



**OAKLAND
WORKFORCE DEVELOPMENT BOARD
(SPECIAL)
MEETING**

Thursday, May 12, 2022

4:00 p.m. – 5:00 p.m.

Teleconference

Please see the agenda to participate in the
meeting



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email hlindsay@oaklandca.gov. or call (510) 238-3474 or (510) 238-3254 for TDD/TTY five days in advance.

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OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

(SPECIAL) MEETING NOTICE

Teleconference
Thursday, May 12, 2022
4:00 p.m. – 5:00 p.m.

Pursuant to California Government Code section 54953(e), the Oakland Workforce Development Board Members/Commissioners, as well as City staff, will participate via phone/video conference, and no physical 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:

Link to join Webinar: <https://us06web.zoom.us/j/81391496292> at the noticed meeting time.

Instructions on how to join a meeting by video conference is available at: <https://support.zoom.us/hc/en-us/articles/201362193-joining-a-Meeting>

To listen to the meeting by phone:

Or join by phone: Dial (for higher quality, dial a number based on your current location): US: +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 **Webinar ID:** [81391496292](https://us06web.zoom.us/j/81391496292)

Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>.

COMMENT:

To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted.

Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129-Raise-Hand-In-Webinar>.

To comment by phone, please call on one of the above listed phone numbers. You will be prompted to “Raise Your Hand” by pressing “*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time, you will then be re-muted.

Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone>.

If you have any questions, please email Honorata Lindsay at hlindsay@oaklandca.gov.

**OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)
(SPECIAL) MEETING NOTICE**

Teleconference
Thursday, May 12, 2022
4:00 p.m. – 5:00 p.m.

AGENDA

*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. Raise your hand if you are viewing by video or hit *9 if you are joining by phone. You will have 2-minutes to speak on the item.*

*Issues that the public wishes to address that are not published on the agenda will be heard during the Public Forum section. Raise your hand if you are viewing by video or hit *9 if you are joining by phone. You will have 2-minutes to speak on the item.*

I. PROCEDURAL ITEM

- a. Call to Order and Roll Call
- b. Chair Remarks
- c. Continuance of Meetings using Teleconference (Action)
- d. Approval of Minutes (Action)

II. ACTION ITEM

- a. Summer Youth Employment Contracts
- b. General Fund Contract Extension to WIOA Adult and Youth Service Providers
- c. Adopt Draft FY 2022-23 OWDB Budget and Accept (i) \$5,896,000 from California Volunteers for Young Adult Employment and (ii) \$500,000 from California Workforce Development Board Workforce Accelerator Fund 10.0 for Opportunity Youth

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 OWDB MEETING
THURSDAY, AUGUST 4, 2022 – 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.c - ACTION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: May 12, 2022
Re: Continuance of meetings using teleconferencing

RECOMMENDATION

Staff recommends that the Oakland Workforce Development Board (OWDB) adopt a resolution determining that conducting in-person meetings of the OWDB and its committees would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing in accordance with California Government Code Section 54953(e), a provision of AB-361.

BACKGROUND

Assembly Bill 361 amended provisions of the Brown Act that allows local jurisdictions to meet by teleconference provided the legislative body adopts specific findings in compliance with the new law. The City Attorney's Office has drafted a Resolution for the City Council, and all Oakland Boards and Commissions are instructed to adopt this same Resolution so they may continue meeting via teleconference.

The City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050, which currently still remains in full effect.

Currently, the City's public-meeting facilities are indoor facilities that are not designed to ensure circulation of fresh / outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart. Holding in-person meetings would encourage community members to come to City facilities and would potentially put the public at high risk of getting very sick from COVID-19. Based on these determinations and consistent with federal, state and local health guidance, conducting in-person meetings would pose imminent risks to the health of attendees

Staff recommends that the Oakland Workforce Development Board (OWDB) adopt a resolution determining that conducting in-person meetings of the OWDB and its committees would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing in accordance with California Government Code Section 54953(e), a provision of AB-361.

Following adoption of the Resolution, this item will be schedule as a recurring item on future Agendas for the OWDB to re-adopt. This process follows the same process whereby City Council continuously adopt Resolutions declaring a local emergency due to the AIDS epidemic, declaring a medical cannabis emergency, and declaring a local emergency on homelessness.

ATTACHMENTS

II.a.1. – Resolution 21-10-05

OAKLAND WORKFORCE DEVELOPMENT BOARD

RESOLUTION NO. 21-10-05

RESOLUTION RENEWING AND CONTINUING THE OAKLAND WORKFORCE DEVELOPMENT BOARD'S DETERMINATION THAT CONDUCTING IN-PERSON MEETINGS OF THE OAKLAND WORKFORCE DEVELOPMENT BOARD AND ITS COMMITTEES WOULD PRESENT IMMINENT RISKS TO ATTENDEES' HEALTH, AND ELECTING TO CONTINUE CONDUCTING MEETINGS USING TELECONFERENCING IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 54953(e), A PROVISION OF AB-361.

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, and such declaration has not been lifted or rescinded. See <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.4.20-Coronavirus-SOE-Proclamation.pdf>

WHEREAS, on March 9, 2020, the City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050(C); and

WHEREAS, City Council Resolution No. 88075 remains in full force and effect to date; and

WHEREAS, the Centers for Disease Control (CDC) recommends physical distancing of at least six (6) feet whenever possible, avoiding crowds, and avoiding spaces that do not offer fresh air from the outdoors, particularly for people who are not fully vaccinated or who are at higher risk of getting very sick from COVID-19. See <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>;

WHEREAS, the CDC recommends that people who live with unvaccinated people avoid activities that make physical distancing hard. See <https://www.cdc.gov/coronavirus/2019-ncov/your-health/about-covid-19/caring-for-children/families.html>;

WHEREAS, the CDC recommends that older adults limit in-person interactions as much as possible, particularly when indoors. See <https://www.cdc.gov/aging/covid19/covid19-older-adults.html>;

WHEREAS, the CDC, the California Department of Public Health, and the Alameda County Public Health Department all recommend that people experiencing COVID-19 symptoms stay home. *See* <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>;

WHEREAS, persons without symptoms may be able to spread the COVID-19 virus. *See* <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>;

WHEREAS, fully vaccinated persons who become infected with the COVID-19 Delta variant can spread the virus to others. *See* <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html>;

WHEREAS, the City's public-meeting facilities are indoor facilities that do not designed to ensure circulation of fresh / outdoor air, particularly during periods of cold and/or rainy weather, and were not designed to ensure that attendees can remain six (6) feet apart; now therefore be it:

WHEREAS, holding in-person meetings would encourage community members to come to City facilities to participate in local government, and some of them would be at high risk of getting very sick from COVID-19 and/or would live with someone who is at high risk; and

WHEREAS, in-person meetings would tempt community members who are experiencing COVID-19 symptoms to leave their homes in order to come to City facilities and participate in local government; and

WHEREAS, attendees would use ride-share services and/or public transit to travel to in-person meetings, thereby putting them in close and prolonged contact with additional people outside of their households; and

WHEREAS, on November 4, 2021 the Oakland Workforce Development Board adopted Resolution No. 21-10-01 determining that conducting in-person meetings would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing in accordance with California Government Code Section 54953(e), a provision of AB-361; and

WHEREAS, on December 17, 2021, the Oakland Workforce Development Board adopted Resolution No. 21-10-02, renewing and continuing the determination that in-person meetings of the City Council and its committees would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing; and

WHEREAS, on March 24, 2022, the Oakland Workforce Development Board adopted Resolution No. 21-10-03, renewing and continuing the determination that in-person meetings of the City Council and its committees would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing; and

WHEREAS, on May 5, 2022, the Oakland Workforce Development Board adopted Resolution No. 21-10-04, renewing and continuing the determination that in-person meetings of

the City Council and its committees would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing; and now therefore be it

RESOLVED: That the Oakland Workforce Development Board finds and determines that the foregoing recitals are true and correct and hereby adopts and incorporates them into this Resolution; and be it

FURTHER RESOLVED: That, based on these determinations and consistent with federal, state and local health guidance, the Oakland Workforce Development Board determines that conducting in-person meetings would pose imminent risks to the health of attendees; and be it

FURTHER RESOLVED: That the Oakland Workforce Development Board firmly believes that the community's health and safety seriously and the community's right to participate in local government, are both critically important, and is committed to balancing the two by continuing to use teleconferencing to conduct public meetings, in accordance with California Government Code Section 54953(e), a provision of AB-361; and be it

FURTHER RESOLVED: That the Oakland Workforce Development Board will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until the state of emergency related to COVID-19 has been lifted, or the Oakland Workforce Development Board finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever is occurs first.

OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

REGULAR MEETING

Teleconference

Thursday, May 5, 2022

8:30 a.m. – 11:00 a.m.

MINUTES

The meeting was called to order by Chair Derreck Johnson at 8:32 a.m.

Roll Call: *Derreck Johnson, Amed Ali-Bob, Lee McMurtray, Polly Guy, Jason Gumataotao, Omar Sabeh, Kalpana Oberoi, Beth Hillman, Peter Gamez, Pete May, Aaron Johnson, John Brauer, Gilbert Pete, quorum met.*

Chair Johnson reviewed the process of how the meeting would proceed via Zoom.

Adoption of Agenda

Chair Johnson stated the City Attorney's Office has requested we take a motion to consider today's 3 action items at a special meeting to be scheduled next week in consistency with the Brown Act. For today's agenda we will only be considering the 2 informational items that require no action.

Chair Johnson requested a motion to amend the agenda.

Board Member Aaron Johnson moved, Board Member John Brauer 2nd that the amendment be accepted.

Continuance of Meetings using Teleconference

Chair Johnson read the recommendations that the Oakland Workforce Development Board (OWDB) adopt a resolution renewing and continuing conducting in-person meetings of the OWDB and its committees would present imminent risks to attendees' health and elected to continue conducting meetings using teleconferencing in accordance with California Government Code Section 54953(e), a provision of AB-361." That resolution is still in effect.

Honorata Lindsay – Staff presented resolution background: Conducting in person meetings of the Oakland Workforce Development Board and committees would pose imminent risks to attendee's and electing to continue conducting meetings using electronic conference. California Government code section 54953(e), a provision of AB-361, March 4, 2020, The Governor declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, it has not been lifted or rescinded. March 9, 2020, The City Administrator in their capacity as the Director of the Emergency Operations Center (EOC), issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, and on March 12, 2020, the City Council passed Resolution No. 88075 C.M.S. ratifying the proclamation of local emergency pursuant to Oakland Municipal Code (O.M.C.) section 8.50.050, which currently still remains in full effect. the Oakland Workforce Development Board will renew these (or similar) findings at least every thirty (30) days in accordance with California Government Code section 54953(e) until

the state of emergency related to COVID-19 has been lifted, or the Oakland Workforce Development Board finds that in-person meetings no longer pose imminent risks to the health of attendees, whichever occurs first.

Comments: None

Chair Johnson called for a motion to accept the resolution.

Board Member Amed Ali-Bob moved, Board Member Gilbert Pete 2nd to accept teleconference recommendations.

Board polled as follows: Derreck Johnson, Gilbert Pete, Amed Ali-Bob, Lee McMurtray, Polly Guy, Jason Gumataotao, John Brauer, Omar Sabeh, Kalpana Oberoi, Beth Hillman, Peter Gamez, Pete May, Aaron Johnson motion passed.

APPROVAL OF MINUTES

Chair Johnson requested a motion to accept the minutes of March 24, 2022

Board Member Lee McMurtray moved Board Member Pete May 2nd to accept the minutes of March 24, 2022.

Board polled as follows: Derreck Johnson, Gilbert Pete, Amed Ali-Bob, Lee McMurtray, Polly Guy, Jason Gumataotao, Omar Sabeh, Kalpana Oberoi, Beth Hillman, Peter Gamez (abstain), Pete May, Aaron Johnson motion passed.

INFORMATIONAL ITEM

Chair Johnson reiterated the action items will be discussed next week during a Special Meeting, he stated we'd like to ask board members if they are available, either next Wednesday from 9a.m - 10:30 a.m. or Thursday from 9 a.m. - 10:30 a.m. to review and approve the action items.

Sofia Navarro Executive Director to the Workforce Board explained that the agenda packet should have gone out on Friday, 72 hours prior to a meeting taking place on Thursday, ensuring transparency, and maintaining integrity and compliance with the Brown Act we are asking the Board for their availability, she then apologized for the inconvenience that this adjustment may cause any Board member.

a. Bylaws Update

Sofia Navarro Executive Director to the Workforce Board stated edits were made to the bylaws in 2018, working off the assumption they were approved by the Mayor, staff was unable to locate a finalized signed copy by the Mayor, one edit that is new from 2018 is proxy language, if a Board member is unable to attend a meeting your vote wouldn't be counted, a proxy is unacceptable, we are waiting for the Mayor to review and sign off on the changes and she will make sure the Board has a final copy of the bylaws. Quick update on where this is at

Naree Chan Deputy Attorney added there were changes to the bylaws in 2018 one adding an ad hoc committee, two other changes included clarity appointing members to the Board,

Board chair and staff would request nominations from various entries, there would be a interview process then the application would be forwarded to the mayor for official appointment.

There was an executive committee clarification stating the committee would have a chair, vice chair and five other members the additions included the types of matters the Board would be able to consider. There was a change of guard we were already following the bylaws this is codifying those changes that we have already been doing.

Sofia Navarro Executive Director to the Workforce Development Board stated having an Executive Board meeting in June, if any Board members are interested in being part of the Executive Committee, please let her know.

Comments: None

Board Member Brauer stated he would like clarification on what the percentage of labor seats are available on the board.

INFORMATIONAL ITEM

b. Director's Report

Sofia Navarro Executive Director to the Board presented a Director's report "First 60 Days" presentation topics: invoicing and contracting, hiring process, diversify funding, board engagement, request to the board, collaboration and capacity building amongst providers, local landscape unemployment numbers, how to reimagine Workforce Development.

Board members commended *Sofia Navarro Executive Director* on a great presentation, being energized by her energy, stating they are looking forward to the opportunity to further engage with providers and how labors could be more involved. Lending assistance with the hospitality sector and relish the opportunity to get more involved, having a round table with the largest businesses in Oakland and including small businesses in the equation.

Sofia Navarro Executive Director to the Workforce Board gave an announcement about the job fair held today at the Fruitvale Village Lead by Oakland Private Industry Council in collaboration with Spanish Speaking Unity Council and other partners from 1:00 p.m. – 4:00 p.m.

PUBLIC FORUM

(For items that members of the public wish to address that are NOT on the agenda)

Richard de Jauregui announced major Career Fair being held at the Fruitvale Transit Village, in Council member Noel Gallo's district 5 today from 1:00 – 4:00 in Oakland, he mentioned there will be hundreds of employers participating and encouraged all Board members to attend.

Ann Jinks shared she would like to see more transparency with the OWDB and more interaction with the community.

STAFF REPORTS

None

ANNOUNCEMENTS

Sofia Navarro Executive Director to the Workforce Board mentioned this week being Oakland's Small Business Week, soliciting everyone's support for small businesses, she also mentioned

that the City of Oakland's Business Assistance Center is offering neighborhood assistance for small businesses in the libraries providing off hours across the City.

Board Member Pete shared Oakland Unified School District hosted (OUSD) hosted learning series for their educators to inform them of resources available to our partners through the OWDB, he thanked Sofia for attending and providing an overview of the services provided and highlighted some of the services provided by the OWDB. As the young people have the viable resources available to them through out the City as they graduate from High School.

