



OAKLAND WORKFORCE DEVELOPMENT BOARD

SPECIAL MEETING

Thursday, May 17, 2018

8:30 a.m. – 11:00 a.m.

**Hearing Room 3
Oakland City Hall
One Frank H. Ogawa Plaza**



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OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

SPECIAL MEETING NOTICE

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

Hearing Room 3

Thursday, May 17, 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 OWDB MEETING – THURSDAY, AUGUST 2, 2018 8:30-11:00 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
Matt Alexander						
John Brauer						
Kathleen Burris						
Kori Chen						
Dan Ferreira						
Herb Garrett (Chair)						
Zeydi Gutierrez						
Polly Guy						
Derreck Johnson						
Jowel Laguerre						
Darien Louie						
Doreen Moreno						
Chudy Nnebe						
Gilbert Pete						
Ruben Rodriguez						
Brian Salem						
Orbay Van Buren						
Lynn Vera						
Total Present		-	-	-	-	-
Yes Votes	-					
No Votes	-					
Abstentions	-					
Recusals	-					

Motion: 1st: _____ **Motion:2nd** _____

ITEM I.d. APPROVAL OF MINUTES

Thursday, February 1, 2018
8:30 a.m. – 11:00 a.m.

Minutes

Present: Kori Chen, Herb Garrett, Polly Guy, Derrick Johnson, Lisa Kershner, Darien Louie, Doreen Moreno, Gilbert Pete, Ruben Rodriguez, Obray Van Buren (Quorum established)

Absent: John Brauer (excused), Kathleen Burris (excused), Dan Ferreira (excused), Jowel Laguerre, Michael McDonald, Chudy Nnebe, Brian Salem (excused)

The City of Oakland Workforce Development Board (OWDB)

convened a regular meeting on February 1, 2018 at the Oakland City Hall at One Frank H. Ogawa Plaza, Oakland, CA 94612 (Hearing Room 3).

PROCEDURAL ITEMS

- The meeting was called to order by Herb Garrett, Board Chair at 8:50 a.m.
- The Chair welcomed three (3) new board members:
 - Lynn Vera - Mettler-Toledo Rainin, LLC
 - Zeydi Gutierrez – AB&I Foundry
 - Matthew Alexander – Ellie Mae
- The Board chair called for adoption of the February 1, 2018 agenda.
- The Board Chair called for approval of the November 2, 2017 Board Minutes

Minutes Approved - Unanimously

Motion 1st: Obray Van Buren

Motion 2nd: Ruben Rodriguez

Yes Votes: 10

No Votes: 0

Abstentions: 0

Recusals: 0``

PRESENTATION

Youth Ventures Joint Powers Authority (JPA) presented by Lisa Villarreal

- Youth Ventures JPA is an Official State Charter.
- Trustees are publicly elected or appointed; chief elected officials, CEO's and/or Executive Directors of public agencies
- Focus on City of Oakland pilot to take issues to scale with emphasis on vulnerable populations (children, youth and families).
- Oakland Thrive is the Advisory Board
- Priority Areas (Impact Tables)
 - Health
 - Wealth
 - Education

- Housing Safety
- Michael Bloomberg in partnership with My Brother's Keeper (MBK) funded a data sharing system that would share data across several different jurisdictions in real-time.

Discussion:

- a. There is no organized Labor on the Youth Ventures JPA.
- b. Advocate for the Children Initiative (Parcel Tax). It is not a standing agenda item now but may be revisited.
- c. JPA and OWDB is aligned and would like to offer an opportunity to coordinate around our industry sectors specifically as it relates to youth.
- d. Who does your data analysis? MBK will do data analysis moving forward. East Bay EDA can share data analysis.
- e. How far along is the data system development? System is set but synthetic data.

ACTION ITEMS

1. Accept an Additional \$180,000 in New Revenues

Staff Presentation: Stephen Baiter

- The East Bay Regional Planning Unit received funds to coordinate planning and service delivery regionally. The OWDB was allocated **\$30,000 for** professional development across our system.
- The OWDB applied for a California State Workforce Board Accelerator 6.0 grant in October 2018 to grow and scale our summer jobs program. The OWDB was awarded **\$150,000.**

Motion to Accept an Additional \$180,000 in New Revenues Passed Unanimously

Motion 1st: Ruben Rodriguez

Motion 2nd: Derreck Johnson

Yes Votes: 10

No Votes: 0

Abstentions: 0

Recusals: 0

Discussion:

- a. Acknowledgement of other Oakland awardees: Hack the Hood, Oakland Private Industry Council and Center for Employment Opportunities

2. Recommend Proposed Revision to OWDB Bylaws

Staff Presentation: Stephen Baiter

- Stephen thanked the *Ad Hoc* committee members (Chudy Nnebe, Doreen Moreno, and Kori Chen) and Dan Rossi from the City Attorney's office for their support in making the strategic changes.
- The most substantive changes were to the Executive Committee language on Page 20.

Discussion:

- a. Who evaluates the Executive Director? The Executive Committee will work with the City to conduct evaluation of the Executive Director.

b. Where is the Brown Act mentioned? Page 20 Article VI. F discusses the Brown Act.

Motion to Accept Recommended Proposed Revision to OWDB Bylaws Passed Unanimously

Motion 1st: Darien Louie

Motion 2nd: Gilbert Pete

Yes Votes: 10

No Votes: 0

Abstentions: 0

Recusals: 0

3. America's Job Center of California (AJCC) Memorandum of Understanding (MOU)
Staff Presentation: Lazandra Dial

- The Workforce Innovation and Opportunity Act requires a MOU with the OWDB, the Chief Elected Official and the AJCC mandated partners. The mandated partners are Oakland Unified School District/Adult Education, Peralta Community College, State Employment Development Department, State Department of Rehabilitation, Self Help for the Elderly, United Indian Nations, Youth Employment Partnership, Center for Employment Opportunities, Job Corps, Oakland Housing Authority, and Alameda County Social Service.
- A progress report on status of completion of the MOU is due March 30, 2018

Motion to Accept the America's Job Center of California (AJCC) Memorandum of Understanding Passed Unanimously

Motion 1st: Ruben Rodriguez

Motion 2nd: Obray Van Buren

Yes Votes: 10

No Votes: 0

Abstentions: 0

Recusals: 0

Discussion:

- a. Applaud the board for this work and having partners share what they bring to the table.
- b. How are partners chosen? The partners are named in the WIOA.

4. Receive Summer Jobs Update & Consider Formation of Ad Hoc Committee for 2018
Staff Presentation: Stephen Baiter and Ricardo Quezada

- Introduction of new staff member Christian Gutierrez to support and coordinate summer and year-round employment opportunities.
- Total revenue for the 2017 Summer Program was \$1,274,000. There was a total of 2068 placements and of those 475 were the OWDB.

Discussion:

- a. Recommendation to send a letter to Alameda Building Trades Council to request funding and to conduct a presentation at a Council meeting.
- b. There are more public and nonprofit summer youth placements than private.

- c. Emphasis should be on private sector donation. Summer program was run by private sector company and Clorox played a key role in the development of the program. Employers had much more “skin in the game”.
- d. Summer is the busiest time of the year for hospitality, look at the hospitality industry for summer employment.
- e. Alternative to employment is to get employers involved in other opportunities for engagement. There needs to be an analysis of the gaps in sectors that we are not addressing.
- f. Funding for summer employment will come from the Soda Tax Revenues instead of City of Oakland’s general funds with expectations that it will link to health-related and nutrition-related opportunities.
- g. The *Ad Hoc* Committee Members are: Darien Louie, Doreen Moreno, Derreck Johnson, Ruben Rodriguez, Lisa Kershner, Polly Guy, Obray Van Buren, Gilbert Pete

Motion passed to accept job informational report and establish an *Ad Hoc* Committee passed unanimously

Motion 1st: Darien Louie, Obray Van Buren

Motion 2nd: Gilbert Pete, Ruben Rodriguez

Yes Votes: 10

No Votes: 0

Abstentions: 0

Recusals: 0

DISCUSSION ITEMS

1. State and Local Performance

Staff Presentation: Honorata Lindsay and Enjema Hudson,

- Overall programs are doing well. Staff are working with program providers one-on-one that are not meeting their performance to develop strategies to address the issue.

Discussion:

- a. How are we reporting on ex-offenders? CalJobs allows participants to self-identify.

