



# **OAKLAND WORKFORCE DEVELOPMENT BOARD**

## **SPECIAL MEETING**

**Wednesday, July 12, 2017**

**9:00 a.m. – 11:00 a.m.**

**Hearing Room 3  
Oakland City Hall  
One Frank H. Ogawa Plaza**



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email [LDial@oaklandnet.com](mailto:LDial@oaklandnet.com) or call (510) 238-3474 or (510) 238-3254 for TDD/TTY five days in advance.

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# City of Oakland Workforce Development Board Meeting

Date: \_\_\_\_\_

Hearing Room \_\_\_\_\_

Oakland City Hall

One Frank H. Ogawa Plaza

Oakland, CA 94612

Meeting Start Time: \_\_\_\_\_ Meeting End Time: \_\_\_\_\_

Board Roll Call	Absent or Present	Approve Board Minutes	Action Item Vote #1	Action Item Vote #2	Action Item Vote #3	Action Item Vote #4
John Brauer						
Kathleen Burris						
Kori Chen						
Rose Doss						
Dan Ferreira						
Herb Garrett, Chair						
Polly Guy						
Derreck Johnson						
Lisa Kershner						
Jowel Laguerre						
Darien Louie						
Michael McDonald						
Doreen Moreno						
Chudy Ndebe						
Gilbert Pete						
Ruben Rodriguez						
Brian Salem						
Obray Van Buren						
Total Present		-	-	-	-	-
Yes Votes	-					
No Votes	-					
Abstentions	-					
Recusals	-					

Motion: 1<sup>st</sup>: \_\_\_\_\_ Motion: 1<sup>st</sup>: \_\_\_\_\_

Motion 2<sup>nd</sup>: \_\_\_\_\_ Motion 2<sup>nd</sup>: \_\_\_\_\_

Motion: 1<sup>st</sup>: \_\_\_\_\_ Motion: 1<sup>st</sup>: \_\_\_\_\_

Motion 2<sup>nd</sup>: \_\_\_\_\_ Motion 2<sup>nd</sup>: \_\_\_\_\_

**OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)**

**SPECIAL MEETING NOTICE**

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

**Hearing Room 3**

Wednesday, July 12, 2017

9:00 a.m. – 11:00 a.m.

**AGENDA**

*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.*

<b>I. PROCEDURAL ITEMS</b>	<b>PAGE</b>
a. Call to Order and Roll Call	
b. Chair Remarks	
c. Adoption of the Agenda	4
<b>II. ACTION ITEMS</b>	
a. Approve FY 2017-18 OWDB Provisional Budget & Recommendations	5
<b>III. PUBLIC FORUM</b>	
(For items that members of the public wish to address that are NOT on the agenda)	
<b>IV. STAFF REPORTS</b>	
<b>V. ANNOUNCEMENTS</b>	
<b>VI. CLOSING REMARKS</b>	
<b>VII. ADJOURN</b>	

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-II.a. ACTION



**To: Oakland Workforce Development Board**  
**From: OWDB *Ad Hoc* Budget Committee**  
**Date: July 12, 2017**  
**Re: Approve FY 2017-2018 Oakland Workforce Development Board Budget**

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### **RECOMMENDATION:**

That the Oakland Workforce Development Board (OWDB) approve the OWDB fiscal year (FY) 2017-2018 budget including recommended “up-to” (maximum) funding levels as presented in the attached report and forward to consideration for adoption/approval by the Oakland City Council at its meeting on July 18, 2017.

### **BACKGROUND**

The City of Oakland and the OWDB operate on a fiscal year calendar that runs from July 1 through June 30 of the following year. The City Council is required to adopt a budget on or before June 30, while the OWDB must also adopt its own fiscal year budget, which is also ultimately approved by the City Council. To this end, there are a few points of intersect that are worth further noting as follows:

#### **OWDB Annual Budget**

The OWDB is a Federally-mandated policy body appointed by the Mayor and charged with approving the use of Workforce Innovation and Opportunity Act (WIOA) funds that are allocated annually to Oakland through the State of California Employment Development Department (EDD). The Chief Elected Official of an area receiving WIOA funds (which in Oakland’s case is the Mayor) and the OWDB must agree on the budget. Since WIOA does not supersede local governance, the Oakland City Charter mandates that the Oakland City Council must also approve the allocation of WIOA funds. Within the City’s budget, WIOA funds are received and distributed through the Workforce Development Division (Fund 2195) of the Economic & Workforce Development Department.

#### **City’s Biennial Budget**

The City of Oakland operates on a two-year budget cycle; the current cycle just began July 1, 2017 and will end on June 30, 2019. While the City’s budget is adopted for a two-year period, appropriations are divided into two one-year spending plans. During the second year of the two-year budget cycle, the Mayor and City Council conduct a midcycle budget review to address variances in estimated revenues and expenditures, and other changes to the City’s financial condition.

The budget development process for what is the now-adopted FY 2017-2019 began on April 28, 2017, when the Mayor released a proposed budget for FY 2017-2019. As a part of this process, all City departments/funding sources were requested to propose a five percent (5%) reduction of expenditures from the baseline. During the months of May and June 2017, the Oakland City Council received additional information and responses to questions raised regarding the proposed budget. Councilmembers subsequently introduced multiple amendments to the Mayor’s Proposed Budget for

discussion and consideration, some of which were incorporated into the City of Oakland's FY 2017-2019 budget that was approved by the Oakland City Council at its meeting on June 29, 2017.

## **CURRENT SITUATION**

The development of the OWDB's FY 2017-2018 budget took place in parallel with the City of Oakland's overall budget process. Below is a brief recap of some key points and milestones in the process:

- On Thursday, May 4, the OWDB staff released a draft budget for FY 2017-2018 showing a substantial gap (shortfall) between projected revenues for FY 2017-2018 as compared to expenditures for FY 2016-2017. The OWDB approved the formation of an *ad hoc* budget committee to further delve into the budget process and come back with recommendations.
- The OWDB met again in a special meeting on May 31, 2017 where they received a report and reviewed an updated draft FY 2017-2018 budget.
- The OWDB *ad hoc* budget committee met on June 7, 2017 and reviewed two different budget scenarios: one (Budget A) included no additional General Fund support, and a second one (Budget B) that included a scenario that anticipated an additional \$500,000 in General Fund support that would be targeted to support three (3) key priorities: 1) OWDB operational capacity & local workforce system development; 2) support for Service Provider contracts, including neighborhood centers; and 3) subsidies for summer jobs.
- The OWDB scheduled a special meeting on June 15, 2017 to vote to approve both of the aforementioned budgets and request that the Oakland City Council appropriate additional General Fund dollars to the OWDB for fulfill so-called "Budget B" and. The meeting was postponed due to the complicated logistics associated with the meeting coinciding with the Golden State Warriors' victory parade.
- The OWDB scheduled a subsequent special meeting on June 22, 2017 to take action on the budget, but unfortunately there was not a quorum of eligible board members to vote on this item due to a determination of a conflict of interest from a single board member. The OWDB members present at this meeting did hear public comment on this item, but were not able to discuss or vote on it.
- On June 22, 2017 the City of Oakland received its actual FY 2017-2018 WIOA allocations for Adult, Dislocated Worker, and Youth funds (until that point in time, the OWDB budget was predicated upon projected WIOA allocations provided by the EDD in February 2017). Unfortunately, the actual allocations reflected an additional four percent (4%) decrease in funding from the originally estimated six percent (6%) previously published in February 2017. This is a total decrease of \$490,3350 and represents an overall ten percent (10%) reduction from the prior fiscal year for WIOA program services and system administration.
- On June 29, 2017 City Council adopted the City's Biennial Budget that incorporated amendments from the Council President that included one-time General Fund allocations for FY 2017-2018 (see table below for further details).

Notwithstanding some of the unanticipated twists and turns in this process, it is important for the OWDB membership to understand the very intensive, thoughtful, and inclusive approach taken by the OWDB *ad hoc* budget committee to develop a budget in the face of these challenges and still ensure that key priorities are adequately supported in alignment with strategic priorities for the coming year.

## Financials: - Revenue Updates:

The updated budget contained in Attachment 1 reflects the State's total allocation of WIOA formula funding of \$3,782,444 to the City of Oakland for FY 2017-2018.

**Table 1: Year over Year WIOA Allocations- City of Oakland**

	Youth	Adult	DW	Rapid Response*	Total
<b>FY 2016-17</b>	\$1,437,498	\$1,407,243	\$1,070,870	\$357,168	<b>\$4,272,779</b>
<b>FY 2017-18</b>	\$1,293,484	\$1,272,659	\$948,425	\$267,876	<b>\$3,782,444</b>
<b>Total WIOA Reduction</b>	<b>(\$144,014)</b>	<b>(\$134,584)</b>	<b>(\$122,445)</b>	<b>(\$89,292)</b>	<b>(\$490,335)</b>
<b>Change (+/-)</b>	<b>-10%</b>	<b>-10%</b>	<b>-11%</b>	<b>-25%</b>	<b>-11%</b>

\* The Rapid Response allocation is still an estimate only.

**Table 2: City of Oakland One-Time General Fund Allocations (FY 2017-2018 only)**

<b>Item as Listed in FY 2017-2019 Budget</b>	<b>Amount Appropriated</b>
West Oakland Neighborhood Center/Oakland PIC	\$175,000
Funds for Youth Workforce Intervention (matched by WIOA board)	\$103,000
Cypress Mandela Training Center	\$50,000
Day Labor Center	\$30,411
<b>Total General Fund Appropriation</b>	<b>\$338,411</b>

The FY 2017-18 OWDB budget and contract recommendations have been rescheduled for consideration by the Oakland City Council at its July 18, 2017 meeting.

