



**OAKLAND
WORKFORCE DEVELOPMENT BOARD
SPECIAL MEETING**

Friday, December 17, 2021

8:30 a.m. – 11:00 a.m.

Teleconference

Please see the agenda to participate in the
meeting



Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email: HLindsay@oaklandca.gov or call (510) 238-3474 or

(510) 238-3254 for TDD/TTY five days in advance.

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OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

SPECIAL MEETING NOTICE

Teleconference
Friday, December 17, 2021
8:30 a.m. – 11:00 a.m.

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

PUBLIC PARTICIPATION

The public may observe and/or participate in this meeting many ways.

OBSERVE:

To observe the meeting by video conference, please click on this link:

Link to join Webinar: <https://zoom.us/j/99328954265>

at the noticed meeting time.

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To listen to the meeting by phone:

Or join by phone: Dial (for higher quality, dial a number based on your current location): US: +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592 **Webinar ID:** 99328954265

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COMMENT:

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

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

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

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

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

Teleconference
Friday, December, 17 2021
8:30 a.m. – 11:00 a.m.

AGENDA

*Members of the public who wish to address the Board on published issues should do so at the time the agenda item is being discussed. Raise your hand if you are viewing by video or hit *9 if you are joining by phone. You will have 2-minutes to speak on the item.*

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

I. PROCEDURAL ITEM

- a. Call to Order and Roll Call
- b. Chair Remarks
- c. Approval of Minutes (Action)

II. ACTION ITEM

- a. Continuance of Meetings using Teleconference (Action)

III. INFORMATIONAL ITEM

- a. OWDB FY 2022-25 RFP Development and Process Considerations (Discussion)
- b. Summer Youth Employment Program (SYEP) 2022 RFP (Discussion)
- c. Funding Opportunities (Discussion)

IV. PUBLIC FORUM

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

V. STAFF REPORTS

VI. ANNOUNCEMENTS

VII. CLOSING REMARKS & ADJOURN

**NEXT SCHEDULED OWDB MEETING
THURSDAY, FEBRUARY 3, 2022 – 8:30AM-11:00 AM**

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

OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)
SPECIAL MEETING
Teleconference
Thursday, November 4, 2021

Minutes

Special Meeting was called to order at 8:22 a.m.

OWDB Acting Director Honorata Lindsay, requested a motion to nominate a temporary Board Chairperson.

It was moved by Ahmed Ali-Bob Seconded by Carol Asche that Derreck Johnson reside as temporary chairperson for the special meeting.

Board polled with hands up as follows: Lee McMurtray, Jason Gumataotao, Kalpana Oberoi, Carol Asch, Ahmed Ali-Bob, John Brauer, Derreck Johnson. All ayes, motion carried.

OWDB Acting Director Honorata Lindsay, presented resolution background: Conducting in person meetings of the Oakland Workforce Development Board and committees would pose imminent risks to attendee's and electing to continue conducting meetings using electronic conference. California Government code section 54953(e), a provision of AB-361. March 4, 2020, The Governor declared a state of emergency related to COVID-19, pursuant to Government Code Section 8625, it has not been lifted or rescinded. March 9, 2020, the City Administrator issued a proclamation of local emergency due to the spread of COVID-19 in Oakland, March 12, 2020, the City Council passed Resolution No. 88075 pursuant to Oakland Municipal Code (O.M.C.) section .50.050(C); Council Resolution No. 88075 remains in full force, this item will be reviewed every thirty (30) days in accordance with California Government Code section 54953(e) on future OWDB Agendas until the state of emergency related to COVID-19 has been lifted.

Public Comments: none

Acting Chair Derreck Johnson, called for a motion to accept the resolution recommendation to continue meetings using electronic teleconference: It was moved by Carol Asch and seconded by Ahmed Ali-Bob.

Board polled as follows: Ahmed Ali Bob, Eddie Alvarez, Carol Asch, John Brauer, Jason Gumataotao, Derreck Johnson, Lee McMurtray, Kalpana Oberoi, All ayes, Motion Passed

ANNOUNCEMENTS

Acting Chair Derreck Johnson, thanked all for attending.

ADJOURNMENT

Special Meeting adjourned at 8:35 a.m.

OAKLAND WORKFORCE DEVELOPMENT BOARD (OWDB)

REGULAR MEETING

Teleconference Thursday,
November 4, 2021
8:30 a.m. 11: 00 a.m.

MINUTES

WDB Acting Executive Director Honorata Lindsay called for a motion to elect a temporary chairperson to conduct regular board meeting.

