OAKLAND
WORKFORCE DEVELOPMENT BOARD MEETING

Thursday, May 7, 2026

9:00 a.m. – 11:00 a.m.

City Hall
Hearing Room #3

Oakland, CA

CITY OF OAKLAND



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email hlindsay@oaklandca.gov. or call

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OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

Thursday, May 7, 2026
9:00 a.m. – 11:00 a.m.
Hearing Room 3
Oakland City Hall
One Frank H. Ogawa Plaza

Pursuant to the Governor's Executive Order N-29-20, all members of the Oakland Workforce Development Board and City Staff will join the meeting via phone/video conference, and no teleconference locations are required.

PUBLIC PARTICIPATION
The public may observe and/or participate in this meeting many ways.

OBSERVE: To observe the meeting by video conference, please click on this link:

Join from PC, Mac, iPad, or Android:
https://us06web.zoom.us/j/89398087531?pwd=GVXgkyEubNnNUadltAoTPMX5T4tIEs.1
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+1 386 347 5053 US
833 548 0282 US Toll Free
877 853 5257 US Toll Free

888 475 4499 US Toll Free
833 548 0276 US Toll Free

COMMENT:
Public comment is not available for remote participation at this time. If you would like to comment on an item remotely, please submit written comments 24 hours in advance by email to owdb@oaklandca.gov or appear in person.

If you have any questions, please email: owdb@oaklandca.gov

OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

REGULAR FULL BOARD MEETING

City Hall, 1 Frank H. Ogawa Plaza, Oakland, CA
Hearing Room 3

Thursday, May 7, 2026
9:00 a.m. – 11:00 a.m.

AGENDA

Members of the public wishing to address the Board on issues shall complete a Speakers Card. Members of the public who wish to address the Board on published issues should do so at the time the agenda item is being discussed. Issues that the public wishes to address that are not published on the agenda will be heard during the Public Forum section. You will have 2-minutes to speak on the item.

I. PROCEDURAL ITEMS
- a. Call to Order and Roll Call
- b. Approval of Minutes – March 20, 202
- c. Chair Remarks

II. ACTION ITEMS
- a. Approve Transitional Jobs Policy

III. INFORMATIONAL ITEMS
- a. CA Volunteer's Oakland Forward Program Presentation
- b. Director's Update

III. PUBLIC FORUM
For items that members of the public wish to address that are NOT on the agenda.

IV. STAFF REPORTS

V. ANNOUNCEMENTS

VI. CLOSING REMARKS & ADJOURN

NEXT SCHEDULED FULL BOARD MEETING
THURSDAY, AUGUST 6, 2026
9:00 AM - 11:00 AM

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

OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

Special Regular Full Board Meeting

Friday, March 20, 2026

9:00 a.m. – 11:00 a.m.

MINUTES

The meeting was called to order by **Chair September Hargrove** at 9:06 a.m.

Roll Call
Ching Wang, Della Randolph, Jason Gumataotao, Kim Jones, Lee McMurtray, Louis Quindlen, Megan Nazareno, Pete May, September Hargrove, (Quorum Established)

Excused: Aaron Johnson, Monica Morris Saterfield, Becky Opsata, Kalpana Oberoi,

Absent: Tatiana Newman-Wade

Members of the public who wish to address the board on items noticed on the agenda should complete a speaker card before the agenda item is discussed. Each speaker will have two minutes to speak on the item. Staff will be keeping time and will notify you when your two minutes are complete. Public comment is not available for remote participation. The public may address items not published on the agenda, during the Public Forum section at the end of the meeting.

Agenda Adopted

Approval of Minutes - ACTION

Chair September Hargrove requested a motion to accept the minutes for November 7, 2025, and Special meeting February 26, 2026.

Board Member Louis Quindlen moved **Board Member Ching Wang** second for meeting minutes to be accepted with amendment.

