



**OAKLAND  
WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE  
SPECIAL MEETING**

**Friday, April 27, 2018**

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)**

**EXECUTIVE COMMITTEE**

**SPECIAL MEETING NOTICE**

City Hall, 1 Frank H. Ogawa Plaza, Oakland, CA  
**Hearing Room 4**  
Friday, April 27, 2018  
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.*

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**NEXT SCHEDULED EXECUTIVE COMMITTEE MEETING  
FRIDAY JUNE 15, 2018 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.*

**City of Oakland Workforce Development Board Meeting**

**Date:** \_\_\_\_\_

**Hearing Room** \_\_\_\_\_

**Oakland City Hall**

**One Frank H. Ogawa Plaza**

**Oakland, CA 94612**

**Meeting Start Time:** \_\_\_\_\_ **Meeting End Time:** \_\_\_\_\_

Board Roll Call	Absent or Present	Approve Board Minutes	Action Item Vote #1	Action Item Vote #2	Action Item Vote #3	Action Item Vote #4
John Brauer						
Kathleen Burris						
Kori Chen						
Dan Ferreira						
Herb Garrett (Chair)						
Polly Guy						
Derreck Johnson						
Lisa Kershner						
Jowel Laguerre						
Darien Louie						
Doreen Moreno						
Chudy Nnebe						
Gilbert Pete						
Ruben Rodriguez						
Brian Salem						
Obray Van Buren						
<b>Total Present</b>		-	-	-	-	-
Yes Votes	-					
No Votes	-					
Abstentions	-					
Recusals	-					

**Motion: 1<sup>st</sup>:** \_\_\_\_\_ **Motion:2<sup>nd</sup>** \_\_\_\_\_



**ITEM # II.a - ACTION**



**To: Oakland Workforce Development Board Executive Committee**  
**From: OWDB Staff**  
**Date: April 27, 2018**  
**Item: Approve 2018 Earn & Learn East Bay Summer Jobs Program Awards**

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**RECOMMENDATION**

That the Oakland Workforce Development Board (OWDB) Executive Committee as authorized by Oakland City Council Resolution 84373, 1. Approve “up-to” funding allocations to a) Lao Family Community Development; b) Youth Employment Partnership; c) Unity Council; and d) Youth Uprising; 2. Authorize staff to finalize service contracts with each of these organizations and; 3. Authorize staff to allocate any additional summer youth funds raised for the 2018 Earn & Learn East Bay Summer Program to these organizations without returning to the OWDB for approval.

**BACKGROUND**

The City of Oakland, along with partners from the public, private, and nonprofit sectors, has had a longstanding commitment to provide summer jobs and other work-based learning opportunities for young people going back for at least four decades. The cornerstone of this effort has revolved around investing in what has historically been known as the Mayor’s Summer Jobs Program (MSJP), which provides funds to subsidize paid jobs and work experience opportunities that are 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 a variety of public, private, and philanthropic sources.

**CURRENT SITUATION**

Over the past several months, OWDB staff have been actively working with a variety of partners and stakeholders from business, community-based organizations, economic development, education, and other public agencies to expand paid work opportunities for Oakland youth. A key component of this work has been focused on providing Oakland employers an easy way to invest in youth by directly hiring or paying wages to one of the OWDB contracted service providers to act as an employer of record; employers who are not able to do either of these may potentially serve as a host worksite for a youth whose wages are subsidized through other means. In addition to the time and resources being put into this effort by OWDB staff, this work is also being supported by a consultant who has been working for the Youth Ventures Joint Powers Authority (YVJPA) and Oakland Thrives Leadership Council (OTLC). The longer-term goal of this work is to help create a comprehensive and coordinated network that connects all summer and year-round youth employment opportunities and programs in Oakland.

Meanwhile, the OWDB continues to play a leading role in this work by simultaneously engaging in the above activities while also continuing to coordinate, oversee, and support investments in the MSJP. As a part of these efforts, beginning in 2017, the MSJP began to align its outreach materials and coordination strategies around the regional Earn & Learn East Bay (ELEB) brand and network, which is helping to increase the visibility of this work to the local business community. The City of Oakland directly benefitted from aligning these activities when the OWDB was awarded a \$150,000 competitive grant in December 2017 from the California Workforce Development Board (CWDB) to support capacity building and scaling of this work.

For the 2018 MSJP effort, a total of four (4) organizations from the OWDB's eligible service provider list submitted applications to operate subsidized summer jobs. Upon receiving written narrative and budget requests, OWDB staff met with the applicants as a group and individually to present the ELEB program vision, alignment of services and to assess cost per participant. The agencies were compared and it was determined that each had the capacity to be an employer of record for youth participants, were 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 MSJP. This model includes a total of twenty (20) hours of pre-employment and job retention training, and 100 hours of paid work experience at the City's new minimum wage rate of \$13.23/hr.

