



# **OAKLAND WORKFORCE DEVELOPMENT BOARD**

**\*Special Meeting\***

**Thursday, June 2, 2016**

**8:30 a.m. – 11:00 a.m.**

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

# **OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)**

## **AGENDA**

### **Hearing Room 3**

City Hall, 1 Frank H. Ogawa Plaza

Thursday, June 2, 2016

8:30 a.m. – 11:00 a.m.

<b>ITEM</b>	<b>PAGE</b>	<b>ACTION</b>
1. Call to Order and Roll Call	<b>3</b>	Informational
2. Award a “Pay for Performance” Contract to Youth Uprising	<b>4</b>	Action
3. Review and Approve FY 2016-17 Budget	<b>7</b>	Action
4. Approve Proposed 2016 Summer Program Funding Allocations	<b>15</b>	Action
5. State Performance	<b>18</b>	Informational
6. Open Forum		Informational
7. Announcements		Informational
8. Closing Remarks		
9. Adjourn		Action

## ITEM #1 Oakland Workforce Development Board Roster - Roll Call

#	Name	Thursday, June 2 Present Excused Absent
1	Elena Anaya, Vice Chair	
2	John Brauer	
3	Kathleen Burris	
4	Kori Chen	
5	Rose Doss	
6	Dan Ferreira	
7	Herb Garrett, Chair	
8	Polly Guy	
9	Susan Hollingshead	
10	Derreck Johnson	
11	Lisa Kershner	
12	Chancellor Laguerre	
13	Darien Louie	
14	Michael McDonald	
15	Doreen Moreno	
16	Chudy Nnebe	
17	Gilbert Pete	
18	Ruben Rodriguez	
19	Brian Salem	
20	Obray Van Buren	

# **ITEM #2 Award Pay-for-Performance” Contract to Youth Uprising**



**To: Oakland Workforce Development Board**

**From: Lazandra Dial, Program Analyst III**

**Date: June 2, 2016**

**Action Item: Approve a “Pay for Performance” Contract to Youth Uprising for Out of School Youth for Fiscal Year 2015-2016**

## **MOTION**

**Award a “Pay for Performance” Contract to Youth Uprising for Fiscal Year (FY) 2015/2016**

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## **BACKGROUND:**

Youth Uprising (YU) is a multi-service agency in the heart of East Oakland. YU provides comprehensive integrated programming in four core areas-Career & Education, Health and Wellness, Art & Expression and Civic Engagement to youth and young adults, ages 13-24 year. Their mission is to transform East Oakland into a healthy and economically robust community by developing leadership of youth and young adult and improving the systems that impact them. YU is the sole youth services provider funded by the Oakland Workforce Development Board (WDB) in East Oakland. The current FY 14-15 contract with YU ends on June 30, 2016.

At the **May 13, 2015** Oakland Workforce Investment Board (WIB) Youth Council meeting and the **May 20, 2015** WIB Executive Committee meeting, staff presented options for consideration regarding youth service provider funding for FY 2015-2016. WIB staff recommended deferring funding for three months pending the outcome of a Corrective Action Plan. As a result, WIB staff worked with YU on the development of a detailed Corrective Action Plan (CAP) intended to improve performance in all areas. The CAP timeframe was May 15, 2015 – August 15, 2015. It was further recommended that outcome data and progress reports be forwarded to the Youth Council at a special meeting in late August and to the Executive Committee during its September 2, 2015 meeting for review and consideration of FY 2015-2016 funding. The proposed funding level for FY 2015-2016 was \$212,500 to serve (14) fourteen Out of School Youth and (14) fourteen In-School Youth.

At the **August 12, 2015** WIB Youth Council meeting, an informational item was on the agenda to discuss the 4<sup>th</sup> quarter Youth Service Providers performance and a corrective action update.

OWIB staff discussed the technical assistance provided and gave an assessment of progress of the corrective actions. No action items were scheduled as a result of this meeting.

At the **September 2, 2015** WIB Executive Committee meeting, an action to discuss the YU corrective action was on the agenda; however, a quorum was not achieved and the item was tabled.

At the **September 24, 2015** WIB meeting, a quorum was also not achieved, therefore no action items were presented.

At the **November 4, 2015** WIB Youth Council meeting, staff reported that:

1. Enrollment numbers were below contracted service levels because YU staff previously counted youth enrollment based on FY served as opposed to FY enrolled.
2. YU did not meet the Placement in employment, education or training goal set in their Corrective Action Plan. Staff forecasted that 6 additional youth would be placed after closure by 8/31/15. As of 9/16/15, only 4 youth were planned for closure on 9/30/15.
3. YU indicated that they would be meeting the Attainment of degree or certificate measure by placing youth in jobs and postsecondary education and that they planned to increase Literacy/Numeracy gains by testing in-school youth that were engaged in the program.

