



**OAKLAND  
SPECIAL WORKFORCE DEVELOPMENT  
BOARD  
MEETING**

**Thursday, May 30, 2019**

8:30 a.m. – 11:00 a.m.

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



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**OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)**

**SPECIAL MEETING NOTICE**

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

**Hearing Room 4**

Thursday, May 30, 2019

8:30 a.m. – 11:00 a.m.

**AGENDA**

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

**I. PROCEDURAL ITEMS**

- a. Call to Order and Roll Call
- b. Chair Remarks
- c. Adoption of the Agenda
- d. Approval of Minutes (Action) -November 2018

**II. ACTION ITEMS**

- a. Subsequent Designation and Local Board Recertification
- b. Selection of Providers for AJCC Career Services and One Stop Operator for 2019-2022
- c. Selection of Providers for Out-of-School Youth Services for 2019-2022
- d. Adoption of the FY 2019-2020 Budget

**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 REGULAR OWDB MEETING  
THURSDAY, AUGUST 1, 2019 – 8:30AM-11:00 AM**

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

## ITEM I.d. APPROVAL OF MINUTES - ACTION

Thursday November 1, 2018

8:30 a.m. – 11:00 a.m.

Minutes

**Members in Attendance:** Kori Chen, Zeydi Gutierrez, Polly Guy, Darrien Louie, Doreen Moreno, Chudy Nnebe, Gilbert Pete, Ruben Rodriguez, Brian Salem, Obray Van Buren ,Lynn Vera

**Absent Members:** Matt Alexander, John Brauer, Kathleen Burriss, Dan Ferreira, Herb Garrett, Derreck Johnson, Jowel Laguerre

The City of Oakland Workforce Development Board convened on November 1, 2018 at Oakland City Hall located at One Frank H. Ogawa Plaza, Oakland, CA 94612 in Hearing Room 3.

1. The Board meeting was called to order at 8:49 am.
2. Board staff called roll. A Board quorum was met with 9 members present.
3. The Board Chair called for the adoption of the agenda, item I.c. with a request to move item IV.a. Updates on Local/Regional Plans, Citywide Workforce Assessment, and RFP Processes before item III.b. Receive Summer Jobs Update & Consider Formation of *Ad Hoc* Committee for 2019.
4. A motion was made by Lynn Vera to: Adopt the agenda with the change to move item IV.a. Updates on Local/Regional Plans, Citywide Workforce Assessment, and RFP Processes before item III.b. Receive Summer Jobs Update & Consider Formation of *Ad Hoc* Committee for 2019.
5. The motion was seconded by Bryian Salem
  - i. Ayes: 9
  - Nays: 0
  - Abstentions: 0The motion carried.
6. Gilbert Pete arrived
7. The Board Chair called for the approval of item I.d. Approval of Meeting Minutes from August 2, 2018 (OWDB Regular Meeting) and September 21, 2018 (OWDB Special Meeting/Retreat)
8. A motion was made by Brian Salem.
9. The motion was seconded by Doreen Moreno
  - i. Ayes: 8
  - Nays: 0
  - Abstentions: 2The motion carried
10. Obray Van Buren arrived
11. City of Oakland Department of Violence Prevention & Oakland Unite Presentation: Peter Kim and Jessie Warner, Dan Simmons
  - a. Discussion:

Lynn Vera: How can we as a board support or impact these efforts? How can employers develop relationships with providers in the community so that those experiencing violence or trauma can be set up for success? How do we maximize employer participation so they receive what they need to meet their bottom lines?

Peter Kim: We need to be thoughtful about the participants we are serving, who may be difficult to serve, with barriers but who want the opportunity and that employers have cultural competencies.

Zeydi Gutierrez: There are 400 youth and young adults placed in permanent jobs. How has that gone in terms of retention and what have you learned from successes?

Peter Kim: Retention is a challenge, particularly at the 6-month mark and beyond. What we know is when young people are offered opportunities, they take them. The success is how much we are communicating with employers so they are set up for success, how clearly are we communicating expectations with participants. Intentional conversations are critical. Young people are ready to have those conversations. The folks we work with want to work, it's just how we package, deliver, and prepare them.

Jessie Warner: Continued follow up, staying in touch and provide support. Even reconnection to work, if someone loses a job, they can come back in to the provider to find another opportunity

Dan Simmons: This is a gap we are trying to address. We can get folks into jobs. Sometimes it's a challenge getting long term retention and it is also a challenge to build their skill levels so they can achieve a job that is family sustaining. It takes time. It's not going to be their first job. Hopefully we can work with OWDB on this.

Peter Kim: Minimum wage going up in Oakland has helped. Real wages are important. When folks are partnered with a life coach, holding them accountable whenever problems arise, and if the life coach has a relationship with the employer, they can help mediate.

Darien Louie: Do you require your providers to do post-employment support?

Jessie Warner: The retention piece we mentioned is about social support, from the life coach or workforce provider. Transitional jobs are important to get folks ready to get ready for other jobs. We are talking with Lazandra Dial and Tamara Walker regarding co-enrollment opportunities and unsubsidized work in the community.

Polly Guy: As you discussed the life coach/mentor who is going to support the employee to make changes in life and be the best employee they can be. I'm thinking about the 36-hour pre-employment skills building. What kind of skills are being taught?

Jessie Warner: Everybody has their own program model in terms of their JRT.

Dan Simmons: Life skills and job skills training. Life skills around how to manage your time, how to show up, how to use a bank account and how to cash a check. Job skills such as showing up at work on time, etc. Each agency's program looks a little different.

Obray Van Buren: I'm interested to learn about the types of jobs and average wage. Also, have you ventured in trying to get them into construction?

Jessie Warner: It's between \$13 - \$14/hour, not all folks are working in Oakland. A few of our providers are trying to get folks into construction trades like Center for Employment Opportunities.

Chudy Nnebe: Does the job readiness include internships? Internships are a good way to ease people into the work place for people who haven't been working.

Peter Kim: For our young people, YEP is one of our principal grantees, they have an array of jobs that account for that. For adults, BOSS has a model for those not quite ready to jump into a career pathway. CEO's partnership with CalTrans is a transitional job that allows them to ease into the work force.

Doreen Moreno: You mentioned that you do outreach at the hospitals while the victim is being treated. There is a proactive piece to this too. There are medical residents, not just at our hospital, also trauma surgeons, social workers and others who would love to partner to address this issues on a proactive level.

## 12. Staff presented Item I.a Approve Contract for Professional Services to Support RFP Development.

13. A motion was made by Darien Louie to approve a professional services contract with Jennie Mollica Consulting at an amount not to exceed \$30,000 to support the development of RFPs covering WIOA-funded services for Fiscal Years 2019-2022.
14. The motion was seconded by Ruben Rodriguez
  - i. Ayes: 11  
Nays: 0  
Abstentions: 0  
The motion carried
15. Staff presented Item IV.a Updates on Local/Regional Plan, Citywide Workforce Assessment, and RFP process
  - a. Discussion:
 

Darrien Louie: Is the grant under East Bay Works as a granting entity and distributed under the 4 WDBs?