Attachment 1, a supplemental report to the Oakland City Council reflects all of the aforementioned changes and updates.

## **ATTACHMENTS**

**Attachment 1** - Supplement Report to Oakland City Council requesting approval of OWDB FY 2017-18 Budget and Contracts

**Attachment 2** – Updated Resolution approving FY 2017-18 OWDB budget and contracts

**Attachment 3** – OWDB FY 2017-18 Budget Report to City Council (original report from June 12, 2017)



# SUPPLEMENTAL AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Mark Sawicki,  
Director, EWD

**SUBJECT:** Workforce Development Board FY  
2017-18 Budget and Contracts

**DATE:** July 7, 2017

City Administrator Approval

Date:

## RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution (1) Adopting The Fiscal Year 2017-2018 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$3,782,444; And (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, Business Engagement And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2017-2018.

## REASON FOR SUPPLEMENTAL

On June 22, 2017 the City of Oakland received a FY 2017-2018 WIOA subgrant agreement from the Employment Development Department (EDD) with an additional four (4) percent decrease in funding from the estimated six (6) percent previously published by EDD in February 2017. This is a total decrease of \$490,3350 and represents an overall ten (10) percent reduction from the prior fiscal year for WIOA program services and system administration. The supplemental budget reflects the State's total allocation of WIOA Formula funding of \$3,782,444 to the City of Oakland for FY 2017-2018.

## Year over Year WIOA Allocations- City of Oakland

	Youth	Adult	DW	Rapid Response	Total
<b>FY 2016-17</b>	\$1,437,498	\$1,407,243	\$1,070,870	\$357,168	<b>\$4,272,779</b>
<b>FY 2017-18</b>	\$1,293,484	\$1,272,659	\$948,425	\$267,876	<b>\$3,782,444</b>
<b>Total WIOA Reduction</b>	<b>(\$144,014)</b>	<b>(\$134,584)</b>	<b>(\$122,445)</b>	<b>(\$89,292)</b>	<b>(\$490,335)</b>
<b>Change (+/-)</b>	<b>-10%</b>	<b>-10%</b>	<b>-11%</b>	<b>-25%</b>	<b>-11%</b>

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The supplemental budget, attachment A, also includes one-time General Fund allocations in the amount of \$278,000 for FY 2017-2018 WIOA program services and \$80,411 for non-WIOA program services per the City of Oakland's FY 2017-2019 Budget that was adopted by City Council on June 29, 2017.

To balance the FY 2017-2018 budget and account for the additional decrease in WIOA funding allocations, City staff has updated its projections for the OWDB's carry forward balance reconciliation and has conservatively estimated approximately \$150,000 available to offset the reduction.

Additionally, FY 2017-2018 service provider recommended "not to exceed allocations" have been updated to include direct client support.

The FY 2017-18 service provider recommendations include:

AGENCY	Fund	Total to be Approved Not to Exceed:	
Adult Service Provider Contracts			
OPIC America's Job Center of CA (AJCC)	Program Operations		
	2195	Adult	\$551,607
		Dislocated Worker	\$498,417
		Rapid Response	\$64,771
	1010	One-time GFP	\$175,000
	Program Operation Subtotal		\$1,289,795
	Direct Client Support		
	2195	Adult Support Svs	\$60,000
		DW Support Svs	\$40,000
		Direct Client Support Subtotal	
Total		\$1,389,795	
Unity Council AJCC	Program Operations		
	2195	Adult	\$76,700
		Dislocated Worker	\$50,800
	Program Operation Subtotal		\$127,500
	Direct Client Support		
	2195	Adult Support Svs	\$15,000
		DW Support Svs	\$10,000
Direct Client Support Subtotal		\$25,000	
Total		\$152,500	

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AGENCY	Fund	Total to be Approved Not to Exceed:	
Adult Service Provider Contracts			
KRA Corporation	Program Operations		
	2195	Adult	\$7,055
		Dislocated Worker	\$7,239
		Rapid Response	\$107,472
		Youth	\$7,719
	7999	Career Pathways	\$25,000
	Program Operation Subtotal		\$154,485
	Direct Client Support		
	2195	Adult Training	\$254,532
		DW Training	\$189,685
Direct Client Support Subtotal		\$444,217	
Total		\$598,702	
OPIC Eastbay Works	Program Operations		
	2195	Adult	\$15,300
		Dislocated Worker	\$15,300
		Youth	\$18,000
Total		\$48,600	
Youth Service Provider Contracts			
Lao Family Community Development	Program Operations		
	2195	Youth (WIOA year-round)	\$209,776
		Youth (WIOA summer)	\$40,500
	7999	OHA (Youth summer)	\$178,600
	Total		\$428,876
Unity Council	Program Operations		
	2195	Youth (WIOA year-round)	\$209,776
		Youth (WIOA summer)	\$18,900
	7999	OHA (Youth summer)	\$44,650
	Total		\$273,326

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AGENCY	Fund	Total to be Approved Not to Exceed:	
Youth Employment Partnership	Program Operations		
	2195	Youth (WIOA year-round)	\$209,776
		Youth (WIOA summer)	\$43,200
	7999	OHA (Youth summer)	\$178,600
	Total		\$431,576
Youth Radio	Program Operations		
	2195	Youth (year-round)	\$209,776
	Total		\$209,776
Civicorps	Program Operations		
	2195	Youth (WIOA year-round)	\$106,776
	1010	One-time GFP	\$103,000
	Total		\$209,776
Youth Uprising	Program Operations		
	7999	OHA (Youth summer)	\$44,650
	Total		\$44,650

**ACTION REQUESTED OF THE CITY COUNCIL**

That The City Council Adopt A Resolution (1) Adopting The Fiscal Year 2017-2018 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$3,782,444; And (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, Business Engagement And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2017-2018.

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For questions regarding this report, please contact Stephen Baiter, Executive Director, Oakland Workforce Development Board, at (510) 238-6440.

Respectfully submitted,

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Mark Sawicki  
Director, EWD

Reviewed by:  
Stephen Baiter, Executive Director  
Oakland Workforce Development Board

Prepared by:  
Honorata Lindsay, Program Analyst II

Attachment 1-Oakland Workforce Development Board – FY 2017-2018 Budget

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**ATTACHMENT 1**  
**OAKLAND WORKFORCE DEVELOPMENT BOARD – FY 2017-2018 BUDGET**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
1		WIOA						Other Revenue								
2	PROJECTED REVENUES	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total		
3	Carryover Revenue	\$42,142	\$47,021	\$51,487	\$102,887	\$13,145	\$60,000	\$316,681	\$56,068			\$41,031	\$97,099	\$413,780		
4	FY 2017-18 Revenue	\$1,272,659	\$948,425	267,876	\$1,293,484			\$3,782,444	\$223,689	\$625,976	\$450,000	\$90,080	\$1,389,745	\$5,172,189		
5	TOTAL REVENUE	\$1,314,801	\$995,446	\$319,363	\$1,396,371	\$13,145	\$60,000	\$4,099,125	\$279,757	\$625,976	\$450,000	\$131,111	\$1,486,844	\$5,585,969		
6	EXPENDITURES															
7	SERVICE PROVIDER CONTRACTS															
8	Youth Services															
9	Bay Area Comm Resources							\$0								
10	Civicorps							\$106,776								
11	Lao Family							\$250,276								
12	Unity Council							\$228,676								
13	Youth Employment Partnership							\$252,976								
14	Youth Radio							\$209,776								
15	Youth Uprising							\$0								
16	Adult Services															
17	Department of Human Services Senior Services							\$0								
18	Day Labor Center							\$0								
19	Merritt College America's Job Center of CA (AJCC)							\$0								
20	OPIC America's Job Center of CA (AJCC)	\$551,607	\$498,417	\$64,771				\$1,114,795								
21	Unity Council America's Job Center of CA (AJCC)	\$76,700	\$50,800					\$127,500								
22	Cypress Mandela							\$0								
23	Professional Services															
24	KRA Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485								
25	OPIC EASTBAY Works	\$15,300	\$15,300					\$48,600								
26	Other Professional Services	\$4,204	\$9,300					\$15,504								
27	Slingshot/East Bay RPU							\$50,000								
28	Service Provider Subtotal	\$654,866	\$581,056	\$172,243	\$1,076,199	\$0	\$50,000	\$2,534,364	\$25,000	\$498,411	\$446,500	\$0	\$969,911	\$3,504,275		
29	DIRECT CLIENT SUPPORT															
30	Adult and DW Training Services	\$254,532	\$189,685					\$444,217								
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000								
32	Direct Client Support Subtotal	\$329,532	\$239,685	\$0	\$0	\$0	\$0	\$569,217	\$0	\$0	\$0	\$0	\$0	\$569,217		
33	CITY OPERATIONS															
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121								
35	Classrooms2Careers Coord							\$0								
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313								
37	Program Staff	\$285,121	\$141,710	\$112,377	\$263,656			\$812,864	\$43,556	\$127,565			\$103,831	\$123,144		
38	O&M	\$4,059	\$3,981			\$13,145		\$38,247	\$12,035							
39	City Operations Subtotal	\$330,403	\$174,705	\$147,120	\$320,172	\$13,145	\$10,000	\$995,545	\$143,991	\$127,565	\$0	\$103,831	\$375,387	\$1,370,932		
40	TOTAL EXPENDITURES	\$1,314,801	\$995,446	\$319,363	\$1,396,371	\$13,145	\$60,000	\$4,099,126	\$168,991	\$625,976	\$446,500	\$103,831	\$1,345,298	\$5,444,424		
41	Fund Balance	(0)	(0)	0	0	0	0	(0)	110,766	0	3,500	27,280	141,546	141,546		

# OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

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**RESOLUTION (1) ADOPTING THE FISCAL YEAR 2017-2018 WORKFORCE INVESTMENT BUDGET; (2) ACCEPTING AND APPROPRIATING WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE I FORMULA FUNDS FOR ADULT, DISLOCATED WORKER, YOUTH AND RAPID RESPONSE SERVICES IN THE ESTIMATED AMOUNT OF \$3,782,444; AND (3) AUTHORIZING CONTRACTS WITH SERVICE PROVIDERS COMPETITIVELY SELECTED BY THE OAKLAND WORKFORCE DEVELOPMENT BOARD TO PROVIDE COMPREHENSIVE, SPECIALIZED, BUSINESS ENGAGEMENT AND YOUTH SERVICES FROM WIOA TITLE I FORMULA FUNDS AND OTHER FUNDS FOR FISCAL YEAR 2017-2018**

**WHEREAS**, the Oakland Workforce Development Board is mandated to oversee the expenditure of 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 City of Oakland received a WIOA subgrant agreement from the California Employment Development Department (EDD) that WIOA Title I formula funds for FY 2017-18 for adult, dislocated worker, youth, and rapid response services is \$3,782,444; and

**WHEREAS**, the Oakland Workforce Development Board, approved a budget for all said funds; and

**WHEREAS**, the Oakland Workforce Development Board 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 and business including rapid response and lay-off aversion services, with WIOA Title I formula funds; and

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

**WHEREAS**, WIOA Section 129(a)(4) requires the minimum out-of-school youth expenditure rate, minus administrative costs, for the youth formula-funded program be 75 percent; 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**, from time to time the City through 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 hereby accepts the Fiscal Year 2017-2018 WIOA Title I formula funding for Adult, Dislocated Worker, Youth and Rapid Response services in the estimated amount of \$3,782,444, and is authorized to enter into agreements pertaining to the 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 2017-18 above \$3,782,444 without returning to the City Council; and be it

**FURTHER RESOLVED:** That WIOA 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 the City Council hereby adopts the following Fiscal Year 2017-2018 workforce development budget:

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
1		WIOA						Other Revenue								
2	PROJECTED REVENUES	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total		
3	Carryover Revenue	\$42,142	\$47,021	\$51,487	\$102,887	\$13,145	\$60,000	\$316,681	\$56,068			\$41,031	\$97,099	\$413,780		
4	FY 2017-18 Revenue	\$1,272,659	\$948,425	267,876	\$1,293,484			\$3,782,444	\$223,689	\$625,976	\$450,000	\$90,080	\$1,389,745	\$5,172,189		
5	TOTAL REVENUE	\$1,314,801	\$995,446	\$319,363	\$1,396,371	\$13,145	\$60,000	\$4,099,125	\$279,757	\$625,976	\$450,000	\$131,111	\$1,486,844	\$5,585,969		
6	EXPENDITURES															
7	SERVICE PROVIDER CONTRACTS															
8	Youth Services															
9	Bay Area Comm Resources							\$0								
10	Civics					\$106,776		\$106,776	\$103,000				\$103,000	\$209,776		
11	Lao Family					\$250,276		\$250,276			\$178,600			\$248,876		
12	Unity Council					\$228,676		\$228,676			\$44,650			\$273,326		
13	Youth Employment Partnership					\$252,976		\$252,976			\$178,600			\$431,576		
14	Youth Radio					\$209,776		\$209,776					\$0	\$209,776		
15	Youth Uprising							\$0			\$44,650			\$44,650		
16	Adult Services															
17	Department of Human Services Senior Services							\$0								
18	Day Labor Center							\$0	\$170,411				\$170,411	\$170,411		
19	Merritt College America's Job Center of CA (AJCC)							\$0								
20	OPIC America's Job Center of CA (AJCC)	\$551,607	\$498,417	\$64,771				\$1,114,795	\$175,000				\$175,000	\$1,289,795		
21	Unity Council America's Job Center of CA (AJCC)	\$76,700	\$50,800					\$127,500					\$0	\$127,500		
22	Cypress Mandela							\$0	\$50,000				\$50,000	\$50,000		
23	Professional Services															
24	KRA Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485	\$25,000					\$25,000	\$154,485	
25	OPIC EASTBAY Works	\$15,300	\$15,300					\$48,600							\$0	\$48,600
26	Other Professional Services	\$4,204	\$9,300					\$15,504							\$0	\$15,504
27	Slingshot/East Bay RPU							\$50,000							\$0	\$50,000
28	Service Provider Subtotal	\$654,866	\$581,056	\$172,243	\$1,076,199	\$0	\$50,000	\$2,534,364	\$25,000	\$498,411	\$446,500	\$0	\$969,911	\$3,504,275		
29	DIRECT CLIENT SUPPORT															
30	Adult and DW Training Services	\$254,532	\$189,685					\$444,217							\$0	\$444,217
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000							\$0	\$125,000
32	Direct Client Support Subtotal	\$329,532	\$239,685	\$0	\$0	\$0	\$0	\$569,217	\$0	\$0	\$0	\$0	\$0	\$569,217		
33	CITY OPERATIONS															
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121	\$13,400					\$13,400	\$138,521	
35	Classrooms2Careers Coord							\$0	\$75,000					\$75,000	\$75,000	
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313			\$103,831			\$103,831	\$123,144	
37	Program Staff	\$285,121	\$141,710	\$112,377	\$263,656			\$812,864	\$43,556	\$127,565			\$171,121	\$983,985		
38	O&M	\$4,059	\$3,981			\$17,062	\$13,145	\$38,247	\$12,035					\$12,035	\$50,282	
39	City Operations Subtotal	\$330,403	\$174,705	\$147,120	\$320,172	\$13,145	\$10,000	\$995,545	\$143,991	\$127,565	\$0	\$103,831	\$375,387	\$1,370,932		
40	TOTAL EXPENDITURES	\$1,314,801	\$995,446	\$319,363	\$1,396,371	\$13,145	\$60,000	\$4,099,126	\$168,991	\$625,976	\$446,500	\$103,831	\$1,345,298	\$5,444,424		
41	Fund Balance	(0)	(0)	0	0	0	0	(0)	110,766	0	3,500	27,280	141,546	141,546		

and be it



**FURTHER RESOLVED:** That the City Council hereby authorizes the City Administrator to negotiate and enter into contracts for Fiscal Year 2017-18 workforce development funds through June 30, 2018, to provide employment and training services to adults, dislocated workers, youth and business including rapid response and lay-off aversion services with the following service providers in not-to-exceed amounts set forth below:

- Adult and dislocated worker services to the (1) Oakland Private Industry Council in an amount not to exceed \$1,389,795; and (2) the Unity Council in an amount not to exceed \$152,500;
- Employer engagement services and fiscal responsibility of training and support services to KRA Corporation in an amount not to exceed \$154,485;
- Youth year-round services to (1) Lao Family Community in an amount not to exceed \$209,776, (2) Civicorps in an amount not to exceed \$209,776, (3) Unity Council in an amount not to exceed \$209,776, (4) Youth Employment Partnership in an amount not to exceed \$209,776, and (5) Youth Radio in an amount not to exceed \$209,776; and be it

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

**FURTHER RESOLVED:** That the City Administrator or her designee is hereby authorized to spend funds in FY 2017-18 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, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCHELHANEY, GUILLEN, KALB, KAPLAN, and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California



FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2017 JUN 22 PM 5:06

## AGENDA REPORT

**TO:** Sabrina B. Landreth  
City Administrator

**FROM:** Mark Sawicki,  
Director, EWD

**SUBJECT:** Workforce Development Board FY  
2017-18 Budget and Contracts

**DATE:** June 12, 2017

City Administrator Approval

Date:

6/22/17

### RECOMMENDATION

**Staff Recommends That The City Council Adopt A Resolution (1) Adopting The Fiscal Year 2017-2018 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$4,016,853; And (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, Business Engagement And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2017-2018; Or**

**Adopt A Resolution (1) Adopting The Fiscal Year 2017-2018 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$4,016,853; (3) Appropriating An Additional \$500,000 From The General Fund For Workforce Development; And (4) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, Business Engagement And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2017-2018.**

### EXECUTIVE SUMMARY

The FY 2017-18 budget for the Oakland Workforce Development Board (OWDB), as presented in this staff report and resolution, are to be considered by the OWDB at a special meeting. The budget reflects the State's estimated allocation of Workforce Innovation and Opportunity Act (WIOA) Formula funding of \$4,016,853 to the City of Oakland for FY 2017-2018. This represents an overall six (6) percent reduction from the prior fiscal year, and a decrease of \$255,926 for WIOA program services and system administration. Actual funding levels are still to be determined.

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The FY 2017-18 OWDB budget, "Budget A", as proposed, shows a total reduction from the prior fiscal year of twenty-seven (27) percent or \$1,118,918. This is largely due to various one-time General Fund contributions in the prior year totaling more than \$800,000 that are not included in the City's baseline budget proposed for FY 2017-18. To offset the proposed reduction in funding, Budget A reflects a reduced share of WIOA funds allocated to the City as the system administrator and a resultant elimination of a staff person. It also requires service provider contracts to be reduced or terminated, with some services being reassigned.