PUBLIC FORUM

KRA Corporation program changes, Jonathan Overall is now the Program Manager

STAFF REPORT

- Governor’s Budget appropriated funds to California Workforce Development Board for Prison to Employment for \$16M FY18-19, \$20M FY19-20
- State Regional Planning Funds for sector partnership in Health, Hospitality, Retail and Construction
- Day at the Capitol, March 7th, 2018
- Economic Development Strategy adopted by City Council
- No finding in our EDD monitoring of Adult and Youth Programs
- 2nd highest in the county in Equal Opportunity

ANNOUNCEMENTS

- Oakland Small Business Week April 29 – May 5, 2018
- Manufacturing Partnership Summit, May 24, 2018
- East Bay Innovations Awards, March 29, 2018
- Opening in Construction, February 5 – 9, 2018
- Hire a Veterans at Coast Guard Island, February 6, 2018
- EBMUD Apprenticeship Training for Journey Level Positions
- Oakland Workforce Development Lunch and Learn (Monthly)

Meeting Adjourn by the Board Chair at 10:51am



ITEM II.a. – PRESENTATION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: May 17, 2018
Re: Alameda County Reentry Landscape

Successfully re-entering society after incarceration is extremely difficult. Often the underlying issues that led to a person’s incarceration were not addressed during his/her incarceration. Upon release, many formerly incarcerated persons need a wide range of services such as housing, health care, mental health and substance abuse services, employment, and education. Likely, these needs existed prior to the person’s incarceration and, without intervention, they continue to exist after the individual has been released. Faced with the added disadvantage of having a criminal record and being cut off from their social networks, most formerly incarcerated people in California will return to state prison or county jail. Breaking this cycle and the negative impact it has on our communities and families requires developing a system of reentry that begins with assisting individuals from the first point of contact with the criminal justice system through community-based supervision and community integration.

Neola Crosby, Alameda County Probation Department is the Alameda County Reentry Coordinator. She will provide a high-level overview of the landscape in Alameda County (AC). Neola will present the AC Adult Reentry Strategic Plan, demographics of individuals on Probation who live in Oakland, AC Probation’s Department investment is employment services/outcomes and the AC Reentry Hiring Initiative.

Captain Neideffer, Alameda County Sheriff’s Department (ACSO), Youth and Family Services Division will present on Operation My Home Town. OMHT is an evidence-based adult offender reentry program led by the Alameda County Sheriff’s Office (ACSO) and funded by a Bureau of Justice Administration’s Second Chance Act grant. OMHT offers a continuum of care to inmates in Santa Rita Jail (SRJ) who are at medium high-risk of recidivating. The goal of OMHT is to reduce recidivism among the target population and thereby enhance public safety.

These presentations are very timely, particularly considering the Governor’s proposed “Prison to Employment Initiative”; the attached document contains additional information about this proposed investment.

ATTACHMENT

State of California EDD Workforce Systems Information Notice (WSIN 17-26) “Prison to Employment Initiative”

INFORMATION NOTICE

PRISON TO EMPLOYMENT INITIATIVE

As part of Governor Brown's efforts to improve California's criminal and juvenile justice systems and reduce recidivism through increased rehabilitation, the California Workforce Development Board (State Board), California Department of Corrections and Rehabilitation (CDCR), California Prison Industry Authority, and California Workforce Association have finalized a partnership agreement that is included in amendments to the [California WIOA Unified Strategic Workforce Development Plan 2016-2020](#).

The [partnership agreement](#) is intended to strengthen linkages between the workforce and corrections systems in order to improve the process by which formerly incarcerated and justice-involved¹ individuals reenter society and the labor force. The partnership agreement will inform policies specific to Local Workforce Development Boards (Local Board) and how they serve the state's formerly incarcerated and justice-involved population.

Pending Regional and Local Planning Guidance

Local Boards and workforce services providers should begin to think about how to best coordinate reentry and workforce services in each of the state's 14 regions. The State Board will be issuing draft Local and Regional Planning Guidance spelling out new planning requirements in the Spring of 2018 and final guidance in the Summer of 2018. We acknowledge that Regional Planning Units (RPU) are in the process of implementing current regional plans, and we anticipate that the new planning process will be updating, refining, and improving on existing plans. That said, the new planning guidance will require that regional plans specify how Local Boards and RPUs will partner with Community Based Organizations (CBO), CDCR contracted reentry service providers, and representatives of Parole and Probation to provide seamless, integrated services to the formerly incarcerated and other justice-involved individuals in each of the 14 RPUs. The RPUs will be encouraged to build on existing regional partnerships, including existing Community Corrections Partnerships to develop a comprehensive regional

¹ "Justice-involved" refers to individuals who are on parole, probation, mandatory supervision, or postrelease community supervision and are supervised by, or are under the jurisdiction of, a county or the CDCR.

vision and plan for successfully integrating the formerly incarcerated and other justice-involved individuals into the labor market.

Pending Budget Resources to Implement the “Prison to Employment Initiative”

The Governor’s 2018 Budget proposal includes \$37 million over three budget years to fund the integration of workforce and reentry services in the state’s 14 regions. Known as the “Prison to Employment Initiative,” the proposal is briefly mentioned in the [Governor’s Budget Summary](#) on page 74.

Funding for the Prison to Employment Initiative is contingent on approval by the Legislature and is intended to support regional planning efforts, fund regional plan implementation, and provide resources for direct services to the formerly incarcerated and other justice-involved individuals. It also sets aside specific resources for both supportive services and earn and learn activities.

Getting Started

Early funding under the initiative will be provided for planning activities while some grants will be awarded to high-needs areas of the state. In anticipation of new regional planning requirements and new opportunities to fund the relevant services, practitioners should begin to think about all of the following:

- The potential to work with partners who currently serve individuals supervised by state Parole or county Postrelease Community Supervision.
- How Local Boards might work with reentry service providers and CBOs, who may not currently be partners, but who provide services to formerly incarcerated and justice-involved individuals.
- How to develop or scale-up relationships with regional parole offices, and parole agents.
- How to increase involvement with county-level Community Corrections Partnership plans.
- Regional labor market needs and employers who are willing to hire formerly incarcerated and justice-involved individuals, including those with felony convictions, and ways to share this information with CBOs and other local stakeholders working with this population.
- The development of tools such as inventory and asset maps to discern the types of funding that can be utilized, and types of services that can be funded by prospective regional partners.
- The staff training needs of Local Boards and partners to adequately serve this population.
- America’s Job Center of CaliforniaSM staff intake and case management needs for serving this population, including informational needs about the education and training

received by individuals while in the state prison, and ways to build on pre-release training and education post-release.

While all regions will be provided planning grants, initial initiative funding in the 2018-19 budget will be for plan implementation, direct services, and supportive services, and will be prioritized for programs that can identify high levels of need and substantially demonstrate the development of regionally integrated workforce partnerships with relevant stakeholders.

Share What You Know

Additionally, the State Board is seeking input from Local Boards with success serving formerly incarcerated and justice-involved populations. The State Board invites Local Boards to detail how they have achieved success serving this population, as well as what they know about best practices and model partnerships. Local Boards interested in providing input should contact Curtis Notsinne at curtis.notsinne@cwdb.ca.gov.

If you have any questions, please contact Curtis Notsinne at curtis.notsinne@cwdb.ca.gov or 916-657-1482, or Dan Rounds at Daniel.Rounds@cwdb.ca.gov or 916-657-1434.

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



ITEM-III.a. ACTION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: May 17, 2018
Re: Approve FY 2018-19 OWDB Budget

RECOMMENDATION:

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

- 1) Approve the proposed budget for fiscal year (FY) 2018-2019 budget including recommended “up-to” (maximum) funding levels as presented in the attached draft report and direct staff to finalize the report and forward to the Oakland City Council for approval.
- 2) Request that the Oakland City Council make a one-time appropriation of \$225,000 to the OWDB in General Fund dollars to maintain direct services in FY 2018-2019.
- 3) Authorize the OWDB Executive Committee to accept and appropriate any additional grant funds above and beyond the adopted FY 2018-19 OWDB Budget.

BACKGROUND

The City of Oakland and the OWDB operate on a fiscal year calendar that runs from July 1 through June 30 of the following year. Federal law requires that the OWDB adopt its own budget, while the Oakland City Charter stipulates that this budget must also ultimately approved by the City Council. Both the City Council and OWDB must adopt a budget on or before June 30. To this end, there are additional points of intersect between these two processes that are worth further examination.