It was moved by Ahmed Ali-Bob Seconded by Omar Sabeh that Derreck Johnson act as temporary chairperson for the regular meeting.

Board polled with raised hands as follows: Jason Gumataotao, Kalpana Oberoi, John Brauer, Carol Asch, Omar Sabeh, Derreck Johnson, Gilbert Pete. All ayes, motion passed.

Acting Chair Derreck Johnson called Regular Board meeting to order at 8:39 a.m.

Roll Call: Ahmed Ali Bob, Carol Asch, John Brauer, Jaon Gumataotao, Derreck Johnson, Lee McMurtray, Kalpana Oberoi, Gilbert Pete, Omar Sabeh, Eddie Alvarez (present) Polly Guy (excused)

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

RECOMMENDATION

1. Conduct and accept Nominations for a Chair and Vice-Chair.
2. Conduct and accept the results of the Election for a chair and vice chair.

OWDB Acting Director Honorata Lindsay, presented the background. Per Article I. of OWDB Bylaws: Officers of the Board shall be a Chair and a Vice Chair. The Chair and Vice Chair shall be elected from members of the Board by a majority vote, Chair and the Vice Chair must be chosen from business representatives on the Board. The term of office for Chair and Vice Chair is two years. If the office of the Chair becomes vacant during a term, the Board shall choose a new Chair for the remainder of the term, and the Vice Chair shall act as Chair pending election of the new Chair. If the office of the Vice Chair becomes vacant during a term, the Board shall choose a new Chair for the remainder of the term.

OWDB Acting Director Honorata Lindsay called for a motion to nominate a Chair and Vice chairperson.

Board Member Eddie Alvarez inquired if the Vice Chair, has to be occupied by a business seat.

OWDB Acting Director Honorata Lindsay stated both Chair and Vice chair are business representatives.

Ahmed Ali Bob nominated Derreck Johnson as Chair it was seconded by Gilbert Pete

Board Member John Brauer inquired as to when the term will end for the fulfillment of this election term.

Naree Chan Deputy City Attorney stated the term is two-years and will end 2023, a new chair will be elected April 2023.

Board polled as follows: Ahmed Ali-Bob, Eddie Alvarez, Carol Asch, John Brauer, Jason Gumataotao, Derreck Johnson, Lee McMurtray, Kalpana Oberoi, Gilbert Pete, “all aye” Motion Passed. Derreck Johnson will for completion of the term serve as OWDB Chair.

Naree Chan Deputy City Attorney questioned if the election for a Vice chair had taken place. OWDB Acting Executive Director Honorata Lindsay stated no recommendations were received, she stated an election for Vice Chair will be held later.

Discussion held Vice Chair being a business seat only, and weather it is set by state or local bylaws, the possibility to change the bylaws allowing for diversity within labor and business seats on the QWDB.

Naree Chan Deputy City Attorney stated regulations are governed by federal law then adopted bylaws, it can't be changed.

Board Member John Brauer mentioned the bylaws would be where any changes could be made he confirmed the Chair and Vice Chair are federally mandated, suggested looking at the bylaws. non-business regulated seats.

Naree Chan Deputy City Attorney suggested staff go over specific detail of executive committee membership on the executive level without compromising business to labor, she will check the executive committee rules and report back.

Board Member John Brauer suggested the board hold off on electing a vice chairperson until more members are recruited.

Economic Workforce Development Director Alexa Jeffress noted there are five vacant business seats and confirmed the Economic Workforce Development seat has been filled, she shared that her and the Mayor are working actively to fill the vacancies and suggested to close the vote for a Vice Chairperson until the vacant positions are filled.

Naree Chan Deputy City Attorney made a point of correction she stated the term of office for chair and vice chair is one year and will term April 2022. The board member seats are held for two years.

APPROVAL OF MINUTES

Chair Derreck Johnson presented the minutes from the September 17, 2021, Regular Board Meeting for approval.

It was moved by Lee McMurtray and seconded by Ahmed Ali-Bob to accept the September 17, 2021 meeting minutes as presented.

Board polled as follows: Ahmed Ali-Bob, Eddie Alvarez, Carol Asch, John Brauer, Janson Gumataotao, Derreck Johnson, Lee McMurtray, Kalpana Oberoi, Gilbert Pete , Omar Sabeh. all ayes Minutes accepted

I. ACTION ITEMS

Item II.a - Approve Contract for Professional Services to Coordinate RFP Development

Acting Chair Derreck Johnson presented action item

The Oakland Workforce Development Board (OWDB) approve a professional services contract with Resource Development Associates (RDA) at an amount not to exceed \$50,000 to coordinate the development and writing of Request for Proposals (RFPs) supporting workforce services for Fiscal Years 2022-2025. The RFP process will ensure that local businesses and residents reap maximum benefit from workforce funds to fulfill its mission to support highquality and impactful services in the City of Oakland.