These reductions come at a time when WIOA requires increased regional coordination and alignment with other WDBs, higher expectations of accountability and reporting, and a larger emphasis on employer engagement. These reductions could negatively impact the OWDB's ability to manage the local workforce system, and to implement and fulfill the vision of OWDB's recently adopted strategic plan.

Because the City Council has provided additional one-time funds in the past in support of local workforce development, the OWDB has also approved a "Budget B" to reflect how additional support of \$500,000 from the City's General Purpose Fund (Fund 1010) could best be directed to ensure that all deliverables under WIOA and the OWDB strategic plan are being adequately met. If the City Council were to consider such additional funding, the \$500,000 would be used to maintain the city staff position and the service provider funding that directly supports OWDBs strategic plan priorities.

### **REASON FOR URGENCY**

For new contracts to be in place for the new fiscal year, approval of the OWDB budget and selection of service providers must be completed as soon as possible. Both the OWDB and the City must approve the budget and contracts. A delay in the approval timeline could lead to a disruption in funding to providers. Also, any changes to the budget that Council makes will require returning to the OWDB for its consideration and approval at a special meeting. (The next regularly scheduled meeting of the OWDB is August 3, 2017.)

### **BACKGROUND / LEGISLATIVE HISTORY**

The OWDB is a Federally-mandated policy body whose members are appointed by the Mayor and charged with approving the use of U.S. Department of Labor WIOA funds allocated annually to Oakland through the State Employment Development Department (EDD). The Chief Elected Official of an area receiving WIOA funds (which in Oakland's case is the Mayor) and the OWDB must agree on the budget. Since WIOA does not supersede local governance, the Oakland City Charter mandates that the Oakland City Council must also approve the allocation of WIOA funds. Within the City's budget, WIOA funds are received and distributed through the Workforce Development Division (Fund 2195) of the Economic & Workforce Development Department.

The City of Oakland and the OWDB operate on a fiscal year calendar that runs from July 1 through June 30 of the following year. Both the City Council and OWDB must adopt a budget on or before June 30.

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The City and the OWDB contract with experienced 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. The overall goals of the OWDB's federal investments are to help adults and youth in Oakland develop the necessary skills, obtain the requisite knowledge, and access the resources needed to thrive in careers; and to provide employers with the skilled workers needed to sustain and competitively grow their businesses. The OWDB seeks to provide a coordinated set of relationships among providers and partners in the workforce system that can connect residents, particularly those with barriers to employment, to career pathways leading to family-sustaining jobs in growing industries.

The OWDB recently adopted both a local and regional strategic plan, which sets forth the following priorities:

- Business Services: Align and mobilize a distributed network of business service providers within the City of Oakland to deploy resources that support a robust local economy and business climate offering an abundance of high quality jobs.
- Adult Services: Lead and support key citywide and regional innovations and partnerships that advance the economic security and resilience of Oakland's most vulnerable workers and residents.
- Youth Services: Work with public, private, and community-based organizations and key local initiatives to empower disconnected young people in the City of Oakland to access meaningful employment opportunities.
- Workforce System: Position the OWDB to lead and support citywide and regional efforts that strengthen local and regional economic prosperity and increase equity.

This report includes the recommendations provided to the OWDB to award contracts for services to multiple providers based on the proposed budget allocations for such services, for a term of one year through June 30, 2018. The FY 2017-18 budget and service provider contracts presented in this staff report and resolution are to be considered and approved by the OWDB at a special meeting. If there are any changes made by the OWDB, a supplemental report will be provided to the Council.

## **ANALYSIS AND POLICY ALTERNATIVES**

### **Projected WIOA Funds for FY 2017-2018**

The OWDB's regular budget consists of four separate core grants which include: Adult, Dislocated Worker, Youth, and Rapid Response. From time to time, the OWDB may receive special grants to complement the WIOA funding. On February 8, 2017, EDD provided estimated WIOA allocations for FY 2017-18 for the Adult, Youth, and Dislocated Worker funding streams. These levels are estimates for planning purposes and will change based on enacted 2017-18 full-year appropriation. WIOA funding for FY 2017-18 is calculated using the hold harmless provisions under WIOA, meaning that each Local Area will receive no less than 90 percent of its average percentage share from the two prior years.

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For FY 2017-18, the City of Oakland is estimated to receive an overall 6 percent reduction from last year's allocations. The reduction in Oakland's WIOA budget was based on a decrease in Oakland's overall unemployment rate. Actual appropriations are usually announced in May; as of this writing, final allocations had not been received yet. More information can be found at [http://www.edd.ca.gov/jobs\\_and\\_training/pubs/wsin16-37.pdf](http://www.edd.ca.gov/jobs_and_training/pubs/wsin16-37.pdf)

Year over Year WIOA Allocations- City of Oakland					
	Youth	Adult	DW	Rapid Response	Total
FY 2016-17	\$1,437,498	\$1,407,243	\$1,070,870	\$357,168	\$4,272,779
FY 2017-18	\$1,373,921	\$1,353,931	\$967,550	\$321,451	\$4,016,853
Total WIOA Reduction	-\$63,577	-\$53,312	-\$103,320	-\$35,717 (estimate)	-\$255,926
Change (+/-)	-4%	-4%	-10%	-10%	-6%

#### Funds Remaining from FY 2016-2017

A total of \$ 238,591 in unspent and unobligated funds from the FY 2016-17 revised budget have been identified as available for reallocation in the FY 2017-18 draft budget. Any additional contracted funds not fully spent by June 30, 2017 will be calculated after the prior year accounting is completed. Staff will return to the OWDB for possible reallocation of unobligated funds as soon as these amounts are known, most likely in Fall 2017.

#### Other Revenue

The OWDB has several other revenue sources under its purview, many of which are for specific projects and/or services (such as Oakland Housing Authority funds for summer jobs, and Army Base related revenue that directly supports the West Oakland Job Resource Center). Unfortunately, several sources of revenue that were used in FY 2016-17 to offset the continued downward trend in WIOA funding reduction expires on June 30, 2017 are not expected to continue in FY 2017-18. These funds include:

- |  |           |
|--|-----------|
| 1. One-time General Funded Subsidy<br>(City and Service Provider Operations) | \$932,329 |
| 2. BART Transit Career Ladders Grant   | \$ 32,595 |
| 3. Bay Area Workforce Collaborative Healthcare Bridge Program                | \$ 10,000 |
| Total Other Revenue Reduction  | \$974,924 |

#### Expenditures

There are three main expenditure categories in the OWDB budget:

- 1) Service Provider Contracts: The City and the OWDB contract with experienced organizations to provide workforce development services to Oakland. The overall goals of these workforce organizations are to help Oakland residents develop the skills to attain the knowledge, and access the resources need to thrive in a career; and provide employers with the skilled workers needed to sustain and competitively grow their businesses.

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- 2) Direct Client Support: This includes financial assistance towards participant training and support to enable an individual to participate in WIOA activities.
- 3) City Operations: The OWDB and City of Oakland workforce staff, as the system administrator, are responsible under WIOA Section 107(d) for a range of functions as listed below, including directing funds to be used for industry or sector partnerships (Sec. 134(c)(1)(A)(v)). Below are some of the primary OWDB functions:
  - Development of the local plan
  - Workforce research and regional labor market analysis
  - Convening, brokering, leveraging workforce system partners
  - Employer engagement
  - Career pathways development
  - Identifying and promoting proven and promising best practices
  - Technology
  - Program oversight
  - Negotiation of local performance
  - Selection of one-stop operators, and providers
  - Coordination with education partners
  - Budget and administration
  - Accessibility for individuals with disabilities

#### **Contract Service Provider Recommendations**

The OWDB conducted multiple competitive Request for Proposals (RFP) processes more than a year ago. The results of that process informed the awarding of contracts to service providers for up to a three (3) year period. The FY 2017-18 service provider recommendations are based on (1) lower WIOA allocations and General Fund support, (2) higher expectations of accountability and reporting performance, (3) the influence of the OWDB strategic plan, and (4) how to minimize the impact on Oakland residents who benefit from workforce programs. The budget eliminates one adult provider and one youth service provider, and reassigns the business services function.

After a monitoring review of agency services, performance outcomes and results have raised concerns over the ability of Bay Area Community Resources (BACR) and Merritt College to meet contract deliverables in the youth and sector access programs, respectively. BACR has struggled to engage youth and implement programs and service models and have only met thirty-two percent (32%) of their contracted enrollment goal. Merritt College has shown difficulty implementing and maintaining WIOA deliverables during the performance period. Therefore, these agencies are not recommended for FY 2017-18 contracted services.

Many of the business services functions that were contracted with KRA Corporation this past year will be absorbed by City workforce staff, in collaboration with other service providers and the Business Development division of the Economic & Workforce Development Department. KRA will continue to function as the Rapid Response coordinator, as well as the City's payment agent for training and support reimbursement.