City of Oakland’s Biennial Budget

The City of Oakland operates on a two-year budget cycle; the budget cycle is based upon a fiscal year calendar that runs from July 1 through June 30 of the following year. While the City’s budget is adopted for a two-year period, appropriations are divided into two one-year spending plans. Currently, the City is 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 basic contours of the city’s midcycle budget process include the incorporation of any departmental adjustments and/or requests (March-April 2018), a proposal from the City of Oakland Administration (to be released in May 2018), and the adoption of the budget by City Council in June 2018.

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 Oakland through the State of California Employment Development Department (EDD), as well as other workforce development funds under the city’s purview. The OWDB must develop a budget that

is subject to approval by the Chief Elected Official of an area receiving WIOA funds (which in Oakland’s case is the Mayor). Additionally, because WIOA does not supersede local governance, the Oakland City Charter mandates that the Oakland City Council must also approve the allocation of WIOA funds. Within the City’s budget, the OWDB’s funds are received and distributed in various designated accounts, including Fund 2195 (WIOA) Fund 1010 (General Fund), Fund 1030 (Measure HH), Fund 5671 (Oakland Army Base), and Fund 7999 (Miscellaneous/Other).

CURRENT SITUATION

The development process for the OWDB’s FY 2018-2019 budget has been less complex than the process that was followed during prior fiscal year in large part because it falls during the midcycle of the City of Oakland’s biennial budget for FY 2017-2019. Nonetheless, efforts to balance the budget have arguably been just as challenging as the prior year, for the City of Oakland has continued to see a downward trend in WIOA -funding, which currently makes up about sixty-five percent (65%) of the OWDB’s overall revenue.

Revenues

WIOA Revenues

For FY 2018-19, Oakland is estimated to receive a nine percent (9%) reduction from last year’s allocations and an overall twenty percent (20%) reduction over the last two years. The WIOA prescribes a specific method to calculate sub-state “hold-harmless” levels; these provisions were established to help mitigate year-to-year volatility in funding levels and 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 report, final WIOA allocations have not been received. Actual appropriations are anticipated to be announced in June 2018, but there are no set dates or deadlines at this times.

Year over Year WIOA Allocations- City of Oakland				
	FY 2016-2017	FY 2017-2018	FY 2018-2019 (estimated)	Total Change (total \$ / %)
Adult	\$1,413,381	\$1,265,054	\$1,150,358	(-\$263,023/19%)
Dislocated Worker	\$1,076,216	\$942,956	\$928,747	(-\$147,469/14%)
Youth	\$1,437,498	\$1,293,484	\$1,160,969	(-\$276,529/19%)
Rapid Response	\$359,517	\$245,094	\$200,907	(-\$158,610/44%)
Total	\$4,286,612	\$3,746,588	\$3,440,981	(-\$845,631/20%)

More information about FY 2018-2019 WIOA allocations in California can be found at http://www.edd.ca.gov/jobs_and_training/pubs/wsin17-32.pdf.

Other Revenues

The OWDB has several other revenue sources under its purview, many of which are for specific projects and/or services (such as Oakland Housing Authority funds for summer jobs, and Army Base related revenue that directly supports the West Oakland Job Resource Center). Unfortunately, several sources of revenue that were used in FY 2017-18 to offset the continued downward trend in WIOA funding reduction expire on June 30, 2018 are not expected to continue in FY 2018-19.

These funds include:

	Source	Amount
1.	One-time General Funded Subsidy (Service Provider Operations)	\$225,000
2.	Career Pathways Trust I	\$135,637
3.	WIOA Discretionary Funds	\$ 73,145
	Total	\$433,782

Funds Remaining from FY 2017-2018

At this time, staff has identified an estimated total of \$500,642 in unspent funds from FY 2017-18 available for reallocation to the FY 2018-19 budget. Any additional contracted funds not fully spent by June 30, 2018 will be calculated after the prior year accounting is completed. Staff will return to the OWDB with a report of any unobligated, unspent funds as soon as these amounts are known, most likely in Fall 2018.

Expenditures

To offset the OWDB’s reductions in funding, the proposed budget reflects the following changes from FY 2017-2018:

- 1) A reduced share of WIOA funds allocated to the City as the system administrator by reallocating staff resources and freezing a vacant position.
- 2) Termination of a service provider contract (KRA), which will result in reassigning these functions and services to City staff and other contracted service providers.
- 3) Elimination of items supported by one-time funding from the Oakland City Council during FY 2017-2018.

The FY 2018-19 OWDB budget and contract recommendations are scheduled for consideration by the Community and Economic Development Committee (CED) of the Oakland City Council at its June 12, 2018 meeting.

ATTACHMENTS

Attachments A and B provide appropriate background on WIOA revenues from the United States Department of Labor (U.S. DOL) and the State of California Employment Development Department.

Attachment C is the latest draft of the report being prepared for the Oakland City Council reflecting the aforementioned changes and updates.

Attachment A – U.S. Department of Labor Training & Employment Guidance Letter (TEGL) 13-17

Attachment B– State of California EDD Workforce Systems Information Notice (WSIN 17-32)

Attachment C – **DRAFT** Report to Oakland City Council for OWDB FY 2018-19 Budget

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION WIOA
	CORRESPONDENCE SYMBOL OWI
	DATE 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

RESCISSIONS TEGL 14-16	EXPIRATION DATE Continuing
----------------------------------	--------------------------------------

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
Total with Evaluations and PI	\$873,416,000	\$815,556,000	\$1,241,719,000	\$2,930,691,000
Total	\$866,560,920	\$809,155,220	\$1,231,974,405	\$2,907,690,545
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
State Total	851,428,600	807,132,332	1,012,847,700	2,671,408,632
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
Outlying Areas Total	2,133,906	2,022,888	3,079,936	7,236,730
Native Americans	12,998,414	0	0	12,998,414
National Reserve	0	0	216,046,769	216,046,769
Evaluations set aside	2,488,000	2,323,000	3,536,000	8,347,000
Program Integrity set aside	4,367,080	4,077,780	6,208,595	14,653,455

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.

INFORMATION NOTICE

WIOA FORMULA PLANNING ESTIMATE ALLOCATIONS – PY 18-19

The Employment Development Department is providing *Workforce Innovation and Opportunity Act* (WIOA) Title I formula estimate allocations for each Local Workforce Development Area (Local Area), for the Adult, Youth, and Dislocated Worker funding streams for Program Year (PY) 2018-19. These allocations are based on the estimated allotment levels issued by the U.S. Department of Labor, Employment and Training Administration in Training and Employment Guidance Letter 13-17, dated March 23, 2018.

These allocations are provided as an estimate for planning purposes and will change based on the enacted PY 18 full-year appropriation expected later this year. The planning estimates below can provide Local Areas with a general idea of how their funding will change in PY 18, assuming there are no major increases or decreases enacted by Congress. Current data was used to calculate the estimated allocations for each Local Area. The same data will be used when calculating the actual allocations, meaning that even if the actual amounts change, the percentage of funding to each Local Area will remain.

The allotment to California and the amounts available for the formula allocation to its Local Areas are listed below. Attachment 1 reflects the total amount Local Areas will receive for each of the funding streams for PY 18-19. Additionally, Attachment 2 provides a breakdown of how each of the three funding streams are allocated.

PY 18-19	Total Federal Allotment	Amount Available for Formula Allocation
Youth Program	\$117,927,789	\$100,238,621
Adult Program	\$113,215,265	\$96,232,976
Dislocated Worker Program	\$151,114,303	\$90,668,582
Total	\$382,257,357	\$287,140,179

If you have any questions, please contact Wai Tin Wong from the Financial Management Unit at WaiTin.Wong@edd.ca.gov or by phone at 916-653-8213.