The Youth Council recommendation was that the WIB and YU staff continue working together to implement strategies that best impact performance measures in the appropriate timeframes for benchmark measurement for the FY 2014-2015 participants. Also staff should continue efforts to assist YU in positioning itself to improve their outcomes and contribute to the Oakland workforce development system in a manner that would increase the system's potential for success.

OWIB staff did not recommend to the Youth Council that YU receive funding for FY 2015-2016. It was recommended that OWIB staff continue to provide technical assistance, monitor progress on FY 2014-2015 outcomes and provide additional individual support to frontline staff identified by Youth Uprising leadership. The objective was to ensure that YU focused its' efforts on expanding strategies to improve performance outcomes, strengthen staff understanding of WIA/WIOA requirements and close out the FY 2014-2015 contract successfully by 6/30/2016.

WIB consideration of an action to award FY 2015-2016 contract funding to YU was tabled at the November Youth Council meeting by OWIB staff pending further discussion with the agency's top leadership.

The last full WIB meeting was held in September 2015. Subsequently the OWIB was dissolved 3/31/2016 and the Oakland Workforce Development Board was established effective 4/1/2016 by Executive Order.

The item to award or not award a FY 2015-2016 contract to YU has been pending since November 2015. Both YU and the WIB/WDB staff have continued to work together to meet youth service benchmarks for FY 2014-2015 and staff has continued to provide Technical Assistance to staff at YU. On May 3, 2016, OWDB met with YU staff to discuss and outline a plan to address the following:

- a. Youth Participants updates;
- b. Projected outcomes for active and exited participants;
- c. Plan to spend down by 6/30/2016 the \$35,929.97 remaining in the FY 2014-2016 Workforce Investment Act contract;
- d. Plan to close active case files by 6/30/2016; and
- e. Follow-up plan for exited FY 2014-2016 participants.

The plan was due and submitted to the WDB staff on 5/13/16. Subsequently on 5/16/16, YU staff submitted a progress report on meeting the benchmarks outlined in the 5/13/16 plan. On May 17, 2016 WDB staff provided CALJOBS training to new YU staff the State of California's workforce fiscal and program reporting system.

### **STAFF RECOMMENDATION:**

OWDB staff recommends that:

1. Youth Uprising be awarded a "pay-for-performance" contract to provide WIOA youth services to 14 Out-of-School Youth for FY 2015-2016.
2. Additional technical support be provided to Youth Uprising to successfully meet WIOA youth performance measures.

Staff is recommending a "pay-for-performance" contract so that if performance measures are not being met by YU, the youth services funding can be suspended and reallocated to other providers that may be better able to achieve placement and attainment outcomes.

Staff is also recommending that an increased level of staff technical support be provided to YU to help improve their potential for success and continued service to youth in East Oakland.

### **SUGGESTED MOTION:**

Award a "Pay for Performance" Contract to Youth Uprising for Fiscal Year (FY) 2015/2016.

## ITEM #3 Review and Approve FY 2016-17 Budget



### MEMORANDUM

**To:** Oakland WDB  
**From:** Honorata Lindsay, Analyst  
**Date:** June 2, 2016  
**Re:** PROPOSED FY 2016-2017 WDB Budget

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### **BUDGET SUMMARY**

Federal WIOA funds are allocated annually to the City of Oakland through EDD. Although the WDB is responsible for developing and approving its budget, the City Council must also approve the budget in accordance with Oakland's City Charter. Within the City's budget, WIOA funds are received and distributed through the City's Workforce Development Division (Fund 2195) in the Economic & Workforce Development Department.

The total FY 2016-17 WIOA budget allocated to the City from EDD is \$4,152,806. Compared to last year, funding is down \$414,382, or 9.13 percent from FY 2015-16, represented in Table 1.

Table 1: Year Over Year WIOA Allocations				
	2013-2014	2014-2015	2015-2016	2016-2017
	\$4,854,996	\$4,628,338	\$4,567,188	\$4,152,806
<b>WIOA Change +/-</b>	-	-5%	-1%	-9%

The reduction in Oakland's WIOA budget was due to two factors: 1) a decrease in Oakland's overall unemployment rate and 2) the Governor's discretionary funding levels restored from 10 percent to 15 percent, which reduced all direct funding to all workforce agencies. This means that less formula funding is pushed out to the local areas and instead is available on a competitive basis through grant opportunities. WIOA's hold-harmless provisions ensure that each local area receives no less than 90 percent of their average percentage share from the two prior years in addition to current local area unemployment rates. Workforce Staff contacted EDD to understand if a re-evaluation was possible, however, since this is a set formula applicable to all agencies, no adjustments will be made.

Staff is proposing a budget for consideration of adoption by the WDB that shifts the burden of the WIOA reduction to City support functions versus contract service providers. Of the total \$414,382 WIOA budget reduction, the City is reducing its allocation from 22 percent of the FY 2015-16 WIOA funds to 14 percent of FY 2016-17 funds. The total WIOA funds that are allocated to contracted service providers are up from 78 percent to 86 percent for FY 2016-17.