CLOSING REMARKS & ADJOURN

Chair Johnson wished Mother's a Happy Mother's Day!

No further business meeting was adjourned at 9:38 a.m.

NEXT SCHEDULED OWDB MEETING THURSDAY, AUGUST 4, 2022 – 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 II.a. - ACTION

To: Oakland Workforce Development Board
From: OWDB Staff
Date: May 12, 2022
Re: Summer Youth Employment Program 2022 Funding Recommendations

RECOMMENDATION:

That the Oakland Workforce Development Board (OWDB), in collaboration with the Oakland Fund for Children and Youth (OFCY) take the following actions:

1. Approve and authorize program grant agreements for Fiscal Year 2022-23 in an amount not to exceed \$262,572 for the OWDB 2022 Summer Youth Employment Program with the following providers:
 - a. Lao Family Community Development, Inc. in an amount not to exceed of \$125,000
 - b. Youth Employment Partnership, Inc. in an amount not to exceed \$125,000
 - c. Trybe, Inc. in an amount not to exceed \$12,572
2. Authorize staff to allocate any additional funds raised for the 2022 Summer Youth Employment Program to be distributed equally to these organizations without returning to the OWDB for approval.

EXECUTIVE SUMMARY

Staff is requesting that the OWDB approve funding to three (3) non-profit organizations to provide Summer Youth Employment Program opportunities for FYs 2022-25 grant cycle to the following nonprofit organizations: Lao Family Community Development, Inc., Youth Employment Partnership, and Trybe Inc. OWDB partnered with Oakland Fund for Children and Youth (OFCY) on the 2022-2025 Request for Proposals (RFP) through the Career Access and Employment for Youth In-School: Summer Jobs – Transition to Adulthood funding strategy. Four (4) applicants submitted proposals for funding for the OWDB Summer Youth Employment Program. Proposals were reviewed by OFCY staff, an outside group of readers and reviewers, OFCY Planning and Oversight Ad-Hoc Review Subcommittee, as well as OWDB staff. Funding recommendations are made with consideration to location of services, service to priority populations, strategic alignment, past performance, and reasonableness and feasibility of budget and activities.

Table 1 outlines the recommended organizations' funding amounts.

Table 1: OWDB & OFCY Funding Recommendations for Summer 2022

Agency Name	OWDB Recommended Funding Amount	OFCY Recommended Funding Amount	Total Funds Requested	Youth Served
Lao Family Community Development, Inc.	\$125,000	\$125,000	\$250,000	85
Trybe, Inc.	\$12,572	\$50,000	\$62,572	20
Youth Employment Partnership, Inc.	\$125,000	\$125,000	\$250,000	100
GCEA	N/A	N/A		
TOTAL	\$262,572	\$300,000	\$562,572	205

OWDB and OFCY partnered to leverage and align funding of summer youth employment programs and services to increase the network of funded providers and streamline the process of program implementation for contracted agencies. In addition to OWDB funding recommendations, OFCY through a separate action will be recommending the following organizations and funding for a combined summer youth employment program and services.

BACKGROUND

The City of Oakland, along with partners from the public, private, and nonprofit sectors, has had a longstanding commitment to providing summer jobs and other work-based learning opportunities for Oakland youth for more than four decades. The cornerstone of this effort focuses on investing in the Oakland Summer Youth Employment Program, which provides funds to subsidize paid jobs and work experience opportunities sponsored through local nonprofit organizations. The level of direct investment in this program varies from year to year, while the funding to support it has historically come from various public, private, and philanthropic sources.

The City of Oakland’s Summer Youth Employment Program (SYEP) prioritizes services for Black, Latinx, Native American, and Pacific Islander opportunity youth not connected to the traditional school system. Services focus on youth who are not working, have little to no work experience, are aged 16-21, and reside in East Oakland, Fruitvale, and West Oakland. The SYEP provides Oakland youth with opportunities to earn money, gain meaningful work experience and improve their job-readiness skills. The City contracts with local youth-serving organizations to:

- Recruit and enroll youth in the program
- Provide youth with high-quality job-readiness training
- Identify organizations to serve as work sites for youth
- Act as the employer-of-record/fiscal sponsor for youth whose wages are subsidized through the program

OFCY and the OWDB are continuing to partner to coordinate and align the summer youth employment program model, leverage opportunities to engage, support, and provide technical assistance to contract youth service providers, as well as align reporting requirements. This approach will allow the City to widen its network of funded youth service providers with an emphasis on serving priority youth populations and priority service locations and implement intentional models to provide programming that meets youth at various stages of work readiness. The OWDB is fostering additional partnerships to

implement a summer conversation strategy, offering resources and support to connect to youth participants to permanent employment at the completion of their engagement in the summer program.

ANALYSIS AND POLICY ALTERNATIVES

As part of the Oakland Workforce Development Board Strategic Plan (2021-2024), key focus areas include working with public, private, and community-based organizations on key local initiatives to empower disconnected young people in the City of Oakland through employment opportunities. The Summer Youth Employment Program is a key cornerstone program offering youth employment opportunities bringing together multiple resources from public, private, and community-based organizations.

For the 2022 Summer Youth Employment Program effort, a total of three (3) organizations submitted qualified applications to operate subsidized summer jobs. Each organizations' applications were compared and it was determined that all of them have well developed and described program models, have the capacity to be an employer of record for youth participants, are within an acceptable range of costs per participant and have employer connections to place youth in work experience opportunities and jobs as designed under the current configuration of the Summer Youth Employment Program. This model includes pre-employment and job retention training, paid work experience at the City's new minimum wage rate of \$15.30/hour or higher, and ongoing case management.

OWDB reviewed three (3) proposals requesting \$562,572 in this jointly-supported OFCY and OWDB summer youth employment RFP. The OWDB considered social, racial, and economic equity in the distribution of funds in accordance with the Oakland Equity Indicators Report and the Economic Development Strategic Plan.

OWDB recommended funding to support the three (3) recommended organizations, with funding totaling \$262,572 consistent with the funding shown in **Table 1**. In addition, the OFCY Planning and Oversight Committee recommended separate funding to also support the three (3) recommended organizations, with funding totaling \$300,000, consistent with **Table 1**. Combined this would leverage \$562,572 for the 2022 Summer Youth Employment Program.

FISCAL IMPACT

This request represents a budget that includes funding for three organizations for summer youth employment. The 2022 OWDB Summer Youth Employment Program is being supported by three funding sources:

Measure HH: As part of the City's biennial budget, the OWDB was granted \$400,000 annually from Measure HH (sugar-sweetened beverage tax). The goal of this investment is to help connect young people's summer work experiences to support the primary mission and vision of these funds. A total of \$50,000 of Measure HH funding is allocated to staff to administer and monitor the program.

- **Other Funds:** The OWDB anticipates securing \$100,000 in private grant funds to support a summer employment program for Oakland youth ages 16-21. 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. There are also other fundraising efforts underway that could add to this total. Should additional private funds be secured or not materialize for programming, the provider funding amount will be adjusted accordingly.

