants served with funds in grant codes 499 or 500 (transferred dislocated worker funds) are to be entered into the CalJOBSSM system under grant code 201. Dislocated worker participants served with funds in grant codes 299 or 200 (transferred adult funds) are to be entered into the CalJOBSSM system under grant code 501.

Transfers Allowed

Local Boards may transfer up to and including 100 percent of their adult and dislocated worker funds between the two funding streams. Local Boards may **not** transfer funds to or from the youth program.

Implications of transferring 100 percent of funds

To the extent that a Local Area requests to transfer its entire allocation of dislocated worker funds to the adult program, it should be cognizant of the following implications pertaining to that transfer:

- The state will not consider Local Area requests for funding from the WIOA Dislocated Worker 25 Percent Additional Assistance account to mitigate the loss of dislocated worker formula funds resulting from the transfer. WSD13-02, describes the policy guidelines for Additional Assistance funds. Pursuant to these guidelines, a Local Area may not apply for Additional Assistance funds based on the contention of dislocated worker allocation “formula insufficiency” resulting from the transfer. However, if a Local Area transfers 100 percent of its dislocated worker formula funds and a dislocation event occurs in the Local Area, (e.g., specific employer layoff or disaster that changes the local economic conditions), the state will consider a Local Area request for Additional Assistance funds on a case by case basis.
- All transfers of funds are subject to the priority of service requirement. Section 134(c)(3)(E) requires that priority of service be given to recipients of public assistance, other low income individuals, and individuals who are basic skill deficient. Additionally,

TEGL 3-15 further emphasizes that Local Areas must give priority of services regardless of the levels of funds.

Additional Participant Considerations

Participants served with transferred funds will be subject to the performance outcomes of the new funding source. For example, funds transferred from the dislocated worker to the adult program will be attributed to the adult program and subject to adult accountability and performance outcomes. Under this scenario, the Local Area will not have any dislocated worker participants or performance outcomes, even though some clients may have otherwise qualified as dislocated workers.

Transfer of Funds Procedures

The Local Area must submit transfer requests in writing to their Regional Advisor (see address options below). All requests must contain the reason(s)/rationale for the transfer. The EDD will consider the following factors in its review of transfer requests:

- Changes in planned services to eligible participants.
- Unexpected layoffs requiring additional funds.
- Changes in the goals for serving eligible participants.
- Changes in labor market conditions.
- Effect of transfer on jointly funded employment and training programs in America's Job Center of CaliforniaSM (formerly known as One-Stop Career Center).
- Effect on existing agreements for the delivery and/or coordination of employment and training services.
- Effect on current state and Local Area employment and training systems.
- Effect on the employment and training needs of eligible participants in the Local Area.

All transfer requests must be approved and signed off by the Local Board. Additionally, Local Boards must ensure that they are fulfilling the intent of the "Sunshine Provision" in WIOA Section 107(e), which requires Local Boards to make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the Local Board.

The following three documents must be submitted in order to request a transfer of funds. All three documents are needed for each transfer:

1. **Transfer of Funds Request Form** – This form describes who is making the request, the transfer amount, and why the transfer is being requested. This document requires signature approval of the Local Area administrator/designee.
2. **Participant Plan Form** – This form describes how the transfer of funds impacts the Local Area's participants.
3. **Budget Plan Form** – This form describes how the transfer of funds impacts the Local Area's budget using the plus and minus format.

Transfer of Funds Request

1. Local Area City of Oakland
2. Subgrant Number AA011022 3. Request Date 10/01/2019
4. Program Year 2019-2020 5. Transfer Request No 1

6. Direction of Transfer (Check One):

Adult to Dislocated Worker	Dislocated Worker to Adult
<input type="checkbox"/> 201 → 299	<input type="checkbox"/> 501 → 499
<input type="checkbox"/> 202 → 200	<input checked="" type="checkbox"/> 502 → 500

7. Amount of Transfer 435,000
8. Contact Person Micah Hinkle
9. Contact Person's Telephone Number 510-238-6193

10. All transfer requests must be approved and signed off by the Local Board.

Date of Local Board meeting to discuss transfer 9/19/19
Date of Local Board meeting to approve transfer 9/19/19

11. By signing below, the Local Area Administrator/Designee requests a transfer of funds and certifies that this transfer request was approved at the Local Board Meeting on the date indicated above.

Signature _____
Name _____
Title _____
Date _____

12. Taking into account the factors described under the Transfer of Funds Procedures section on page 5 of the directive, describe the Local Board's reasoning to request a transfer of funds.

The unemployment rate in the Oakland-Hayward-Berkeley area was 3.3 percent in July 2019. Because of this, the system has seen a decline in Dislocated Workers over the past several years. There has, however, been an increase in services to adult workers who have been out of work longer than 27 weeks and might not fit the definition of a dislocated worker. This is evident by the uptick in the demand for adult training opportunities. Over 70 percent of trainings that occurred in FY 2018-19 were adult workers and in FY 2019-20 those numbers continue to rise. To accommodate the increase in adult training, staff is recommending that \$435,000 of the FY 2019-20 dislocated worker funds be transferred to the adult program fund.

Transfer of Funds Request Participant Plan

Local Area: City of Oakland - OAK

Prepared Date 9/19/2019

Enter the number of individuals in each category.