### **Funding Sources**

The 2018 MSJP is being supported by three primary funding sources:

- **Oakland Housing Authority:** (OHA) Board of Directors has again approved a \$450,000 grant to the Oakland WDB to administer a summer employment program for OHA residents between the ages of 16 to 21.
- **Measure HH:** As part of the City Council's adopted FY 2017-2019 biennial budget, the OWDB was granted \$400,000 in one-time funding from Measure HH (sugar-sweetened beverage tax) to create summer employment and other work-based learning opportunities for Oakland youth ages 16 to 24. 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.
- **Other Funds:** The City of Oakland has nearly secured more than \$100,000 in philanthropic funds to support a summer employment program for Oakland youth ages 16 to 24. 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 are hoped will help to add to this total.

### **Earn and Learn East Bay 2018 Summer**

Each of the four summer youth service providers bring unique strengths and assets to the Oakland WDB summer youth employment program. Lao Family Community Development will be contracting with Attitudinal Healing Connection to serve West Oakland youth. The Unity Council has a culturally responsive program and capacity to support engaging undocumented youth in summer work experiences. Youth Uprising is partnering with East Oakland Youth Development Center to pilot and enhance job readiness training curriculum for youth. Youth Employment Partnership will be piloting an innovative summer employment program focused on

health and wellness that includes a significant investment in training (and therefore incurs a higher cost) that is well-aligned with the intentions and purpose of Measure HH funding.

The funding recommendations below will provide up to 332 subsidized summer employment opportunities for Oakland youth. Based upon the funding amounts above, it is estimated that OHA funds would pay for the cost of services for up to 167 youth, Measure HH would provide funding to serve up to 131 youth, and other funding will serve at least 34 youth.

Staff recommends the OWDB approve the following 2018 ELEB summer program funding allocations and anticipated service levels as delineated in the table below; to allow for the ability to absorb any unanticipated expenditures, note that amounts awarded do not fully match up with available funding levels.

<b>OWDB Proposed Service Provider Budget Allotments &amp; Service Levels</b>	<b>LFCD</b>	<b>TUC</b>	<b>YU</b>	<b>YEP</b>	<b>Total</b>
Estimated Service Levels	129	74	89	40	332
Estimated Cost Per Participant	\$2,765	\$2,315	\$2,750	\$4,000	
Estimated OHA Budget	\$218,435	\$85,655	\$140,250	0	\$442,090
Estimated Measure HH Budget	\$96,775	\$64,820	\$77,000	\$160,000	\$400,845
Estimated Other Budget	\$41,475	\$20,835	\$27,500	0	\$89,810
<b>Total</b>	<b>\$356,685</b>	<b>\$171,310</b>	<b>\$244,750</b>	<b>\$160,000</b>	<b>\$932,745</b>

Contractor Key:

- LFCD: Lao Family Community Development
- YEP: Youth Employment Partnership
- TUC: The Unity Council
- YU: Youth Uprising

Staff will adjust budget allotments, services levels and allocate funding appropriately if additional funds become available. Additionally, staff will present the final allocations to the OWDB Executive Committee at its September 2018 meeting.

**FISCAL IMPACT**

Approximately \$932,745 allocated to four nonprofit youth service providers to administer the summer youth employment program.

**CUSTOMER IMPACT**

The above investments will provide more than 330 Oakland youth with subsidized summer employment opportunities, including job readiness training and other supportive services to help ensure successful experiences for youth and their host worksites alike.

**SCHEDULE**

Action by the OWDB Executive Committee will ensure that contracts for the 2018 summer program will begin as of May 2018. To allow sufficient time for record-keeping (billing and reporting), these contracts are anticipated to run through the end of December 2018.

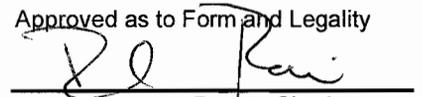
**ATTACHMENTS**

II.a.1 - Oakland City Council Resolution 84373 C.M.S.

FILED  
17th FLOOR OF THE CITY CLERK'S OFFICE  
OAKLAND

13 MAY 2 PM 1:34

Approved as to Form and Legality

  
Deputy City Attorney

## OAKLAND CITY COUNCIL

RESOLUTION No. 84373 C.M.S.

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**A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT, AND APPROPRIATE GRANTS AND CONTRIBUTIONS TO THE CITY FOR THE MAYOR'S SUMMER JOBS PROGRAM, AND CONTRACT WITH AND DISBURSE SUCH FUNDS TO CURRENT YOUTH SERVICE PROVIDERS FOR SUMMER EMPLOYMENT SERVICES FOR YOUTH OR PROGRAM SUPPORT SERVICES, WITHOUT RETURNING TO COUNCIL**

**WHEREAS**, the Mayor's Summer Jobs Program ("MSJP") has been in existence for nearly 40 years; and

**WHEREAS**, the City Council authorized the City Administrator in 2005 to submit funding requests and accept and appropriate contributions from private foundations and corporation received on behalf of the Oakland Workforce Investment Board in support of the MSJP; and

**WHEREAS**, the City funds and supports a variety of in-house and third-party contracted programs that provide summer employment services for Oakland youth; and