Table 2: Reduction impact to Services (Contracted and City Support)				
	FY 2015-16 Funding	FY 2015-16 WIOA %	FY 2016-17 Funding	FY 2016-17 WIOA %
<b>Contracted Services</b>	\$3,556,501	78%	\$3,556,501	86% ↑
<b>City Support</b>	\$1,010,687	22%	\$596,305	14% ↓
<b>Total Funding</b>	\$4,567,188	-1% YOY	\$4,152,806	-9% YOY

At the time of the RFP release, the City had not been informed of their FY 2016-17 WIOA allocations. Staff estimated a potential 3 percent total reduction for the purpose of providing bidders with an estimate of how much funding may be available for services in each RFP category.

### System Framework Changes

The FY 2015-16 services cannot be compared on a one-to-one relationship since the previous model included only two system functions – Youth and Adult/Dislocated Worker Services. In FY 2016-17 the Workforce System framework has been redesigned to meet the requirements of WIOA, which will now include Youth, Adult/Dislocated Worker Services, Sector Access Points and Business Engagement and Services. Despite the overall 9.13 percent reduction in WIOA funding, some contracted service providers are proposed to receive increases from last year's budget, as represented in Table 3 presented as Option 1.

Table 3 (Option 1): System Framework Funding					
	RFP Estimate of Funding	Proposed Funding	FY 2015-16 WIOA Amount	FY 2016-17 WIOA Proposed Budget Amount	Year Over Year
<b>Comprehensive</b>	1 Provider @ \$1,052,000	1 Provider @ \$1,035,867	\$916,736	\$1,035,867 (1 Provider)	+13%
<b>Youth Services</b>	4 Providers @\$221,000	5 Providers @\$209,776	\$1,048,883	\$1,048,883 (5 Providers)	0%
<b>Sector Access Point</b>	2 Providers @\$127,500 each	2 Providers @\$127,500 each	-	\$255,000 (2 Providers)	+100% New Service
<b>Business Engagement</b>	1 Provider @\$275,000	1 Provider @\$275,000*	-	\$250,000* (fully funded at \$275,000)	+100% New Service

\*\$25,000 of the Business Engagement Services will be funded from the Career Pathways Trust Grant

In FY 2015-16 the City reduced its share of WIA funds by 29 percent from FY 2014-2015 to help off-set the reduction in WIA funding from the previous year.

Staff originally proposed budget Option 1 for consideration of adoption by the WDB that shifts a large share of the burden of the 9.13 percent WIOA reduction to City support functions versus contracted service providers. As a result, the total funding for service providers is flat from last year while City support costs funded by WIOA are down a total of 41 percent from last year. This will require City Council to appropriate \$338,688 of General Fund for City Support costs in its Mid-cycle Budget for FY 2016-17.



Table 4 (Option 1): WIOA Budget Year Over Year			
	FY 2015-16 WIOA Budget	FY 2016-17 Proposed WIOA Budget	WIOA YOY Change (+/-)
<b>TOTAL WIOA FUNDING</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-9.1%</b>
Training	\$415,000	\$622,111	49.9%
Supportive Services	\$80,000	\$74,400	-7.0%
Comprehensive	\$916,736	\$1,035,867	13.0%
Neighborhood Centers	\$559,000	\$0	-100.0%
Industry Specific Sector Access Points	\$0	\$255,000	100.0%
Senior Services	\$100,000	\$100,000	0.0%
Business Services	\$233,937	\$250,000	6.9%
EASTBAYWorks	\$60,000	\$54,600	-9.0%
Youth Services	\$1,048,883	\$1,048,883	0.0%
Youth Summer Support	\$117,945	\$100,000	-15.2%
Direct Professional Support Services	\$25,000	\$15,640	-37.4%
<b>Contracted Services Total</b>	<b>\$3,556,501</b>	<b>\$3,556,501</b>	<b>0.0%</b>
O&M	\$30,000	\$25,102	-16.3%
Internal Services Fund Fees	\$17,594	\$19,313	9.8%
City WDB Program Staff	\$813,765	\$436,764	-46.3%
City Administrative Staff	\$149,328	\$115,126	-22.9%
<b>City Support Total</b>	<b>\$1,010,687</b>	<b>\$596,305</b>	<b>-41.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-9.1%</b>

## Option 2 – Funding a 6<sup>th</sup> Youth Provider - Civicorps

Based on discussions from the May 25, 2016 WDB meeting, a motion was passed to fund Civicorps as a sixth youth service provider and for staff to present additional options to fund their program. The following adjustments are proposed to fund Civicorps at \$209,776:

- 1) Adjust Comprehensive funding over last year from +13% to +2%, or \$1,035,867 to \$934,955.
- 2) Allocate FY 2015-16 unencumbered youth funds of \$44,408.
- 3) Allocate staff salary of \$62,456 from the FY 2015-16 budget.