TOTALS FOR PY 20__	ADULT	DW
1. Registered Participants Carried in from PY 2018-19	617	162
2. New Registered Participants for PY 2019-20	34	19
3. Total Registered Participants for PY 2019-20 (Line 1 plus 2)	651	181
4. Exiters for PY 20__	0	1
5. Registered Participants Carried Out to PY 2019-20 (Line 3 minus 4)	651	180

PROGRAM SERVICES		
6. Career Services	1,291	361
a. Basic Career Services (WIA Core Services)	647	181
b. Individualized Career Services (WIA Intensive Services)	644	180
7. Training Services	112	37

EXIT STATUS		
8. Entered Employment	0	1
9. Training-Related	0	0
10. Entered Military Service	0	0
11. Entered Apprenticeship Program	0	0
12. Exited for Exclusionary Reasons	0	0

Micah Hinkle, Interim Executive Director OWDB

510-238-6193

Contact Person, Title

Telephone Number

Comments:

FY 2019-20 Goals:
 443 (355 adults and 88 dislocated workers) program enrollments
 221 (177 adults and 45 dislocated workers) placed into employment
 123 (98 adults and 25 dislocated workers) enrolled in training services

Transfer of Funds Request Budget Plan

Local Area <u>City of Oakland - OAK</u>	Date Prepared <u>9/19/2019</u>
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Subgrant Number <u>AA011022</u>	Grant	Adult to DW	DW to Adult
Year of Appropriation <u>2019-20</u>	Code	<input type="checkbox"/> 201 → 299	<input type="checkbox"/> 501 → 499
		<input type="checkbox"/> 202 → 200	<input checked="" type="checkbox"/> 502 → 500

FUNDING IDENTIFICATION	ADULT	DW
1. Formula Allocation	1,087,435	902,218
2. Prior Adjustments - Plus or Minus	0	0
3. Previous Amounts Transferred	0	0
4. Current Amount to be Transferred	435,000	(435,000)
5. TOTAL FUNDS AVAILABLE (Lines 1 through 4)	1,522,435	467,218

TOTAL ALLOCATION COST CATEGORY PLAN		
6. Program Services (Lines 6a through 6c)	1,370,192	420,496
a. Career Services (WIA Core Services / Intensive Services)	899,985	224,996
b. Training Services	318,345	79,586
c. Other	151,862	115,914
7. Administration	152,243	46,722
8. TOTAL (Lines 6 plus 7)	1,522,435	467,218

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)		
9. September 2019	380,608	116,804
10. December 2019	380,609	116,804
11. March 2019	380,609	116,805
12. June 2019	380,609	116,805
13. September 20__		
14. December 20__		
15. March 20__		
16. June 20__		
17. September 20__		
18. December 20__		
19. March 20__		
20. June 20__		

COST COMPLIANCE PLAN (maximum 10%)		
21. % for Administration Expenditures (Line 7/Line 5)	10.00%	10.00%

<u>Micah Hinkle, Interim Executive Director OWDB</u>	<u>510-238-6193</u>
Contact Person, Title	Telephone Number

Comments

Expenditures may differ from plan based on acutals.



ITEM III a. – DISCUSSION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: September 19, 2019
Subject: Board Updates

The below listed highlights include the major activity of the Oakland Workforce Development Board staff. A large majority of activity is focused on required program compliance and monitoring and administrative oversight for funded workforce programs. The below is not an exhaustive list of activities, but a selected highlight of targeted activities that the Board should be aware of.

Program Activity:

Administration/Compliance:

1. Workforce Innovation and Opportunity Act (WIOA) Mandated Partner Memorandum Of Understanding (MOU) as required by Employment Development Department (EDD) Directive WSD18-12. WIOA requires local boards to develop MOUs with all American Job Centers of California (AJCC) required partners within their local workforce development area. The MOU serves as a functional tool as well as a visionary plan for how the local board and AJCC partners will work together.
2. Comprehensive and Affiliate AJCC certification as required by EDD Directive WSD18-11. To ensure that the AJCC deliver continuously improve services for jobseekers, workers and employers, the WIOA requires certification of all AJCCs. The certification must be completed by 12/31/19.
3. Execute WIOA Youth/Adult contracts.
4. Summer program reporting.
5. WIOA Service Providers Compliance and site overview.

Key Project Activity:

- Oversight and implementation of the Prison to Employment Initiative for Oakland.
- Workforce Accelerator Grant with Construction Trades Workforce Initiative to establish the Builders Network.
- Workforce Race and Equity Analysis action steps. Develop strategy and timeline for capacity building workshops for CBOs in neighborhoods with high unemployment

**Oakland Workforce Development Board
2019 Meeting Calendar
1 Frank Ogawa Plaza, Hearing Room 4 – 8:30am-11:00am**

Friday – January 11, 2019	Special Executive Committee Meeting
Thursday – February 7, 2019	Regular Meeting (CANCELLED)
Friday – March 15, 2019	Executive Committee Meeting
Thursday – May 2, 2019	Regular Meeting (CANCELLED)
Thursday – May 30, 2019	Special Meeting
Friday – June 21, 2019	Executive Committee Meeting (CANCELLED)
Thursday – August 1, 2019	Regular Meeting (CANCELLED)
Thursday – September 19, 2019	Special Meeting
Friday – September 20, 2019	Executive Committee Meeting
Thursday – November 7, 2019	Regular Meeting
Friday – December 20, 2019	Executive Committee Meeting