**WHEREAS**, due to the seasonal and short-term nature of MSJP, some administrative flexibility is needed to expedite summer youth employment services in timely manner; and

**WHEREAS**, for the 2013 MSJP, the City has received a \$450,000 contribution from the Oakland Housing Authority to serve 300 youth; and

**WHEREAS**, the OHA contribution and contributions from other MSJP supporters require consideration for equitable demographic and geographic distribution for summer youth employment services; now, therefore, be it

**RESOLVED:** That the City Council authorizes the City Administrator to apply for, accept and appropriate grants and contributions for the Mayor's Summer Jobs Program; and be it

**FURTHER RESOLVED:** That the City Council authorizes the City Administrator to distribute, without returning to City Council, in 2013 and all years going forward, grants and contributions

received by the City for the Mayor's Summer Jobs Program, with the approval of the Oakland Workforce Investment Board, to then-current youth service providers to provide summer employment services for youth and program support services for the MSJP, including the authority to negotiate and enter into contracts with such providers for such funding that include clearly articulated performance and reporting requirements; and be it

**FURTHER RESOLVED:** That the City Administrator is authorized to provide each agency receiving City funding for MSJP a cash advance of up to 25% of the total contract funding for program start-up and initial payroll costs; and be it

**FURTHER RESOLVED:** That grants and contributions for the Mayor's Summer Jobs Program will be deposited and appropriated into the Miscellaneous Trust Fund (7999), MSJP Project (A280220); and be it

**FURTHER RESOLVED:** That the City Administrator shall provide the City Council with a detailed performance report by the end of the calendar year on each summer's program; and be it

**FUTHER RESOLVED:** That the City Administrator and her designees are hereby authorized to take whatever action is necessary with respect to said funding and contracts consistent with this Resolution and its basic purposes.

MAY 21 2013

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - ~~BRIDGES~~, GALLO, GIBSON McELHANEY, KALB, KAPLAN, SCHAAF, ~~REID~~ and PRESIDENT KERNIGHAN - 6

NOES - Reid - 1

ABSENT - 0

ABSTENTION - Brooks - 1

ATTEST:   
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California



## ITEM-III.a. DISCUSSION



**To: Oakland Workforce Development Board Executive Committee**  
**From: OWDB Staff**  
**Date: April 27, 2018**  
**Re: FY 2018-2019 OWDB Budget Development**

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### **BACKGROUND**

The Oakland Workforce Development Board (OWDB) is a federally-mandated policy body appointed by the Mayor and charged with approving the use of Workforce Innovation and Opportunity Act (WIOA) funds that are allocated annually to Oakland through the State of California Employment Development Department (EDD). The Chief Elected Official of an area receiving WIOA funds (which in Oakland's case is the Mayor) and the OWDB must agree on the budget. Since 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, WIOA funds are received and distributed through the Workforce Development Division (Fund 2195) of the Economic & Workforce Development Department.

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 at 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. Both the City Council and OWDB must adopt a budget on or before June 30.

### **CURRENT SITUATION**

On March 22, 2018, the President signed the FY 2018 omnibus spending bill that increases WIOA funding for Adult, Dislocated Worker, and Youth programs by \$80 million nationally. While the national increase in WIOA funding for FY 2018-2019 could enable the OWDB to avoid any reductions in its local allocation, at this point there are more questions than answers when it comes to forecasting revenues. It is being widely reported that the White House is moving forward with a plan to cut up to \$60 billion in spending that Congress approved in the FY 2018 omnibus. The White House has not yet released a list of areas it proposes to cut -- though administration officials and congressional aides anticipate the suggestions will include cuts to foreign aid and non-discretionary domestic programs targeted in the president's FY 2019 budget.

The WIOA prescribes a specific method to calculate sub-state hold harmless levels. These hold harmless provisions were established to help mitigate year-to-year volatility in funding levels. Under the WIOA, hold harmless provisions ensure that each local area receives no less than 90 percent of their average percentage share from the two prior years. At the time of this writing, EDD has not yet released funding allocations to the local workforce areas. The U.S. Department of Labor issued state-

level planning estimates on March 23, 2018; these estimates were calculated prior to the omnibus bill and are attached to this report for reference.

As a starting point to assist OWDB members with their deliberations around the development of the FY 2018-19 budget, the current year (FY 2017-2018) budget is being included with this report. As the OWDB Executive Committee reviews and reacquaints itself with the current year budget and spending plan, members may wish to consider the following:

- 1) In the unlikely scenario where the OWDB were fortunate enough to secure additional/unanticipated funding, what areas might it want to enhance or expand?
- 2) Should the OWDB realize a reduction in available revenues, what criteria might be considered to minimize the impact on its key priorities?
- 3) How can the OWDB better link, align, and leverage its investments and resources with local (city), regional, and other efforts?
- 4) What opportunities exist to secure investment for specific initiatives and projects, whether led by the City of Oakland or by community partners?
- 5) What other considerations might be important to account for in finalizing the OWDB 2018-2019 budget given the high degree of uncertainty around federal investment in workforce development?