Michael Katz: With these funds we are required to designate a single administrative and fiscal lead, to date that has been Contra Costa County. This grant will be held by Alameda County WDB.

Gilbert Pete: You mentioned this grant focuses on employment for released adults. Any conversation on funding or allocations for housing with released adults, because with the state of our economy and cost of living, a lot of these individuals may not be coming back to this county

Michael Katz: Cost of living, lack of housing, affordability crisis are compounding this issue. Literally the amount of beds available. It's not about will, it's about capacity. One of our outcomes of our gap analysis is looking at who is providing resources in all the areas we know are key to successful integration back into community. Again, these are general fund dollars; these are not WIOA regulated funds.
16. Staff presented Item I.b Receive Summer Jobs Update & Consider Formation of *Ad Hoc* Committee for 2019.
  - a. Discussion:
 

Darien Louie: 2 out the 4 organizations goals are not met. What happened? Did they receive all the revenue?

Christina Gutierrez: Goals specific to OHA will only receive funding for youth verified by OHA. This year, we received significantly less OHA eligible participants.

Lynn Vera: It would be good for next year, to find out the youth who enrolled who were not placed, where they went, did they drop out?

Doreen Moreno: What do you need to streamline? Data sharing? Technological platform? Have you identified a tool you could use? When Bob Lanter was at our retreat he mentioned additional state funding dollar. I got the sense there might be other dollars they are looking at in terms of allocating. The data is important and will allow to apply for additional funding sources and to improve our funding and outreach. Less than \$100k for a system is not that much.
17. A motion was made by Lynn Vera to 1) accept the informational report on the City of Oakland Summer Youth Employment Program and 2) That the OWDB authorize the Chair to establish an *ad hoc* committee to support summer jobs enhancements and redesign.
18. The motion was seconded by Chude Nnebe
  - i. Ayes: 11  
Nays: 0  
Abstentions: 0  
The motion carried

19. The Board Chair called for volunteers to join the ad hoc committee.
  - a. Doreen Moreno, Gilbert Pete, Ruben Rodriguez and Lynn Vera volunteered to join.
20. The Board Chair addressed Public Forum.
21. There were no speaker cards.
22. The Board Chair addressed Staff Reports.
23. The Board Chair addressed Announcements.
  - a. Discussion:

Obray Van Buren announced his resignation from the board after serving over 20 years.

Ruben Rodriguez announced EBMUD is hiring for 3 internship positions into trades job. It's an 18 month limited term program.

Darien Louie announced EB EDA is cohosting a reception at EBCF along with Be a Mentor. The invitation will be sent to board staff to distribute.

Chudy Nnebe announced his resignation from the board. He has accepted a Deputy Division Chief position with EDD in the Central Valley area. A replacement is still pending.
24. The Board Chair called to adjourn the meeting.
25. The meeting was adjourned.

# SUBSEQUENT LOCAL AREA DESIGNATION AND LOCAL BOARD RECERTIFICATION

## EXECUTIVE SUMMARY

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This policy provides the guidance and establishes the procedures regarding subsequent designation of Local Workforce Development Areas (Local Area) and recertification of Local Workforce Development Boards (Local Board) under the *Workforce Innovation and Opportunity Act* (WIOA), and is effective on the date of issuance.

This policy applies to all current Local Areas interested in receiving subsequent designation as a Local Area and Local Board recertification under WIOA.

This policy contains some state-imposed requirements. All state-imposed requirements are indicated by ***bold, italic***.

This Directive finalizes Workforce Services Draft Directive *Subsequent Designation and Local Board Certification* (WSDD-196), issued for comment on February 26, 2019. The Workforce Development Community submitted no comments during the draft comment period.

This policy supersedes Workforce Services Directive *Local Board Recertification* (WSD15-13), dated January 22, 2016. Retain this Directive until further notice.

## REFERENCES

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- *WIOA* (Public Law 113-128) Sections 106 and 107
- Title 2 *Code of Federal Regulations (CFR)* Part 200: “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;” (Uniform Guidance)
- Title 2 CFR Part 2900: “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” (Department of Labor [DOL] Exceptions)
- *California Unemployment Insurance Code* Section 14202

- Workforce Services Directive WSD16-07, Subject: *Regional and Local Planning Guidance for 2017-2020* (September 16, 2016)
- WSD15-13, Subject: *Local Board Recertification* (January 22, 2016)
- WSD14-10, Subject: *Initial Local Area Designation and Local Board Certification under WIOA* (February 20, 2015)

## BACKGROUND

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The WIOA Sections 106 and 107 provide the criteria for subsequent designation of Local Areas and recertification of Local Boards. Specifically, the WIOA Section 106 requires the Governor to designate Local Areas within the state, while Section 107 requires the Governor to certify one Local Board for each Local Area in the state that has received initial designation status. The California Workforce Development Board (CWDB) and the Employment Development Department (EDD), acting under the authority of the Governor, established policies and procedures and completed the initial designation of Local Areas in June 2015, which were effective for Program Years (PY) 2016-2018 and completed Local Board recertification in June 2016.

WIOA Section 106 required Local Areas to apply for initial designation and the Governor to approve requests for Local Areas that were designated as a Local Area under *Workforce Investment Act*, had performed successfully, and had sustained fiscal integrity. After the period that a Local Area was initially designated, WIOA Section 106 calls for a *subsequent designation* process and requires the Governor to approve a request for any subsequent designation from a Local Area, if the area performed successfully, sustained fiscal integrity, and engaged in the regional planning process as described in Section 106 (c)(1).

WIOA Section 107 provides criteria for the recertification of Local Boards. Specifically, it requires the Governor to certify one Local Board for each Local Area in the state once every two years. It states that, in order to be recertified, the Local Board must have met WIOA membership requirements, met or exceeded performance accountability measures, and achieved sustained fiscal integrity.

Subsequent Designation and Recertification of Local Boards will be effective July 1, 2019 for a two-year period, ending June 30, 2021.

## POLICY AND PROCEDURES

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### Definitions

*Performed Successfully* – For the purposes of subsequent designation for PY 2019-20 and PY 2020-21, the definition of performed successfully is defined as a Local Area that has

successfully negotiated PY 18-19 and PY 19-20 performance goals within their designated RPU. For any subsequent designation and recertification request received from a Local Area after PY 20-21, that Local Area's WIOA Title I Adult, Dislocated Worker, and Youth performance goals must be successfully negotiated within their RPU and must meet or exceed negotiated performance for the two previous program years. Failure to negotiate regionally or perform successfully on any one indicator two years in a row will be justification to deny application approval. Note that, the State Board will use the negotiated performance goals submitted with the application for Local Area designation and Local Board certification as evidence of successful performance.