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The FY 2017-18 service provider recommendations include:

<b>Table 1: OWDB Recommended FY 2017-18 Workforce Providers</b>	
<b>AGENCY</b>	<b>Total to be Approved by OWDB on June 15, 2017 Not to Exceed:</b>
<b>OPIC Comprehensive AJCC</b>	Adult \$ 569,607 Dislocated Worker \$ 498,417 Rapid Response \$ 64,771 <b>Total \$ 1,159,795</b>
<b>Unity Council AJCC and Youth Services</b>	Adult \$ 76,700 Dislocated Worker \$ 50,800 Youth (year-round) \$ 209,776 Youth (summer) \$ 78,700 <b>Total \$ 415,976</b>
<b>KRA Corporation</b>	Adult \$ 7,055 Dislocated Worker \$ 7,239 Rapid Response \$ 107,472 Youth \$ 7,719 Career Pathways \$ 25,000 <b>Total \$ 154,485</b>
<b>Lao Family Community Development</b>	Youth (year-round) \$ 209,776 Youth (summer) \$ 279,700 <b>Total \$ 489,476</b>
<b>Youth Employment Partnership</b>	Youth (year-round) \$ 209,776 Youth (summer) \$ 282,400 <b>Total \$ 492,176</b>
<b>Youth Radio</b>	Youth (year-round) \$ 209,776 <b>Total \$ 209,776</b>
<b>Civicorps</b>	Youth (year-round) \$ 209,776 <b>Total \$ 209,776</b>
<b>Youth Uprising</b>	Youth (summer) \$ 59,800 <b>Total \$ 59,800</b>

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### **City General Fund Support for Workforce System Activities**

The FY 2017-18 OWDB budget has realized a total reduction from the prior fiscal year of twenty-seven (27) percent or \$1,118,918. The largest portion of the \$ 1,118,918 reduction comes from the loss of one-time general fund contributions totaling \$792,329 and is not included in the City's baseline budget proposed for FY 2017-18. **Attachment 1 - "Budget A"** reflects a reduced share of WIOA funds to support the City of Oakland as the system administrator, resulting in the elimination of a staff person. It also requires service provider contracts to be reduced or terminated, with some services being reassigned.

Because City Council has invested general fund support before, the OWDB has also approved **Attachment 2 - "Budget B"** to reflect how additional support of \$500,000 from the City's General Purpose Fund (Fund 1010) could best be directed to ensure that all deliverables under WIOA and the OWDB strategic plan are being adequately met. If City Council were to consider such additional funding, the \$500,000 would be used to maintain one city staff position and the service provider funding that directly supports OWDBs strategic plan priorities.

The new federal mandate under WIOA requires the OWDB staff to strengthen oversight, enhance system development and optimize performance reporting, as well as provide technical assistance to system partners as they work to navigate the new requirements of WIOA. The City's capacity to give service providers the quality and quantity of program and administrative support they need requires staff's best efforts and adequate staffing levels. This is particularly true going into FY 2017-2018 as this year is pivotal for all workforce systems. The level of complexity of implementing this new program has increased, and includes higher expectations of accountability and reporting, as well as regional coordination with the other three (3) WDBs in the East Bay Regional Planning Unit (RPU), particularly around increasing employer engagement through regional industry sector partnerships that support both Oakland and the broader East Bay. City staff will continue to seek and identify other grant sources for programs and service providers so the system funding is more diversified and less reliant on WIOA funding.

Investment in workforce development from the City of Oakland General Fund is a critical component to helping fill gaps in the local system that are unable to be supported with federal WIOA funds. As shown in the table on page 4 of this report, the FY 2017-2018 workforce development budget is facing challenges that are compounded by continued reductions in projected local WIOA formula allocations. Support from the General Fund will reduce the need for cuts direct services, which have an immediate and tangible impact on Oakland businesses and residents. Additionally, General Fund support will provide an essential piece to ensuring that the OWDB, the City of Oakland, and our many partners and stakeholders can fulfill the vision and promise of the new strategic plan, work that must be done while the city continues to perform its function as to local system administrator. Fulfilling the functional requirements of the system administrator is very important in that it has direct implications for the future certification of the local workforce development board and the City's ability to retain federal workforce funding into the future.

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### **FISCAL IMPACT**

"Budget A" represents a total reduction of \$1,239,921 from the prior fiscal year. As mentioned above, the estimated WIOA Grant allocation for the FY 2017-18 fiscal year was reduced by an overall 6 percent (\$255,926) and the City's baseline budget did not include one-time General Fund support from prior years of more than \$800,000. Additionally, City operating and administration costs increased by \$292,065 from the prior year, mostly due to various cost increases to operate and maintain municipal government and the negotiated cost of living adjustments for staff salaries and benefits. The budget for FY 2017-18 is balanced through a combination of reducing City operating costs, where possible, and the use of various other grant sources for City workforce operations. Recognizing that City Council provided significant one-time additional funds in prior fiscal years, the OWDB has also approved a contingent "Budget B", allocating an additional \$500,000 of General Purpose Funds if City Council were to provide such additional funding to support the workforce system in FY 17-18.

### **PUBLIC OUTREACH / INTEREST**

Contracted service providers were competitively procured through the FY 2016-19 RFP process in which the OWDB conducted extensive public outreach including: speaker's bureau presentations, in-person surveys, and executive interviews with leading Oakland employers and business organizations as part of the outreach strategy. OWDB's Strategic Plan was released in February 2017 and was open for public comment for 30-day period. Additionally, the OWDB has discussed the FY 17-18 budget at three full Board meetings and several ad hoc budget committee meetings, all of which were attended by the public and included opportunities for open forum.

### **COORDINATION**

Workforce Development staff works closely with the Finance and Management Agency to ensure fiscal compliance with the expenditure of WIOA funds. Staff also works closely with the City Attorney's Office for counsel and advice on matters such as proper noticing, board process, and conflict of interest. Workforce Development is a unit within the Department of Economic and Workforce Development.

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## **SUSTAINABLE OPPORTUNITIES**

**Economic:** Oakland's Workforce Development System provides qualified workers for Oakland businesses, and prepares Oakland residents for gainful employment and career paths leading to family sustaining jobs.

**Environmental:** This report does not directly address environmental sustainability.

**Social Equity:** Participants who receive intensive services in Oakland's Workforce Development System have multiple barriers to employment, are unemployed or have require support in gaining the pre-employment and vocational skills needed to become gainfully employed.

## **ACTION REQUESTED OF THE CITY COUNCIL**

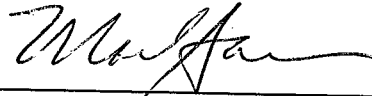
Adopt A Resolution (1) Adopting The Fiscal Year 2017-2018 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$4,016,853; And (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, Business Engagement And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2017-2018.

Or Adopt A Resolution (1) Adopting The Fiscal Year 2017-2018 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$4,016,853; (3) Appropriating An Additional \$500,000 From The General Fund For Workforce Development; And (4) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, Business Engagement And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2017-2018.

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For questions regarding this report, please contact Stephen Baiter, Executive Director, Oakland Workforce Development Board, at (510) 238-6440.

Respectfully submitted,



Mark Sawicki  
Director, EWD

Reviewed by:  
Stephen Baiter, Executive Director  
Oakland Workforce Development Board