The above questions are intended as a starting point for the OWDB FY 2018-2019 budget development process, which will be finalized in the coming weeks.

### **ATTACHMENTS**

III.a.1 - U.S. Department of Labor Training & Employment Guidance Letter (TEGL) 13-17

III.a.2. - OWDB FY 2017-2018 Adopted Budget

<b>EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> WIOA
	<b>CORRESPONDENCE SYMBOL</b> OWI
	<b>DATE</b> March 23, 2018

**ADVISORY: TRAINING AND EMPLOYMENT GUIDANCE LETTER NO. 13-17**

**TO:** STATE WORKFORCE AGENCIES  
ALL STATE WORKFORCE LIAISONS

**FROM:** ROSEMARY LAHASKY  
Deputy Assistant Secretary



**SUBJECT:** Planning Estimate for Workforce Innovation and Opportunity Act (WIOA) Youth, Adult, and Dislocated Worker Program Allotments for Program Year (PY) 2018

1. **Purpose.** To transmit to States and outlying areas estimated funding levels for WIOA Title I Youth, Adult, and Dislocated Worker program allotments for PY 2018.

2. **References.**

- Bipartisan Budget Act of 2018 (Pub. L. 115-123) (Feb. 9, 2018);
- Consolidated Appropriations Act, 2017 (Pub. L. 115-31);
- Workforce Innovation and Opportunity Act of 2014, Public Law 113-128, as amended;
- *Training and Employment Guidance Letter (TEGL) No. 27-16, Change 1, October 20, 2017, Fiscal Year (FY) 2018 Advance Funding Levels Available October 2017 for Workforce Innovation and Opportunity Act (WIOA) Programs and Correction to the Amounts for Youth and Adult Small State Minimum Allotments; and,*
- *TEGL No. 27-16, June 9, 2017, Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth Activities Program Allotments for Program Year (PY) 2017; Final PY 2017 Allotments for the Wagner-Peyser Act Employment Service (ES) Program Allotments; and Workforce Information Grants to States Allotments for PY 2017.*

3. **Background.** ETA is providing states with estimated allotment levels for the WIOA Youth, Adult, and Dislocated Worker programs for PY 2018 to use for planning purposes. These allotment levels are provided as an estimate and will change based on the enacted fiscal year (FY 2018) full-year appropriation. The funding levels in this guidance letter can provide states with a general idea of how their funding will change in PY 2018. To date, Congress enacted the Bipartisan Budget Act of 2018, which funds the Federal Government through March 23, 2018, and includes a 0.6791 percent reduction.

4. **Methodology.** To provide States with estimated PY 2018 funding levels to use for planning purposes, ETA: 1) used the data that ETA will use to calculate the actual PY 2018 allotments (note, this includes updates to the disadvantaged Youth and Adult data factors last updated in

<b>RESCISSIONS</b> TEGL 14-16	<b>EXPIRATION DATE</b> Continuing
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PY 2013), and 2) estimated funding for the programs based on the full-year funding levels for these programs in PY 2017 as indicated in TEGL 27-16. See TEGL 27-16 for further description of the funding levels used, as well as descriptions of the WIOA Youth, Adult, and Dislocated Worker formulas and data factors.

ETA used the following funding levels to prepare allotment estimates for PY 2018:

- A. WIOA Youth Activities total \$851,428,600 for States and \$2,133,906 for outlying areas;
- B. WIOA Adult Activities total \$807,132,332 for States and \$2,022,888 for outlying areas; and
- C. WIOA Dislocated Worker Activities total \$1,012,847,700 for States and \$3,079,936 for outlying areas.

ETA used the following data in the WIOA Adult and Youth formulas:

- A. The average number of unemployed individuals for Areas of Substantial Unemployment (ASUs) for the 12-month period July 2016 through June 2017;
- B. The number of excess unemployed individuals or excess unemployed individuals in ASUs (depending on which is higher) averages for the same 12-month period as used for ASU unemployed data; and
- C. The number of disadvantaged Youth; or, for the Adult formula, the number of disadvantaged Adults based on special tabulations of data from the Census Bureau's American Community Survey (ACS) collected between January 1, 2011, and December 31, 2015.

Please note ETA last updated the disadvantaged Youth and Adult data for PY 2013, and indicated at that time the intent to update this data factor every five years. The ACS data used are the five-year moving average data collected between January 1, 2011, and December 31, 2015.

States will need to update the disadvantaged Youth and Adult data used in their sub-state allocation formulas for PY 2018. ETA will post the updated data to <https://www.doleta.gov/budget/disadvantagedYouthAdults.cfm> and publish a TEGL notifying states of the availability of the data. ETA anticipates completing these tasks in early 2018.