*Sustained fiscal integrity* – the Local Area has not been found in violation of one or more of the following during PY 16-17 or PY 17-18:

- Issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIOA requirement, such as failure to grant priority of service or verify participant eligibility, as identified in final determination of significant finding(s) from audits, evaluations, or other reviews conducted by state or local governmental agencies or the DOL.
- Gross Negligence - defined as a conscious and voluntary disregard for the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.

Local Areas must have adhered to the applicable uniform administrative requirements set forth in WIOA statute, regulations, Uniform Guidance, and state guidance.

*Existing Local Area* – A Local Area that received initial designation from the Governor.

*Modified Local Area* – A Local Area that has completed or is considering Local Area modification as part of its subsequent designation application. Examples include the following: two Local Areas that have been or are proposing to merge into a new combined single Local Area, various Local Areas that have been or will be combined in a new single Local Area, or a Local Area that has been or will be expanded to include part or parts of another current Local Area.

*Engaged in Regional Planning* – WIOA Section 106 (c)(1) requires Local Areas to engage in regional planning in order to be subsequently designated. ***“Engaged in regional planning” is defined as participating in, and having contributed to, regional planning and regional plan implementation (for example, participating in regional planning meetings, leading regional plan implementation efforts, and review and approval of regional plan and modifications by Local Boards and local Chief Elected Officials [CEO]), and participating in regional***

**performance negotiations.** Failure to demonstrate this may result in denial or conditional approval of subsequent designation.

### **Subsequent Local Area Designation Application Process**

WIOA Section 106 calls for a subsequent designation process and requires the Governor to approve a request from local CEO for subsequent designation for a Local Area if the Local Area performed successfully, sustained fiscal integrity, and engaged in the regional planning process as described in WIOA Section 106 (c)(1). To request subsequent designation, the local CEO must follow the applicable process included below.

### **Local Board Recertification**

In accordance with WIOA Section 107(c)(2), the CWDB will recommend recertification of a Local Board if they have met WIOA membership requirements, met or exceeded performance accountability measures, and achieved sustained fiscal integrity.

To request recertification, Local Boards must follow the application process included below.

### **Subsequent Local Area Designation and Local Board Recertification Application Process**

- Existing Local Areas  
Complete “Existing Local Area - Application for Subsequent Local Area Designation and Local Board Certification Program Year 2019-21 (Attachment 1)”
- Modified Local Areas for Local Areas that are requesting Local Area modification as part of their subsequent designation, complete “Modified Local Area - Application for Subsequent Local Area Designation and Local Board Certification Program Year 2019-21 (Attachment 2)”

The completed application must be submitted both in hard copy and electronically to the CWDB no later than 5:00 p.m. by June 14, 2019, to [cwdbinfo@cwdb.ca.gov](mailto:cwdbinfo@cwdb.ca.gov). Hard copy applications must be submitted by one of the following methods:

Mail	California Workforce Development Board PO Box 826880 Sacramento, CA 94280-0001
Courier	California Workforce Development Board 800 Capitol Mall, Suite 1022 Sacramento, CA 95814
Hand Deliver	California Workforce Development Board 800 Capitol Mall, Suite 1022 Sacramento, CA 95814

Note the following: Some Local Areas may be unable to obtain local approval by the submission deadline (e.g., due to the scheduling of their respective board meetings). If so, the Local Area may submit an unsigned copy of the application with an explanation for the absent signature(s) and the date by which the signed original will be sent. Local Areas will not receive full subsequent designation status until a signed application is received.

### **Assessment of the Application**

The CWDB, in coordination with the EDD, will verify the information provided in the application once a completed application is received. The CWDB will consider all information provided and determine whether to recommend approval, conditional approval, or denial of the application. The local CEO will be notified in writing regarding the approval or denial of its subsequent designation application. If subsequent designation is conditionally approved or denied, the local CEO must submit a corrective action plan indicating how they will meet the requirements and/or may contest the decision using the appeal process below.

### **Appeal Process for Initial Designation**

A unit of local government (or a combination of units) which has requested and been denied subsequent designation as a Local Area under WIOA may appeal the denial to the CWDB, in accordance with WIOA Section 106. An entity which has been denied subsequent designation may appeal the decision and request a hearing. An appeal and request for hearing must be mailed to the CWDB within 20 calendar days from the mailing date of the notice of denial of initial designation. The appeal must 1) be in writing and state the grounds for the appeal, and 2) state the reasons why the appellant should be designated. The CWDB will contact the appellant to schedule a hearing date within five calendar days of the receipt of the appeal. The CWDB will conduct the appeal hearing process and provide a written decision to the appellant no later than five calendar days after the hearing.

### **Appeal of CWDB Decision**

A unit or combination of units of general government whose appeal has not resulted in designation as a Local Area may also appeal the denial to the DOL (WIOA Section 106[b][5]).

## **ACTION**

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Bring this directive to the attention of the local CEO, Local Board, and appropriate staff.

## INQUIRIES

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If you have any questions, contact your assigned [Regional Advisor](#) at 916-654-7799.

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

Attachments are available on the internet:

1. [Existing Local Area - Application for Subsequent Local Area Designation and Local Board Recertification Program Year 2019-21 \(DOCX\)](#)
2. [Modified Local Area - Application for Subsequent Local Area Designation and Local Board Recertification Program Year 2019-21 \(DOCX\)](#)



## ITEM II.a. – ACTION

**To: Oakland Workforce Development Board**  
**From: OWDB Staff**  
**Date: May 30, 2019**  
**Re: Subsequent Designation and Local Board Recertification**

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### **RECOMMENDATION**

That the Oakland Workforce Development Board:

1. Approve the attached Application for Local Area Subsequent Designation and Local Workforce Development Board Recertification under the Workforce Innovation and Opportunity Act (WIOA).
2. Authorize the Chair to sign all documents related to the action and forward the signed application to the Mayor for signature and submission to the State.

### **BACKGROUND:**

The WIOA Sections 106 and 107 provide the criteria for subsequent designation of Local Areas and recertification of Local Boards. Specifically, the WIOA Section 106 requires the Governor to designate Local Areas within the state, while Section 107 requires the Governor to certify one Local Board for each Local Area in the state that has received initial designation status. The California Workforce Development Board (CWDB) and the Employment Development Department (EDD), acting under the authority of the Governor, established policies and procedures and completed the initial designation of Local Areas in June 2015, which were effective for Program Years (PY) 2016-2018 and completed Local Board recertification in June 2016.

WIOA Section 106 required Local Areas to apply for initial designation and the Governor to approve requests for Local Areas that were designated as a Local Area under Workforce Investment Act, had performed successfully, and had sustained fiscal integrity. After the period

that a Local Area was initially designated, WIOA Section 106 calls for a subsequent designation process and requires the Governor to approve a request for any subsequent designation from a Local Area, if the area performed successfully, sustained fiscal integrity, and engaged in the regional planning process as described in Section 106 (c)(1).