ATTACHEMENTS:

Resolution 22-____ Summer Youth Employment Program

OAKLAND WORKFORCE DEVELOPMENT BOARD

RESOLUTION NO. 22-

A RESOLUTION OF THE OAKLAND WORKFORCE DEVELOPMENT BOARD (“BOARD”):

1. APPROVING AND AUTHORIZING PROGRAM GRANT AGREEMENTS FOR FISCAL YEAR 2022-23 IN AN AMOUNT NOT TO EXCEED TWO HUNDRED SIXTY-TWO THOUSAND FIVE HUNDRED SEVENTY-TWO DOLLARS (\$262,572) FOR THE OAKLAND WORKFORCE DEVELOPMENT BOARD 2022 SUMMER YOUTH EMPLOYMENT PROGRAM WITH THE FOLLOWING PROVIDERS FOR A ONE-YEAR TERM WITH TWO (2) ONE-YEAR EXTENSIONS:

- a. LAO FAMILY COMMUNITY DEVELOPMENT, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000)
- b. YOUTH EMPLOYMENT PARTNERSHIP, INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000)
- c. TRYBE, INC. IN AN AMOUNT NOT TO EXCEED TWELVE THOUSAND FIVE HUNDRED SEVENTY-TWO DOLLARS (\$12,572)

2. AUTHORIZING ALLOCATION OF ANY ADDITIONAL FUNDS RAISED FOR THE 2022 SUMMER YOUTH EMPLOYMENT PROGRAM TO BE DISTRIBUTED EQUALLY TO THESE ORGANIZATIONS WITHOUT RETURNING TO THE BOARD FOR APPROVAL

WHEREAS, the Oakland Workforce Development Board (“Board”) is mandated to oversee the expenditure of the Workforce Innovation and Opportunity Act of 2014 (“WIOA”) funding in partnership with the Mayor as local chief elected official in a designated workforce development area such as the City of Oakland, and the Mayor has designated the City Administrator to act on the Mayor’s behalf on all WIOA administrative matters; and

WHEREAS, the Board budget is made up of multiple funding streams that support workforce development efforts, including Federal, State, City of Oakland, and miscellaneous grants from private businesses and philanthropic support; and

WHEREAS, the City of Oakland’s Summer Youth Employment Program (“SYEP”) prioritizes services for Black, Latinx, Native American, and Pacific Islander opportunity youth not

connected to the traditional school system. Services focus on youth who are not working, have little to no work experience, are aged 16-21, and reside in East Oakland, Fruitvale, and West Oakland. The SYEP provides Oakland youth with opportunities to earn money, gain meaningful work experience and improve their job-readiness skills; and

WHEREAS, the Board partnered with Oakland Fund for Children and Youth (“OFCY”) on the 2022-2025 Request for Proposals (“RFP”) through the Career Access and Employment for Youth In-School: Summer Jobs – Transition to Adulthood funding strategy; and

WHEREAS, for the 2022 Summer Youth Employment Program effort, a total of three (3) organizations submitted qualified applications to operate subsidized summer jobs; and

WHEREAS, as part of the City’s biennial budget, a total of Four Hundred Thousand Dollars (\$400,000) was granted to the Board annually from Measure HH, the sugar-sweetened beverage tax, with the goal of helping connect young people gain summer work experience. A total of Fifty Thousand Dollars (\$50,000) of such Measure HH funding is allocated to staff to administer and monitor the program; and

WHEREAS, the Board anticipates securing an additional One Hundred Thousand Dollars (\$100,000) in private grant funds to support a summer employment program for Oakland youth ages 16-21. 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. here are also other fundraising efforts underway that could add to this total. Additional private funds are being secured, and the provider funding amount would be adjusted accordingly; now, therefore, be it

RESOLVED: That the Board hereby approves and authorizes program grant agreements for Fiscal Year (“FY”) 2022-23 in an amount not to exceed Two Hundred Sixty-Two Thousand Five Hundred Seventy-Two Dollars (\$262,572) for the Board’s 2022 Summer Youth Employment program with the following providers for a one-year term with two (2) one-year extensions:

- a. Lao Family Community Development, Inc. In an amount not to exceed One Hundred Twenty-Five Thousand Dollars (\$125,000)
- b. Youth Employment Partnership, Inc. in an amount not to exceed One Hundred Twenty-Five Thousand Dollars (\$125,000)
- c. Trybe, Inc. in an amount not to exceed Twelve Thousand Five Hundred Seventy-Two Dollars (\$12,572); and be it

FURTHER RESOLVED: That the Board hereby authorizes allocation of any additional funds raised for the 2022 Summer Youth Employment Program to be distributed equally to these organizations without returning to the Board for approval; and be it

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

FURTHER RESOLVED: That the City is hereby authorized to spend such funds in FY 2022-2023 and take other action with respect to the authorized contracts consistent with the Resolution and its basic purposes, subject to review and approval by the City Attorney's Office as counsel to the Board.



ITEM II.b. - ACTION

To: Oakland Workforce Development Board
From: OWDB Staff
Date: May 12, 2022
Re: General Fund Contract Extension to WIOA Adult and Youth Service Providers Funding Recommendations

RECOMMENDATION

Staff Recommends That The Oakland Workforce Development Board Adopt A Resolution Authorizing Approval And Re-Allocation Of An Amount Not To Exceed Eight Hundred Eighty-Five Thousand Three Hundred Four Dollars (\$885,304) From The General Fund For Fiscal Year 2022-23 To Current Workforce Innovation and Opportunity Act (WIOA) Adult And Youth Service Providers For Operational Support From July 1, 2022 Through December 31, 2022.

EXECUTIVE SUMMARY

Staff is recommending that the Oakland Workforce Development Board (OWDB) adopt a resolution authorizing the approval and re-allocation of an amount not to exceed \$885,304 from the General Fund for Fiscal Year (FY) 2022-23 to current Federal Workforce Innovation and Opportunity Act (WIOA) adult and youth service providers from July 1, 2022 through December 31, 2022. These funds would be re-allocated from the \$1,000,000 in one-time General Fund monies currently designated for Workforce Development services in Year Two (2) of the FY 2021-2023 Biennial Budget. This action will provide current WIOA service providers with additional operating subsidy through the end of the calendar year. These providers will also receive a one year no-cost administrative extensions of their WIOA funding contracts from July 1, 2022 to June 30, 2023, due to COVID-19 hardships, to allow them to spend down their outstanding balance of WIOA funding, as approved by the Oakland Workforce Development Board on March 24, 2022 and discussed in more detail below.

Given the challenges workforce service providers have been facing due to economic circumstances and COVID-19-related impacts, this stop gap measure will provide service providers with the necessary financial operational support to continue delivering essential services to Oakland residents and businesses without interruption, while the (OWDB) is undergoing a competitive request for proposal (RFP) process to allocate new workforce funding for Fiscal Years 2022-25.

BACKGROUND / LEGISLATIVE HISTORY

The OWDB contracts with experienced local nonprofit organizations to provide workforce development services for recently displaced and long-term unemployed adults and low-income youth and young adults between the ages of 16-24.

The OWDB budget is made up of multiple funding streams that support workforce development efforts, including Federal, State, City of Oakland, and miscellaneous grants from private businesses and philanthropic support.

Current Status of WIOA Contracts and One-Year No-Cost Extension

On May 24, 2019, the OWDB approved contracts with the current WIOA service providers for a three-year procurement cycle. The first-year contracts were for the period of July 1, 2019 through June 30, 2020, with the option to renew for two additional years through June 30, 2022. The current WIOA contracts will expire June 30, 2022 without further renewals.

On March 24, 2022, the OWDB approved a one year no-cost administrative extensions to all current WIOA service providers from July 1, 2022 to June 30, 2023 due to COVID-19 hardships, to allow providers to spend down an outstanding balance of \$3.18 million instead of forfeiting 74% of unspent funds per standard reimbursement policy – see below in **Table 1** for analysis of current WIOA fund balances.