ETA used the following data in the WIOA Dislocated Worker State formula:

- A. The number of unemployed, averaged for the 12-month period, October 2016 through September 2017;
- B. The number of excess unemployed, averaged for the 12-month period, October 2016 through September 2017; and

- C. The number of long-term unemployed, averaged for the 12-month period, October 2016 through September 2017.
5. **SF-424 Submission (Youth only)**. All states should submit an electronically signed copy of an SF- 424, Application for Federal Assistance, through Grants.gov for Youth funding using the amounts listed in this Planning Estimate TEGL. ETA will award the PY 2018 WIOA Youth funds once they are available for obligation and as SF-424s are received. If the final allotment amount a state receives is higher than what is indicated in this planning estimate TEGL, the state will have to submit a revised SF-424 showing the adjustment.
6. **Final Allotment Levels**. ETA will issue the final PY 2018 allotment levels for WIOA Title I Youth, Adult, Dislocated Worker, Wagner-Peyser Act Employment Service, and Workforce Information Grant programs to States after the enactment of a full-year appropriation for FY 2018.
7. **Inquiries**. Please direct questions regarding these estimated full year allotments to the appropriate Regional Office.
8. **Attachment**.
- A. Planning Estimate: PY 2018 WIOA Youth, Adult, and Dislocated Worker State Allotments

U. S. Department of Labor  
Employment and Training Administration

**Planning Estimate: PY 2018 WIOA Youth, Adult, and Dislocated Worker State Allotments**

\*\*\*THESE AMOUNTS ARE NOT THE FINAL AMOUNTS AVAILABLE FOR PY 2018\*\*\*

State	WIOA Youth Activities	WIOA Adult Activities	WIOA Dislocated Workers	Total
<b>Total with Evaluations and PI</b>	<b>\$873,416,000</b>	<b>\$815,556,000</b>	<b>\$1,241,719,000</b>	<b>\$2,930,691,000</b>
<b>Total</b>	<b>\$866,560,920</b>	<b>\$809,155,220</b>	<b>\$1,231,974,405</b>	<b>\$2,907,690,545</b>
Alabama	16,193,450	15,681,118	18,881,278	50,755,846
Alaska	3,129,584	2,919,960	4,799,076	10,848,620
Arizona	21,320,428	20,155,453	22,697,587	64,173,468
Arkansas	6,318,318	6,022,520	6,251,682	18,592,520
California	117,927,789	113,215,265	151,114,303	382,257,357
Colorado	9,012,702	8,357,736	9,931,857	27,302,295
Connecticut	9,764,945	8,998,766	14,318,917	33,082,628
Delaware	2,128,572	2,017,831	2,402,580	6,548,983
District of Columbia	3,245,971	2,868,045	6,331,221	12,445,237
Florida	49,049,343	49,405,243	52,429,191	150,883,777
Georgia	24,748,175	23,707,995	39,487,280	87,943,450
Hawaii	2,128,572	2,017,831	1,582,116	5,728,519
Idaho	2,373,019	2,204,058	1,922,513	6,499,590
Illinois	41,165,226	38,633,501	61,423,644	141,222,371
Indiana	13,753,071	12,471,675	13,751,527	39,976,273
Iowa	4,604,254	3,258,784	4,045,512	11,908,550
Kansas	4,981,195	4,184,470	4,561,200	13,726,865
Kentucky	13,264,852	13,195,759	17,344,824	43,805,435
Louisiana	16,535,647	15,987,846	20,249,198	52,772,691
Maine	2,586,000	2,348,579	2,619,167	7,553,746
Maryland	12,016,761	11,151,770	14,974,603	38,143,134
Massachusetts	12,568,773	11,211,781	15,504,161	39,284,715
Michigan	27,561,902	25,092,475	29,222,475	81,876,852
Minnesota	9,724,276	8,136,609	8,500,217	26,361,102
Mississippi	9,684,327	9,297,702	12,474,772	31,456,801
Missouri	13,549,936	12,584,100	13,815,417	39,949,453
Montana	2,128,572	2,017,831	1,524,397	5,670,800
Nebraska	2,558,639	2,017,831	2,341,552	6,918,022
Nevada	8,921,942	8,678,951	13,593,087	31,193,980
New Hampshire	2,128,572	2,017,831	1,717,012	5,863,415
New Jersey	20,066,711	19,387,744	31,278,144	70,732,599
New Mexico	8,840,066	8,548,526	13,346,736	30,735,328
New York	48,379,923	47,415,034	50,313,692	146,108,649
North Carolina	26,714,029	25,303,014	29,472,588	81,489,631
North Dakota	2,128,572	2,017,831	792,946	4,939,349
Ohio	35,020,650	32,442,658	38,745,824	106,209,132
Oklahoma	9,225,898	8,715,141	7,543,448	25,484,487
Oregon	9,220,904	8,824,904	11,396,070	29,441,878
Pennsylvania	37,972,832	34,908,991	52,263,246	125,145,069
Puerto Rico	25,579,776	26,712,572	43,423,747	95,716,095
Rhode Island	3,224,256	2,759,343	4,034,220	10,017,819
South Carolina	12,539,614	12,072,447	15,149,307	39,761,368
South Dakota	2,128,572	2,017,831	1,135,744	5,282,147
Tennessee	16,861,523	16,345,732	18,654,693	51,861,948
Texas	73,171,456	69,058,709	60,657,647	202,887,812
Utah	3,522,722	2,753,454	4,291,990	10,568,166
Vermont	2,128,572	2,017,831	839,505	4,985,908
Virginia	12,675,959	11,785,962	13,657,006	38,118,927
Washington	18,413,501	17,299,701	26,149,016	61,862,218
West Virginia	5,622,782	5,579,588	7,323,854	18,526,224
Wisconsin	10,786,897	9,288,172	11,492,752	31,567,821
Wyoming	2,128,572	2,017,831	1,073,159	5,219,562
<b>State Total</b>	<b>851,428,600</b>	<b>807,132,332</b>	<b>1,012,847,700</b>	<b>2,671,408,632</b>
American Samoa	227,760	215,479	328,076	771,315
Guam	773,087	731,402	1,113,592	2,618,081
Northern Marianas	422,385	399,609	608,422	1,430,416
Palau	75,000	75,000	114,191	264,191
Virgin Islands	635,674	601,398	915,655	2,152,727
<b>Outlying Areas Total</b>	<b>2,133,906</b>	<b>2,022,888</b>	<b>3,079,936</b>	<b>7,236,730</b>
<b>Native Americans</b>	<b>12,998,414</b>	<b>0</b>	<b>0</b>	<b>12,998,414</b>
<b>National Reserve</b>	<b>0</b>	<b>0</b>	<b>216,046,769</b>	<b>216,046,769</b>
<b>Evaluations set aside</b>	<b>2,488,000</b>	<b>2,323,000</b>	<b>3,536,000</b>	<b>8,347,000</b>
<b>Program Integrity set aside</b>	<b>4,367,080</b>	<b>4,077,780</b>	<b>6,208,595</b>	<b>14,653,455</b>