Motion Passed: Ching Wang, Della Randolph, Jason Gumataotao, Kim Jones, Lee McMurtray, Louis Quindlen, Megan Nazareno, Pete May, Becky Opsata, September Hargrove.

II ACTION ITEM II.a.
Mayor's Summer Youth Employment Program 2026-2028 Funding Recommendations

RECOMMENDATION

Staff Quinallison Dovey presented recommendation that the Oakland Workforce Development Board Approve and authorize program grant agreements in an amount not to exceed $**1,480,253.60** for the OWDB 2026-2027 and Authorize staff to allocate any additional funds raised for the 2026-2027 Mayor's Summer Youth Employment Program to be distributed equally to these organizations without returning to the OWDB for approval: Trybe Inc., Youth Employment Partnership, Lao Family Community Development Inc. , Alameda County Office of Education Career Pathways Support Team, Rising Sun Center for Opportunity, YouthBeat, Youth Uprising, Destiny Arts Center, Soccer Without Borders.

Public Comment: Michele Clark, Director of Youth Employment Program (YEP)

Board Member Louis Quindlen moved **Board Member Ching Wang** second to approve and authorize staff to distribute equally any additional funds FY 2026-2027 Mayor's Summer Youth Employment Program, without returning to the board for further approval.

Motion Passed: Ching Wang, Della Randolph, Jason Gumataotao, Kim Jones, Lee McMurtray, Louis Quindlen, Megan Nazareno, Pete May, September Hargrove.

Ayes: 9

ITEM III. a. INFORMATIONAL
Workforce Accelerator Fund (WAF) 12.0 | Bay Tech Program Recap

Staff Quinallison Dovey presented an overview of the High Road Training Partnership with Bay Tech Career Initiative, Accelerator 12.0 program emphasizing improving job quality and expanding access to information technology careers for the underserved populations, focusing on upward mobility. The initiative includes training providers: Love Never Fails, Stride Labs and Hack the Hood. Employer Partnerships include California E-Waste Solutions, Campground, East Bay Boxing Association, Rubicon Programs, Stride Labs and Tech Exchange. Internship placements were provided through Workforce Development Public Private Sector, and Empathway Designs to support experience in the IT sector.

The OWDB served as the lead and subcontracted with Lao Family Community Development. Staff stated that recruitment was conducted through OWDB youth providers and regional workforce development partnership with Alameda County, Contra Costa County, and the City of Richmond. The program focused on the Information Technology sector and serves youth and adults between the ages of 18-30.

Public Comment: None

V. PUBLIC FORUM:
For items that members of the public wish to address that are NOT on the agenda.

Michele Clark Director of Youth Employment Program (YEP)

VI. STAFF REPORTS None

VII. ANNOUNCEMENTS: ***Sofia Navarro Executive Director of the Board*** reminded Board members to submit their Economic Interest form to the City Clerk's office prior to deadline.

Staff Deborah Griffin announced that parking is now available for the Executive and Regular Full board meetings a follow-up email will be sent.

VIII. CLOSING REMARKS & ADJOURNMENT

Meeting was adjourned at 10:25 a.m.

NEXT SCHEDULED REGULAR FULL BOARD MEETING

THURSDAY, May 7, 2026

HEARING ROOM #3

CITY OF OAKLAND
ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT
OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

DIRECTIVE #:	26-000
TO:	All Workforce Innovation and Opportunity Act (WIOA) Funded Oakland Workforce Development Board (OWDB) Service Providers
EFFECTIVE:	July 1, 2026
SUBJECT:	OWDB Transitional Jobs Policy

This information should be disseminated to all current OWDB WIOA service providers and their staff.

Purpose

This policy establishes local standards for the design, funding, and administration of Transitional Jobs within the Oakland Workforce Development Board (OWDB) system. Transitional Jobs provide individuals with significant barriers to employment with time-limited, wage-paid, subsidized work experience that supports labor market attachment, skill development, and transition to unsubsidized employment.