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

Attachments are available on the internet:

1. [Youth, Adult, and Dislocated Worker Activities Program Estimate Allotments](#)
2. [WIOA Estimate Funding SFY 2018-19](#)

Local Area	Youth	Adult	Dislocated Worker	Grand Total
Alameda	\$1,446,162	\$1,363,093	\$1,990,389	\$4,799,644
Anaheim City	\$690,251	\$665,661	\$580,987	\$1,936,899
Contra Costa	\$1,336,260	\$1,325,632	\$1,768,573	\$4,430,465
Foothill	\$510,475	\$527,498	\$502,765	\$1,540,738
Fresno	\$5,343,611	\$5,079,131	\$4,410,031	\$14,832,773
Golden Sierra	\$797,850	\$782,692	\$1,028,353	\$2,608,895
Humboldt	\$312,781	\$271,459	\$249,208	\$833,448
Imperial	\$2,541,672	\$2,496,360	\$2,195,980	\$7,234,012
Kern, Inyo, and Mono	\$5,127,368	\$4,947,275	\$4,528,009	\$14,602,652
Kings	\$743,810	\$817,487	\$628,794	\$2,190,091
Long Beach/Pacific Gateway	\$1,595,119	\$1,455,074	\$1,027,273	\$4,077,466
Los Angeles City	\$12,077,707	\$11,730,597	\$8,245,523	\$32,053,827
Los Angeles County	\$9,531,815	\$9,156,945	\$7,376,122	\$26,064,882
Madera	\$725,071	\$733,459	\$583,280	\$2,041,810
Merced	\$1,555,576	\$1,480,241	\$1,308,236	\$4,344,053
Monterey	\$1,788,554	\$1,802,219	\$2,094,614	\$5,685,387
Mother Lode	\$354,744	\$416,839	\$359,987	\$1,131,570
North Central Counties	\$1,191,983	\$1,114,607	\$1,053,771	\$3,360,361
NoRTEC	\$2,341,372	\$2,259,111	\$1,940,621	\$6,541,104
North Bay	\$785,010	\$862,244	\$978,222	\$2,625,476
NOVA	\$1,247,294	\$1,264,038	\$1,821,111	\$4,332,443
Oakland City	\$1,160,969	\$1,150,358	\$928,747	\$3,240,074
Orange	\$2,638,720	\$2,457,656	\$3,893,444	\$8,989,820
Richmond City	\$301,999	\$316,995	\$227,761	\$846,755
Riverside	\$6,357,270	\$6,136,604	\$5,618,464	\$18,112,338
Sacramento	\$3,573,701	\$3,422,305	\$3,201,849	\$10,197,855
San Benito	\$203,380	\$192,932	\$205,446	\$601,758
San Bernardino County	\$5,616,054	\$5,342,779	\$4,510,723	\$15,469,556
San Diego	\$6,358,129	\$5,828,166	\$6,216,504	\$18,402,799
San Francisco	\$1,043,003	\$1,154,481	\$1,599,935	\$3,797,419
San Joaquin	\$3,009,022	\$2,829,785	\$2,494,240	\$8,333,047
San Jose - Silicon Valley	\$1,991,848	\$1,887,755	\$2,235,373	\$6,114,976
San Luis Obispo	\$534,943	\$412,413	\$446,053	\$1,393,409
Santa Ana City	\$830,502	\$815,593	\$485,461	\$2,131,556
Santa Barbara	\$1,193,208	\$882,453	\$978,958	\$3,054,619
Santa Cruz	\$1,068,599	\$955,088	\$964,512	\$2,988,199
SELACO	\$905,216	\$861,933	\$872,040	\$2,639,189
Solano	\$938,267	\$1,027,757	\$1,036,640	\$3,002,664
Sonoma	\$761,017	\$719,507	\$809,146	\$2,289,670
South Bay	\$1,396,434	\$1,436,135	\$1,354,815	\$4,187,384
Stanislaus	\$2,412,740	\$2,330,751	\$2,081,834	\$6,825,325
Tulare	\$2,986,461	\$2,856,189	\$2,610,078	\$8,452,728
Ventura	\$1,570,980	\$1,441,508	\$2,001,694	\$5,014,182
Verdugo	\$629,776	\$674,340	\$678,436	\$1,982,552
Yolo	\$711,898	\$547,831	\$544,580	\$1,804,309
Total	\$100,238,621	\$96,232,976	\$90,668,582	\$287,140,179



AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Mark Sawicki,
Director, EWD

SUBJECT: Workforce Development Board
FY 2018-19 Budget and Contracts

DATE: June 12, 2018

City Administrator Approval

Date:

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution (1) Adopting The Fiscal Year 2018-2019 Workforce Development Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$3,440,981; (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2018-2019; And (4) Authorizing The City To Apply For, Accept And Appropriate Grants And Contributions For Workforce Development Services Beyond The WIOA Title I Formula Funding Up To \$200,000 With The Approval Of The Workforce Development Board Without Returning To Council; OR

Adopt A Resolution (1) Adopting The Fiscal Year 2018-2019 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$3,440,981; (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2018-2019; (4) Authorizing The City To Apply For, Accept And Appropriate Grants And Contributions For Workforce Development Services Beyond The WIOA Title I Formula Funding Up To \$200,000 With The Approval Of The Workforce Development Board Without Returning To Council And (5) Appropriate An Additional \$225,000 In One-Time Funds For Workforce Development For Direct Services For FY 2018-2019.

EXECUTIVE SUMMARY

The FY 2018-19 budget for the Oakland Workforce Development Board (OWDB), as presented in this staff report and resolution, are to be considered by the OWDB at a special meeting on May 17, 2018. The budget reflects the State's estimated allocation of Workforce Innovation and Opportunity Act (WIOA) Formula funding of \$3,440,981 to the City of Oakland for FY 2018-2019. This represents an overall nine percent (9%) reduction from the prior fiscal year, and a decrease of \$341,463 for WIOA program services and system administration. Actual funding levels are still to be determined and are unlikely to substantially deviate from these totals.

The FY 2018-19 OWDB budget, "Budget A", as proposed, shows a total reduction from the prior fiscal year of 13 percent or \$868,369. These further reductions are due to 1) Various one-time contributions from the City's general fund that are not included in the City's baseline budget proposed for FY 2018-19; 2) Miscellaneous donations in support of the summer youth employment program; and 3) Various grant funds that ended in FY 2017-18. To offset the proposed reduction in funding, Budget A reflects a reduced share of WIOA funds allocated to the City as the system administrator by freezing a currently vacant staff position. It also requires one service provider contract to be terminated and the reassignment of some services to City staff and other contracted service providers.

These reductions could negatively impact the OWDB's ability to manage the local workforce system, and to implement and fulfill the vision of OWDB's recently adopted strategic plan as WIOA requires increased regional coordination and alignment with other WDBs, higher expectations of accountability and reporting, and a larger emphasis on employer engagement.

Because the City Council has provided additional one-time funds in the past in support of local workforce development, the OWDB has also approved a "Budget B" to reflect how additional support of \$225,000 from the City's General Purpose Fund (Fund 1010) could best be directed to ensure that all deliverables under WIOA and the OWDB strategic plan are being adequately met. If the City Council were to consider such additional funding, the \$225,000 would be used to maintain funding to service providers similar to what was recommended and approved by the City Council for FY 2017-2018.

REASON FOR URGENCY

For new contracts to be in place for the new fiscal year, approval of the OWDB budget and selection of service providers must be completed as soon as possible. Both the OWDB and the City must approve the budget and contracts. A delay in the approval timeline could lead to a disruption in funding to providers. Also, any changes to the budget that Council makes will require returning to the OWDB for its consideration and approval at a special meeting. (The next regularly scheduled meeting of the OWDB is August 2, 2018.)

BACKGROUND / LEGISLATIVE HISTORY

The OWDB is a federally-mandated policy body whose members are appointed by the Mayor and charged with approving the use of local workforce development funds and ensuring fidelity around any regulations associated with their implementation. 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 the WIOA does not supersede local governance, the Oakland City Charter mandates that the Oakland City Council must also approve the allocation of funds. The OWDB budget is made up of on multiple funding streams that support the Workforce Development work. WIOA funds are received and distributed in Fund 2195, other grant contributions are received and distributed in Fund 7999 and general fund contributions are received and distributed in Fund 1010. 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. Both the City Council and OWDB must adopt a budget on or before June 30.

The City and the OWDB contract with many 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 overall goals of the OWDB's federal investments are to help adults and youth in Oakland develop the necessary skills, obtain the requisite knowledge, and access the resources needed to thrive in careers; and to provide employers with the skilled workers needed to sustain and competitively grow their businesses. The OWDB seeks to provide a coordinated set of relationships among providers and partners in the workforce system that can connect residents, particularly those with barriers to employment, to career pathways leading to family-sustaining jobs in growing industries.

The OWDB adopted both a local and regional strategic plan, which sets forth the following priorities:

- **Business Services:** Align and mobilize a distributed network of business service providers within the City of Oakland to deploy resources that support a robust local economy and business climate offering an abundance of high quality jobs.
- **Adult Services:** Lead and support key citywide and regional innovations and partnerships that advance the economic security and resilience of Oakland's most vulnerable workers and residents.
- **Youth Services:** Work with public, private, and community-based organizations and key local initiatives to empower disconnected young people in the City of Oakland to access meaningful employment opportunities.
- **Workforce System:** Position the OWDB to lead and support citywide and regional efforts that strengthen local and regional economic prosperity and increase equity.