Public Comments: None

Board Member John Brauer stated there should be some measure where contractors are not the sole source for funding after contract is rewarded verifying leveraging other sources, also what is RDA experience engaging with laborers their thoughts on engaging labors on the RFP process.

OWDB Acting Director Honorata Lindsay stated once the Board approves, we can highlight what considerations they would like implemented through the RFP, also, Alli Chang-Star Executive Fuse Fellow using the work she has done to assist in the process.

Board Member Lee McMurtrey questioned if RDA services were used for previous contracts.

OWDB Acting Director Honorata Lindsay stated RDA develop local plan 2017 and then 2021-2024 local plan.

Board Member Lee McMurtrey inquired if RDA was able to procure RFP from outside sources, discussion on how successful they have been with the return on investment considering the history the OWDB has experienced with them.

OWDB Acting Director Honorata Lindsay noted the local document outline didn't require a specific procurement process plan, she stated we are expecting them to development a good RFP and the funding would not solely relay on one source which is WIOA, RDA would look for additional sources to leverage.

Board Member Carol Asch inquired if RFP have always been contracted out or can it be handled in house once all staff positions are filled.

OWDB Acting Director Honorata Lindsay stated the OWDB staff is limited, she is currently supporting several positions; in terms of staff capacity the near future it isn't possible, however, staff will support RDA to development the RFP.

Economic Workforce Development Director Alexa Jeffress stated in short RFP's could be done in house with future staff capacity considered, the OWDB has engaged a consultant Executive Fuse Fellow Alli Chang-Star she will be supporting and informing the strategy and landscape RDA work, this process will assist with the next RFP in the future.

OWDB Acting Director Honorata Lindsay mentioned the RFP process has always been supported by a third party throughout the State.

Board Member Lee McMurtrey commented he has worked on other WDB who contracted with a third party.

Board Member Gilbert Pete mentioned there were equity concerns among a few of the service providers requesting more transparency by way of funding distribution, RDA met the desired outcome of staff, he didn't hear any negative comments about RDA.

It was moved by Gilbert Pete and seconded by Lee McMurtrey to approve contract with RDA.

Board polled as follows: Ahmed Ali-Bob, Eddie Alvarez, Carol Asch, John Brauer, Janson Gumataotao, Derreck Johnson, Lee McMurtrey, Kalpana Oberoi, Gilbert Pete, Omar Sabeh. all ayes motion passed.

Item II.b. - Day Laborer Program Professional Services Agreement with Causta Justa: Just Cause

Chair Derreck Johnson noted staff recommendations: OWDB authorize submittal of a resolution to the Oakland City Council to enter into a professional services agreement with Causa Justa, Just Cause, and its partners (Street Level Health and Central Legal de la Raza) to administer the Oakland Day Laborer Program for a two-year period of July 1, 2021 to June 30, 2023.

Tamera Walker – STAFF presented the background stating a day laborer program was funded to:” Volunteers of American Bay Area Inc .” through Resolution No. 82256 C.M.S. (July 1, 2009 – June 30, 2010), to provide employment and related services. No subsequent funding was provided, the program was discontinued. The funding was reauthorized by City Council and is designed to Provide legal support for immigration laws, labor rights and self-employment regulation, build self-awareness in the community at-large, empower day laborers participating in the program to move closer to self-sufficiency and improve public safety provide employment and employment-related services and build self-awareness in the community at-large.

Public Comments: None

It was moved by John Brauer and seconded by Gilbert Pete to adopt the Day Laborer Program with Causta Justa: Just Cause recommendation.

Board polled as follows: Ahmed Ali-Bob, Carol Asch, John Brauer, Janson Gumataotao, Derreck Johnson, Lee Mcmurtray, Kalpana Oberoi, Gilbert Pete, Omar Sabeh. all ayes Motion Passed

Item II.c - Increase OJT minimum wage

Chair Derreck Johnson noted staff recommends: the OWDB amend the On-the-Job (OJT) policy to increase employer eligibility from \$15.00 hour to \$17.00 an hour and complete the good jobs assessment.