The amounts provided in this table can be used to get a general idea of the funding that could be available to each state if funding levels for these programs are exactly the same as announced at the beginning of PY 2017 (see TEGL 27-16). In this table, the total dollars estimated to be available for PY 2018 were distributed among states according to the updated data factors for PY 2018. A number of decisions that have yet to be made could impact the final amounts obligated to each state.

2017-18 Adopted WDB Budget

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O		
1		WIOA						Other Revenue								
2	<b>PROJECTED REVENUES</b>	Adult	Dislocated Worker	Rapid Response	Youth	WIOA 25%	Slingshot Initiative	WIOA Subtotal	CPT I & II	General Fund	OHA	Misc Earn & Learn*	Other Revenue Subtotal	2017-18 Grand Total		
3	Carryover Revenue	\$42,142	\$47,021	\$51,487	\$102,887	\$13,145	\$60,000	\$316,681	\$56,068			\$41,031	\$97,099	\$413,780		
4	FY 2017-18 Revenue	\$1,272,659	\$948,425	267,876	\$1,293,484			\$3,782,444	\$223,689	\$625,976	\$450,000	\$90,080	\$1,389,745	\$5,172,189		
5	<b>TOTAL REVENUE</b>	<b>\$1,314,801</b>	<b>\$995,446</b>	<b>\$319,363</b>	<b>\$1,396,371</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,099,125</b>	<b>\$279,757</b>	<b>\$625,976</b>	<b>\$450,000</b>	<b>\$131,111</b>	<b>\$1,486,844</b>	<b>\$5,585,969</b>		
6	<b>EXPENDITURES</b>															
7	<b>SERVICE PROVIDER CONTRACTS</b>															
8	<b>Youth Services</b>															
9	Bay Area Comm Resources							\$0						\$0	\$0	
10	Civicorps					\$106,776			\$106,776				\$103,000	\$103,000	\$209,776	
11	Lao Family					\$250,276			\$250,276				\$178,600	\$178,600	\$428,876	
12	Unity Council					\$228,676			\$228,676				\$44,650	\$44,650	\$273,326	
13	Youth Employment Partnership					\$252,976			\$252,976				\$178,600	\$178,600	\$431,576	
14	Youth Radio					\$209,776			\$209,776					\$0	\$209,776	
15	Youth Uprising								\$0				\$44,650	\$44,650	\$44,650	
16	<b>Adult Services</b>															
17	Department of Human Services Senior Services							\$0						\$0	\$0	
18	Day Labor Center							\$0				\$170,411	\$170,411	\$170,411		
19	Merritt College America's Job Center of CA (AJCC)							\$0						\$0	\$0	
20	OPIC America's Job Center of CA (AJCC)	\$551,607	\$498,417	\$64,771			\$1,114,795				\$175,000	\$175,000	\$175,000	\$1,289,795		
21	Unity Council America's Job Center of CA (AJCC)	\$76,700	\$50,800			\$127,500							\$0	\$127,500		
22	Cypress Mandela							\$0				\$50,000	\$50,000	\$50,000		
23	<b>Professional Services</b>															
24	KRA Vendor Pay Agent	\$7,055	\$7,239	\$107,472	\$7,719			\$129,485				\$25,000	\$25,000	\$154,485		
25	OPIC EASTBAY Works	\$15,300	\$15,300			\$18,000			\$48,600						\$0	\$48,600
26	Other Professional Services	\$4,204	\$9,300			\$2,000			\$15,504						\$0	\$15,504
27	Slingshot/East Bay RPU							\$50,000						\$0	\$50,000	
28	<b>Service Provider Subtotal</b>	<b>\$654,866</b>	<b>\$581,056</b>	<b>\$172,243</b>	<b>\$1,076,199</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$2,534,364</b>	<b>\$25,000</b>	<b>\$498,411</b>	<b>\$446,500</b>	<b>\$0</b>	<b>\$969,911</b>	<b>\$3,504,275</b>		
29	<b>DIRECT CLIENT SUPPORT</b>															
30	Adult and DW Training Services	\$254,532	\$189,685					\$444,217						\$0	\$444,217	
31	Adult and DW Supportive Services	\$75,000	\$50,000					\$125,000						\$0	\$125,000	