This report includes the recommendations provided to the OWDB to award contracts for services to multiple providers based on the proposed budget allocations for such services, for a term of one year through June 30, 2019. The FY 2018-19 budget and service provider contracts presented in this staff report and resolution were considered and approved by the OWDB at a special meeting.

ANALYSIS AND POLICY ALTERNATIVES

Projected WIOA Funds for FY 2018-2019

The OWDB's WIOA revenues consist of four separate grants which include: Adult, Dislocated Worker, Youth, and Rapid Response. From time to time, the OWDB may receive special grants to complement the WIOA funding. On April 26, 2018, the State of California Employment Development Department (EDD) provided estimated WIOA allocations for FY 2018-19 for the Adult, Youth, and Dislocated Worker funding streams. These levels were released as estimates for planning purposes and may change based on the final enacted 2018-19 full-year appropriation as determined by Congress and the U.S. Department of Labor. Actual appropriations are anticipated to be announced in June; as of this writing, final allocations had not been received yet. More information can be found at:

http://www.edd.ca.gov/jobs_and_training/pubs/wsin17-32.pdf.

The City of Oakland has continued to see a downward trend in WIOA funding year over year; the formula includes a hold harmless provision to ensure that each Local Area will receive no less than 90 percent of its average percentage share from the two prior years. For FY 2018-19, Oakland is estimated to receive a nine percent (9%) reduction from last year's allocations and an overall twenty percent (20%) reduction over the last two years. The reduction in Oakland's WIOA budget was based on a decrease in Oakland's overall unemployment rate.

Year over Year WIOA Allocations- City of Oakland				
	FY 2016-2017	FY 2017-2018	FY 2018-2019 (estimated)	Total Change (total \$ / %)
Adult	\$1,413,381	\$1,265,054	\$1,150,358	(-\$263,023/19%)
Dislocated Worker	\$1,076,216	\$942,956	\$928,747	(-\$147,469/14%)
Youth	\$1,437,498	\$1,293,484	\$1,160,969	(-\$276,529/19%)
Rapid Response	\$359,517	\$245,094	\$200,907	(-\$158,610/44%)
Total	\$4,286,612	\$3,746,588	\$3,440,981	(-\$845,631/20%)

Funds Remaining from FY 2017-2018

An estimated total of \$500,642 in unspent funds from the FY 2017-18 budget has been identified for reallocation to the FY 2018-19 budget; more than half of this amount is from grants that span multiple fiscal years and include specific deliverables and requirements in FY 2018-2019. Any additional contracted funds not fully spent by June 30, 2018 will be calculated after the prior year accounting is completed. Staff will provide a report of any unobligated funds to the OWDB as soon as these amounts are known, most likely in Fall 2018.

Other Revenue

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

Unfortunately, several sources of revenue that were used in FY 2017-18 to offset the continued

downward trend in WIOA funding reduction expire on June 30, 2018 are not expected to continue in FY 2018-19. These funds include:

1. One-time General Funded Subsidy (Service Provider Operations)	\$225,000
2. Career Pathways Trust I	\$135,637
3. WIOA Discretionary Funds	<u>\$ 73,145</u>
Total Other Revenue Reduction	\$433,782

Expenditures

There are three main expenditure categories in the OWDB budget:

- 1) 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 need to thrive in a career; and provide employers with the skilled workers needed to sustain and competitively grow their businesses. Nearly two-thirds of the budget (65%) go to service provider contracts.
- 2) Direct Client Support: This includes financial assistance towards participant training and support to enable an individual to participate in WIOA activities.
- 3) 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)). Below are some of the primary OWDB 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
 - Negotiation of local performance
 - Selection of one-stop operators, and providers
 - Coordination with education partners
 - Budget and administration
 - Accessibility for individuals with disabilities

Contract Service Provider Recommendations

The OWDB conducted multiple competitive Request for Proposals (RFP) processes in FY 2016-17. The results of that process informed the awarding of contracts to service providers for up to a three (3) year period, FY 2018-19 is the final year of this procurement cycle. The FY 2018-19 service provider recommendations are based on (1) lower WIOA allocations and General Fund support, (2) higher expectations of accountability and reporting performance, (3) the influence of

the OWDB strategic plan, and (4) how to minimize the impact on Oakland residents who benefit from workforce programs.

The functions that were contracted with KRA Corporation this past year will be absorbed by City workforce staff, in collaboration with other service providers and the Business Development division of the Economic & Workforce Development Department.

The FY 2018-19 service provider recommendations include:

AGENCY	Fund	Project	Fund Category	Total to be Approved Not to Exceed:	
Adult Service Provider Contracts					
OPIC America's Job Center of CA (AJCC)	Program Operations				
		1004085	Adult	\$551,607	
	2195	1004086	Dislocated Worker	\$498,417	
		1004087	Rapid Response	\$64,771	
		<i>Program Operation Subtotal</i>			\$1,114,795
	Direct Client Support				
		1004085	Adult Training	\$184,057	
	2195		Adult Support Svs	\$60,000	
		1004086	DW Training	\$148,600	
			DW Support Svs	\$40,000	
	<i>Direct Client Support Subtotal</i>			\$432,657	
	OPIC AJCC Total			\$1,547,452	
Unity Council AJCC	Program Operations				
		1004078	Adult	\$76,700	
	2195	1004079	Dislocated Worker	\$50,800	
		<i>Program Operation Subtotal</i>			\$127,500
	Direct Client Support				
			Adult Training	\$46,015	
	2195	1004078	Adult Support Svs	\$15,000	
		1004079	DW Training	\$37,149	
			DW Support Svs	\$10,000	
		<i>Direct Client Support Subtotal</i>			\$108,164
	Unity AJCC Total			\$235,664	

	Program Operations			
	OPIC Eastbay Works (EBW)	2195	1004075	Adult
		1004076	Dislocated Worker	\$5,000
			OPIC EBW Total	\$10,000
Day Labor Center (DLC)	1010		General Fund	\$195,000
			DLC Total	\$195,000
West Oakland Job Resource Center (WOJRC)	5671	1000036	Billboard	\$355,237
			WOJRC Total	\$355,237
Youth Service Provider Contracts				
Lao Family Community Development	2195	1004082	Youth	\$209,776
			Total	\$209,776
Youth Employment Partnership	2195	1004083	Youth	\$209,776
			Total	\$209,776
Youth Radio	2195	1004084	Youth	\$209,776
			Total	\$209,776
Unity Council	2195	1004080	Youth	\$209,776
			Total	\$209,776
Civicorps	2195	1004081	Youth	\$106,776
	1010	1001206	One-time GFP	\$103,000
			Total	\$209,776
Youth Summer Program	1030	1003817	Measure HH	\$400,000
	7999	TBD	OHA	\$450,000
		1000500	Misc Donations	\$143,079
			Total	\$993,079
Total Service Provider Allocation				\$4,385,312

City General Fund Support for Workforce System Activities

The FY 2018-19 OWDB budget has realized a total reduction from the prior fiscal year of fourteen (14) percent or \$963,765. **Attachment 1 - "Budget A"** reflects a reduced share of WIOA funds to support the City of Oakland as the system administrator, resulting in the freezing of a vacant staff person. It also requires a service provider contract to be terminated and the reassignment of some services to City staff and other contracted service providers.

Because the City Council has provided additional one-time funds in the past in support of local workforce development, the OWDB has also approved a "Budget B" to reflect how additional support of \$225,000 from the City's General Purpose Fund (Fund 1010) could best be directed to ensure that all deliverables under WIOA and the OWDB strategic plan are being adequately

met. If the City Council were to consider such additional funding, the \$225,000 would be used to maintain funding to service providers similar to what was recommended and approved by the City Council for FY 2017-2018.

The federal mandate under WIOA requires the OWDB staff to strengthen oversight, enhance system development and optimize performance reporting, as well as provide technical assistance to system partners as they work to navigate the new requirements of WIOA. The City's capacity to give service providers the quality and quantity of program and administrative support they need requires staff's best efforts and adequate staffing levels. The level of complexity of implementing WIOA has increased, and includes higher expectations of accountability and reporting, as well as regional coordination with the other three (3) WDBs in the East Bay Regional Planning Unit (RPU), particularly around increasing employer engagement through regional industry sector partnerships that support both Oakland and the broader East Bay. City staff will continue to seek and identify other grant sources for programs and service providers so the system funding is more diversified and less reliant on WIOA funding.