Tamera Walker– STAFF presented background, On-the-Job Training (OJT) is work-based training under Workforce Innovation and Opportunity Act (WIOA). OJT’s primary purpose is to provide participants with knowledge- and skills upgrade training for the full performance of a job. OJT reimburses employers, up to 50% (up to 75% for special populations), for the extraordinary costs of providing training and additional supervision to new hires.

Seventy percent (70%) of OJT dollars must be used in OWDB priority sectors (healthcare, Advance Manufacturing, Transportation and Logistics, Digital Arts & Media (ICT), Construction, Government, and Hospitality, Leisure, Retail. The employment opportunities must lead to participant becoming economically self-sufficient and contribute to the occupational development and upward mobility of the participant.

Good Job \$17.00 from \$15.00 providers complete a good jobs assessment of the employer based on a good job quality is spare compensation, scheduling job security positive work environment any employee a good job based on what is provided

Public Comments: None

Board Member John Brauer suggested adding to the Good Job assessment an element of job quality such as labor laws, workers voice to form or maintain a union, and other pieces of workplace policy’s and job quality.

Tamera Walker - STAFF stated most of what is suggested is currently in the OJT policy, moving toward the RFP process it could be reviewed and included.

Board Member John Brauer suggested the OWDB business and labor work with staff to expand on the “Good Job Assessment to adopt the next fiscal year.

Chair Derreck Johnson questioned who would fund the additional increase in hourly wage.

Board Member Carol Asch stated she would like to have a more precise assessment tool, also, adding accessibility for disabilities.

It was moved by Carol Asch and seconded by John Brauer to accept OJT minimum wage increase recommendation from \$15.00 to \$17.00 an hour also, to accept and amend the employer Good Job Assessment form.

Board polled as follows: Ahmed Ali-Bob, Carol Asch, John Brauer, Derreck Johnson, Kalpana Oberoi, Gilbert Pete , Omar Sabeh. all ayes Motion Passed

Chair Derreck Johnson called for a motion to create an ad hoc committee.

John Brauer moved and seconded by that an ad hoc committee review and make recommendations to the job quality assessment tool inclusive of business, labor.

Board polled as follows: Ahmed Ali-Bob, Eddie Alveraz, Carol Asch, John Brauer, Derreck Johnson, Kalpana Oberoi, Gilbert Pete, Omar Sabeh. all ayes Motion Carried

Chair Derreck Johnson requested OWDB Acting Director Honorata Lindsay to follow-up with OWDB regarding set-up of ad hoc committee and report back at the February 2022 board meeting.

II. INFORMATIONAL

Item III.a - Program Summary Performance Report

Enjema Hudson - STAFF reported on Workforce Innovation and Opportunity Act (WIOA) establishes core performance measures for Adult, Dislocated Worker & Youth programs. WIOA performance measures are designed to measure the effectiveness and continuous improvement of the workforce service delivery system, The California Workforce Development Board (CWDB) requires that each WIOA provider meet at minimum 90% of their goals. The OWDB requires that each provider's enrollment goal be met by the final calendar day of Quarter 2 of the contracted fiscal year.

Quinallison Allison- -STAFF reported on program year 20-21 highlight summery there were 694 participants served (an increase of 28% from PY 19-20) 55 Obtained a recognized certificate/diploma/degree (an increase of 9% from PY 19-20) 245 Placed in unsubsidized employment (a decrease of -13% from PY 19-20) 16 Training related employment (an increase of 19% from PY 19-20)

the top three industries placed: Professional, Retail, Manufacturing, and Health Care Industry average hourly wage increased to \$21.96, there is a slightly higher number of females enrolled, most enrollments between ages 25-44, Highest enrollments are Black, Asian, Latino, Greatest barriers to employment: basic skills deficient and English language learner 198 participants enrolled in occupational skills training, 364 received support services, 445 literacy services, 10 participants utilized On-The-Job training.

III. PUBLIC FORUM

Public Comments: None

IV. STAFF REPORTS: None

V. Announcements

Chair Derreck Johnson thanked all Board Members for nominating and voting him in as Chair, he stated he will do everything in his power to fulfill the duty to the best of his ability in moving the board forward, he thanked all attendees for joining the meeting and wished everyone a Happy Holiday season.

There being no further business, the meeting was adjourned at 10:22 AM

Date and Time of Next Meeting

The next meeting will be held on Thursday, February 3, 2022, at 8:30 a.m.