32	<b>Direct Client Support Subtotal</b>	<b>\$329,532</b>	<b>\$239,685</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$569,217</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$569,217</b>		
33	<b>CITY OPERATIONS</b>															
34	Budget/Fiscal Staff	\$34,630	\$21,230	\$34,630	\$34,631			\$125,121				\$13,400	\$13,400	\$138,521		
35	Classrooms2Careers Coord							\$0				\$75,000	\$75,000	\$75,000		
36	Internal Services Fund Fees	\$6,593	\$7,784	\$113	\$4,823			\$19,313				\$103,831	\$103,831	\$123,144		
37	Program Staff	\$285,121	\$141,710	\$112,377	\$263,656		\$10,000	\$812,864	\$43,556	\$127,565			\$171,121	\$983,985		
38	O&M	\$4,059	\$3,981			\$17,062	\$13,145	\$38,247				\$12,035	\$12,035	\$50,282		
39	<b>City Operations Subtotal</b>	<b>\$330,403</b>	<b>\$174,705</b>	<b>\$147,120</b>	<b>\$320,172</b>	<b>\$13,145</b>	<b>\$10,000</b>	<b>\$995,545</b>	<b>\$143,991</b>	<b>\$127,565</b>	<b>\$0</b>	<b>\$103,831</b>	<b>\$375,387</b>	<b>\$1,370,932</b>		
40	<b>TOTAL EXPENDITURES</b>	<b>\$1,314,801</b>	<b>\$995,446</b>	<b>\$319,363</b>	<b>\$1,396,371</b>	<b>\$13,145</b>	<b>\$60,000</b>	<b>\$4,099,126</b>	<b>\$168,991</b>	<b>\$625,976</b>	<b>\$446,500</b>	<b>\$103,831</b>	<b>\$1,345,298</b>	<b>\$5,444,424</b>		
41	<b>Fund Balance</b>	<b>(0)</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(0)</b>	<b>110,766</b>	<b>0</b>	<b>3,500</b>	<b>27,280</b>	<b>141,546</b>	<b>141,546</b>		



**ITEM # III.b.**



**To: Oakland Workforce Development Board Executive Committee**  
**From: OWDB Staff**  
**Date: April 27, 2018**  
**Subject: OWDB Strategic Priorities – FY 2018-2019**

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This memo brings forth the first draft of the Oakland Workforce Development Board (OWDB) Fiscal Year (FY) 2018-2019 annual operating calendar as a means of reviewing and discussing strategic priorities on deck for the coming fiscal year.

**BACKGROUND**

OWDB staff have developed a draft annual operating calendar to assist the board in anticipating the yearly cycle for strategic planning, budget development, programmatic priorities, and more. This tool provides a quick and easy reference for staff, board, and other stakeholders to know what activities and responsibilities are on the board’s agenda for the coming year.

**CURRENT SITUATION**

FY 2018-2019 will be a critical year for the OWDB on several fronts, with two key activities taking center stage: 1) updating the OWDB strategic plan in accordance with requirements from the California Workforce Development Board (CWDB); 2) completing a Request for Proposals (RFP) process for Workforce Innovation and Opportunity Act (WIOA) services, including services for adult job seekers, youth services, and One-Stop operator. Both of the aforementioned activities will require a good degree of time, effort, and resources on the part of OWDB members and staff alike.

The proposed draft calendar for FY 2018-2019 attached to this report is being presented for discussion purposes and is subject to change. Board members are encouraged to review the attached calendar with a critical eye toward the proposed timing of specific activities and make suggestions for edits/revisions to the proposed calendar.

**SCHEDULE**

The 2018-2019 OWDB annual operating calendar should be finalized by June 2018.