Table 5 outlines the system framework as Option 2.

**Table 5 (Option 2): System Framework Funding**

	<b>RFP Estimate of Funding</b>	<b>Proposed Funding</b>	<b>FY 2015-16 WIOA Amount</b>	<b>FY 2016-17 WIOA Proposed Budget Amount</b>	<b>Year Over Year</b>
<b>Comprehensive</b>	1 Provider @ \$1,052,000	1 Provider @ \$934,955	\$916,736	\$934,955 (1 Provider)	+ 2%
<b>Youth Services</b>	4 Providers @\$221,000 each	6 Providers @\$209,776 each*	\$1,048,883	\$1,149,795 (6 providers fully funded at \$1,258,656)*	+9.6%
<b>Sector Access Point</b>	2 Providers @\$127,500 each	2 Providers @\$127,500 each	-	\$255,000 (2 Providers)	+100% New Service
<b>Business Engagement</b>	1 Provider @\$275,000	1 Provider @\$275,000**	-	\$250,000** (fully funded at \$275,000)	+100% New Service

\* Additional funds to support a sixth youth provider, Civicorps will be funded from unencumbered FY 2015-16 Youth funds of \$44,408 and FY 2015-16 Staff salary of \$62,456

\*\*\$25,000 of the Business Engagement Services will be funded from the Career Pathways Trust Grant

**Table 6 (Option 2): WIOA Budget Year Over Year**

	<b>FY 2015-16 WIOA Budget</b>	<b>FY 2016-17 Proposed WIOA Budget</b>	<b>WIOA YOY Change (+/-)</b>
<b>TOTAL WIOA FUNDING</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-9.1%</b>
Training	\$415,000	\$622,111	49.9%
Supportive Services	\$80,000	\$74,400	-7.0%
Comprehensive	\$916,736	\$934,955	2.0%
Neighborhood Centers	\$559,000	\$0	-100.0%
Industry Specific Sector Access Points	\$0	\$255,000	100.0%
Senior Services	\$100,000	\$100,000	0.0%
Business Services	\$233,937	\$250,000	6.9%
EASTBAYWorks	\$60,000	\$54,600	-9.0%
Youth Services	\$1,048,883	\$1,149,795	9.6%
Youth Summer Support	\$117,945	\$100,000	-15.2%
Direct Professional Support Services	\$25,000	\$15,640	-37.4%
<b>Contracted Services Total</b>	<b>\$3,556,501</b>	<b>\$3,556,501</b>	<b>0.0%</b>
O&M	\$30,000	\$25,102	-16.3%
Internal Services Fund Fees	\$17,594	\$19,313	9.8%
City WDB Program Staff	\$813,765	\$436,764	-46.3%
City Administrative Staff	\$149,328	\$115,126	-22.9%
<b>City Support Total</b>	<b>\$1,010,687</b>	<b>\$596,305</b>	<b>-41.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-9.1%</b>

## Service Providers

Staff has kept total service provider funding levels in both, Option 1 and 2, flat for the Board's consideration. Proposed funding levels are subject to Board consideration as well as proposed service levels, which should also be based on negotiations with service providers.

## City Support Viability

The new Federal mandate will require that the workforce support staff be charged with delivering more oversight, development and delivery of reporting, as well as more facilitation as staff helps system partners navigate the new complex regulations of WIOA. The City's capacity to give service providers the quality and quantity of program and administrative support they need and deserve requires staff's best efforts. This is particularly true going into FY 2016-2017 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 reporting, regional coordination with three other WIBs and increased employer engagement, especially through a newly designed sector-specific strategy for Oakland and the region.

The proposed budget shifts the burden of the WIOA reduction to City support functions versus contract service providers. A portion of the WIOA funding reduction would be absorbed by other following sources that will be used for City Program and Administrative system support staff:

Shortfall for WIOA	-\$414,382
Shortfall for City admin support staff and labor bargaining agreements	-33,857
<b>Total Shortfall</b>	<b>-\$448,239</b>
Career Pathways Trust Funding	\$56,956
Bay Area Workforce Collaborative Healthcare Bridge Program	\$10,000
BART Grant	\$32,595
Day Laborer Program	\$10,000
City Council General Fund Support Request	\$338,688
<b>Total Other Sources</b>	<b>\$448,239</b>

**This means that adoption of this budget will necessitate a request of City Council to allocate an additional \$338,688 to fund City support costs that includes: 1) 0.38 FTE of Administrative Support from the City of Oakland's Finance and Management Agency, 2) Workforce division share of Citywide increase in staff costs due to labor bargaining agreements, 3) City Program Staff not funded by WIOA.**

If Council does not approve the additional allocation, it will require either 1) A revised WIOA budget that distributes more of the funding reduction to the contract service providers. 2) A reduction in staff necessary to perform the required WIOA system support function of facilitation of contracts and monitoring of performance. However, it should be recognized that the failure of the City to perform this function adequately could ultimately result in the City and the Board's inability to retain certification as a workforce development area that receives and distributes WIOA funding.