ITEM II.a - ACTION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: December 17, 2021
Re: Continuance of meetings using teleconferencing

RECOMMENDATION

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

BACKGROUND

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

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

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

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

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

ATTACHMENTS

II.a.1. – Resolution 21-10-02

OAKLAND WORKFORCE DEVELOPMENT BOARD

RESOLUTION NO. 21-10-02

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

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

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

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

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

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

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

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

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

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

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

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

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

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

WHEREAS, on November 4, 2021 the Oakland Workforce Development Board adopted Resolution No. 201-10-01 determining that conducting in-person meetings would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing in accordance with California Government Code Section 54953(e), a provision of AB-361; and

WHEREAS, the Oakland City Council adopted Resolution No. 88926 on December 7, 2021, renewing and continuing the determination that in-person meetings of the City a council and its committees would present imminent risks to attendees' health, and electing to continue conducting meetings using teleconferencing; and now therefore be it

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

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

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

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



ITEM # III.a. – DISCUSSION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: December 17, 2021
Subject: OWDB FY 2022-25 RFP Development and Process Considerations

Workforce Services Request for Proposals (RFP)

The Oakland Workforce Development Board (OWDB) is conducting a required competitive procurement for youth and adult workforce services providers for the upcoming three (3) year cycle that runs from July 1, 2022 through June 30, 2025. In support of this effort, the OWDB has adopted multiple strategies to serve the needs of its job seekers and workers that include focusing efforts and investments on programs and services that advance the equality of Oakland’s historically underserved populations. The RFP must align to the 2021-2024 Local and Regional Plan, and must also satisfy WIOA regulations and Oakland procurement protocols. Additionally, the RFP development process will align with guidance from Oakland’s Equity Indicators Report, OWDBs Equity Analysis, and the city’s Economic Recovery Plan to ensure that the procurement priorities and process are inclusive of groups that have experienced racial discrimination and disparities.

The desired outcome of the Request for Proposal process is to have a transparent, accountable and competitive development and issuance process that will support the advancement of economic stability and equitable access to Oakland’s most vulnerable residents in the communities of East Oakland, Fruitvale and West Oakland, where a high number of Black and Latinx residents live, and are unemployed at higher rates than the general population. Funding for the RFP strategies will be supported from several sources including WIOA, City General Fund and other grant contributions. It is particularly important that we align and leverage funding to equitably support the needs of Oakland residents seeking to further their career development. The RFP is tentatively to be released February 2022.

RFP Tentative Timeline:

| Activity/Event | Date/Timeline |
|---------------------------------|-------------------------|
| OWDB Meeting | November 4, 2021 |
| Stakeholder Engagement | November – January 2022 |
| Special OWDB Meeting | December 17, 2021 |
| RFP Release Date | February 2022 |
| RFP Due date | April 2022 |
| Recommendations to OWDB | June 2022 |
| Committee/City Council Meetings | June/July 2022 |
| New Contract Period | July 2022 |

ATTACHMENTS:

III.a.1 - Resource Development Associates 2022-25 RFP Discussion Slides



Training and Career Development Services: **Request for Proposal 2022 - 25**





Ag e n d a

- 1. RDA Introductions and Project Overview**
- 2. Discovery Findings**
- 3. Discussion**

RDA Consulting Team

- Mission - driven, woman - owned consulting firm established in 1984 in Oakland
- Extensive experience in leading planning engagements aimed at program design and organizational capacity building
- History of partnership with the Oakland WDB on 2021 & 2017 local planning process and East BayWorks P2E planning



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Raminder Somal
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Nannette DiLouie
Associate
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Project Objectives

- 1. Collaborate with the OWDB staff to develop an RFP for training and career development services**
- 2. Align RFP to priorities of OWDB 3 - plan and Oakland equity indicators to best serve job seekers**



