

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

Thursday, May 30, 2019

Hearing Room 4

8:30 am – 11:00 am

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

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

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

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

Approval of Minutes

Chair Gutierrez stated the minutes from the November 1, 2018 meeting were presented for approval.

Board Member Rodriguez moved, seconded by Board Member McMurtray to approve the minutes from the November 1, 2018 as presented. Voice Poll: All "ayes."

BUSINESS

Action Items

II a. Subsequent Designation and Local Board Recertification

Staff Member Dial first reminded the Board Members to move the microphones in front of them when speaking. She mentioned how the Workforce Innovation and Opportunity Action (WIOA) changed the Board in 2015. She advised that in 2019 there would be a process the board had to go through regarding: meeting membership requirement, local area performance, and fiscal integrity. There was a mandate of having 19 board

members, currently there are 17 (higher ed and economic development seats are open due to resignation). She advised that local area performance had been met, however, 2018/2019 audit noted discrepancies; once the state had been provided the City's update, the board will have met fiscal integrity. She noted that on Page 15 was the application that was being submitted.

No speaker cards for item.

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

Board Member Vera questioned if the issues were administrative.

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

Board Member Brauer moved, seconded by Board Member Rodriguez to approve staff's application.

Board polled- All ayes.

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

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

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

Public Input open:

Robin Raveneau, Chief Executive Officer for Oakland Private Industry Council (OPIC) thanked the board for the opportunity to continue to serve the community. She

mentioned that she would like to bring her staff to a meeting to let the board know who they were and what they did.

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

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

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

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

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

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

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

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

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

Board polled—all ayes.

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

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

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

Public Input open:

Michelle Clark- with YEP (Youth Employment Partnership) stated the money received from the City assisted them with receiving money from the Federal Government. She

indicated they while they were located in Fruitvale, they assist youth all over the city.

Brandy Burke- with Civicorps mentioned they would be holding a graduation next week.

She stated there would be 19 graduates of which 10 were part of the WIOA program.

She stated they and the community really appreciated the support.

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

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

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

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

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

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

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

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

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

II d. Adoption of FY 2019-2020 Budget

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

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

1 speaker card

Robin Raveneau- CEO of OPIC, said if there were carry over funds, they would like to

be part of the discussion. She also appreciated the discussion regarding cannabis.

Board Member Chen asked about the prison to employment program.

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

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

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

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

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

Board Chair Gutierrez questioned if opportunities were being missed.

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

Board Member McMurtray stated it would be good to look at the regional plan to see how and what the other boards were doing and possibly reach out and work with them.

Staff Member Dial stated they could provide that information at the next meeting and would send the plan out prior to that.

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

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

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

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

PUBLIC FORUM

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

be utilized.

STAFF REPORTS

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

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

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

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

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

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

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

Adjournment

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

Date and Time of Next Meeting

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