# ITEM #3 Review and Approve FY 2016-17 Budget

## Option 1

	2016-17	2016-17	2016-17	2016-17	2015-16	2016-17		
	WIOA Adult	WIOA DW	WIOA RR	WIOA Youth	Total WIOA Budget	Total WIOA Budget	Differential	WIOA YOY Change (+/-)
<i>WIOA Allocation</i>	\$ 1,413,381	\$ 1,075,377	\$ 226,550	\$ 1,437,498	\$4,567,188	\$4,152,806	-\$414,382	-9.1%
<b>TOTAL REVENUE</b>	<b>\$ 1,413,381</b>	<b>\$ 1,075,377</b>	<b>\$ 226,550</b>	<b>\$ 1,437,498</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-\$414,382</b>	<b>-9.1%</b>
Training	\$ 353,345.25	\$ 268,765			\$415,000	\$622,111	\$207,111	49.9%
Supportive Services	\$ 47,198	\$ 27,203			\$80,000	\$74,400	-\$5,600	-7.0%
Comprehensive	\$ 556,911.88	\$ 478,956			\$916,736	\$1,035,867	\$119,131	13.0%
Neighborhood Centers					\$559,000	\$0	-\$559,000	-100.0%
Industry specific Sector Access Points	\$ 153,400	\$ 101,600			\$0	\$255,000	\$255,000	100.0%
Senior Services	\$ 100,000				\$100,000	\$100,000	\$0	0.0%
Business Services	\$ 12,183	\$ 12,367	\$ 212,603	\$ 12,847	\$233,937	\$250,000	\$16,063	6.9%
EBW	\$ 17,300	\$ 17,300		\$ 20,000	\$60,000	\$54,600	-\$5,400	-9.0%
Youth Services				\$ 1,048,883	\$1,048,883	\$1,048,883	\$0	0.0%
Youth Summer Support				\$ 100,000	\$117,945	\$100,000	-\$17,945	-15.2%
Direct Professional Support Services	\$ 4,340.00	\$ 9,300		\$ 2,000	\$25,000	\$15,640	-\$9,360	-37.4%
<b>Contracted Services Subtotal</b>	<b>\$ 1,244,678</b>	<b>\$ 915,490</b>	<b>\$ 212,603</b>	<b>\$ 1,183,730</b>	<b>\$3,556,501</b>	<b>\$3,556,501</b>	<b>\$0</b>	<b>0.0%</b>
O&M	\$ 4,059	\$ 3,981		\$ 17,062	\$30,000	\$25,102	-\$4,898	-16.3%
Internal Services Fund Fees	\$ 6,593	\$ 7,784	\$ 113	\$ 4,823	\$17,594	\$19,313	\$1,719	9.8%
City WDB Program Staff	\$ 130,269	\$ 117,382	\$ 13,834	\$ 175,279	\$813,765	\$436,764	-\$377,001	-46.3%
City Administrative Staff	\$ 27,782	\$ 30,740		\$ 56,604	\$149,328	\$115,126	-\$34,202	-22.9%
<b>City Support Subtotal</b>	<b>\$ 168,703</b>	<b>\$ 159,887</b>	<b>\$ 13,947</b>	<b>\$ 253,768</b>	<b>\$1,010,687</b>	<b>\$596,305</b>	<b>-\$414,382</b>	<b>-41.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,413,381</b>	<b>\$ 1,075,377</b>	<b>\$ 226,550</b>	<b>\$ 1,437,498</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-\$414,382</b>	<b>-9.1%</b>