Prepared by:  
Honorata Lindsay, Program Analyst II

Attachment 1-Budget A

Attachment 2- Budget B

Attachment 3-2017-18 Description of Revenues

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# ATTACHMENT 1- BUDGET A

## OAKLAND WORKFORCE DEVELOPMENT BOARD – FY 2017-2018

A	B	C	D	E	F	G	H	I	K	L	M	N	O	P	R
1		WIOA							Other Revenue						
2	<b>PROJECTED REVENUES</b>	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	WOJRC	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total
3	Carryover Revenue	\$0	\$4,347	\$51,487	\$37,951	\$13,145	\$60,000	\$166,930	\$56,068				\$41,031	\$97,099	\$264,029
4	FY 2017-18 Revenue	\$1,353,931	\$967,550	\$321,451	\$1,373,921			\$4,016,853	\$223,689	\$439,826	\$267,565	\$450,000	\$90,080	\$1,471,160	\$5,488,013
5	<b>TOTAL REVENUE</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$279,757</b>	<b>\$439,826</b>	<b>\$267,565</b>	<b>\$450,000</b>	<b>\$131,111</b>	<b>\$1,568,259</b>	<b>\$5,752,042</b>
6	<b>EXPENDITURES</b>														
7	<b>SERVICE PROVIDER CONTRACTS</b>														
8	<b>Youth Services</b>														
9	Bay Area Comm Resources							\$0						\$0	\$0
10	Civicorps				\$209,776			\$209,776						\$0	\$209,776
11	Lao Family				\$250,276			\$250,276				\$178,600		\$178,600	\$428,876
12	Unity Council				\$228,676			\$228,676				\$44,650		\$44,650	\$273,326
13	Youth Employment Partnership				\$252,976			\$252,976				\$178,600		\$178,600	\$431,576
14	Youth Radio				\$209,776			\$209,776						\$0	\$209,776
15	Youth Uprising							\$0				\$44,650		\$44,650	\$44,650
16	<b>Adult Services</b>														
17	Department of Human Services Senior Services							\$0							
18	Day Labor Program							\$0			\$140,000			\$140,000	\$140,000
19	Merritt College AJCC							\$0						\$0	\$0
20	OPIC Comprehensive AJCC	\$596,607	\$498,417	\$64,771				\$1,159,795						\$0	\$1,159,795
21	Unity Council AJCC	\$76,700	\$50,800					\$127,500						\$0	\$127,500
22	West Oakland Job Resource Center (WOJRC)							\$0		\$355,237				\$355,237	\$355,237
23	<b>Professional Services</b>														
24	KRA Business Engagement & Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485	\$25,000					\$25,000	\$154,485
25	OPIC EASTBAY Works	\$17,300	\$17,300		\$20,000			\$54,600						\$0	\$54,600
26	Other Professional Services	\$4,340	\$9,300	\$14,360	\$2,000			\$30,000						\$0	\$30,000
27	Slingshot/East Bay RPU						\$50,000	\$50,000						\$0	\$50,000
28	<b>Service Provider Subtotal</b>	<b>\$702,002</b>	<b>\$583,056</b>	<b>\$186,603</b>	<b>\$1,181,199</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$2,702,860</b>	<b>\$25,000</b>	<b>\$355,237</b>	<b>\$140,000</b>	<b>\$446,500</b>	<b>\$0</b>	<b>\$966,737</b>	<b>\$3,669,597</b>
29	<b>DIRECT CLIENT SUPPORT</b>														
30	Adult and DW Training Services	\$270,786	\$193,510					\$464,296						\$0	\$464,296
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000						\$0	\$125,000
32	<b>Direct Client Support Subtotal</b>	<b>\$345,786</b>	<b>\$243,510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>
33	<b>CITY OPERATIONS</b>														\$0
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121	\$13,400					\$13,400	\$138,521
35	Classrooms2Careers Coord							\$0	\$75,000					\$75,000	\$75,000
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313					\$103,831	\$103,831	\$123,144
37	Program Staff	\$260,861	\$112,336	\$151,592	\$174,157		\$10,000	\$708,946	\$43,556	\$84,589	\$127,565			\$255,710	\$964,656
38	O&M	\$4,059	\$3,981		\$17,062	\$13,145		\$38,247	\$12,035					\$12,035	\$50,282
39	<b>City Operations Subtotal</b>	<b>\$306,143</b>	<b>\$145,331</b>	<b>\$186,335</b>	<b>\$230,673</b>	<b>\$13,145</b>	<b>\$10,000</b>	<b>\$891,627</b>	<b>\$143,991</b>	<b>\$84,589</b>	<b>\$127,565</b>	<b>\$0</b>	<b>\$103,831</b>	<b>\$459,976</b>	<b>\$1,351,603</b>
40	<b>TOTAL EXPENDITURES</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$168,991</b>	<b>\$439,826</b>	<b>\$267,565</b>	<b>\$446,500</b>	<b>\$103,831</b>	<b>\$1,426,713</b>	<b>\$5,610,496</b>
41	<b>Fund Balance</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>110,766</b>	<b>0</b>	<b>0</b>	<b>3,500</b>	<b>27,280</b>	<b>141,546</b>	<b>141,546</b>

**Note:** There are small fund balances in the "Career Pathways Trust" (CPT I & II) grants and the "Misc. Earn & Learn" funding streams. CPT grant funds cover activities through Fiscal Year 2018-19 and thus cannot be fully allocated in FY 2017-18. Earn & Learn revenues are still being raised and will be fully allocated to summer youth employment providers (Lao Family, Unity Council, Youth Employment Partnership, and Youth Uprising) by Fall 2017.

## ATTACHMENT 2 - BUDGET B

### OAKLAND WORKFORCE DEVELOPMENT BOARD – FY 2017-2018

A	B	C	D	E	F	G	H	I	K	L	M	N	O	P	R
1		WIOA							Other Revenue						
2	<b>PROJECTED REVENUES</b>	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	WOJRC	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total
3	Carryover Revenue	\$0	\$4,347	\$51,487	\$37,951	\$13,145	\$60,000	\$166,930	\$56,068				\$41,031	\$97,099	\$264,029
4	FY 2017-18 Revenue	\$1,353,931	\$967,550	\$321,451	\$1,373,921			\$4,016,853	\$223,689	\$439,826	\$767,565	\$450,000	\$90,080	\$1,971,160	\$5,988,013
5	<b>TOTAL REVENUE</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$279,757</b>	<b>\$439,826</b>	<b>\$767,565</b>	<b>\$450,000</b>	<b>\$131,111</b>	<b>\$2,068,259</b>	<b>\$6,252,042</b>
6	<b>EXPENDITURES</b>														
7	<b>SERVICE PROVIDER CONTRACTS</b>														
8	<b>Youth Services</b>														
9	Bay Area Comm Resources							\$0						\$0	\$0
10	Civcorps				\$209,776			\$209,776						\$0	\$209,776
11	Lao Family				\$250,276			\$250,276			\$41,588	\$178,600		\$220,188	\$470,464
12	Unity Council				\$228,676			\$228,676			\$41,588	\$44,650		\$86,238	\$314,914
13	Youth Employment Partnership				\$252,976			\$252,976			\$41,588	\$178,600		\$220,188	\$473,164
14	Youth Radio				\$209,776			\$209,776						\$0	\$209,776
15	Youth Uprising							\$0			\$41,588	\$44,650		\$86,238	\$86,238
16	<b>Adult Services</b>														
17	Department of Human Services Senior Services							\$0							
18	Day Labor Center							\$0			\$140,000			\$140,000	\$140,000
19	Merritt College AJCC							\$0						\$0	\$0
20	OPIC Comprehensive AJCC	\$596,607	\$498,417	\$64,771				\$1,159,795			\$130,000			\$130,000	\$1,289,795
21	Unity Council AJCC	\$76,700	\$50,800					\$127,500			\$100,000			\$100,000	\$227,500
22	West Oakland Job Resource Center (WOJRC)							\$0		\$355,237				\$355,237	\$355,237
23	<b>Professional Services</b>														
24	KRA Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485	\$25,000					\$25,000	\$154,485
25	OPIC EASTBAY Works	\$17,300	\$17,300		\$20,000			\$54,600						\$0	\$54,600
26	Other Professional Services	\$4,340	\$9,300	\$14,360	\$2,000			\$30,000						\$0	\$30,000
27	Slingshot/East Bay RPU						\$50,000	\$50,000						\$0	\$50,000
28	<b>Service Provider Subtotal</b>	<b>\$702,002</b>	<b>\$583,056</b>	<b>\$186,603</b>	<b>\$1,181,199</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$2,702,860</b>	<b>\$25,000</b>	<b>\$355,237</b>	<b>\$536,352</b>	<b>\$446,500</b>	<b>\$0</b>	<b>\$1,363,089</b>	<b>\$4,065,949</b>
29	<b>DIRECT CLIENT SUPPORT</b>														
30	Adult and DW Training Services	\$270,786	\$193,510					\$464,296						\$0	\$464,296
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000						\$0	\$125,000
32	<b>Direct Client Support Subtotal</b>	<b>\$345,786</b>	<b>\$243,510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>
33	<b>CITY OPERATIONS</b>														
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121	\$13,400					\$13,400	\$138,521
35	Classrooms2Careers Coord							\$0	\$75,000					\$75,000	\$75,000
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313					\$103,831	\$103,831	\$123,144
37	Program Staff	\$260,861	\$112,336	\$151,592	\$174,157		\$10,000	\$708,946	\$43,556	\$84,589	\$231,213			\$359,358	\$1,068,304
38	O&M	\$4,059	\$3,981		\$17,062	\$13,145		\$38,247	\$12,035					\$12,035	\$50,282
39	<b>City Operations Subtotal</b>	<b>\$306,143</b>	<b>\$145,331</b>	<b>\$186,335</b>	<b>\$230,673</b>	<b>\$13,145</b>	<b>\$10,000</b>	<b>\$891,627</b>	<b>\$143,991</b>	<b>\$84,589</b>	<b>\$231,213</b>	<b>\$0</b>	<b>\$103,831</b>	<b>\$563,624</b>	<b>\$1,455,251</b>
40	<b>TOTAL EXPENDITURES</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$168,991</b>	<b>\$439,826</b>	<b>\$767,565</b>	<b>\$446,500</b>	<b>\$103,831</b>	<b>\$1,926,713</b>	<b>\$6,110,496</b>
41	<b>Fund Balance</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>110,766</b>	<b>0</b>	<b>0</b>	<b>3,500</b>	<b>27,280</b>	<b>141,546</b>	<b>141,546</b>

**Note:** There are small fund balances in the "Career Pathways Trust" (CPT I & II) grants and the "Misc. Earn & Learn" funding streams. CPT grant funds cover activities through Fiscal Year 2018-19 and thus cannot be fully allocated in FY 2017-18. Earn & Learn revenues are still being raised and will be fully allocated to summer youth employment providers (Lao Family, Unity Council, Youth Employment Partnership, and Youth Uprising) by Fall 2017.