This policy implements the WIOA waiver approved by the U.S. Department of Labor and issued by the California Workforce Development Board and Employment Development Department, which allows Local Workforce Development Boards to expend up to 30 percent of combined WIOA Title I Adult and Dislocated Worker funds on Transitional Jobs.

Authority

This policy is issued pursuant to the Workforce Innovation and Opportunity Act (WIOA), including Sections 3, 134, and 189; Title 20 Code of Federal Regulations Part 680, including Section 680.190; and applicable state guidance, including Workforce Services Directive WSDD-271.

This policy also considers guidance provided by EDD Information Notice WSIN21-09 regarding Transitional Jobs service models and implementation approaches.

This policy must be implemented in conjunction with all applicable OWDB policies, including the Training Services Policy, Supportive Services Policy, Fiscal Monitoring and Invoicing Procedures, Provider Oversight and Corrective Action Policy, Priority of Service Policy, and Data, Documentation, and CalJOBS Standards.

Definition

A Transitional Job is a time-limited, wage-paid, subsidized work experience in the public, private, or nonprofit sector for individuals with significant barriers to employment who are chronically unemployed or have inconsistent work histories. Transitional Jobs are designed to establish work history, demonstrate work readiness in an employer–employee relationship, and develop skills that lead to unsubsidized employment.

Funding Parameters

OWDB may expend up to 30 percent of combined WIOA Title I Adult and Dislocated Worker formula funds on Transitional Jobs, inclusive of wages, employer subsidies, and associated program costs. All expenditures must comply with WIOA, state guidance, and OWDB fiscal policies.

Use of Transitional Jobs funding is subject to local authorization by the OWDB and may be limited by program, provider, or funding source based on performance, capacity, or fiscal considerations.

Priority Populations

Transitional Jobs are intended for individuals with significant barriers to employment and limited attachment to the labor market. In alignment with OWDB's Priority of Service and equity framework, priority shall be given to individuals who experience multiple or compounding barriers, including long-term unemployment, justice involvement, homelessness or housing instability, disability, limited work history, or impacts of systemic inequities in employment.

Eligibility, barrier status, and the appropriateness of Transitional Job placement must be documented in accordance with OWDB data and documentation standards.

Program Design Standards

Transitional Jobs may be implemented through public agencies, nonprofit organizations, private employers, social enterprises, or other transitional employment models. All placements must provide meaningful work experience, comply with applicable wage and labor standards, and be time-limited in nature.

In designing Transitional Jobs, providers are encouraged to utilize evidence-informed and state-recognized models, including subsidized employment strategies and social enterprise approaches, and to adapt these models to Oakland's local context in a manner consistent with all WIOA and OWDB requirements.

Each placement must be tied to the participant's Individual Employment Plan and integrated with career services and supportive services. Transitional Jobs must include structured coaching and supervision and incorporate clear transition planning toward unsubsidized employment.

Transitional Jobs placements must be time-limited and structured to support timely transition to unsubsidized employment.

The maximum duration for a Transitional Job placement shall not exceed six (6) months per participant. Shorter durations are encouraged where appropriate based on the participant's work readiness, employment goals, and labor market opportunities. Any exception to the six-month limit must be justified in the participant's Individual Employment Plan and approved in advance by the OWDB staff. Under no circumstances may Transitional Jobs be extended in a manner that substitutes for permanent or ongoing employment.

Providers may utilize internal worksites for Transitional Jobs, subject to all requirements of this policy and additional oversight by the OWDB.

Service Integration

Participants in Transitional Jobs must receive concurrent career services and, as appropriate, supportive services in accordance with OWDB policy. Services must address both employment readiness and barrier mitigation and may include case management, job coaching, work readiness training, transportation assistance, tools and equipment, or other supports necessary to ensure stability and progression.

Transitional Jobs must be part of a broader pathway to employment and may not be used as a stand-alone intervention without a defined transition strategy.