## Option 2

	2016-17	2016-17	2016-17	2016-17	2015-16	2016-17		WIOA YOY Change (+/-)
	WIOA Adult	WIOA DW	WIOA RR	WIOA Youth	Total WIOA Budget	Total WIOA Budget	Differential	
<i>WIOA Allocation</i>	\$ 1,413,381	\$ 1,075,377	\$ 226,550	\$ 1,437,498	\$4,567,188	\$4,152,806	-\$414,382	-9.1%
<b>TOTAL REVENUE</b>	<b>\$ 1,413,381</b>	<b>\$ 1,075,377</b>	<b>\$ 226,550</b>	<b>\$ 1,437,498</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-\$414,382</b>	<b>-9.1%</b>
Training	\$ 353,345	\$ 268,765			\$415,000	\$622,111	\$207,111	49.9%
Supportive Services	\$ 47,198	\$ 27,203			\$80,000	\$74,400	-\$5,600	-7.0%
Comprehensive	\$ 485,433	\$ 449,523			\$916,736	\$934,955	\$18,219	2.0%
Neighborhood Centers					\$559,000	\$0	-\$559,000	-100.0%
Industry specific Sector Access Points	\$ 153,400	\$ 101,600			\$0	\$255,000	\$255,000	100.0%
Senior Services	\$ 100,000				\$100,000	\$100,000	\$0	0.0%
Business Services	\$ 12,183	\$ 12,367	\$ 212,603	\$ 12,847	\$233,937	\$250,000	\$16,063	6.9%
EBW	\$ 17,300	\$ 17,300		\$ 20,000	\$60,000	\$54,600	-\$5,400	-9.0%
Youth Services				\$ 1,149,795	\$1,048,883	\$1,149,795	\$100,912	9.6%
Youth Summer Support				\$ 100,000	\$117,945	\$100,000	-\$17,945	-15.2%
Direct Professional Support Services	\$ 4,340	\$ 9,300		\$ 2,000	\$25,000	\$15,640	-\$9,360	-37.4%
<b>Contracted Services Subtotal</b>	<b>\$ 1,173,199</b>	<b>\$ 886,057</b>	<b>\$ 212,603</b>	<b>\$ 1,284,642</b>	<b>\$ 3,556,501</b>	<b>\$3,556,501</b>	<b>\$0</b>	<b>0.0%</b>
O&M	\$ 4,059	\$ 3,981		\$ 17,062	\$30,000	\$25,102	-\$4,898	-16.3%
Internal Services Fund Fees	\$ 6,593	\$ 7,784	\$ 113	\$ 4,823	\$17,594	\$19,313	\$1,719	9.8%
City WDB Program Staff	\$ 183,878	\$ 139,457	\$ 13,834	\$ 99,595	\$813,765	\$436,764	-\$377,001	-46.3%
City Administrative Staff	\$ 45,652	\$ 38,098		\$ 31,376	\$149,328	\$115,126	-\$34,202	-22.9%
<b>City Support Subtotal</b>	<b>\$ 240,182</b>	<b>\$ 189,320</b>	<b>\$ 13,947</b>	<b>\$ 152,856</b>	<b>\$1,010,687</b>	<b>\$596,305</b>	<b>-\$414,382</b>	<b>-41.0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,413,381</b>	<b>\$ 1,075,377</b>	<b>\$ 226,550</b>	<b>\$ 1,437,498</b>	<b>\$4,567,188</b>	<b>\$4,152,806</b>	<b>-\$414,382</b>	<b>-9.1%</b>