Table 1: Snapshot of Current WIOA Funding*

	FY 20-21 Rollover	FY 21-22	Total	Unspent Funds (as of 3/31)	% Funds Remaining (as of 3/31)
Civicorps (Youth)	\$142	\$154,243	\$154,385	\$115,497	75%
Lao Family Community Development (Adult & Youth)	\$409,656	\$971,240	\$1,380,896	\$1,018,508	74%
Oakland Private Industry Council (Operator & Adult)	\$75,310	\$586,742	\$662,052	\$467,199	71%
Spanish Speaking Unity Council (Adult & Youth)	\$129,151	\$670,608	\$799,759	\$619,375	77%
Youth Employment Partnership (Youth)	\$0	\$184,174	\$184,174	\$144,980	79%
TOTAL			\$3,181,266	\$2,365,559	74%

**Does not include additional \$500,000 in General Fund allocation for FY 2021-2022*

FY 2022-2025 Request for Proposals

The OWDB is currently conducting a required competitive procurement for youth and adult workforce services providers for the upcoming three (3) year cycle from July 1, 2022 through June 30, 2025. This RFP is focused on programs and services that address disparities in access to employment and related services in Oakland’s historically underserved populations in alignment with Oakland’s Equity Indicators Report, OWDB’s Equity Analysis and Local Plan, and the City’s Economic Recovery Plan. This RFP included WIOA funds and “Oakland Forward” California Youth Workforce Development Program funds, in addition to the \$1,000,000 in FY 2022-2023 General Fund funding directed by City Council for Workforce Development services as part of the FY 2021-2023 Biennial Budget.

The RFP was released on March 11, 2022. A bidder’s conference took place on March 22, 2022, and the deadline to submit proposal applications was extended from April 22, 2022 to April 29, 2022 to allow providers additional time to submit their applications. This extension has impacts on other RFP deadlines and adjustments are reflected in **Table 2** below.

Table 2: Adjusted RFP Tentative Timeline

Activity/Event	Date
OWDB Meeting	November 4, 2021
Stakeholder Engagement	November – January 2022
Special OWDB Meeting	December 17, 2021
RFP Release Date	March 11, 2022
RFP Due date	April 29, 2022
Recommendations to OWDB	Week of June 20, 2022
Committee/City Council Meetings	July 2022
New Contract Period Starts	July 1, 2022

ANALYSIS AND POLICY ALTERNATIVES

Given the challenges providers have been facing due to the COVID-19 pandemic and related economic impacts, staff is recommending that the General Fund portion earmarked as part of the FY 2022-2025 RFP be redirected as a stop gap measure to provide existing service providers the necessary financial operational support to continue delivering essential services to Oakland residents and businesses without interruption, while the OWDB completes its competitive contracting process for Fiscal Years 2022-25.

Staff is recommending that the City Council adopt a resolution authorizing the approval and re-allocation of an amount not to exceed \$885,304 from the General Fund funds currently directed to Workforce services to current WIOA adult and youth service providers from July 1, 2022 through December 31, 2022. These amounts are based on the monthly operational allowance for each provider under their current contracts. See **Table 3** below for the additional funding amounts for each service provider recommended in this action.

Table 3. Recommended Service Provider General Fund Re-Allocation

Service Providers	7/1/22 - 12/31/22
Civicorps (Youth)	\$50,368
Lao Family Community Development (Adult & Youth)	\$323,482
Oakland Private Industry Council (Operator & Adult)	\$207,495
Spanish Speaking Unity Council (Adult & Youth)	\$235,764
Youth Employment Partnership (Youth)	\$68,195
TOTAL	\$885,304

The comprehensive career services provided through these workforce service providers support and advance the Citywide Priority of **housing, economic and cultural security**.

FISCAL IMPACT

General Fund support, not yet approved by the OWDB, will be forwarded to the OWDB for re-allocation and approval at its next regularly scheduled meeting. Approval by the OWDB will authorize \$885,304 to be reallocated from FY 2021-23's adopted budget of one-time FY 2022-23 funding of \$1,000,000 in

General Purpose Fund (1010), Workforce Development Organization (85311), Third-Party Grants Account (54912), Workforce Development Services Project (1006028), Workforce Development Program (SC03), to Projects to be determined (TBD).

PUBLIC OUTREACH / INTEREST

All OWDB meetings are publicly noticed and there is active public participation in both committees and full OWDB meetings. Prior to issuing RFPs for developing the workforce system, the OWDB staff met with community stakeholders to inform the policy principles and conceptual frameworks for service models. Contracted service providers were competitively procured through the FY 2019-22 RFP process.

COORDINATION

Contracts and contract amendments are supported by the Department of Workplace and Employment Standards (formerly Contracts and Compliance). This report and resolution were reviewed by the Office of the City Attorney and by the Budget Bureau.

SUSTAINABLE OPPORTUNITIES

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

Environmental: This report does not directly address environmental sustainability.

Race & Equity: Oakland's Workforce Development system prioritize services to targeted populations (African American and Latinx) and geographic areas of Oakland (East and West), that have the highest numbers of residents who face disproportionately high levels of unemployment. Per the 2020 OWDB Race and Equity Analysis, the Workforce division identified critical disparities in employment access in Oakland, specifically in "[t]he communities of East Oakland, Fruitvale and West Oakland, where a high number of Black and Latinx residents live and are unemployed at higher rates than the general population... including the zip codes 94621, 94603, 94605, 94601,94607."

ACTION REQUESTED OF THE OWDB

Staff Recommends That The OWDB Adopt A Resolution Authorizing Approval And Re-Allocation Of An Amount Not To Exceed Eight Hundred Eighty-Five Thousand Three Hundred Four Dollars (\$885,304) From The General Fund For FY 2022-23 To Current Workforce Innovation and Opportunity Act (WIOA) Adult And Youth Service Providers For Operational Support From July 1, 2022, Through December 31, 2022.

ATTACHMENTS:

Resolution 22-___ General Fund Contract Extension

OAKLAND WORKFORCE DEVELOPMENT BOARD

RESOLUTION NO. 22-

RESOLUTION AUTHORIZING AN AMOUNT NOT TO EXCEED EIGHT HUNDRED EIGHTY-FIVE THOUSAND THREE HUNDRED FOUR DOLLARS (\$885,304) FROM THE GENERAL FUND FY 2022-2023 TO CURRENT WORKFORCE INNOVATION AND OPPORTUNITY ACT (“WIOA”) ADULT AND YOUTH SERVICE PROVIDERS FOR OPERATIONAL SUPPORT FROM JULY 1, 2022 THROUGH DECEMBER 31, 2022

WHEREAS, the Oakland Workforce Development Board (“Board”) is mandated to oversee the expenditure of the Workforce Innovation and Opportunity Act of 2014 (“WIOA”) funding in partnership with the Mayor as local chief elected official in a designated workforce development area such as the City of Oakland, and the Mayor has designated the City Administrator to act on the Mayor’s behalf on all WIOA administrative matters; and

WHEREAS, the Board budget is made up of multiple funding streams that support workforce development efforts, including Federal, State, City of Oakland, and miscellaneous grants from private businesses and philanthropic support; and

WHEREAS, the Board contracts with experienced local nonprofit organizations to provide workforce development services for recently displaced and long-term unemployed adults and low-income youth and young adults between the ages of 16-24; and

WHEREAS, in May 2019, the Board approved contracts with the current WIOA service providers for a three-year procurement cycle; and

WHEREAS, the City Council approved and authorized such contracts on July 9, 2019, pursuant to Resolution No. 87792 C.M.S.; and

WHEREAS, the first-year contracts were for the period of July 1, 2019 through June 30, 2020, with the option to renew for two additional years through June 30, 2022; and

WHEREAS, the current WIOA contracts are expected to expire June 30, 2022 without further renewals; and

WHEREAS, on March 24, 2022, the Board recommended a one year no cost extension to current WIOA service providers from July 1, 2022 to June 30, 2023 in light of COVID-19 hardships to allow providers to spend down an outstanding balance of Three Million One Hundred Eighty Thousand Dollars (\$3,180,000); and

WHEREAS, given the challenges providers have been facing due to various economic circumstances and COVID-19 related impacts, this resolution would authorize a stop gap

measure to provide service providers with the necessary financial operational support to continue delivering essential services to Oakland residents and businesses without interruption; now, therefore, be it

RESOLVED: That the Board hereby approves re-allocating a total amount not to exceed of Eight Hundred Eighty-Five Thousand Three Hundred and Four Dollars (\$885,304) from the General Fund for FY 2021-23 adopted budget to the following current WIOA adult and youth service providers for operational support from July 1, 2022 through December 31, 2022 in the following amounts set forth below with the approval of the City Council:

- 1) Civicorps for youth services in the amount of Fifty Thousand Three Hundred Sixty-Eight Dollars (\$50,368);
- 2) Lao Family Community Development, Inc. for adult and youth services in the amount of Three Hundred Twenty-Three Thousand Four Hundred Eighty-Two Dollars (\$323,482);
- 3) Oakland Private Industry Council, Inc. for operator and adult services in the amount of Two Hundred Seven Thousand Four Hundred Ninety-Five Dollars (\$207,495);
- 4) Spanish Speaking Unity Council of Alameda County, Inc. for adult and youth services in the amount of Two Hundred Thirty-Five Thousand Seven Hundred Sixty-Four Dollars (\$235,764); and
- 5) The Youth Employment Partnership, Inc. for youth services in the amount of Sixty-Eight Thousand One Hundred Ninety-Five Dollars (\$68,195).