WIOA Section 107 provides criteria for the recertification of Local Boards. Specifically, it requires the Governor to certify one Local Board for each Local Area in the state once every two years. It states that, in order to be recertified, the Local Board must have met WIOA membership requirements, met or exceeded performance accountability measures, and achieved sustained fiscal integrity.

To be recertified local boards must meet the WIOA membership requirements, meet or exceed performance accountability measures and achieve sustained fiscal integrity.

#### WIOA Membership Requirement

Of the 19 required seats, 17 are filled. The Higher Education and Economic and Community Development seats are vacant with the recent resignation of the two members that held those seats.

#### Performance Accountability Measures

The OWDB met its local area performance.

#### Sustained Fiscal Integrity

Determination of sustained fiscal integrity is contingent upon the Employment Development Department's review and approval of the OWDB Corrective Action Plan status report in response to the November 2018 City Auditor's report.

### **ATTACHMENTS:**

II.a.1. WSD-18-14 - Subsequent Designation and Local Board Recertification

II.a.2. Application for Subsequent Local Area Designation and Local Board Recertification Program Year 2019-21

# **Existing Local Area**

**Application for Subsequent Local Area Designation  
and  
Local Board Recertification  
Program Year 2019-21**

**Local Workforce Development Area  
Oakland**

**Existing Local Area**  
**Application for Subsequent Local Area Designation**  
**and Local Board Recertification**

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for PY 2019-21 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (State Board) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

City of Oakland

\_\_\_\_\_  
Name of Local Area

250 Frank Ogawa Plaza, Ste 3315

Mailing Address

Oakland, CA 94612

City, State

ZIP

5/30/2019

Date of Submission

Lazandra Dial

Contact Person

510-238-3474

Contact Person's Phone Number

## Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages o, attach a roster of the current Local Board which identifies each member’s respective membership category.

**BUSINESS** – A majority of the members **must** be representatives of business in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after his/her name.

Name	Title	Entity	Appointment Date	Term End Date
Raminder Somal	Community Relations Senior Consultant	Wells Fargo	April 1, 2019	March 31, 2020
Kori Chen	COO	Red Bay Coffee Co., LLC	April 1, 2018	March 31, 2020
Herb Garrett	Director, HR	UPS	April 1, 2018	March 31, 2020
Polly Guy	N. California Regional Store Manager	Starbucks	April 1, 2019	March 31, 2021
Derreck Johnson	Owner	Chicken and Waffles	April 1, 2019	March 31, 2021
Lee McMurtray	First Vice President	California Bank and Trust	April 1, 2019	March 31, 2021
Doreen Moreno	Manager of Government Relations	Children’s Hospital	April 1, 2019	March 31, 2021
Lynn Vera	Manager, Talent Acquisition	Mettler Toledo Rainin	April 1, 2019	March 31, 2021
Matthew Alexander	Account Executive	Salesforce	April 1, 2019	March 31, 2021
Zeydi Gutierrez	Public Affairs Strategic Director	AB&I Foundry	April 1, 2019	March 31, 2021

**LABOR** – Not less than 20 percent of the members must be representatives of workforce within the Local Area who

**must** include (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and

**may** include (iii) representatives of community based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

Name	Title	Entity	Appointment Date	Term End Date
John Brauer	Executive Director, Workforce & Economic Development	California Labor Federation	April 1, 2018	March 31, 2020
Jason Gumataotao	Organizer/Business Representative	IBEW Local 595	April 1, 2019	March 31, 2020
Ruben Rodriguez	President	AFSCME, Local 444	April 1, 2018	March 31, 2020
Omar Sabej	Business Manager	IATSE Local 107	April 1, 2019	March 31, 2021

**Education** – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who

**must** include (i) a representative of eligible providers administering Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and

**may** include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
Gilbert Pete, Jr.	Adult Education & Literacy Coordinator	Oakland Unified School District	April 1, 2019	March 31, 2021

**Economic and Community Development** – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who

**must** include (i) a representative of economic and community development entities; (ii) a representative from the State employment service office under the *Wagner-Peyser Act*; (iii) a representative of the Vocational Rehabilitation program; and

**may** include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) Representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the chief elected official in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
Kalpana Oberoi	Cluster Manager	Economic Development Department	April 1, 2019	March 31, 2020
Brian Salem	Staff Services Manager	California Dept. of Rehabilitation	April 1, 2019	March 31, 2021

## Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PYs 16-17 or 17-18:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIA requirement, such as failure to grant priority of service or verify participant eligibility.
- **Gross negligence** – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- **Failure to observe accepted standards of administration.** Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal Regulations* (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIOA regulations, and state guidance.

Highlights of these responsibilities include the following:

- Timely reporting of WIOA participant and expenditure data
- Timely completion and submission of the required annual single audit

- ***Have not been placed on cash hold for longer than 30 days***

(In alignment with WIOA Section 106[e][2])

### **Engaged in Regional Planning**

The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

- Developed regional/local plans and plan modifications for the East Bay Regional Planning Unit
- Convened regional public input and strategic planning meetings with the Alameda County Workforce Development Board, Local Boards and partners
- Conducted regional industry cluster studies and convened regional industry advisory groups
- Created regional policies, processes, websites and outreach strategies
- Coordinated regional grant applications and implemented regional programs/initiatives
- Developed co-hosted and supported regional events
- Jointly negotiated regional performance measures with the State

## Local Area Assurances

Through PY 19-21, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in the appropriate circulars or rules of the Office of Management and Budget (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Quarterly and Monthly Financial Reporting Requirements* (WSD16-13) (November 28, 2016).
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive *WIOA Closeout Requirements* (WSD16-05) (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of State Assembly Bill 1149 (Chapter 324, Statutes of 2017), to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (*California Unemployment Insurance Code* Section, 14211).

- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Board will select the America's Job Center of California<sup>SM</sup> (AJCC) Operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal (RFP), unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
  - E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBS<sup>SM</sup> reporting requirements and deadlines.
  - F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
  - G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
  - H. The Local Area will participate in regional performance negotiations.
  - I. It will comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
  - J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and Training and Employment Guidance Letter 19-16, Subject: *Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of the WIOA Final Rules, (March 1, 2017).*

## Application Signature Page

**Instructions** – The local CEO and Local Board chair must sign and date this form. Include the original signatures in the application package.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the existing Local Area and subsequent certification of the existing Local Board. They certify that the Local Area has performed successfully, sustained fiscal integrity during PYs 2016-2017 or 2017-2018, and engaged in the regional planning process as described in Section 106 (c)(1). Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

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Signature

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Signature

Herb Garrett

Libby Schaaf

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Name

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Name

Board Chair

City of Oakland Mayor

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Title

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Title

May 30, 2019

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Date

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Date



## ITEM II.b. – ACTION

**To: Oakland Workforce Development Board**

**From: OWDB Staff**

**Date: May 30, 2019**

**Re: Selection of Providers for AJCC Career Services and One Stop Operator for Fiscal Years 2019-2022**

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### **RECOMMENDATION**

That the Oakland Workforce Development Board (OWDB) approve the following recommendations:

1. Selection of the following providers for the provision of American Job Center of California (AJCC) Career Services:
  - a. Oakland Private Industry Council (OPIC) – Comprehensive Career Services Provider/One Stop Operator (West Oakland)
  - b. Unity Council- Career Services Provider (Central/Fruitvale)
  - c. Lao Family Community Development- Career Services Providers (East Oakland)
2. Approve a contract renewal every 12 months for up to a three-year cycle (July 1, 2019 to June 30, 2022) provided outcomes and deliverables are met and barring any significant legislative changes and/or availability of Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker funds.