Investment in workforce development from the City of Oakland General Fund is a critical component to helping fill gaps in the local system that are unable to be supported with federal WIOA funds. As shown in the table on page 4 of this report, the FY 2019-2019 workforce development budget is facing challenges that are compounded by continued reductions in projected local WIOA formula allocations. Additional support from the General Fund will reduce cuts to direct services, which have an immediate and tangible impact on Oakland businesses and residents. Additionally, General Fund support will provide an essential piece to ensuring that the OWDB, the City of Oakland, and our many partners and stakeholders can fulfill the vision and promise of the 2017-2020 OWDB strategic plan, work that must be done while the city continues to perform its function as to local system administrator. Fulfilling the functional requirements of the system administrator is very important in that it has direct implications for the future certification of the local workforce development board and the City's ability to retain federal workforce funding into the future.

Applying, Accepting and Appropriating Grants

From time to time the OWDB may apply for grants. To build capacity and diversify workforce funding sources, staff recommends that the OWDB be allowed to apply, accept and appropriate these funds up to \$200,000 will allow the OWDB to respond quicker to funding service providers.

FISCAL IMPACT

Budget A reflects the State's estimated allocation of Workforce Innovation and Opportunity Act (WIOA) Formula funding of \$3,440,981 to the City of Oakland for FY 2018-2019. This represents an overall nine percent (9%) reduction from the prior fiscal year, and a decrease of \$341,463 for WIOA program services and system administration and a total reduction from the prior fiscal year of 13 percent or \$868,369. These additional reductions are due to 1) Various one-time contributions from the City's general fund that are not included in the City's baseline budget proposed for FY 2018-19; 2) Miscellaneous donations in support of the summer youth employment program; and 3) Various grant funds that ended in FY 2017-18.

The budget for FY 2018-19 is balanced through a reduced share of WIOA funds allocated to the City as the system administrator by freezing a currently vacant staff position. It also requires one service provider contract to be terminated and the reassignment of some services to City staff and other contracted service providers. Recognizing that City Council provided significant one-time additional funds in prior fiscal years, the OWDB has also approved a contingent “Budget B”, allocating an additional \$225,000 of General Purpose Funds if City Council were to provide such additional funding to support the workforce system in FY 2018-19.

PUBLIC OUTREACH / INTEREST

Contracted service providers were competitively procured through the FY 2016-19 RFP process in which the OWDB conducted extensive public outreach including: speaker’s bureau presentations, in-person surveys, and executive interviews with leading Oakland employers and business organizations as part of the outreach strategy. The OWDB Executive Committee discussed the FY 18-19 budget at a Special Meeting on April 27, 2018 that was attended by the public and included opportunities for open forum.

COORDINATION

Workforce Development staff works closely with the Finance and Management Agency to ensure fiscal compliance with the expenditure of WIOA funds. Staff also works closely with the City Attorney’s Office for counsel and advice on matters such as proper noticing, board process, and conflict of interest. Workforce Development is a unit within the Department of Economic and Workforce Development.

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.

Social Equity: Participants who receive intensive services in Oakland’s Workforce Development System have multiple barriers to employment, are unemployed or have require support in gaining the pre-employment and vocational skills needed to become gainfully employed.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution (1) Adopting The Fiscal Year 2018-2019 Workforce Development Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$3,440,981; (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2018-2019; And (4) Authorizing The City To Apply For, Accept And Appropriate Grants And Contributions For Workforce Development Services Beyond The WIOA Title I Formula Funding Up To \$200,000 With The Approval Of The Workforce Development Board Without Returning To Council; OR

Adopt A Resolution (1) Adopting The Fiscal Year 2018-2019 Workforce Investment Budget; (2) Accepting And Appropriating Workforce Innovation And Opportunity Act (WIOA) Title I Formula Funds For Adult, Dislocated Worker, Youth And Rapid Response Services In The Estimated Amount Of \$3,440,981; (3) Authorizing Contracts With Service Providers Competitively Selected By The Oakland Workforce Development Board To Provide Comprehensive, Specialized, And Youth Services From WIOA Title I Formula Funds And Other Funds For Fiscal Year 2018-2019; (4) Authorizing The City To Apply For, Accept And Appropriate Grants And Contributions For Workforce Development Services Beyond The WIOA Title I Formula Funding Up To \$200,000 With The Approval Of The Workforce Development Board Without Returning To Council And (5) Appropriate An Additional \$225,000 In One-Time Funds For Workforce Development For Direct Services For FY 2018-2019.

For questions regarding this report, please contact Stephen Baiter, Executive Director, Oakland Workforce Development Board, at (510) 238-6440.

Respectfully submitted,

Mark Sawicki
Director, EWD

Reviewed by:
Stephen Baiter, Executive Director
Oakland Workforce Development Board

Prepared by:
Honorata Lindsay, Program Analyst II

Attachment 1-Budget A
Attachment 2- Budget B

ATTACHMENT 1- BUDGET A

OAKLAND WORKFORCE DEVELOPMENT BOARD – FY 2018-2019

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
		Workforce Innovation and Opportunity Act						Other Revenue								
		Fund 2195						Fund 1010	Fund 1030	Fund 5671	Fund 7999			Other Revenue		
		Dislocated	Rapid		Workforce							Misc				
		Adult	Worker	Response	Youth	Accelerator	WIOA Subtotal	General Fund	Measure HH	Billboard	CPT II	OHA	Donations	Subtotal	GRAND TOTAL	
4	ESTIMATED REVENUES															
5	Carryover Revenue	4,059	3,981	130,010	77,062	150,000	365,112	33,212			102,318			135,530	500,642	
6	FY 2018-19 Revenue	1,150,358	928,747	200,907	1,160,969		3,440,981	445,315	400,000	453,532		450,000	143,079	1,891,926	5,332,907	
7	TOTAL REVENUE	1,154,417	932,728	330,917	1,238,031	150,000	3,806,093	478,527		453,532	102,318	450,000	143,079	2,027,456	5,833,549	
8	EXPENDITURES															
9	SERVICE PROVIDER CONTRACTS															
10	Youth Services															
11	Civicorps				106,776		106,776	103,000						103,000	209,776	
12	Lao Family				209,776		209,776							0	209,776	
13	Unity Council				209,776		209,776							0	209,776	
14	Youth Employment Partnership				209,776		209,776							0	209,776	
15	Youth Radio				209,776		209,776							0	209,776	
16	Youth Summer Employment Program						0		400,000			450,000	143,079	993,079	993,079	
17	Adult Services															
18	Day Labor Center						0	195,000						195,000	195,000	
19	OPIC America's Job Center of CA (AJCC)	551,607	498,417	64,771			1,114,795							0	1,114,795	
20	Unity America's Job Center of CA (AJCC)	76,700	50,800				127,500							0	127,500	
21	West Oakland Job Resource Ctr (WOJRC)						0			355,237				355,237	355,237	
22	Professional Services															
23	KRA Vendor Pay Agent						0							0	0	
24	OPIC EASTBAY Works	5,000	5,000				10,000							0	10,000	
25	Service Provider Subtotal	633,307	554,217	64,771	945,880	0	2,198,175	298,000	400,000	355,237	0	450,000	143,079	1,646,316	3,844,491	
26	DIRECT CLIENT SUPPORT															
27	Adult and DW Training Services (PIC)	184,057	148,600				332,657							0	332,657	
28	Adult and DW Training Services (Unity)	46,015	37,149				83,164							0	100,000	
29	Adult and DW Supportive Services (PIC)	60,000	40,000				100,000							0	100,000	
30	Adult and DW Supportive Services (Unity)	15,000	10,000				25,000							0	25,000	
31	Direct Client Support Subtotal	305,072	235,749	0	0	0	540,821	0	540,821							
32	CITY OPERATIONS															
33	EWD Admin/Finance	49,860	45,026		49,860		144,746							0	144,746	
34	Internal Services Fund Fees	10,693	16,650	1,133	19,446		47,922	16,869		9,346				26,215	74,137	
35	Program Staff	151,426	77,105	265,013	205,783	150,000	849,327	163,658		88,949	102,318			354,925	1,204,252	
36	O&M	4,059	3,981		17,062		25,102							0	25,102	
37	City Operations Subtotal	216,038	142,762	266,146	292,151	150,000	1,067,097	180,527	0	98,295	102,318	0	0	381,140	1,448,237	
38	TOTAL EXPENDITURES	1,154,417	932,728	330,917	1,238,031	150,000	3,806,093	478,527	400,000	453,532	102,318	450,000	143,079	2,027,456	5,833,549	
39	Fund Balance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