Wage Standards

Participants engaged in Transitional Jobs must be compensated in accordance with all applicable federal, state, and local wage and labor laws. At a minimum, all participants must be paid no less than the local minimum wage established by City of Oakland Minimum Wage Ordinance, as updated annually.

Providers are encouraged to structure wages in a manner that reflects the skills required for the position and supports participants' progression toward self-sufficiency, consistent with OWDB's commitment to quality jobs. Wage rates must be clearly documented and aligned with the duties performed and may not be set below the applicable minimum wage under any circumstance.

All wages must be fully documented, including hours worked and wage payments, and must be supported by appropriate payroll records. Transitional Job placements must comply with all applicable labor standards, including wage and hour requirements, workers' compensation coverage, and workplace safety protections.

Documentation and Data Requirements

Service providers must document eligibility, barriers, and justification for Transitional Job placement; maintain records of wages, hours, supervision, and worksite agreements; enter services, activities, and outcomes accurately in CalJOBS; and retain records in accordance with OWDB and federal retention requirements.

All documentation must be sufficient to support allowability, participant eligibility, and program purpose.

Oversight and Compliance

The OWDB is responsible for authorizing provider use of Transitional Jobs, monitoring compliance with this policy, and ensuring alignment with state and federal requirements. Providers are subject to programmatic and fiscal monitoring.

Failure to comply with this policy may result in disallowance of costs, required Corrective Action Plans, suspension of Transitional Jobs authority, or other remedies under OWDB contract and oversight policies.

Performance and Continuous Improvement

OWDB and EWD will track utilization and outcomes of Transitional Jobs, including participant completion, transition to unsubsidized employment, and wage progression. Providers are expected to demonstrate that Transitional Jobs are being used strategically for individuals with the greatest barriers and that placements are leading to meaningful employment outcomes. Data and outcomes will inform local decision-making and the Board's continued use of the waiver.

Inquiries

Questions regarding this policy should be directed to the Oakland Workforce Development Board:

City of Oakland Economic & Workforce Development
c/o Executive Director – Workforce
250 Frank Ogawa Plaza, Suite 3315
Oakland, CA 94612
or
OWDB@oaklandca.gov

Oakland Forward Progress Report

By David Dias, Oakland Workforce Development Board

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- What is Oakland Forward?
- Oakland Forward Service Providers
- By the Numbers
- Client Success Stories

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What is Oakland Forward?

- Oakland Forward is a year-round youth and young adult employment program for individuals aged 16 to 30 to increase employment and develop public service career pathways in the areas of climate resilience, public sector employment, and public safety.

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Civicorps

- Civicorps' Conservation Career Pathways Program is a year-round, work-based learning program providing high-impact paid job training, college, and career readiness preparation, and wrap round support services to youth, age 18 to 26, who are disconnected from college and employment opportunities.
- Youth develop their professional skills and complete their high school education as they train for careers that protect the environment.
- Through paid job training and exposure to careers in conservation, youth prepare for employment opportunities within an emerging green economy.



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Lao Family Community Development

- Lao Family Community Development's successful Out-of-School Youth Program and Environmental Science Remediation Management program creates and expands employment, education, economic, and health opportunities for participants ages 16 to 30 with a focus on "clean and green" year-round and summer employment opportunities in the public and private sector.
- The program promotes climate resilience and to improve neighborhood conditions in the priority neighborhoods of East 12th St., Central/Fruitvale, Eastmont and Coliseum areas.



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Rising Sun

- Rising Sun's Climate Careers program offers young leaders the opportunity to gain paid, hands-on work experience while taking climate action.
- Through Rising Sun's social enterprise model, youth from low-income households provide Green House Calls – energy efficiency and water conservation services and education – at no-cost to their communities, improving local climate resilience and saving residents money.
- Professional development workshops and coaching round out the summer, transitioning into more robust career exploration during paid, fall-term externships with partnered hosts.