**ATTACHMENT 3**  
**2017-18 DESCRIPTION OF REVENUES**

<b>Location on Budget Worksheet</b>	<b>Revenue Source</b>	<b>Description</b>	<b>FY 2017-18 Revenues</b>	<b>Authorizing Resolution</b>
Row 4; Columns C-H	Workforce Innovation and Opportunity Act (WIOA)	Federal WIOA funds are allocated by formula from the U.S. Department of Labor (DOL) to states (who use the same formula to allocate to local areas) and are designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. Some WIOA funds (WIOA 25%, WIOA Slingshot) are also awarded through competitive and/or discretionary grant processes through the U.S. DOL and/or the California Workforce Development Board (CWDB).	\$4,016,853	TBD
Row 4; Column K	Career Pathways Trust (CPT) I & II	The California Department of Education (CDE) awarded multiple CPT grants to Oakland/East Bay educational entities through a competitive process to support career pathways programs. The OWDB is a subcontractor to the Peralta Community College District (PCCD) to help strengthen K-14 alignment and build scalable work-based learning infrastructure to help Oakland youth and young adults gain skills and experience to support their educational and career development.	\$223,689	84373 CMS Mayor Summer Jobs Program (MSJP); adopted 5/21/13

<b>Location on Budget Worksheet</b>	<b>Revenue Source</b>	<b>Description</b>	<b>FY 2017-18 Revenues</b>	<b>Authorizing Resolution</b>
Row 4; Column	(WOJRC) West Oakland Job Resource Center	The Oakland Reuse Authority Lease and Utility Program Fund provides support to ensure opportunities for the employment of Oakland residents and disadvantaged workers on the both the construction and operations phases of the Oakland Army Base Development Project.	\$439,826	TBD; adopted 6/6/17
Row 4; Column M	City of Oakland General Fund	The City of Oakland has allocated general purpose funds to help support the OWDB's operations, including staffing to coordinate major citywide initiatives and services to Oakland job seekers and residents.	\$ 767,565	TBD
Row 4; Column N	Oakland Housing Authority (OHA) Reimbursable Grant	The OHA has provided the OWDB with up to \$450,000 out of its annual budget to help pay for wages for summer employment opportunities for youth who reside in OHA properties. This investment supports the larger Classrooms2Careers initiative being led by Mayor Libby Schaaf.	\$ 450,000	84373 CMS Mayor Summer Jobs Program (MSJP); adopted 5/21/13
Row 3; Columns O	Miscellaneous Summer Youth Funds (Earn & Learn Program)	These revenues include a variety of public, private, and philanthropic investments that primarily support the cost of wages of summer employment opportunities for disconnected Oakland youth between the ages of 16-24.	\$ 45,000	84373 CMS Mayor Summer Jobs Program (MSJP); adopted 5/21/13
<b>Total FY 2017-18 Revenue</b>			<b>\$5,942,933</b>	

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Approved as to Form and Legality

  
Deputy City Attorney

## OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

**RESOLUTION (1) ADOPTING THE FISCAL YEAR 2017-2018 WORKFORCE INVESTMENT BUDGET; (2) ACCEPTING AND APPROPRIATING WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE I FORMULA FUNDS FOR ADULT, DISLOCATED WORKER, YOUTH AND RAPID RESPONSE SERVICES IN THE ESTIMATED AMOUNT OF \$4,016,853; AND (3) AUTHORIZING CONTRACTS WITH SERVICE PROVIDERS COMPETITIVELY SELECTED BY THE OAKLAND WORKFORCE DEVELOPMENT BOARD TO PROVIDE COMPREHENSIVE, SPECIALIZED, BUSINESS ENGAGEMENT AND YOUTH SERVICES FROM WIOA TITLE I FORMULA FUNDS AND OTHER FUNDS FOR FISCAL YEAR 2017-2018**

**WHEREAS**, the Oakland Workforce Development Board is mandated to oversee the expenditure of 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 City of Oakland received notice in February 2017 that its estimated allotment of WIOA Title I formula funds for FY 2017-18 for adult, dislocated worker, youth, and rapid response services is \$4,016, 853; and

**WHEREAS**, the Oakland Workforce Development Board on June 15, 2017, approved a budget for all said funds; and

**WHEREAS**, the Oakland Workforce Development Board 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 and business including rapid response and lay-off aversion services, with WIOA Title I formula funds; and

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



**WHEREAS**, WIOA Section 129(a)(4) requires the minimum out-of-school youth expenditure rate, minus administrative costs, for the youth formula-funded program be 75 percent; 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**, from time to time the City through 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 hereby accepts the Fiscal Year 2017-2018 WIOA Title I formula funding for Adult, Dislocated Worker, Youth and Rapid Response services in the estimated amount of \$4,016,853, and is authorized to enter into agreements pertaining to the 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 2017-18 above \$4,016,853 without returning to the City Council; and be it

**FURTHER RESOLVED:** That WIOA 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 the City Council hereby adopts the following Fiscal Year 2017-2018 workforce development budget:

A	B	C	D	E	F	G	H	I	K	L	M	N	O	P	R
1		WIOA							Other Revenue						
2	<b>PROJECTED REVENUES</b>	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	WOJRC	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total
3	Carryover Revenue	\$0	\$4,347	\$51,487	\$37,951	\$13,145	\$60,000	\$166,930	\$56,068				\$41,031	\$97,099	\$264,029
4	FY 2017-18 Revenue	\$1,353,931	\$967,550	\$321,451	\$1,373,921			\$4,016,853	\$223,689	\$439,826	\$267,565	\$450,000	\$90,080	\$1,471,160	\$5,488,013
5	<b>TOTAL REVENUE</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$279,757</b>	<b>\$439,826</b>	<b>\$267,565</b>	<b>\$450,000</b>	<b>\$131,111</b>	<b>\$1,568,259</b>	<b>\$5,752,042</b>
6	<b>EXPENDITURES</b>														
7	<b>SERVICE PROVIDER CONTRACTS</b>														
8	<b>Youth Services</b>														
9	Bay Area Comm Resources							\$0						\$0	\$0
10	Civicorps				\$209,776			\$209,776						\$0	\$209,776
11	Lao Family				\$250,276			\$250,276				\$178,600		\$178,600	\$428,876
12	Unity Council				\$228,676			\$228,676				\$44,650		\$44,650	\$273,326
13	Youth Employment Partnership				\$252,976			\$252,976				\$178,600		\$178,600	\$431,576
14	Youth Radio				\$209,776			\$209,776						\$0	\$209,776
15	Youth Uprising							\$0				\$44,650		\$44,650	\$44,650
16	<b>Adult Services</b>														
17	Department of Human Services Senior Services							\$0							
18	Day Labor Program							\$0			\$140,000			\$140,000	\$140,000
19	Merritt College AJCC							\$0						\$0	\$0
20	OPIC Comprehensive AJCC	\$596,607	\$498,417	\$64,771				\$1,159,795						\$0	\$1,159,795
21	Unity Council AJCC	\$76,700	\$50,800					\$127,500						\$0	\$127,500
22	West Oakland Job Resource Center (WOJRC)							\$0		\$355,237				\$355,237	\$355,237
23	<b>Professional Services</b>														
24	KRA Business Engagement & Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485	\$25,000					\$25,000	\$154,485
25	OPIC EASTBAY Works	\$17,300	\$17,300		\$20,000			\$54,600						\$0	\$54,600
26	Other Professional Services	\$4,340	\$9,300	\$14,360	\$2,000			\$30,000						\$0	\$30,000
27	Slingshot/East Bay RPU						\$50,000	\$50,000						\$0	\$50,000
28	<b>Service Provider Subtotal</b>	<b>\$702,002</b>	<b>\$583,056</b>	<b>\$186,603</b>	<b>\$1,181,199</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$2,702,860</b>	<b>\$25,000</b>	<b>\$355,237</b>	<b>\$140,000</b>	<b>\$446,500</b>	<b>\$0</b>	<b>\$966,737</b>	<b>\$3,669,597</b>
29	<b>DIRECT CLIENT SUPPORT</b>														
30	Adult and DW Training Services	\$270,786	\$193,510					\$464,296						\$0	\$464,296
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000						\$0	\$125,000
32	<b>Direct Client Support Subtotal</b>	<b>\$345,786</b>	<b>\$243,510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>
33	<b>CITY OPERATIONS</b>														\$0
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121	\$13,400					\$13,400	\$138,521
35	Classrooms2Careers Coord							\$0	\$75,000					\$75,000	\$75,000
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313					\$103,831	\$103,831	\$123,144
37	Program Staff	\$260,861	\$112,336	\$151,592	\$174,157		\$10,000	\$708,946	\$43,556	\$84,589	\$127,565			\$255,710	\$964,656
38	O&M	\$4,059	\$3,981		\$17,062	\$13,145		\$38,247	\$12,035					\$12,035	\$50,282
39	<b>City Operations Subtotal</b>	<b>\$306,143</b>	<b>\$145,331</b>	<b>\$186,335</b>	<b>\$230,673</b>	<b>\$13,145</b>	<b>\$10,000</b>	<b>\$891,627</b>	<b>\$143,991</b>	<b>\$84,589</b>	<b>\$127,565</b>	<b>\$0</b>	<b>\$103,831</b>	<b>\$459,976</b>	<b>\$1,351,603</b>
40	<b>TOTAL EXPENDITURES</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$168,991</b>	<b>\$439,826</b>	<b>\$267,565</b>	<b>\$446,500</b>	<b>\$103,831</b>	<b>\$1,426,713</b>	<b>\$5,610,496</b>
41	<b>Fund Balance</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>110,766</b>	<b>0</b>	<b>0</b>	<b>3,500</b>	<b>27,280</b>	<b>141,546</b>	<b>141,546</b>

and be it

**FURTHER RESOLVED:** That the City Council hereby authorizes the City Administrator to negotiate and enter into contracts for Fiscal Year 2017-18 workforce development funds through June 30, 2018, to provide employment and training services to adults, dislocated workers, youth and business including rapid response and lay-off aversion services with the following service providers in not-to-exceed amounts set forth below:

- Adult and dislocated worker services to the (1) Oakland Private Industry Council in an amount not to exceed \$1,289,795; and (2) the Unity Council in an amount not to exceed \$127,500;
- Employer engagement services and fiscal responsibility of training and support services to KRA Corporation in an amount not to exceed \$154,485;
- Youth year-round services to (1) Lao Family Community in an amount not to exceed \$209,776, (2) Civicorps in an amount not to exceed \$209,776, (3) Unity Council in an amount not to exceed \$209,776 , (4) Youth Employment Partnership in an amount not to exceed \$209,776, and (5) Youth Radio in an amount not to exceed \$209,776; and be it

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

**FURTHER RESOLVED:** That the City Administrator or her designee is hereby authorized to spend funds in FY 2017-18 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, \_\_\_\_\_, 20\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCHELHANEY, GUILLEN, KALB, KAPLAN, and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California

2017 JUN 22 PM 5:06

Approved as to Form and Legality

Deputy City Attorney

## OAKLAND CITY COUNCIL

RESOLUTION No. \_\_\_\_\_ C.M.S.