ATTACHMENT 2 - BUDGET B

OAKLAND WORKFORCE DEVELOPMENT BOARD – FY 2018-2019

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	
1		Workforce Innovation and Opportunity Act						Other Revenue								
2		Fund 2195						Fund 1010	Fund 1030	Fund 5671	Fund 7999					
3		Dislocated Adult	Rapid Worker	Rapid Response	Youth	Workforce Accelerator	WIOA Subtotal	General Fund	Measure HH	Billboard	CPT II	OHA	Misc Donations	Other Revenue Subtotal	GRAND TOTAL	
4	ESTIMATED REVENUES															
5	Carryover Revenue	4,059	3,981	130,010	77,062	150,000	365,112	33,212			102,318			135,530	500,642	
6	FY 2018-19 Revenue	1,150,358	928,747	200,907	1,160,969		3,440,981	670,315	400,000	453,532		450,000	143,079	2,116,926	5,557,907	
7	TOTAL REVENUE	1,154,417	932,728	330,917	1,238,031	150,000	3,806,093	703,527	400,000	453,532	102,318	450,000	143,079	2,252,456	6,058,549	
8	EXPENDITURES															
9	SERVICE PROVIDER CONTRACTS															
10	Youth Services															
11	Civicorps				106,776		106,776	103,000						103,000	209,776	
12	Lao Family				209,776		209,776							0	209,776	
13	Unity Council				209,776		209,776							0	209,776	
14	Youth Employment Partnership				209,776		209,776							0	209,776	
15	Youth Radio				209,776		209,776							0	209,776	
16	Youth Summer Employment Program						0		400,000			450,000	143,079	993,079	993,079	
17	Adult Services															
18	Day Labor Center						0	195,000						195,000	195,000	
19	OPIC America's Job Center of CA (AJCC)	551,607	498,417	64,771			1,114,795	175,000						175,000	1,289,795	
20	Unity America's Job Center of CA (AJCC)	76,700	50,800				127,500							0	127,500	
21	West Oakland Job Resource Cntr (WOJRC)						0			355,237				355,237	355,237	
22	Cypress Mandela							50,000						50,000		
23	Professional Services															
24	OPIC EASTBAY Works	5,000	5,000				10,000							0	10,000	
25	Service Provider Subtotal	633,307	554,217	64,771	945,880	0	2,198,175	523,000	400,000	355,237	0	450,000	143,079	1,871,316	4,069,491	
26	DIRECT CLIENT SUPPORT															
27	Adult and DW Training Services (PIC)	184,057	148,600				332,657							0	332,657	
	Adult and DW Training Services (Unity)	46,015	37,149				83,164									
28	Adult and DW Supportive Services (PIC)	60,000	40,000				100,000							0	100,000	
29	Adult and DW Supportive Services (Unity)	15,000	10,000				25,000							0	25,000	
30	Direct Client Support Subtotal	305,072	235,749	0	0	0	540,821	0	0	0	0	0	0	0	540,821	
26	CITY OPERATIONS															
27	EWD Admin/Finance	49,860	45,026		49,860		144,746							0	144,746	
28	Internal Services Fund Fees	10,693	16,650	1,133	19,446		47,922	16,869		9,346				26,215	74,137	
29	Program Staff	151,426	77,105	265,013	205,783	150,000	849,327	163,658		88,949	102,318			354,925	1,204,252	
30	O&M	4,059	3,981		17,062		25,102							0	25,102	
31	City Operations Subtotal	216,038	142,762	266,146	292,151	150,000	1,067,097	180,527	0	98,295	102,318	0	0	381,140	1,448,237	
32	TOTAL EXPENDITURES	1,154,417	932,728	330,917	1,238,031	150,000	3,806,093	703,527	400,000	453,532	102,318	450,000	143,079	2,252,456	6,058,549	
33	Fund Balance	0	0	0	0	0	0	0	0	0	0	0	0	0	0	



ITEM IV.a - DISCUSSION

To: Oakland Workforce Development Board

From: OWDB Staff

Date: May 17, 2018

Re: 2017/2018 Adult, Dislocated Worker, and Youth Performance Reports

BACKGROUND

Workforce Innovation and Opportunity Act (WIOA) performance targets are meant to align with current economic indicators, reflect local area service strategies and local achievements. At the same time building on the overall system goal of continuous improvement for our clients and customers, providing the greatest return on workforce investments, and enabling the regional planning implementation by providing an industry-relevant skills attainment framework for individuals with barriers to employment.

The City of Oakland Workforce Development Board (OWDB) performance measures were negotiated with the California Workforce Development Board (CWDB) for Program Year 2017-2018.

Primary indicators of performance negotiated with the CWDB are:

Adult, Dislocated Worker, and Youth Programs

1. The percentage of program participants who are in unsubsidized employment during the second quarter after exit from the program (for Title I Youth, the indicator is participants in education, or training activities or employment in the 2nd quarter after exit).
2. The percentage of program participants who are in unsubsidized employment during the fourth quarter after exit from the program (for Title I Youth, the indicator is participants in education, or training activities or employment in the 4th quarter after exit).
3. The percentage of program participants who attain a recognized postsecondary credential, or a secondary school diploma or its recognized equivalent, during participation in or within 1 year after exit from the program.
4. The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program.

Adult and Dislocated Worker Programs Only

1. The median earnings of program participants who are in unsubsidized employment during the second quarter after exit from the program.

Baseline indicators were also setup to include Adult, Dislocated Worker, and Youth “measurable skill gains” and “employer effectiveness” as well as Youth “median earnings” mentioned above. Baseline indicators are indicators for which local areas do not propose an expected level of performance and will not need to come to agreement with the state on negotiated levels of performance.

WIOA State Negotiate Performance Levels for the City of Oakland in FY 2017-18 was set as follows:

State Negotiated Goals	Adult	Dislocated Workers	Youth
Employment Rate 2nd Quarter After Exit	70%	72%	66%
Employment Rate 4th Quarter After Exit	66%	70%	68%
Median Earnings 2nd Quarter After Exit	\$5,200	\$7,700	baseline
Credential Attainment within 4 Quarters After Exit	56%	70%	58%

IMPORTANT: Because WIOA performance measures calculated based upon specific time-intervals, OWDB members should be advised that **actual performance calculations are not final;** the ensuing tables simply provide a current point-in-time status. The OWDB is currently in its fourth and final performance period for FY 2017-18. Final annual performance is due to the Department of Labor (DOL) on October 1, 2018. The table below outlines the period of performance for each of the indicators.

Annual Report Program Year 2017	
Employment Rate Second Quarter After Exit	Exit between 7/1/16 and 6/30/17
Employment Rate Fourth Quarter After Exit	Exit between 7/1/16 and 12/31/17
Median Earnings Second Quarter After Exit	Exit between 7/1/16 and 6/30/17
Credential Attainment Rate	Exit between 7/1/16 and 12/31/17
Measurable Skill Gain	Enrolled In Education or Training Between 7/1/17 and 6/30/18
Effectiveness in Serving Employers	Received Services Between 7/1/16 and 6/30/17

City of Oakland 2017-18 WIOA Performance through the Third Quarter

	Actual	LWDB Plan	% Goal Achieved through Q3	Variance from LWDB
numerator	210	210		
denominator	340	340		
Employment Q2 Adult	61.8%	70.0%	88.2%	-8.2%
numerator	50	50		
denominator	66	66		
Employment Q2 DW	75.8%	72.0%	105.2%	3.8%
numerator	51	51		
denominator	80	80		
Employment Q2 Youth	63.8%	66.0%	96.6%	-2.3%
numerator	77	77		
denominator	112	112		
Employment Q4 Adult	68.8%	66.0%	104.2%	2.8%
numerator	17	17		
denominator	24	24		
Employment Q4 DW	70.8%	70.0%	101.2%	0.8%
numerator	44	44		
denominator	59	59		
Employment Q4 Youth	74.6%	68.0%	109.7%	6.6%
numerator	10	10		
denominator	305	305		
Skill Gains Adult	3.3%	0.0%	Baseline	3.3%
numerator	4	4		
denominator	139	139		
Skill Gains DW	2.9%	0.0%	Baseline	2.9%
numerator	38	38		
denominator	141	141		
Skill Gains Youth	27.0%	0.0%	Baseline	27.0%
numerator	3	3		
denominator	15	15		
Credential Adult	20.0%	56.0%	35.7%	-36.0%
numerator	3	3		
denominator	4	4		
Credential DW	75.0%	70.0%	107.1%	5.0%
numerator	35	35		
denominator	38	38		
Credential Youth	92.1%	58.0%	158.8%	34.1%

City of Oakland 2017-18 Performance Results by Service Provider

ADULT AND DISLOCATED WORKER SERVICE PROVIDERS

WIOA Adult/Dislocated Worker Providers did not meet most of their local contracted goals, with the exception of Adult enrollments for one service provider. While our capture data has improved, we are still lacking in achieving training and credential attainment. FY 2017-18 marks the second year of recording Credential Attainment. Additionally, lack of UI customer traffic at our Comprehensive site, declining unemployment rates, and exhausting training funds early in the year have been factors in the decline of performance. OWDB Staff has continued to provide technical assistance to ensure that all service providers receive CalJOBS training on Enrollment, Job Placement, Training, and Credential Attainment information.