### **BACKGROUND**

The Request for Proposal (RFP) was issued by the City of Oakland, Office of Economic and Workforce Development Board and released on January 18, 2019. A bidder's conference took place on January 28, 2019 and the deadline to submit proposal applications was March 6, 2019.

RFP announcements were posted in two (2) local newspapers and distributed to organizations registered with the City of Oakland business registration portal. It was also posted on the OWDB website, listed with the Department of Probation listserv, and the OWDB distribution list. A

total of 17 individuals attended the bidders' conference. A total of four (4) proposals were submitted by the due date. All four (4) proposals met the minimum submission requirements and were rated by an outside Review Panel.

The OWDB sought experienced organizations to provide workforce development services for adults under the Workforce Innovation and Opportunity Act (WIOA), with the goal of helping individuals to obtain skills, credentials, employment and helping businesses to connect with a qualified workforce. Additionally, the OWDB sought to resource a network of qualified providers to deliver WIOA services to adult and dislocated workers that are accessible to priority populations and geographical areas (East Oakland, Central/Fruitvale, and West Oakland) and advance the economic security and resilience of Oakland's most vulnerable residents.

The OWDB anticipated awarding one (1) contract for Comprehensive AJCC Career Services Provider/One Stop Operator and between two (2) to four (4) contracts for AJCC Career Services Providers.

**SELECTION PROCESS AND RANKING**

An Independent Review Panel selected from workforce industry experts were identified with no known or perceived Conflict of Interest with/against the applicants. The Review Panel participated in a mandatory orientation call to discuss their role and responsibilities on March 15, 2019.

The evaluation criteria were based on the following categories outlined in the RFP. Prospective bidders could be given up to 100 points.

<b>Organizational Experience and Capacity</b>	<b>15</b>
<b>Program Design and Service Delivery</b>	<b>25</b>
<b>Existing and Proposed Program Staffing</b>	<b>5</b>
<b>Partnerships and Subcontractors</b>	<b>15</b>
<b>Outcomes, Data Collection, Reporting and Monitoring</b>	<b>20</b>
<b>Budget and Budget Narrative</b>	<b>20</b>
<b>FINAL TOTAL SCORE</b>	<b>100</b>

**ANALYSIS**

In total, one (1) Comprehensive Career Services Provider/One Stop Operator and (3) Career Services Providers proposals were submitted. The Independent Review Panel reviewed the

proposals using the evaluation criteria listed above. The table below represents the total aggregate score from the review of the proposals.

**BIDDERS RECOMMENDED FOR FUNDING**

Comprehensive Career Services/One Stop Operator

<b>Bidder Name</b>	<b>Average Score</b>	<b>Funds Requested</b>	<b>RFP Limits</b>
OPIC	94	\$75,000	\$25,000-\$75,000

Career Services Providers

<b>Bidder Name</b>	<b>Area</b>	<b>Average Score</b>	<b>Funds Requested</b>	<b>RFP Limits</b>
OPIC	West Oakland	96	\$400,000	\$225,000-\$400,000
Lao Family Community Development	East Oakland	92	\$509,436	\$350,000-\$500,000
Unity Council	Central/Fruitvale	87	\$398,430	\$225,000-\$300,000

**NEXT STEPS**

RFP Funding recommendations will be presented in the Adoption of the FY 2019-2020 Budget Action Item at the May 30, 2019 Special Board Meeting.



## ITEM II.c. – ACTION

**To: Oakland Workforce Development Board**

**From: OWDB Staff**

**Date: May 30, 2019**

**Re: Selection of Providers for Out of School Youth Services for Fiscal Years 2019-2022**

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### **RECOMMENDATION**

That the Oakland Workforce Development Board (OWDB) approve the following recommendations:

1. Selection of the following providers for the provision of Out of School Youth Services:
  - a. Unity Council (Central/Fruitvale)
  - b. Youth Employment Partnership (Central/Fruitvale)
  - c. Lao Family Community Development (East Oakland)
  - d. Civicorps (West Oakland)
  
2. Approve a contract renewal every 12 months for up to a three-year cycle (July 1, 2019 to June 30, 2022) provided outcomes and deliverables are met and barring any significant legislative changes and/or availability of Workforce Innovation and Opportunity Act (WIOA) Youth funds.

### **BACKGROUND**

The Request for Proposal (RFP) was issued by the City of Oakland, Office of Economic and Workforce Development Board and released on January 18, 2019. A bidder's conference took place on January 28, 2019 and the deadline to submit proposal applications was March 6, 2019.

RFP announcements were posted in two (2) local newspapers and distributed to organizations registered with the City of Oakland business registration portal. It was also posted on the OWDB website and the OWDB distribution list. A total of 19 individuals attended the bidders' conference. A total of five (5) proposals were submitted by the due date. All five (5) proposals met the minimum submission requirements and were rated by an outside Review Panel.

The OWDB sought experienced organizations to provide workforce development services for out-of-school youth under the Workforce Innovation and Opportunity Act (WIOA), with the ultimate goal of helping individuals to obtain skills, credentials and work experience, and helping businesses to connect with a qualified workforce. OWDB seeks to resource a network of qualified providers to deliver WIOA services that are accessible to priority populations, including African American/Black, Latinx, Asian, Pacific Islander, and Native American youth not employed or in school, and geographical areas (East Oakland, Central/Fruitvale, and West Oakland) and advance the economic security and resilience of Oakland’s most vulnerable residents. The intent was to procure Youth Services for out-of-school youth ages 16 to 24.

OWDB sought to identify Youth Services contractors that would shape and implement a coordinated system of comprehensive workforce services for Oakland youth. Qualities of this system includes:

- Shared goals related to youth educational success, credential attainment, and employment, particularly on high-demand career pathways;
- No “wrong door” access to services delivered by a network of service and training providers;
- Coordinated referrals across available services and providers;
- Programs and services aligned as “stepping stones” along training and career pathways;
- Intentional leveraging of funding and other resources; and
- Regional partnerships that connect youth services with broader labor market and service provider networks.

The OWDB anticipated awarding up to six (6) Youth Services contracts.

<b>Service Area</b>	<b>Zip Codes</b>	<b>Number of Contracts</b>
East Oakland	94603, 94621,94605	1-2
Central/Fruitvale	94601	1-2
West Oakland	94607	1-2

**SELECTION PROCESS AND RANKING**

An Independent Review Panel selected from workforce industry experts were identified with no known or perceived Conflict of Interest with/against the applicants. The Review Panel participated in a mandatory orientation call to discuss roles and responsibilities on March 15, 2019.