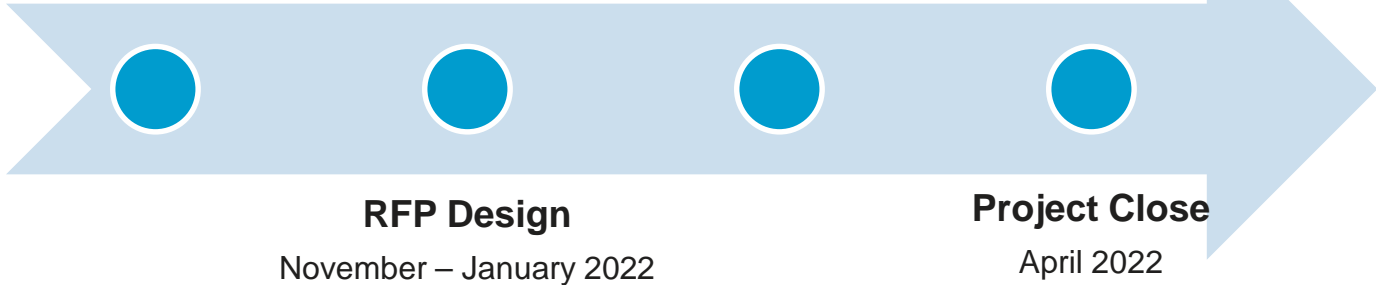
Project Timeline

**Project Launch and
Discovery**

November 2021

RFP Support and TA

January – April 2022





SECTION ONE

Discovery Findings





Data Sources

Primary Data Sources

- Discussion Groups with OWDB Staff
- Input from the Oakland WDB (Today)
- Interviews with subject matter experts

Secondary Sources

- 2021-24 Oakland WDB Local Plan
- Oakland Equity Indicators
- Past Oakland RFPs
- Youth Jobs

Questions:

1. How do current WIOA-funded services support the economic well-being of Oakland's job seekers?
2. How can this RFP process help transform Oakland's workforce development system?
3. What types of services should be included that are not currently covered by WIOA?
4. How can Oakland's workforce development system support recovery from the COVID-19 pandemic?



What have we heard?

This round of contracting is an opportunity to bolster and enhance career and training services

- Additional funds create opportunities for innovative service and program design
- Services provided must demonstrate success across the following priorities:
 - Justice and Equity
 - More Partnerships and less competition
 - COVID- 19 recovery
- Create a workforce development system that creates pathways to high wage and high growth careers
 - Includes follow up services
 - Outcome - driven and accountable



Discussion Questions





Discussion Questions

- How do current WIOA - funded services support the economic well - being of Oakland's job seekers?
- How can this RFP process help transform Oakland's workforce development system?
- What types of services should be included that are not currently covered by WIOA?
- How can Oakland's workforce development system support recovery from the COVID - 19 pandemic?



Next Steps

- Planning meetings with Oakland WFD staff
- RFP Draft Development (Jan 31, 2022)



Thank you!



ITEM – III.b. DISCUSSION



To: Oakland Workforce Development Board
From: OWDB Staff
Date: December 17, 2021
Re: Summer Youth Employment Program (SYEP) 2022

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 Oakland youth for more than four decades. The cornerstone of this effort focuses on investing in the Oakland Summer Youth Employment Program, which provides funds to subsidize paid jobs and work experience opportunities 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.

The City of Oakland’s Summer Youth Employment Program provides Oakland youth, ages 16-21, opportunities to earn money, gain meaningful work experience and improve their job-readiness skills. The City contracts with local youth-serving organizations to:

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

Through the Oakland Fund for Children and Youth’s (OFCY) robust Request for Proposals (RFP), the Oakland Workforce Development Board (OWDB) will solicit multi-year proposals from eligible organizations to provide the youth summer employment activities and services detailed below. The OWDB will make final award recommendations through this process.

The OWDB prioritizes services for African American/Black, Latinx, Native American and Pacific Islander youth residing in East Oakland, Fruitvale and West Oakland, so organizations with demonstrated success in providing services to these populations are strongly encouraged to submit proposals.

As part of OWDB’s ongoing commitment to ensuring the highest quality employment and work experience programs and services for Oakland youth, contracted vendors will be required to fulfill time-sensitive and specific requirements related to data collection, recordkeeping, and reporting that will be validated through an annual evaluation conducted by City of Oakland and its programmatic partners.

CURRENT SITUATION

OWDB staff are actively working with their counterparts at OFCY for the purposes of procuring organizations to help support summer youth employment opportunities for Oakland youth. OFCY and OWDB continue to partner to coordinate and align the summer youth employment program model, leverage opportunities to engage, support, and provide technical assistance to contract youth service providers, as well as align reporting requirements. This approach allows the City to widen its network of funded youth service providers with an emphasis on serving priority youth populations and priority service locations, and implement intentional models to provide programming that meets youth at various stages of work readiness.

Funding Sources

The 2021 OWDB Summer Youth Employment Program is being supported by the following funding sources:

- Measure HH: As part of the City Council’s adopted FY 2021-23 biennial budget, the OWDB was granted \$400,000 in funding from Measure HH (sugar-sweetened beverage tax), to create summer employment and other work-based learning opportunities for Oakland youth ages 16 to 21. 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.
- OFCY: Projected allocations \$300,000 - \$400,000.
- Other Funds: The OWDB is working to secure additional grant funds through private, philanthropic and government sources to support the summer employment program. Estimated funding from additional sources are known in early spring. Most of these funds will go toward paying for the costs of subsidized jobs.