Oakland Private Industry Council

Adult Provider Name	Contracted Enrollment Goals		Actual Enrolled	
	Adult	Dislocated Worker	Adult	Dislocated Worker
OPIC	21	14	21	11
	Contracted Job Placement		Actual Job Placement	
	Adult	Dislocated Worker	Adult	Dislocated Worker
OPIC	18	6	15	4
	Contracted Training Goal		Actual Training	
	Adult	Dislocated Worker	Adult	Dislocated Worker
OPIC	12	8	8	2
	Contracted Credential Attainment		Actual Credential Attainment	
	Adult	Dislocated Worker	Adult	Dislocated Worker
OPIC	12	8	7	3

Unity Council – Sector Access Point

Adult Provider Name	Contracted Enrollment		Actual Enrolled	
	Adult	Dislocated Worker	Adult	Dislocated Worker
Unity Council	21	14	21	11
	Contracted Job Placement		Actual Job Placement	
	Adult	Dislocated Worker	Adult	Dislocated Worker
Unity Council	18	6	15	4
	Contracted Training Goal		Actual Training	
	Adult	Dislocated Worker	Adult	Dislocated Worker
Unity Council	12	8	8	2
	Contracted Credential Attainment		Actual Credential Attainment	
	Adult	Dislocated Worker	Adult	Dislocated Worker
Unity Council	12	8	7	3

YOUTH SERVICE PROVIDERS

Youth service provider enrollments generally look good at this point in time through the fiscal year. Although job placements and credential attainment rates are lagging, this is not atypical, as both of these outcome/performance indicators are usually reported right at the end of a fiscal year.

The ensuing tables provide a snapshot about each of the five (5) contracted youth service providers, including enrollments, job placement rates, and credential attainment rates.

Civicorps

Youth Provider Name	Contracted Enrollment Goals	Actual Enrolled
	<i>Youth</i>	<i>Youth</i>
Civicorps	40	40
	Contracted Job Placement	Actual Job Placement
Civicorps	26	0
	Contracted Credential Attainment	Actual Credential Attainment
Civicorps	23%	0%

Lao Family

Youth Provider Name	Contracted Enrollment Goals	Actual Enrolled
	<i>Youth</i>	<i>Youth</i>
Lao Family	32	34
	Contracted Job Placement	Actual Job Placement
Lao Family	21	31
	Contracted Credential Attainment	Actual Credential Attainment
Lao Family	19	8

Unity Council

Youth Provider Name	Contracted Enrollment Goals	Actual Enrolled
	<i>Youth</i>	<i>Youth</i>
Unity Council	36	28
	Contracted Job Placement	Actual Job Placement
Unity Council	21	31
	Contracted Credential Attainment	Actual Credential Attainment
Unity Council	19	8

Youth Employment Partnership

Youth Provider Name	Contracted Enrollment Goals	Actual Enrolled
	<i>Youth</i>	<i>Youth</i>
YEP	32	15
	Contracted Job Placement	Actual Job Placement
YEP	21	5
	Contracted Credential Attainment	Actual Credential Attainment
YEP	19	0

Youth Radio

Youth Provider Name	Contracted Enrollment Goals	Actual Enrolled
	<i>Youth</i>	<i>Youth</i>
YR	40	34
	Contracted Job Placement	Actual Job Placement
YR	26	33
	Contracted Credential Attainment	Actual Credential Attainment
YR	23	0



ITEM # IV.b.



To: Oakland Workforce Development Board Executive Committee
From: OWDB Executive Committee
Date: May 17, 2018
Subject: OWDB Strategic Priorities – FY 2018-2019

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

Working with the OWDB Executive Committee, the 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. Each of these aforementioned activities will require a great deal 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 the OWDB Executive Committee at its June 2018 meeting.

ATTACHMENTS

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

2018

Month	Key Priorities	Key Operational Activities	Key Administrative Items & Events	Meeting Dates*
				Board
July	Asset Mapping Capacity Building	<ul style="list-style-type: none"> (Staff) Capacity Building workshops & activities for OWDB partners (Staff) Begin development of Request for Proposals (RFP) for FY 2019-2020 (for services starting July 1, 2019) 	<ul style="list-style-type: none"> (Staff) Execute/Finalize 2018-2019 contracts (Staff) Convene workgroups for FY 2018-2019 activities 	
August	Strategic Planning	<ul style="list-style-type: none"> Board Retreat (Date TBD) Finalize 2018-2019 priorities 	<ul style="list-style-type: none"> (Board & Staff) Review & develop frameworks for California Workforce Development Board (CWDB) required strategic plan updates (due March 2019) 	Thursday 8/2/18
September		<ul style="list-style-type: none"> (Staff) Capacity Building & Program Development 	<ul style="list-style-type: none"> (Board & Staff) California Workforce Association (CWA) Fall Conference (Monterey, September 4-6, 2018) (Exec) Review board member & committee chair appointments 	Friday 9/21/18 (Exec)
October		<ul style="list-style-type: none"> 2018 Summer Jobs Wrap-Up Event (Staff) Release OWDB Youth Services RFP 	<ul style="list-style-type: none"> (Staff) Convene workgroups/develop workplans 	
November	Performance	<ul style="list-style-type: none"> (Board & Staff) Review 2017- 2018 performance 	<ul style="list-style-type: none"> Local Workforce Development Board (LWDB) annual goals submitted to California Workforce Development Board (CWDB) 	Thursday 11/1/18
December	Compliance with administrative and regulatory requirements	<ul style="list-style-type: none"> (Board) Refine 2018- 2019 Priorities 	<ul style="list-style-type: none"> (Staff) State of California Employment Development Department (EDD) program monitoring (tentative) 	Friday 12/21/18 (Exec)
January	Budget Development	<ul style="list-style-type: none"> (Staff) Release OWDB Adult Services & One-Stop Operations RFP 	<ul style="list-style-type: none"> (Staff) Biennial citywide budget process begins (FY 2019-2021) (Board & Staff) CWA Youth Conference (Long Beach) 	
February	Strategic Planning	<ul style="list-style-type: none"> (Board) Approve 2019-2021 Goals/Priorities (Board) Approve youth services contracts and preliminary awards for 2019-2020 	<ul style="list-style-type: none"> (Board) Review 2018-2019 midyear progress and program performance (Staff) Finalize 2019 Summer Jobs contracts 	Thursday 2/7/19
March	Budget Development	<ul style="list-style-type: none"> (Staff) Submit OWDB Strategic Plan 2019-2021 Updates to California Workforce Development Board (CWDB) 	<ul style="list-style-type: none"> (Board & Staff) NAWB Forum (Washington, DC) – March 2019 (Board & Staff) OWDB Member Term Renewals 	Friday 3/15/19 (Exec)
April	Summer Jobs 2019	<ul style="list-style-type: none"> Earn and Learn East Bay 2019 Summer Launch 	<ul style="list-style-type: none"> (Board & Staff) Form 700 filings due to Oakland City Clerk's office (Staff) State of California Employment Development Department (EDD) fiscal & procurement monitoring (tentative) (Board & Staff) CWA Spring Conference – Southern California 	
May	OWDB Governance	<ul style="list-style-type: none"> (Board) Approve Adult services and One-Stop operator contracts and awards for 2019-2020 (Board) Approve 2019-2020 Final Budget 	<ul style="list-style-type: none"> (Staff) Management/oversight of RFP transition issues 	Thursday 5/2/19
June	Adoption of FY 2019-2020 budget	<ul style="list-style-type: none"> (City Council) Adopt City of Oakland 2019-2021 Biennial Budget & 2019-2020 OWDB Budget 	<ul style="list-style-type: none"> (Staff) Finalize service contracts for FY 2019-2020 year-round services 	Friday 6/21/19 (Exec)

*NOTE: Additional OWDB Committee Meeting Dates TBD

2019