The evaluation criteria were based on the following categories outlined in the RFP. Prospective bidders could be given up to 100 points.

<b>Organizational Experience and Capacity</b>	<b>15</b>
<b>Program Design and Service Delivery</b>	<b>25</b>
<b>Existing and Proposed Program Staffing</b>	<b>5</b>
<b>Partnerships and Subcontractors</b>	<b>15</b>
<b>Outcomes, Data Collection, Reporting and Monitoring</b>	<b>20</b>
<b>Budget and Budget Narrative</b>	<b>20</b>
<b>FINAL TOTAL SCORE</b>	<b>100</b>

**ANALYSIS**

In total, five (5) Out of School Youth Services proposals were submitted. The Independent Review Panel reviewed the proposals using the evaluation criteria listed above. The table below represents the total aggregate score from the review of the proposals.

**BIDDERS RECOMMENDED FOR FUNDING**

<b>Bidder Name</b>	<b>Area</b>	<b>Average Score</b>	<b>Funds Requested</b>	<b>RFP Limits</b>
Unity Council	Central/Fruitvale	93	\$399,546	\$200,000-300,000
Youth Employment Partnership	Central/Fruitvale	92	\$221,634	\$200,000-300,000
Lao Family Community Development	East Oakland	92	\$314,197	\$200,000-500,000
Civicorps	West Oakland	92	\$191,703	\$200,000-300,000

**BIDDERS NOT RECOMMENDED FOR FUNDING**

<b>Bidder Name</b>	<b>Area</b>	<b>Average Score</b>	<b>Funds Requested</b>	<b>RFP Limits</b>
YR Media	Uptown	83	\$220,264	Nonapplicable

**NEXT STEPS**

RFP Funding recommendations will be presented in the Adoption of the FY 2019-2020 Budget Action Item at the May 30, 2019 Special Board Meeting.



**ITEM II.d. - ACTION**



**To: Oakland Workforce Development Board**  
**From: OWDB Staff**  
**Date: May 30, 2019**  
**Re: Approve FY 2019-2020 OWDB Budget**

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**RECOMMENDATION:**

That the Oakland Workforce Development Board (OWDB) take the following actions:

- 1) Accept \$150,000 from the California Workforce Development Board (State Board) and the Employment Development Department and enter into a Grant Award Agreement in the amount of \$90,000 with the Construction Trades Workforce Initiative to increase jobs and careers in the building trades to Oakland's disadvantaged populations;
- 2) Accept \$642,966 from the Alameda County Workforce Development Board and enter into a Grant Award Agreement with Lao Family Community Development (LAO) and Building Opportunities for Self-Sufficiency (BOSS) to provide workforce services to justice involved individuals for \$200,000 each for Fiscal Years (FY) 2019-21;
- 3) Approve the proposed budget and funding amounts to service providers for (FY) 2019-2020 budget and direct staff to finalize the report and forward to the Oakland City Council for approval; and
- 4) Authorize the OWDB Executive Committee to accept and appropriate any additional grant funds above and beyond the adopted FY 2019-20 OWDB Budget.

**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. Federal law requires that the OWDB adopt its own budget, while the Oakland City Charter stipulates that this budget must also be approved by the City Council. Both the City Council and OWDB must adopt a budget on or before June 30. To this end, there are additional points of intersect between these two processes that are worth further examination.

**City of Oakland's Biennial Budget**

The City of Oakland operates on a two-year budget cycle; the budget cycle is based upon a fiscal year calendar that runs from July 1 through June 30 of the following year. While the City's budget is adopted for a two-year period, appropriations are divided into two one-year spending plans. Currently, the City is in its FY 2019-21 biennial budget development process. The Mayor's Proposed Budget was released on May 1, 2019. Between May-June 2019 the City Council receives additional information and responses to questions raised regarding the Proposed Budget. Councilmembers may request amendments to the Mayor's Proposed Budget for discussion and consideration. A budget must be adopted by City Council by June 2019.

## OWDB Annual Budget

The OWDB is a mandated policy body appointed by the Mayor and charged with approving the use of federal Workforce Innovation and Opportunity Act (WIOA) funds that are allocated annually to through the State of California Employment Development Department (EDD), as well as other workforce development funds under the city's purview. The OWDB must develop a budget that is subject to approval by the Chief Elected Official of an area receiving WIOA funds (which in Oakland's case is the Mayor). Additionally, because 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, the OWDB's funds are received and distributed in various designated accounts, including Fund 2195 (WIOA) Fund 1010 (General Fund), Fund 1030 (Measure HH), Fund 5671 (Oakland Army Base), and Fund 7999 (Miscellaneous/Other).

## CURRENT SITUATION

The Mayor released the Proposed Policy Budget for FY 2019-20 through FY 2020-21 on May 1, 2019 and can be viewed at <https://www.oaklandca.gov/documents/fy-2019-21-proposed-budget>. The FY 2019-21 baseline budget shows a shortfall in the General Purpose Fund and many other funds including Fund 2195 (WIOA). These shortfalls result from increased expenditures due to recently approved and anticipated wage increases and other rising costs, such as pensions and insurance premiums. Similar to previous budget cycles, these cost increases are projected to exceed growth in revenues. To balance funds, departments were provided balancing measure targets, by fund, for each year of the biennial budget.

Several sources of revenue that were used in FY 2018-19 to offset the continued downward trend in WIOA funding reduction will expire on June 30, 2019.

Funds set to expire June 30, 2019:

	<b>Source</b>	<b>Amount</b>
1.	Career Pathways Trust II	\$180,972
2.	Workforce Accelerator 6.0 Funds	\$71,346
3.	WIOA Regional Funds	\$90,000
4.	Oakland Housing Authority (OHA Youth Summer Jobs)	\$450,000
	<b>Total</b>	<b>\$792,318</b>

While these grant funds will not continue into the next year, the City has recently secured additional new revenue over the next two years (FY 2019-21)

## Revenues

### WIOA Revenues

EDD released its planning budget estimates for the Adult, Dislocated Worker and Youth programs on April, 24 2019 in the amount of \$3,077,278. This is reduction of -\$279,867, over last year's allocation of \$3,357,145 for the three funding streams. EDD has not yet released Rapid Response allocations, however we do anticipate there to be reduction as well.

<b>WIOA Program</b>	<b>FY 2018-19</b>	<b>FY 2019-20</b>	<b>Change (+/-)</b>	
			<b>\$</b>	<b>%</b>
Adult	1,209,480	1,087,435	(122,045)	-10%
Dislocated Worker	952,068	902,218	(49,850)	-5%
Youth	1,195,597	1,087,625	(107,972)	-9%
Rapid Response (estimate)	273,930	252,016	(21,914)	-8%

EDD planning estimates can be viewed at:  
[https://www.edd.ca.gov/Jobs\\_and\\_Training/pubs/wsin18-,32.pdf](https://www.edd.ca.gov/Jobs_and_Training/pubs/wsin18-,32.pdf).