RFP Timeline

These dates are tentative and subject to change:

| | |
|--|-------------------------|
| RFP Release Date | Early January 2022 |
| RFP Due Date | Six weeks after release |
| RFP Review of applications | February – March 2022 |
| Grant Award Announcement/Notifications | April 2022 |
| Grant Award List presented to City Council | May/June 2022 |



ITEM # III.c - Discussion



To: Oakland Workforce Development Board
From: OWDB Staff
Date: December 17, 2021
Subject: Funding Opportunities

BACKGROUND

As Oakland Workforce Development Board (OWDB) members are already aware, this next year is an important year for the City of Oakland and the OWDB on several fronts as the City begins to focus its efforts toward recovery and better alignment of citywide workforce programming to ensure that the totality of activities and investments in the city are serving the needs of Oakland's most vulnerable residents. Furthermore, the OWDB has expressed ways to secure additional investments to support this important work. Each of these activities has and will continue to require a great deal of time, effort, and resources on the part of OWDB members and staff alike.

Below is a summary of potential funding opportunities:

California For All Youth Workforce Program

As part of Governor's Newsom 2021 budget, California Volunteers has received \$150 million dollars to support a youth workforce jobs program in California's 13 largest cities, including the City of Oakland. Oakland is anticipated to received approximately \$5.9 million in funding in early 2022 to develop youth interest in and experience towards a career in public service, and strengthen City capacity to address key areas of education, climate, and food insecurity.

Mayor's Priorities include:

- Focus on service to the City with an emphasis of making the City "clean and green"
- Front-load funding for a big push in the next year to see a demonstrable impact on the city
- Create some year-round opportunities
- Address staffing shortages at the city and other public agencies
- Support police recruitment

Good Jobs Challenge

In response to the Economic Development Administration's American Rescue Plan Good Jobs Challenge, a cross-sector partnership of Bay Area organizations will seek to put Bay Area residents back to work by equitably rebuilding the regional economy through establishing a regional workforce system, bringing together employers and other key entities to provide in-demand skill training for workers, and placing talent in quality jobs. The partnership will include San Francisco, Alameda, Contra Costa, San Mateo, and Santa Clara Counties, along with the Cities of San Francisco, Oakland and Richmond.

Building upon a long history of regional collaboration to achieve key economic development goals, SFOEWD will serve as the system lead entity and fiscal agent. The proposed project will bring together a wide array of partners to create a regional workforce training system that is aligned with the skill needs of employers. The project will achieve this goal through the development of sectoral partnerships as a strategy for rebuilding the regional economy, while promoting equity and offering quality jobs that provide good pay, benefits, and growth opportunities. Total project budget for a proposed 3-5 sectors is approximately \$30 million to the region.

ATTACHMENTS

- Youth Jobs Fact Sheet
- Bay Area Good Jobs Challenge Fact Sheet



CaliforniansForAll Youth Workforce Program Fact Sheet

Overview

As part of Governor's Newsom 2021 budget, CaliforniaVolunteers has received \$150 million dollars to support a youth workforce jobs program in California's 13 largest cities. Funds will be allocated programmatically to each city depending on population.

Program Goal

To increase youth employment, develop youth interest in and experience towards a career in public service, and strengthen City capacity to address key areas of education, climate, and food insecurity.

Structure

- CaliforniaVolunteers will grant directly to cities
- City is responsible for selecting and/or developing job positions and recruiting, hiring, and managing participants
- Sub-Grants: Cities will have the ability to sub-grant to existing organizations that provide youth employment, particularly in the outlined priority populations
- Funding may be used to expand existing youth workforce programs or create new programming
- Programs may run continuously or be structured as intermittent summer programs
- Employment opportunities may be between 50% and 100% FTE

Timeline

- Applications go live – 10/15/21 rolling through 1/1/22
- Grants begin – 11/1/21
- Funds must be encumbered and expended by end of fiscal year 2024

Allowable Grant Activities and Expenses

- Administration of program (not to exceed 10%)
- Salary (minimum of \$15/hour)
- Wrap-Around Services: (not to exceed 40%)
 - Transportation
 - Job Readiness / Training
 - Case Management
- Suggested job types and activities:
 - Climate
 - Food Insecurity
 - Local COVID-19 recovery needs, as defined by City