**RESOLUTION (1) ADOPTING THE FISCAL YEAR 2017-2018 WORKFORCE INVESTMENT BUDGET; (2) ACCEPTING AND APPROPRIATING WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE I FORMULA FUNDS FOR ADULT, DISLOCATED WORKER, YOUTH AND RAPID RESPONSE SERVICES IN THE ESTIMATED AMOUNT OF \$4,016,853; (3) APPROPRIATING AN ADDITIONAL \$500,000 FROM THE GENERAL FUND FOR WORKFORCE DEVELOPMENT; AND (4) AUTHORIZING CONTRACTS WITH SERVICE PROVIDERS COMPETITIVELY SELECTED BY THE OAKLAND WORKFORCE DEVELOPMENT BOARD TO PROVIDE COMPREHENSIVE, SPECIALIZED, BUSINESS ENGAGEMENT AND YOUTH SERVICES FROM WIOA TITLE I FORMULA FUNDS AND OTHER FUNDS FOR FISCAL YEAR 2017-2018**

**WHEREAS**, the Oakland Workforce Development Board is mandated to oversee the expenditure of 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 City of Oakland received notice in February 2017 that its estimated allotment of WIOA Title I formula funds for FY 2017-18 for adult, dislocated worker, youth, and rapid response services is \$4,016, 853; and

**WHEREAS**, the Oakland Workforce Development Board approved a budget for all said funds; and

**WHEREAS**, the Oakland Workforce Development Board 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 and business including rapid response and lay-off aversion services, with WIOA Title I formula funds; and

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

**WHEREAS**, WIOA Section 129(a)(4) requires the minimum out-of-school youth expenditure rate, minus administrative costs, for the youth formula-funded program be 75 percent; 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**, from time to time the City through 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 hereby accepts the Fiscal Year 2017-2018 WIOA Title I formula funding for Adult, Dislocated Worker, Youth and Rapid Response services in the estimated amount of \$4,016,853, and is authorized to enter into agreements pertaining to the 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 2017-18 above \$4,016,853 without returning to the City Council; and be it

**FURTHER RESOLVED:** That WIOA 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 City Council hereby appropriates an additional \$500,000 of General Fund (Fund 1010) to the Workforce Development Org (85311), various Expenditure Accounts, in Projects to be determined, and in Workforce Program (SC03) to ensure that all deliverables under the law and the OWDB strategic plan are being adequately met; and be it

**FURTHER RESOLVED:** That the City Council hereby adopts the following Fiscal Year 2017-2018 workforce development budget:

A	B	C	D	E	F	G	H	I	K	L	M	N	O	P	R
1		WIOA						Other Revenue							
2	<b>PROJECTED REVENUES</b>	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	WOJRC	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total
3	Carryover Revenue	\$0	\$4,347	\$51,487	\$37,951	\$13,145	\$60,000	\$166,930	\$56,068				\$41,031	\$97,099	\$264,029
4	FY 2017-18 Revenue	\$1,353,931	\$967,550	\$321,451	\$1,373,921			\$4,016,853	\$223,689	\$439,826	\$767,565	\$450,000	\$90,080	\$1,971,160	\$5,988,013
5	<b>TOTAL REVENUE</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$279,757</b>	<b>\$439,826</b>	<b>\$767,565</b>	<b>\$450,000</b>	<b>\$131,111</b>	<b>\$2,068,259</b>	<b>\$6,252,042</b>
6	<b>EXPENDITURES</b>														
7	<b>SERVICE PROVIDER CONTRACTS</b>														
8	<b>Youth Services</b>														
9	Bay Area Comm Resources							\$0						\$0	\$0
10	Civics Corps				\$209,776			\$209,776						\$0	\$209,776
11	Lao Family				\$250,276			\$250,276			\$41,588	\$178,600		\$220,188	\$470,464
12	Unity Council				\$228,676			\$228,676			\$41,588	\$44,650		\$86,238	\$314,914
13	Youth Employment Partnership				\$252,976			\$252,976			\$41,588	\$178,600		\$220,188	\$473,164
14	Youth Radio				\$209,776			\$209,776						\$0	\$209,776
15	Youth Uprising							\$0			\$41,588	\$44,650		\$86,238	\$86,238
16	<b>Adult Services</b>														
17	Department of Human Services Senior Services							\$0							
18	Day Labor Center							\$0			\$140,000			\$140,000	\$140,000
19	Merritt College AJCC							\$0						\$0	\$0
20	OPIC Comprehensive AJCC	\$596,607	\$498,417	\$64,771				\$1,159,795			\$130,000			\$130,000	\$1,289,795
21	Unity Council AJCC	\$76,700	\$50,800					\$127,500			\$100,000			\$100,000	\$227,500
22	West Oakland Job Resource Center (WOJRC)							\$0		\$355,237				\$355,237	\$355,237
23	<b>Professional Services</b>														
24	KRA Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485	\$25,000					\$25,000	\$154,485
25	OPIC EASTBAY Works	\$17,300	\$17,300		\$20,000			\$54,600						\$0	\$54,600
26	Other Professional Services	\$4,340	\$9,300	\$14,360	\$2,000			\$30,000						\$0	\$30,000
27	Slingshot/East Bay RPU						\$50,000	\$50,000						\$0	\$50,000
28	<b>Service Provider Subtotal</b>	<b>\$702,002</b>	<b>\$583,056</b>	<b>\$186,603</b>	<b>\$1,181,199</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$2,702,860</b>	<b>\$25,000</b>	<b>\$355,237</b>	<b>\$536,352</b>	<b>\$446,500</b>	<b>\$0</b>	<b>\$1,363,089</b>	<b>\$4,065,949</b>
29	<b>DIRECT CLIENT SUPPORT</b>														
30	Adult and DW Training Services	\$270,786	\$193,510					\$464,296						\$0	\$464,296
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000						\$0	\$125,000
32	<b>Direct Client Support Subtotal</b>	<b>\$345,786</b>	<b>\$243,510</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$589,296</b>
33	<b>CITY OPERATIONS</b>														\$0
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121	\$13,400					\$13,400	\$138,521
35	Classrooms2Careers Coord							\$0	\$75,000					\$75,000	\$75,000
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313					\$103,831	\$103,831	\$123,144
37	Program Staff	\$260,861	\$112,336	\$151,592	\$174,157		\$10,000	\$708,946	\$43,556	\$84,589	\$231,213			\$359,358	\$1,068,304
38	O&M	\$4,059	\$3,981		\$17,062	\$13,145		\$38,247	\$12,035					\$12,035	\$50,282
39	<b>City Operations Subtotal</b>	<b>\$306,143</b>	<b>\$145,331</b>	<b>\$186,335</b>	<b>\$230,673</b>	<b>\$13,145</b>	<b>\$10,000</b>	<b>\$891,627</b>	<b>\$143,991</b>	<b>\$84,589</b>	<b>\$231,213</b>	<b>\$0</b>	<b>\$103,831</b>	<b>\$563,624</b>	<b>\$1,455,251</b>
40	<b>TOTAL EXPENDITURES</b>	<b>\$1,353,931</b>	<b>\$971,897</b>	<b>\$372,938</b>	<b>\$1,411,872</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,183,783</b>	<b>\$168,991</b>	<b>\$439,826</b>	<b>\$767,565</b>	<b>\$446,500</b>	<b>\$103,831</b>	<b>\$1,926,713</b>	<b>\$6,110,496</b>
41	<b>Fund Balance</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>110,766</b>	<b>0</b>	<b>0</b>	<b>3,500</b>	<b>27,280</b>	<b>141,546</b>	<b>141,546</b>

and be it

**FURTHER RESOLVED:** That the City Council hereby authorizes the City Administrator to negotiate and enter into contracts for Fiscal Year 2017-18 workforce development funds through June 30, 2018, to provide employment and training services to adults, dislocated workers, youth and business including rapid response and lay-off aversion services with the following service providers in not-to-exceed amounts set forth below:

- Adult and dislocated worker services to the (1) Oakland Private Industry Council in an amount not to exceed \$1,289,795; and (2) the Unity Council in an amount not to exceed \$227,500;
- Employer engagement services and fiscal responsibility of training and support services to KRA Corporation in an amount not to exceed \$154,485;
- Youth year-round services to (1) Lao Family Community in an amount not to exceed \$314,914, (2) Civicorps in an amount not to exceed \$209,776, (3) Unity Council in an amount not to exceed \$314,914 , (4) Youth Employment Partnership in an amount not to exceed \$473,164, and (5) Youth Radio in an amount not to exceed \$209,776; and be it

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

**FURTHER RESOLVED:** That the City Administrator or her designee is hereby authorized to spend funds in FY 2017-18 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, \_\_\_\_\_, 20\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCHELHANEY, GUILLEN, KALB, KAPLAN, and PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_

LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California