## FY 2014-15 versus 2015-16 WDB Budget

Oakland Workforce Investment Board FY 2015-2016 BUDGET											Attachment A		
	Line Items	A FY 14-15 ADULT	B FY 15-16 ADULT	C FY 14-15 DISLOCATED WORKER	D FY 15-16 DISLOCATED WORKER	E FY 14-15 RAPID RESPONSE	F FY 15-16 RAPID RESPONSE	G FY 14-15 YOUTH	H FY 15-16 YOUTH	I FY 14-15 TOTAL	J FY 15-16 TOTAL	K \$ DIFFERENTIAL	L %
1	WIA Formula Allocations	\$1,579,174	\$1,542,588	\$1,195,435	\$1,211,036	\$250,000	\$246,250	\$1,603,729	\$1,567,314	\$4,628,338	<b>\$4,567,188</b>	-\$61,150	-1%
2	Carry Forward/Transfer	\$430,000	\$0	\$150,000	\$0	\$105,000	\$0	\$380,000	\$0	\$1,065,000	<b>\$0</b>	-\$1,065,000	-100%
3	OJT Grant			\$988,217	\$0					\$988,217	<b>\$20,000</b>	-\$968,217	-98%
4	Total Revenue	\$2,009,174	\$1,542,588	\$2,333,652	\$1,211,036	\$355,000	\$246,250	\$1,983,729	\$1,567,314	\$6,681,555	<b>\$4,587,188</b>	-\$2,094,367	-31%
5	ASSETS	\$130,000	\$100,000							\$130,000	<b>\$100,000</b>	-\$30,000	-23%
6	Comprehensive Career Center	\$498,000	\$492,334	\$710,000	\$424,402	\$300,000	\$233,937			\$1,508,000	<b>\$1,150,673</b>	-\$357,327	-24%
7	Neighborhood Career Centers	\$348,000	\$394,000	\$87,000	\$165,000					\$435,000	<b>\$559,000</b>	\$124,000	29%
8	OPIC OJT Project			\$175,522						\$175,522	<b>\$0</b>	-\$175,522	-100%
9	Unity Council OJT Project			\$65,400						\$65,400	<b>\$0</b>	-\$65,400	-100%
10	English Center OJT Project			\$67,189						\$67,189	<b>\$0</b>	-\$67,189	-100%
11	Lao Family OJT Project			\$115,469						\$115,469	<b>\$0</b>	-\$115,469	-100%
12	Year-Round Youth Programs							\$1,311,247	\$1,048,883	\$1,311,247	<b>\$1,048,883</b>	-\$262,364	-20%
13	EASTBAY Works	\$25,000	\$25,000	\$25,000	\$25,000			\$10,000	\$10,000	\$60,000	<b>\$60,000</b>	\$0	0%
14	Summer Youth Program							\$200,000	\$117,945	\$200,000	<b>\$117,945</b>	-\$82,055	-41%
15	Subtotal of Programs	\$1,001,000	\$1,011,334	\$1,245,580	\$614,402	\$300,000	\$233,937	\$1,521,247	\$1,176,828	\$4,067,827	<b>\$3,036,501</b>	-\$1,031,326	-25%
16	Adult/DW Training Funds	\$270,000	\$255,000	\$225,000	\$160,000	\$55,000				\$550,000	<b>\$415,000</b>	-\$135,000	-25%
17	OJT Project Training			\$475,000						\$475,000	<b>\$0</b>	-\$475,000	-100%
18	Adult/DW Supportive Services	\$70,000	\$50,750	\$30,000	\$29,250					\$100,000	<b>\$80,000</b>	-\$20,000	-20%
19	Subtotal Direct Client Support	\$340,000	\$305,750	\$730,000	\$189,250	\$55,000				\$1,125,000	<b>\$495,000</b>	-\$630,000	-56%
20	Total Program Expenditure	\$1,341,000	\$1,317,084	\$1,975,580	\$803,652	\$355,000	\$233,937	\$1,521,247	\$1,176,828	\$5,192,827	<b>\$3,531,501</b>	-\$1,661,326	-32%
21	Professional Services	\$25,000	\$5,000	\$25,000	\$10,000			\$25,000	\$10,000	\$75,000	<b>\$25,000</b>	-\$50,000	-67%
22	Operation & Maintenance	\$15,500	\$6,000	\$15,500	\$7,500			\$15,500	\$16,500	\$46,500	<b>\$30,000</b>	-\$16,500	-35%
23	Internal Services Fees	\$41,000	\$7,000	\$45,000	\$7,500			\$35,000	\$3,094		<b>\$17,594</b>	\$17,594	
24	City Personnel	\$586,674	\$207,504	\$317,572	\$382,384		\$12,313	\$386,982	\$360,892	\$1,367,228	<b>\$983,093</b>	-\$384,136	-28%
25	Subtotal of City Operations	\$668,174	\$225,504	\$403,072	\$407,384		\$12,313	\$462,482	\$390,486	\$1,488,728	<b>\$1,055,687</b>	-\$433,042	-29%
26	Total Expenditures	\$2,009,174	\$1,542,588	\$2,333,652	\$1,211,036	\$355,000	\$246,250	\$1,983,729	\$1,567,314	\$6,681,555	<b>\$4,587,188</b>	-\$2,094,368	-31%
<b>27-May-15</b>													
1) 6.33 FTE are charged to the WIA portion of this budget for the City.													
2) The total cost of allowable administration for the City portion of this budget is \$287,977, which is 6.3% of the FY 15-16 WIA allocation.													
3) The remaining \$695,116 of staff costs go towards allowable program and system support activities.													
4) The City contributes approximately \$120,000 in direct and indirect general fund support for the Workforce Development Unit.													



## ITEM #4 Summer Provider Contracts



**To: Oakland Workforce Development Board**

**From: Tamara Walker, Program Analyst II**

**Date: June 2, 2016**

**Re: Approve Proposed 2016 Summer Program Funding Allocations**

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Per City Council Resolution No. 84373 C.M.S., the Oakland Workforce Development Board (WDB) is authorized to approve the disbursement of funds for the Mayor's Summer Jobs Program to contracted youth service providers without the need for staff to return to the City Council for approval. While Mayor Schaaf has directed staff to develop an internship-focused summer and year-round program model called "Classrooms 2 Careers", the legislation remains in effect regarding disbursement of summer program funds.

### **Oakland Housing Authority Funding**

The Oakland Housing Authority (OHA) Board of Directors has again approved a \$450,000 grant to the Oakland WDB to administer a summer employment program for 256 OHA residents between the ages of 16 and 21. Oakland WDB allocates to current youth service providers in our system to administer the summer program (Lao Family Community Development, Youth Employment Partnership, and YouthUpsring).

The program model includes a total of 20 hours of pre-employment and job retention training, and 100 hours of paid work experience at the City's new minimum wage rate of \$12.55/hr. The OHA grant pays service providers a flat fee of \$500 per participant for Program and Administrative support and up to \$1,255 for youth wages.

**Historically, any costs above and beyond the \$1,755 per participant, such as training incentives and bonuses, mandatory withholding taxes, and other program costs must be borne by the service providers. The total cost per participant is \$2,530 (please see Table 1 below).**

**TABLE 1**

<b>2016 Summer Program Cost Per Participant Pro Forma</b>	
Youth Wages	\$1,255
Mandatory Withholding Taxes	\$185
Bus Pass (\$40 youth, \$75 for over 18)	\$50
Liability Insurance	\$100
Staff Travel and Parking	\$50
Training Bonuses and Incentives (\$25 per workshop)	\$200
Program Support	\$400
Payroll/W-4/General Administration	\$290
<b>TOTAL:</b>	<b>\$2,530</b>

### **Workforce Innovation & Opportunity Act Funding**

A portion of WIOA funds are available and intended to supplement operating support over \$1,755 for summer youth activities to defraying the costs not covered by the OHA grant. The FY 16-17 budget includes an allocation of \$100,000 for this purpose.