City General Fund Revenues

The Mayor’s proposed budget includes an additional \$250,000 per year for workforce development, employment training and job placement to be allocated by the Oakland Workforce Development Board and \$170,000 for the Day Laborer program. Once City Council adopts the City’s FY 2019-21 budget, staff will return to the OWDB for award recommendations for these funds.

**Other Revenues**

The OWDB has several other revenue sources under its purview, many of which are for specific projects and/or services (such as funds for summer jobs, and Army Base related revenue that directly supports the West Oakland Job Resource Center).

Prison to Employment Initiative

The City was awarded \$642,966 through the Prison to Employment (P2E) initiative funded by the State of California. These funds are administered regionally through the Alameda County Workforce Development Board. The Governor’s 2018 budget includes funding over three budget years to operationalize integration of workforce and reentry services in the state’s 14 labor regions. These funds will be used for direct services to justice-involved individuals and a portion of city staff costs for the two-year grant period. The OWDB will enter into a Grant Award Agreement with LAO and BOSS to provide the services.

LAO and BOSS competed in the City of Oakland-Oakland Unite (OU) RFP for FY 2019-2021. These organizations met the requirements for funding however, due to limited resources were not selected. Oakland Unite provides direct services and funding to community-based organizations to serve people and families at the center of violence. Oakland Unite focuses on the three forms of violence named in the Safety and Services Act: gun violence, family/domestic violence, and commercial sexual exploitation. Because OU and P2E have similar scopes and outcomes, the OWDB aligned its strategies to fund La and BOSS to provide reentry services.

Service Provider	FY 2019-2020	FY 2020-21	Total
Lao Family Community Development	\$100,000	\$100,000	\$200,000
BOSS	\$100,000	\$100,000	\$200,000
	\$200,000	\$200,000	\$400,000

Workforce Accelerator 7.0

Additionally, the City was recently awarded the Workforce Accelerator 7.0 in the amount of \$150,000. The Oakland Builders Network is being organized to help accelerate training and/or retraining of key Oakland constituencies, including long-term unemployed residents, low-income individuals, CalWORKS participants, disconnected youth, and justice-involved individuals, and provide them with opportunities to access quality jobs and careers in the building trades. By bringing together a comprehensive partnership of organizations involved in the Bay Area’s booming construction sector, the Oakland Builders Network will create broader, shared prosperity by moving the needle on employment for our region’s most vulnerable residents. The OWDB will enter into a Grant Agreement with the Construction Trades Workforce Initiative (CTWI) to support project activities and deliverables.

### Measure HH and Private Grant Funds

The Mayor's proposed budget also includes \$400,000 in Measure HH funding to support the summer employment program for Oakland youth ages 16 to 24. The City also anticipates securing approximately \$150,000 in private grant funds. Most of these funds will go toward paying for the costs of subsidized jobs, with a portion going to the city's nonprofit partner who is serving as the applicant agency.

### West Oakland Job Resource Center

The budget also appropriates \$355,237 to support the WOJRC in fulfilling job creation, hiring targets and workforce development polices of the City of Oakland.

### Estimated Funds Remaining from FY 2018-2019

During the City's Fiscal Year (FY) 2018-19 Midcycle Budget Amendment, City Council appropriated a one-time general fund contingency in the amount of \$275,000. Currently, these funds have not yet been programmed. Once the final budget is adopted, staff will come back to the board with a discussion on how might we align with the OWDB priorities.

At this time, staff is estimating a total of \$54,535 in WIOA carryover funds from FY 2018-19 for reallocation to the FY 2019-20 budget. Any additional contracted funds not fully spent by June 30, 2018 will be calculated after the prior year accounting is completed. Staff will return to the OWDB with a report of any additional carryover funds as soon as these amounts are known, most likely in the Fall.

### **Expenditures**

To offset the OWDB's reductions in funding and meet the City's balancing target, the proposed budget reflects the following changes:

- 1) A reduced share of WIOA funds allocated to the City as the system administrator by reallocating staff resources to City General Fund.
- 2)
- 3) Competitively procuring WIOA-funded services for the upcoming three (3) year cycle that runs from FY 2019-2022 (July 1, 2019 through June 30, 2022).

The FY 2019-2020 workforce development budget, attachment II.d.1, reflects the revenues and expenditures outlined above. The FY 2019-20 OWDB budget and contract recommendations are scheduled for consideration by the Community and Economic Development Committee (CED) of the Oakland City Council at its June 25, 2019 meeting.

The FY 2019-20 service provider recommended allocations include the following:

	AGENCY	Fund Category	Total to be Approved:
<b>Adult Service Provider Contracts</b>			
1	<b>Building Opportunities for Self-Sufficiency</b> <i>Prison to Employment Initiative</i>	P2E Direct Services	\$98,910
		P2E Support Services Services	\$101,090
		<b>BOSS P2E Total</b>	<b>\$200,000</b>
2	<b>Construction Trades Workforce Initiative</b> <i>Workforce Accelerator 7.0</i>	Accelerator 7.0	\$90,000
		<b>CTWI Total</b>	<b>\$90,000</b>
		<b>Program Operations</b>	
3	<b>Lao Family Community Development</b> <i>America's Job Center of CA (AJCC)</i> <i>Career Services Provider</i> East Oakland	Adult	\$237,047
		Dislocated Worker	\$209,948
		<i>Program Operation Subtotal</i>	<i>\$446,995</i>
		<b>Direct Client Support</b>	
		Adult Training	\$91,922
		DW Training	\$75,209
		Adut Support Services	\$20,000
		DW Support Services	\$18,000
		<i>Direct Client Support Subtotal</i>	<i>\$205,131</i>
		<b>Lao AJCC East Total</b>	<b>\$652,126</b>
		4	<b>Lao Family Community Development</b> <i>Prison to Employment Initiative</i>
P2E Support Services Services	\$101,090		
<b>Lao P2E Total</b>	<b>\$200,000</b>		
5	<b>Oakland Private Industry Council</b> <i>America's Job Center of CA (AJCC)</i> <i>Comprehenisve Career Services Provider</i> West Oakland	<b>Program Operations</b>	
		Adult	\$188,047
		Dislocated Worker	\$166,948
		<i>Program Operation Subtotal</i>	<i>\$354,995</i>
		<b>Direct Client Support</b>	
		Adult Training	\$72,224
		DW Training	\$32,501
		Adult Support Services	\$16,000
		DW Support Services	\$14,000
		<i>Direct Client Support Subtotal</i>	<i>\$134,725</i>
		<b>OPIC AJCC West Total</b>	<b>\$489,720</b>
6	<b>Oakland Private Industry Council</b> <i>One-Stop Operator</i>	<b>Program Operations</b>	
		Adult	\$31,797
		Dislocated Worker	\$28,198
		<b>OPIC Comp/Operator Total</b>	<b>\$59,995</b>
7	<b>The Unity Council</b> <i>America's Job Center of CA (AJCC)</i> <i>Career Services Provider</i> Fruitvale - Central Oakland	<b>Program Operations</b>	
		Adult	\$139,048
		Dislocated Worker	\$123,948
		<i>Program Operation Subtotal</i>	<i>\$262,996</i>
		<b>Direct Client Support</b>	
		Adult Training	\$54,716
		DW Training	\$44,767
		Adut Support Services	\$12,000
		DW Support Services	\$10,000
		<i>Direct Client Support Subtotal</i>	<i>\$121,483</i>
		<b>UC AJCC Central Total</b>	<b>\$384,479</b>
8	<b>West Oakland Job Resource Center (WOJRC)</b>	Billboard	\$355,237
		<b>WOJRC Total</b>	<b>\$355,237</b>