**ATTACHMENTS**

III. b. 1. - Draft FY 2018-2019 Operational Calendar

**DRAFT Oakland Workforce Development Board (OWDB) 2018-2019 Fiscal Year Calendar**

2018

Month	Key Priorities	Key Operational Activities	Key Administrative Items & Events	Meeting Dates
				Board
July	Compliance with administrative and regulatory requirements	<ul style="list-style-type: none"> <li>(Staff) Capacity Building workshops &amp; activities for OWDB partners</li> <li>(Staff) Begin development of Request for Proposals (RFP) for FY 2019-2020 (for services starting July 1, 2019)</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) Finalize/execute 2018-2019 contracts</li> <li>(Staff) Convene workgroups/develop workplans</li> </ul>	
August	Strategic Planning	<ul style="list-style-type: none"> <li>Board Retreat (TBD)</li> <li>Develop recommendations for 2018-2019 priorities</li> </ul>	<ul style="list-style-type: none"> <li>(Board &amp; Staff) Review &amp; develop frameworks for California Workforce Development Board (CWDB) required strategic plan updates (due March 2019)</li> </ul>	Thursday 8/2/18
September		<ul style="list-style-type: none"> <li>(Staff) Capacity Building &amp; Program Development</li> </ul>	<ul style="list-style-type: none"> <li>(Board &amp; Staff) California Workforce Association (CWA) Fall Conference (Monterey, September 4-6, 2018)</li> <li>(Board) Review board member &amp; committee chair appointments</li> </ul>	Friday 9/21/18 (Exec)
October		<ul style="list-style-type: none"> <li>2018 Summer Jobs Wrap-Up Event</li> <li>(Staff) Release OWDB Youth Services RFP</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) Convene workgroups/develop workplans</li> </ul>	
November		<ul style="list-style-type: none"> <li>(Board &amp; Staff) Review 2017- 2018 performance</li> </ul>	<ul style="list-style-type: none"> <li>Local Workforce Development Board (LWDB) annual goals submitted to California Workforce Development Board (CWDB)</li> </ul>	Thursday 11/1/18
December	OWDB Governance	<ul style="list-style-type: none"> <li>(Board) Refine 2018- 2019 Priorities</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) State of California Employment Development Department (EDD) monitoring</li> </ul>	Friday 12/21/18 (Exec)
January	Budget Development	<ul style="list-style-type: none"> <li>(Staff) Release OWDB Adult Services &amp; One-Stop Operations RFP</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) Biennial citywide budget process begins (FY 2019-2021)</li> <li>(Board &amp; Staff) CWA Youth Conference (Long Beach)</li> </ul>	
February		<ul style="list-style-type: none"> <li>(Board) Approve 2019-2021 Goals/Priorities</li> <li>(Board) Approve youth services contracts and awards for 2019-2020</li> </ul>	<ul style="list-style-type: none"> <li>(Board) Review 2018-2019 midyear progress and program performance</li> <li>(Staff) Finalize 2019 Summer Jobs contracts</li> </ul>	Thursday 2/7/19
March	Strategic Planning	<ul style="list-style-type: none"> <li>(Staff) Submit OWDB Strategic Plan 2019-2021 Updates to California Workforce Development Board (CWDB)</li> </ul>	<ul style="list-style-type: none"> <li>(Board &amp; Staff) NAWB Forum (Washington, DC) – March 2019</li> </ul>	Friday 3/15/19 (Exec)
April		<ul style="list-style-type: none"> <li>Earn and Learn East Bay 2019 Summer Launch</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) State of California Employment Development Department (EDD) monitoring</li> <li>(Board &amp; Staff) CWA Spring Conference – Southern California</li> </ul>	
May		<ul style="list-style-type: none"> <li>(Board) Approve Adult services and One-Stop operator contracts and awards for 2019-2020</li> <li>(Board) Approve 2019-2020 Final Budget</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) Management/oversight of RFP transition issues</li> </ul>	Thursday 5/2/19
June	Adoption of FY 2019-2020 budget	<ul style="list-style-type: none"> <li>(City Council) Adopt City of Oakland 2019-2021 Biennial Budget &amp; 2019-2020 OWDB Budget</li> </ul>	<ul style="list-style-type: none"> <li>(Staff) Finalize service contracts for FY 2019-2020 year-round services</li> </ul>	Friday 6/21/19 (Exec)

2019

NOTE: Additional OWDB Committee Meeting Dates TBD – will be published separately

**Oakland Workforce Development Board (OWDB)**  
**2018 Meeting Calendar**  
*(Updated April 23, 2018)*

<b>Regular</b>	<b>Thursday, February 1, 2018 (CANCELLED) Friday, February 2, 2018 (Special Meeting – Board Retreat)</b>
<b>Executive Committee</b>	<b>Friday, April 27, 2018 – Special Meeting</b>
<b>Regular</b>	<b><del>Thursday May 3, 2018 (Rescheduled)</del> Thursday, May 17, 2018 – Special Meeting</b>
<b>Executive Committee</b>	<b>Friday, June 15, 2018</b>
<b>Regular</b>	<b>Thursday August 2, 2018</b>
<b>Executive Committee</b>	<b>September 21, 2018</b>
<b>Regular</b>	<b>Thursday November 1, 2018</b>
<b>Executive Committee</b>	<b>December 21, 2018</b>