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Safe Passages

- The Safe Passages Community Stewardship Workforce Project addresses barriers to youth employment through academic and career support, resource navigation, trauma-informed coaching and counseling, and work experience training and placement for low-income historically disadvantaged youth, ages 16 to 24.
- The project pairs youth participants with Life and Career Coaches who guide and advocate for youth development in workforce readiness, secondary and post-secondary education.
- Participants learn skills and experience and build a job-ready portfolio to prepare for job seeking, applying, and placement in public sector industries focused on city beautification and revitalization through murals, arts, graffiti abatement, and other environmental justice projects.

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The Unity Council



- The Unity Council's year-round Oakland Forward program delivers a series of environmental/green-focused job training, community projects, and work experience for 100 youth and young adults (ages 16 to 30) from historically underepresented communities in Oakland. Programming includes:
  - Roots of Success - U.S. Department of Labor Registered Pre-Apprenticeship program that leads to an Environmental Specialist certification and preparation to work in sectors of the green economy;
  - Stipend-based, flexible school year exploratory community resilience projects;
  - Job readiness training and placement in summer internships and jobs.

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Youth Employment Partnership

- The Youth Employment Partnership's Oakland Forward takes two project approaches to beautify Oakland while enhancing public safety and increasing climate resiliency:
  - Year-round workforce training program to improve city streets, block-by-block, through neighborhood beautification, landscaping, and illegal dumping abatement projects in high priority areas, along with traffic safety improvements on Oakland High Injury Network streets in alignment with the city's Safe Oakland Streets initiative.
  - Young adult work crews to enhance pedestrian, cyclist, and driver safety, by creating high visibility cross walks and speed bumps, installing traffic calming circles with drought resilient vegetation, and building hardened centerlines to reduce left-turn speeds.

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Oakland Public Works

- OPW Academy Trainees begin their first week with training on City and Public Works policies, safety trainings, employee training, including emotional intelligence, de-escalation; and job acquisition training to enhance/ create a resume, and transferrable skills.
- After the first week, the Trainees work fulltime in different divisions based on their skills/ training and Public Works needs, for 6-months.
- The Trainees participate in successive trainings throughout the 6-month period in resume enhancement, City job application, mock interviewing, etc. one-two days every month.

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Oakland Forward - by the Numbers

- Since it's kick-off in September 2022, the Oakland Forward program has made a positive impact in the City of Oakland…
  - Over 956 Oakland 16-30-year-old youth and young adults have participated in Oakland Forward.
  - Over 3,400 youth and young adults have submitted an application to participate in Oakland Forward.
  - Oakland Forword participants have contributed over 189,000 hours of service to the City of Oakland.

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Oakland Forward Participants - by the Numbers

- 1,250+ - Oakland Forward participants identify as low income.
- 300+ - Oakland Forward participants who have engaged with/in the mental health or substance abuse system.
- 218 - Oakland Forward participants identify as homeless or formerly homeless.
- 280+ - Identified as justice-involved.
- 115+ - Identified as/or transitioning from foster care.

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Oakland Forward Participants - by the Numbers

- 275+ - Number of participants who considered this to be a path forward to long-term professional experience
- 350+ - Number of youth who have enrolled in or plan to enroll in full time educational opportunities at completion of program.
- 360+ - Number of program participants who are prepared to enter the public service workforce.
- 200+ - Number of youth who have found permanent employment by program completions.

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Thank You.

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OAKLAND WORKFORCE DEVELOPMENT BOARD
2026
MEETING CALENDAR

Regular Full Board Meeting	***Thursday - February 5, 2026***
Executive Committee Meeting	***Friday - March 20, 2026***
Regular Full Board Meeting	***Thursday - May 7, 2026***
Executive Committee Meeting	***Friday - June 19, 2026***
Regular Full Board Meeting	***Thursday - August 6, 2026***
Executive Committee Meeting	***Friday - September 18, 2026***
Regular Full Board Meeting	***Thursday - November 5, 2026***
Executive Committee Meeting	***Friday - December 18, 2026***