	<b>AGENCY</b>	<b>Fund Category</b>	<b>Total to be Approved:</b>
<b>Youth Services Contracts</b>			
9	<b>Civicorps</b> <i>Youth Services Provider</i> West Oakland	Youth	\$156,721
		<b>Civicorps Youth Total</b>	<b>\$156,721</b>
10	<b>Lao Family Community Development</b> <i>Youth Services Provider</i> East Oakland	Youth	\$279,215
		<b>Lao Youth Total</b>	<b>\$279,125</b>
11	<b>The Unity Council</b> <i>Youth Services Provider</i> Fruitvale - Central Oakland	Youth	\$265,018
		<b>UC Youth Total</b>	<b>\$265,018</b>
12	<b>Youth Employment Partnership</b> <i>Youth Services Provider</i> Fruitvale - Central Oakland	Youth	\$186,652
		<b>YEP Youth Total</b>	<b>\$186,652</b>
<b>Professional Services Contracts</b>			
13	<b>Oakland Private Industry Council</b> <i>Eastbay WORKS (EBW)</i>	<b>Program Operations</b>	
		Adult	\$1,084
		Dislocated Worker	\$1,084
		Rapid Response	\$1,084
		Youth	\$1,084
		<b>OPIC EBW Total</b>	<b>\$4,336</b>
<b>Total Service Provider Allocation \$2,968,172</b>			

**FY 2019-2020 OWDB Budget**

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
1		Workforce Innovation and Opportunity Act Fund 2195					Fund 1010 Fund 1030 Fund 5671 Fund 2159 Fund 7999										
2		Adult	Dislocated Worker	Rapid Response	Youth	Accelerator 7.0	WIOA Subtotal	General Fund	Measure HH	Billboard	P2E Planning	P2E Direct Services	P2E Support Services	Misc Donations	Other Revenue Subtotal	GRAND TOTAL	
3																	
4	<b>ESTIMATED REVENUES</b>																
5	Carryover Revenue			29,103	25,532	150,000	204,635	275,000			20,000				295,000	499,635	
6	FY 2019-2020 Revenue	1,087,435	902,218	252,016	1,087,625		3,329,294	876,654	400,000	490,087		256,354	366,612	150,000	2,539,707	5,869,001	
7	<b>TOTAL REVENUE</b>	<b>1,087,435</b>	<b>902,218</b>	<b>281,119</b>	<b>1,113,157</b>	<b>150,000</b>	<b>3,533,929</b>	<b>1,151,654</b>	<b>400,000</b>	<b>490,087</b>	<b>20,000</b>	<b>256,354</b>	<b>366,612</b>	<b>150,000</b>	<b>2,834,707</b>	<b>6,368,636</b>	
8	<b>EXPENDITURES</b>																
9	<b>SERVICE PROVIDER CONTRACTS</b>																
10	<b>Youth Services</b>																
11	WIOA Youth Services				877,606		877,606								0	877,606	
12	Youth Summer Employment Program						0		350,000					150,000	500,000	500,000	
13	<b>Adult Services</b>																
14	WIOA Adult Services	592,954	532,027			90,000	1,214,981								0	1,214,981	
15	West Oakland Job Resource Center						0		355,237						355,237	355,237	
16	Prison to Employment (P2E) Initiative						0				197,820	202,180			400,000	400,000	
17	Workforce Development Services						0	250,000							250,000	250,000	
18	Day Laborers Program						0	170,000							170,000	170,000	
19	<b>Service Provider Subtotal</b>	<b>592,954</b>	<b>532,027</b>	<b>0</b>	<b>877,606</b>	<b>90,000</b>	<b>2,092,587</b>	<b>420,000</b>	<b>350,000</b>	<b>355,237</b>	<b>0</b>	<b>197,820</b>	<b>202,180</b>	<b>150,000</b>	<b>1,675,237</b>	<b>3,767,824</b>	
20	<b>DIRECT CLIENT SUPPORT</b>																
21	Adult and DW Training Services	217,487	180,444				397,931								0	397,931	
22	Adult and DW Supportive Services	48,000	42,000				90,000								0	90,000	
23	<b>Direct Client Support Subtotal</b>	<b>265,487</b>	<b>222,444</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>487,931</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>487,931</b>	
24	<b>Professional Services</b>																
25	EASTBAY Works	1,084	1,084	1,084	1,084		4,336								0	4,336	
26	<b>Professional Services Subtotal</b>	<b>1,084</b>	<b>1,084</b>	<b>1,084</b>	<b>1,084</b>	<b>0</b>	<b>4,336</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,336</b>	
27	<b>CITY OPERATIONS</b>																
28	EWD Admin/Finance	53,244	45,182		52,944		151,370								0	151,370	
29	Internal Service Fees						0	137,293							137,293	137,293	
30	Program Staff	162,666	89,481	268,035	169,523	60,000	749,705	319,361		134,850	20,000	58,534			532,745	1,282,450	
31	O&M	12,000	12,000	12,000	12,000		48,000								0	48,000	
32	<b>City Operations Subtotal</b>	<b>227,910</b>	<b>146,663</b>	<b>280,035</b>	<b>234,467</b>	<b>60,000</b>	<b>949,075</b>	<b>456,654</b>	<b>0</b>	<b>134,850</b>	<b>20,000</b>	<b>58,534</b>	<b>0</b>	<b>0</b>	<b>670,038</b>	<b>1,619,113</b>	
33	<b>TOTAL EXPENDITURES</b>	<b>1,087,435</b>	<b>902,218</b>	<b>281,119</b>	<b>1,113,157</b>	<b>150,000</b>	<b>3,533,929</b>	<b>876,654</b>	<b>350,000</b>	<b>490,087</b>	<b>20,000</b>	<b>256,354</b>	<b>202,180</b>	<b>150,000</b>	<b>2,345,275</b>	<b>5,879,204</b>	
34	<b>Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>275,000</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>164,432</b>	<b>0</b>	<b>489,432</b>	<b>489,432</b>	

\* P2E Fund Balance applies to Year 2 of grant