### **Miscellaneous Funding**

Under the auspices of Classroom 2 Careers, additional funds are raised to create summer opportunities for youth ages 16-21 that are not eligible to receive funding under the OHA grant. These funds are then disbursed to service providers on availability, based on prior approval of the Oakland WDB to do so.

These funds are represented below as Miscellaneous. Please note that these funds are not guaranteed and the amount listed below is based on past funding efforts. These projections are included in this funding request to avoid returning to Oakland WDB for approval of disbursement.

Following is a table of recommended OHA service and summer program funding allocation levels:



## 2016 PROPOSED SUMMER PROGRAM ALLOCATIONS

FUND SOURCE	LFCD	YEP	YU	TOTALS
<b>OAKLAND HOUSING AUTHORITY</b>				
Number of <b>OHA</b> Youth Proposed:	86	85	85	260
Total Proposed cost to OHA:	\$150,930	\$149,175	\$149,175	\$449,280
Pro-rata share:	33.6%	33.2%	33.2%	100%
<b>FY 2016-2017 WIOA</b>				
WIOA Youth One Stop Cost:	\$33,600	\$33,200	\$33,200	\$100,000
<b>MISCELLANEOUS*</b>				
Recommended First-Wave Allocations:	\$13,440	\$13,280	\$13,280	\$40,000
Not-to-Exceed Allocations:	\$33,600	\$33,200	\$33,200	\$100,000
<u>Sub-Totals:</u>	<u>\$218,130</u>	<u>\$215,575</u>	<u>\$215,575</u>	<u>\$649,280</u>

\* Note the Miscellaneous are not guaranteed. Per City Council fund distribution authorization, the WDB must approve the disbursement of summer program funds to contracted youth service providers. Staff is recommending these not-to-exceed fund disbursements in the event the City raises \$100,000. The proposed distribution of funds is based on agency capacity estimates derived from the allocation of OHA Classroom2Careers slots, which the agencies proposed.

### **RECOMMENDATION**

Oakland Workforce Development Board staff recommends the Oakland WDB approve the **2016 Proposed Summer Program Allocations** and authorize staff to amend current contracts for Lao Family Community Development, Youth Employment Partnership and YouthUprising to administer the summer program.

### **ALTERNATIVES**

The WDB's authorization to disburse these funds is essential for purposes of program responsiveness. A delay in approval would likely result in a significant decrease in the number of summer employment opportunities for Oakland youth.

### **SUGGESTED MOTION**

Approve Proposed 2016 Summer Program Funding Allocations

## ITEM #5 State Performance

Performance Table				
Name of Local	Oakland Workforce Investment Board			Area:
Common Measure	Negotiated PY 2013-14	Actual PY 2013-14	Negotiated PY 2014-15	Actual PY 2014-15
<b>Adult</b>				
Entered Employment Rate	68.0%	67.3%	60.5%	68.8%
Employment Retention Rate	78.0%	81.3%	77.5%	83.2%
Average Earnings	\$11,800	\$11,087	\$11,650	\$10,980
<b>Dislocated Worker</b>				
Entered Employment Rate	68.1%	76.3%	63.5%	85.4%
Employment Retention Rate	82.6%	85.0%	82.5%	87.5%
Average Earnings	\$16,370	\$16,084	\$17,050	\$17,388
<b>Youth (ages 14-21)</b>				
Placement in Employment or Education	59.2%	46.3%	55%	58.6%
Attainment of a Degree or Certificate	55.0%	24.3%	56.5%	33.6%
Literacy and Numeracy Gains	25.0%	7.4%	40.5%	22.6%

The Workforce Development Staff renegotiated the FY 2015-16 goal for Attainment of a Degree or Certificate so that it aligns with the remainder of the region's goal, which is 51.5% compared to Oakland's previous goal of 56.5%.

#	Name	Y.U. Funds  Vote #1	Budget  Vote #2	Summer Contracts  Vote #3
1	Elena Anaya			
2	John Brauer			
3	Kathleen Burris			
4	Kori Chen			
5	Rose Doss			
6	Dan Ferreira			
7	Herb Garrett			
8	Polly Guy			
9	Susan Hollingshead			
10	Derreck Johnson			
11	Lisa Kershner			
12	Chancellor Laguerre			
13	Darien Louie			
14	Michael McDonald			
15	Doreen Moreno			
16	Chudy Nnebe			
17	Gilbert Pete			
18	Ruben Rodriguez			
19	Brian Salem			
20	Obray Van Buren			