FURTHER RESOLVED: That Board authorizes any FY 2021-22 contracted funds not fully spent by service providers by June 30, 2022, to be carried over into FY 2022-23; and be it

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

FURTHER RESOLVED: That the City is hereby authorized to spend such funds in FY 2022-2023 and take other action with respect to the authorized contracts consistent with the Resolution and its basic purposes, subject to review and approval by the City Attorney's Office as counsel to the Board.



ITEM. III.c. - ACTION

To: Oakland Workforce Development Board
From: OWDB Staff
Date: May 5, 2022
Re: Approve DRAFT FY 2022-23 OWDB Budget

RECOMMENDATION:

That the Oakland Workforce Development Board (OWDB):

- 1) Approve the draft FY 2022-23 OWDB budget and take the following actions:
- 2) Accept and appropriate \$5,896,000 from the California Volunteers to increase youth and young adult employment and develop pathways into careers in public service, particularly in the areas of climate resilience and public safety; and
- 3) Accept and appropriate \$500,000 from the California Workforce Development Board Workforce Accelerator Fund 10.0 to support Opportunity Youth by providing paid skills-building bridge and pre-apprenticeship programs in the tech sector.

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.

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 approaching the end of the first year of the two-year cycle. During the second year, the Mayor and City Council conduct a midcycle budget review to address variances in estimated revenues and expenditures, and other changes to the City's financial condition. The City's midcycle budget process incorporates departmental adjustments and/or requests (March-April 2022), then release of a proposal from the City of Oakland Administration (May 2022), and the adoption of the budget by City Council in June 2022.

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).

Revenues

WIOA Revenues - \$3,312,720

EDD has not yet released its planning budget estimates for the WIOA programs funds. For planning purposes the FY 2021-22 WIOA formula allocations are used as baseline. WIOA hold harmless provisions ensure that each area receives no less than 90 percent of their average percentage share from the two prior years.

Fund 2195					
Workforce Innovation and Opportunity Act (WIOA)					
	Adult	Dislocated Worker	Rapid Response	Youth	TOTAL
Estimated FY 2022-23 Revenue	\$1,086,612	\$915,070	\$261,851	\$1,049,187	\$3,312,720

City General Fund Revenues -\$1,837,670

As part of the FY 2021-2023 Biennial Budget, City Council awarded \$1,000,000 in FY 2022-2023 to be allocated by the OWDB and \$200,000 for the Day Laborer program. The remaining funds support city operations.

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).

State of California – California Volunteers Youth Workforce Development Program - \$5,896,000

The City of Oakland was awarded \$5,896,000 from the State of California, California Volunteers. These funds will be used to create a year-round youth and young adult employment program to support climate resilience and improve neighborhood conditions as part of our COVID-19 recovery, with a focus on two areas: 1) Clean and Green and 2) Public Safety. This program will also address severe understaffing in the City and ensure our youth and young adults have the opportunity for meaningful, long-term employment, either within the City of Oakland or with our network of neighborhood partner organizations.

The goal is to provide year-round and/or summer employment opportunities for approximately 240 individuals (150 year-round + 90 summer) over the next 2.5 years and creating new pipelines to long- term careers in public service.

Workforce Accelerator 10.0 - \$500,000

The City of Oakland was awarded the Workforce Accelerator 10.0 in the amount of \$500,000. The East Bay Youth Technology Apprenticeship (EBYTA) project aims to adapt and regionalize supports for youth ages 15 to 25 years to connect to work or school (“Opportunity Youth”), focusing on the tech sector and providing a paid skills-building bridge and pre-apprenticeship

programs that will connect participants to a 1) California Department of Labor (DOL) approved apprenticeships program, 2) post-secondary education, or 3) IT entrepreneurship in the tech sector.

This 14-week bridge/pre-apprenticeship program will be provided by Bitwise Industries and Love Never Fails. The programs will offer flexible training schedules that include evening, teacher-led or self-paced instruction with wraparound and support services such as needs based payments to assist with familial financial obligations, quality laptops and hot spots; all barriers that could deter participants from program completion.

The OWDB will enter into a Grant Agreement with contracted youth service providers for recruitment, case management services, and supportive services. Training will be provided by Bitwise Industries and Love Never Fails. The Grant Term for Accelerator 10.0 is 19 months and runs from June 1, 2022 through December 31, 2023.

West Oakland Job Resource Center - \$345,615

The budget also appropriates \$345,615 to support the WOJRC in fulfilling job creation, hiring targets and workforce development polices of the City of Oakland.

Measure HH and Private Grant Funds - \$475,000

The biennial budget for FY 2022-23 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 an additional \$75,000 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.

Estimated Funds Remaining from FY 2021-22 - \$3,360,804

At this time, staff is estimating approximately \$3.3 million in WIOA carryover funds from FY 2021-22. The table below is a snapshot of current contracted WIOA funding remaining. Additional carryforwards include salary savings from vacant staff positions and will be reallocated into the FY 2022-23 budget.

Snapshot of Current WIOA Funding*

	FY 20-21 Rollover	FY 21-22	Total	Unspent Funds (as of 3/31)	% Funds Remaining (as of 3/31)
Civicorps (Youth)	\$142	\$154,243	\$154,385	\$115,497	75%
Lao Family Community Development (Adult & Youth)	\$409,656	\$971,240	\$1,380,896	\$1,018,508	74%
Oakland Private Industry Council (Operator & Adult)	\$75,310	\$586,742	\$662,052	\$467,199	71%
Spanish Speaking Unity Council (Adult & Youth)	\$129,151	\$670,608	\$799,759	\$619,375	77%
Youth Employment Partnership (Youth)	\$0	\$184,174	\$184,174	\$144,980	79%
TOTAL			\$3,181,266	\$2,365,559	74%

Year-over-year Revenue Comparison

Funding Type	Program	FY 2021-22	FY 2022-23	Change (+/-)	
				\$	%
Federal WIOA Programs	Adult	1,086,612	1,086,612	0	0%
	Dislocated Worker	915,070	915,070	0	0%
	Youth	1,049,187	1,049,187	0	0%
	Rapid Response	154,438	154,438	0	0%
	Accelerator 10.0 (NEW!)	0	500,000	500,000	100%
State of CA	California Volunteers (NEW!)	0	5,896,000	5,896,000	100%
City of Oakland	General Fund	1,980,699	1,837,670	-143,029	-7%
	Army Base Billboard	504,272	508,925	4,653	1%
	Measure HH	400,000	400,000	0	0%
Private/Philanthropic	Miscellaneous Donations	0	100,000	100,000	100%
TOTAL		6,090,278	12,447,902	6,357,624	104%

Expenditures

There are three main expenditure categories in the OWDB budget:

- 1) (78%) Service Provider Contracts: The City and the OWDB contract with experienced organizations to provide workforce development services to Oakland. The overall goals of these workforce organizations are to help Oakland residents develop the skills to attain the knowledge, and access the resources needed to thrive in a career; and provide employers with the skilled workers needed to sustain and competitively grow their businesses. 76 percent of the budget is contracted to workforce service providers.

- 2) (3%) Direct Client Support: This includes financial assistance towards participant training and support to enable an individual to participate in workforce development activities. This represents three percent of the workforce budget.

- 3) (19%) City Operations: The OWDB and City of Oakland workforce staff, as the system administrator, are responsible under WIOA Section 107(d) for a range of functions as listed below, including directing funds to be used for industry or sector partnerships (Sec. 134(c)(1)(A)(v)). This represents 19 percent of the total workforce budget. Below are some of the primary OWDB and City staff functions:
 - § Development of the local plan
 - § Workforce research and regional labor market analysis
 - § Convening, brokering, leveraging workforce system partners
 - § Employer engagement
 - § Career pathways development
 - § Identifying and promoting proven and promising best practices
 - § Technology & data systems
 - § Program oversight, including oversight of more than a dozen service providers and contracts
 - § Negotiation of local performance

- § Selection of one-stop operators, and providers through a competitive RFP process
- § Coordination with education partners
- § Budget and administration
- § Accessibility for individuals with disabilities

The OWDB is currently conducting a required competitive procurement for youth and adult workforce services providers for the upcoming three (3) year cycle from July 1, 2022 through June 30, 2025. This RFP included WIOA funds and “Oakland Forward” California Youth Workforce Development Program funds.

Estimated Funding Availability

Service Category	Service Subcategory	Total Funding Available	Estimated Contract Amount	Maximum Number of Contracts
One Stop Operator	(n/a)	\$90,000	Up to \$90,000	1
On-Call Adult AJCC Career Services	Comprehensive	\$500,000	Up to \$500,000	1
	Affiliate/Specialized	\$950,000	\$75,000 - \$350,000	Up to 6
On-Call Youth Services	WIOA Youth Services	\$1,250,000	Up to \$250,000	Up to 5
	“Oakland Forward” CA Youth Workforce Development Program	\$3,500,000	Up to \$500,000	Up to 10

Concurrently, the OWDB has partnered with Oakland Fund for Children and Youth (OFCY) to directly support the Summer Youth Employment Program (SYEP), providing high school youth aged 16-21 with first time job experience during the summer months to gain experience and earn a wage between the school years. The OFCY RFP was released January 10, 2022, and applications were due February 22, 2022. Funding recommendations were presented to the OWDB to approve funding to three (3) non-profit organizations to provide Summer Youth Employment Program opportunities for FYs 2022-25.

ATTACHMENTS:

1 – DRAFT FY 2022-23 OWDB Budget

2 – Oakland Forward Award Letter

3 – WAF 10.0 Award Letter

DRAFT FY 2022-23 OWDB Budget

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
1		Fund 2195													
2		Workforce Innovation and Opportunity Act (WIOA)						Fund TBD	Fund 1010	Fund 1030	Fund 5671	Fund 7999			
3		Adult	Dislocated Worker	Rapid Response	Youth	Accelerator 10.0	WIOA Subtotal	CA Volunteers	General Fund	Measure HH	Billboard	Misc Donations	Other Revenue Subtotal	GRAND TOTAL	
4	ESTIMATED REVENUES														
5	Carryover Revenue	1,062,825	1,049,582	231,927	1,016,470		3,360,804						0	3,360,804	
6	Estimated FY 2022-2023 Revenue	1,086,612	915,070	261,851	1,049,187	500,000	3,812,720	5,896,000	1,837,670	400,000	508,925	75,000	8,717,595	12,530,315	
7	TOTAL REVENUE	2,149,437	1,964,652	493,778	2,065,657	500,000	7,173,524	5,896,000	1,837,670	400,000	508,925	75,000	8,717,595	15,891,119	
8	EXPENDITURES														
9	SERVICE PROVIDER CONTRACTS														
10	<i>Youth Services</i>														
11	Carryover Youth Contracts				789,311		789,311						0	789,311	
12	Youth Services (TBD)				1,250,000	379,000	1,629,000						0	1,629,000	
13	Youth Summer Employment Program (TBD)						0			350,000		75,000	425,000	425,000	
14	Oakland Forward Program (TBD)						0	3,500,000					3,500,000	3,500,000	
15	OPD Cadet Program							269,848					269,848	269,848	
16	Department of Violence Prevention							426,025					426,025	426,025	
17	Oakland Public Works							284,050					284,050	284,050	
18	Civicorps								50,368				50,368	50,368	
19	Lao Family Community Development								138,498				138,498	138,498	
20	Unity Council								104,266				104,266	104,266	
21	Youth Employment Partnership								68,195				68,195	68,195	
22	<i>Adult Services</i>														
23	Affiliate/Specialized AJCC (TBD)	475,000	475,000				950,000						0	950,000	
24	Comprehensive AJCC (TBD)	250,000	250,000				500,000						0	500,000	
25	One-Stop Operator (TBD)	45,000	45,000				90,000						0	90,000	
26	West Oakland Job Resource Center						0				345,615		345,615	345,615	
27	Carryover Adult	964,758	709,541				1,674,299						0	1,674,299	
28	Causa Justa - Day Laborers Program						0		220,000				220,000	220,000	
29	Lao Family Community Development						0		138,324				138,324	138,324	
30	Oakland Private Industry Council						0		207,495				207,495	207,495	
31	Unity Council						0		131,498				131,498	131,498	
32	<i>Service Provider Subtotal</i>	1,734,758	1,479,541	0	2,039,311	379,000	5,632,610	4,479,923	1,058,644	350,000	345,615	75,000	6,309,182	11,941,792	
33	DIRECT CLIENT SUPPORT														
34	Training Services	217,322	183,014				400,336						0	400,336	
35	Support Services	50,000	50,000				100,000						0	100,000	
36	<i>Direct Client Support Subtotal</i>	267,322	233,014	0	0	0	500,336	0	0	0	0	0	0	500,336	
37	<i>Professional Services</i>														
38	EASTBAY Works	3,334	3,333		3,333		10,000						0	10,000	
39	Professional Service Agreements						0	150,000	131,356				281,356	281,356	
40	<i>Professional Services Subtotal</i>	3,334	3,333	0	3,333	0	10,000	150,000	131,356	0	0	0	281,356	291,356	
41	CITY OPERATIONS														
42	EWD Admin/Finance	58,211	54,232		59,902	45,316	217,661	589,600					589,600	807,261	
43	Internal Service Fees						0		131,366				131,366	131,366	
44	Program Staff	85,812	194,532	330,334	166,685	75,684	853,047	470,000	486,304	50,000	163,310		1,169,614	2,022,661	
45	O&M						0	20,000	30,000				50,000	50,000	
46	<i>City Operations Subtotal</i>	144,023	248,764	330,334	226,587	121,000	1,070,708	1,079,600	647,670	50,000	163,310	0	1,940,580	3,011,288	
47	TOTAL EXPENDITURES	2,149,437	1,964,652	330,334	2,269,231	500,000	7,213,654	5,709,523	1,837,670	400,000	508,925	75,000	8,531,118	15,744,772	
48	Fund Balance	(0)	0	163,444	(203,574)	0	(40,131)	186,477	0	0	0	0	186,477	146,346	

OAKLAND WORKFORCE DEVELOPMENT BOARD

RESOLUTION NO. 22-

A RESOLUTION OF THE OAKLAND WORKFORCE DEVELOPMENT BOARD (“BOARD”):

- 1. ACCEPTING THE DRAFT FISCAL YEAR (“FY”) 2022-23 WORKFORCE DEVELOPMENT BUDGET;**
- 2. AUTHORIZING THE CARRYOVER OF UNSPENT FY 2021-2022 FUNDS TO CONTRACTED SERVICE PROVIDERS IN FISCAL YEAR 2022-2023;**
- 3. ACCEPTING AND APPROPRIATING FIVE MILLION EIGHT HUNDRED NINETY-SIX THOUSAND DOLLARS (\$5,896,000) FROM THE CALIFORNIA VOLUNTEERS TO INCREASE YOUTH AND YOUNG ADULT EMPLOYMENT AND DEVELOP PATHWAYS INTO CAREERS IN PUBLIC SERVICE, PARTICULARLY IN THE AREAS OF CLIMATE RESILIENCE AND PUBLIC SAFETY;**
- 4. ACCEPTING AND APPROPRIATING FIVE HUNDRED THOUSAND DOLLARS (\$500,000) FROM THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD WORKFORCE ACCELERATOR FUND 10.0 TO SUPPORT OPPORTUNITY YOUTH BY PROVIDING PAID SKILLS-BUILDING BRIDGE AND PRE-APPRENTICESHIP PROGRAMS IN THE TECH SECTOR; AND**
- 5. ACCEPTING AND APPROPRIATING THREE HUNDRED FORTY-SIX THOUSAND THREE HUNDRED FORTY-SEVEN DOLLARS (\$346,347) FROM THE ARMY BASE BILLBOARD REVENUE TO SUPPORT THE WEST OAKLAND JOB RESOURCE CENTER (“WOJRC”)**

WHEREAS, the Oakland Workforce Development Board (“Board”) is mandated to oversee the expenditure of federal Workforce Innovation and Opportunity Act of 2014 (“WIOA”) funding in partnership with the Mayor as local chief elected official in a designated workforce development area such as the City of Oakland (“City”), and the Mayor has designated the City Administrator to act on the Mayor’s behalf on all WIOA administrative matters; and

WHEREAS, the Board’s budget is made up of multiple funding streams that support the

WHEREAS, federal law requires that the Board adopt its own budget, while the Oakland City Charter stipulates that this budget must also be approved by the City Council; and

WHEREAS, both the City Council and Board must adopt a budget on or before June 30 of each calendar year; and

WHEREAS, the Board is charged with approving the use of 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 Board must develop a budget that is subject to approval by the Mayor who serves as the Chief Elected Official of an area receiving WIOA funds; and

WHEREAS, the City 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. The City is approaching the end of the first year of the two-year cycle; and during the second year, the Mayor and City Council conduct a midcycle budget review to address variances in estimated revenues and expenditures, and other changes to the City’s financial condition. The City’s midcycle budget process incorporates departmental adjustments and/or requests (March-April 2022), then release of a proposal from the City of Oakland Administration (May 2022), and the adoption of the budget by City Council in June 2022; and

WHEREAS, the State of California, California Volunteers, awarded the City Five Million Dollars (\$5,896,000) to create a year-round youth and young adult employment program for approximately 240 individuals (150 year-round + 90 summer) over the next 2.5 years to support climate resilience and improve neighborhood conditions as part of the City’s COVID-19 recovery, with a focus on two areas: (1) Clean and Green and (2) Public Safety. This program will also address severe understaffing in the City and ensure our youth and young adults have the opportunity for meaningful, long-term employment, either within the City or with our network of neighborhood partner organizations; and

WHEREAS, the California Workforce Development Board Workforce Accelerator Fund 10.0 awarded the City a grant in the amount of Five Hundred Thousand Dollars (\$500,000) for a 19-month East Bay Youth Technology Apprenticeship (“EBYTA”) project, which provides a paid skills-building bridge and pre-apprenticeship programs for participants ages 15 to 25 years to join (1) a California Department of Labor (“DOL”) approved apprenticeships program, (2) post-secondary education, or (3) information technology (“IT”) entrepreneurship in the tech sector; and

WHEREAS, Army Base billboard revenue in the amount of Three Hundred Forty-Six Thousand Three Hundred Forty-Seven Dollars (\$346,347) annually supports the ongoing operations of the West Oakland Job Resource Center (“WOJRC”); now, therefore, be it

RESOLVED: That the Board hereby adopts the FY 2022-23 Workforce Development budget; and

FURTHER RESOLVED: That the Board hereby accepts and appropriates Five Million Eight Hundred Ninety-Six Thousand Dollars (\$5,896,000) from the State’s California Volunteers to increase youth and young adult employment and develop pathways into careers in public service, particularly in the areas of climate resilience and public safety; and

FURTHER RESOLVED: That the Board hereby accepts and appropriates Five Hundred Thousand Dollars (\$500,000) from the California Workforce Development Board Workforce Accelerator Fund 10.0 to support opportunity youth by providing paid skills-building bridge and pre-apprenticeship programs in the tech sector for a period of nineteen (19) months; and

FURTHER RESOLVED: That the Board accepts and appropriates Three Hundred Forty-Six Thousand Three Hundred Forty-Seven Dollars (\$346,347) from the Army Base billboard revenue to support the West Oakland Job Resource Center (“WOJRC”); and

FURTHER RESOLVED: That the Board authorizes any FY 2021-22 contracted funds not fully spent by service providers by June 30, 2022, to be carried over into FY 2022-23; and be it

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

FURTHER RESOLVED: That the City is hereby authorized to spend such funds in FY 2022-2023 and take other action with respect to the authorized contracts consistent with the Resolution and its basic purposes, subject to review and approval by the City Attorney’s Office as counsel to the Board.

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

JP1007

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

OPR/California Volunteers

CONTRACTOR NAME

City of Oakland

2. The term of this Agreement is:

START DATE

April 13, 2022

THROUGH END DATE

May 1, 2024

3. The maximum amount of this Agreement is:

\$5,896,000.00 or Five-Million, Eight-Hundred Ninety-Six Thousand Dollars and 00/100

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages
Exhibit A	Scope of Work	6
Exhibit B	Budget Detail and Payment Provisions	2
Exhibit C *	General Terms and Conditions	Online
+ - Exhibit D	California Volunteers' Reporting Requirements, Invoicing, and Specific Requirements and Terms and Conditions	6

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City of Oakland

CONTRACTOR BUSINESS ADDRESS

1 City Hall Plaza

CITY

Oakland

STATE

CA

ZIP

94612

PRINTED NAME OF PERSON SIGNING

Ed Reiskin

TITLE

City Administrator

CONTRACTOR AUTHORIZED SIGNATURE

DocuSigned by:



9C2906314D6C45B...

DATE SIGNED

4/13/2022

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

OPR/California Volunteers

CONTRACTING AGENCY ADDRESS

1400 10th Street

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

Anthony Chavez

TITLE

Director of Operations

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DocuSigned by:



DATE SIGNED

4/13/2022

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)



April 18, 2022

City of Oakland,

Congratulations! The California Workforce Development Board is pleased to inform you that your Accelerator 10 Project: *East Bay Youth Technology Apprenticeship* has been awarded in the amount of \$500,000. As a reminder, the Grant Term for Accelerator 10 is 19 months and runs from June 1, 2022 through December 31, 2023.

Your Next Step:

Join us for the Orientation & Onboarding Webinar for Workforce Accelerator 10. Attendance is mandatory for all projects. A representative from the Project Management Team and Fiscal Team are required to attend. Please register for the webinar using the provided link below:

Orientation & Onboarding Webinar Info

Date: June 8, 2022

Time: 10:00am-12:00pm

Registration Link:

https://us06web.zoom.us/meeting/register/tZAldeupqDlvGtYpvrLvsnxUWPX8xcV5_q8M

For questions, scheduling concerns or accommodations please reach out to the Accelerator General Inbox at WAF@cwdb.ca.gov.

We are very excited and look forward to working with you!

Respectfully,

WAF Program Team

The Workforce Accelerator Fund 10 is supported by the California Workforce Development Board (CWDB) in coordination with the California Employment Development Department (EDD) with Department of Labor funding totaling \$10,456,412.