Disallowable Grant Activities

- Activities that require higher level of safety precautions
- Activities that require specialized training not provided by the City
- Job placements at for profit entities
-

Youth Eligibility and Priority

- Age: 16-30 years old
- Priority given to young people who:
 - Have not participated in the #CaliforniansForAll College Program or AmeriCorps
 - May have difficulty finding employment
 - Are low-income
 - Are unemployed and/or out of school
 - Are or were justice-involved
 - Are transitioning from foster care
 - Are engaged with the mental health or substance abuse system
- Priority applicants should make up no less than 75% of the total applicants (e.g. meet at least two of the criteria listed above)
- Cities may propose their own criteria target population for approval by CaliforniaVolunteers

Metrics

- Outputs (required)
 - # of youth employed through the program
 - # of youth employed in each focus area
 - % of youth who retain jobs for the full term (3 months for summer jobs or 1 year)
 - % of participants receiving positive performance evaluations at the end of their term
 - Job training evaluations (skill building for future employment)
- Outcomes (suggested)
 - % of youth employed after conclusion of program (1-month, 6-months, 12-months)
 - % of youth who report job satisfaction after at least one year of employment, as measured by a survey
 - % of youth who report an interest in a possible public service career after at least one year of employment, as measured by a survey
 - % of youth employed in public service job on year after program

Branding

Cities will be expected to take part in CaliforniaVolunteers events/training/and job development programs as requested by CaliforniaVolunteers and be expected to use CaliforniaVolunteers developed-branding for the Youth Workforce Development Program. CaliforniaVolunteers will provide support to cities who wish to engage in a media campaign to show the collective impact of the program.

Questions/Comments

Please contact Josh Lord at josh.lord@cv.ca.gov or 916-204-6367

Bay Area Good Jobs Partnership for Equity–Executive Summary

In response to the Economic Development Administration’s American Rescue Plan **Good Jobs Challenge**, a cross-sector partnership of Bay Area organizations, led by the San Francisco Office of Economic and Workforce Development (SFOEWD), seeks to put Bay Area residents back to work by equitably rebuilding the regional economy through establishing a regional workforce system, bringing together employers and other key entities to provide in-demand skill training for workers, and placing talent in quality jobs.

In order to create maximum impact, the project will establish sectoral partnerships in growth industries in the Bay Area. Industry sectors that are key to the Bay Area economy, and will be addressed by the project, include: information technology, life sciences/biotechnology, health care, advanced manufacturing, and transportation/logistics. These sectoral partnerships will include employers, workforce boards, labor unions, community-based organizations, education and training providers, and economic development entities throughout the regions.

The partnership will include San Francisco, Alameda, Contra Costa, San Mateo, and Santa Clara Counties, along with the Cities of San Francisco, Oakland and Richmond. Building upon a long history of regional collaboration to achieve key economic development goals, SFOEWD will serve as the system lead entity and fiscal agent. As a program and fiscal lead for other regional economic and workforce development projects and competitive funding opportunities, SFOEWD possesses the expertise and relationships to provide leadership for a project of this size and scope.

The proposed project will bring together a wide array of partners to create a regional workforce training system that is aligned with the skill needs of employers. The project will achieve this goal through the development of sectoral partnerships as a strategy for rebuilding the regional economy, while promoting equity and offering quality jobs that provide good pay, benefits, and growth opportunities.

The work of each sectoral partnership will proceed in three phases: 1) System Development will focus on the establishment of a regional workforce training system aligned with in-demand occupations in each sector; 2) Program Design will develop the skills training curriculum and materials in partnership with employers, and secure the technical expertise needed to train workers; and 3) Program Implementation will implement workforce training and connect workers with quality jobs, including wrap-around services.

A key feature of the project will support regional equity goals by promoting entry to quality jobs and career pathways for individuals who have been historically excluded from these opportunities, including communities of color, women, and other groups facing labor market barriers such as persons with disabilities, disconnected youth, individuals in recovery, justice impacted and reentry participants, those receiving public assistance, and veterans and military spouses.

**Oakland Workforce Development Board
2022 Meeting Calendar
1 Frank Ogawa Plaza, Hearing Room 4 – 8:30 am-11:00 am**

| | |
|------------------------------------|------------------------------------|
| Thursday - February 3, 2022 | Regular Meeting |
| Friday - March 18, 2022 | Executive Committee Meeting |
| Thursday - May 5, 2022 | Regular Meeting |
| Friday - June 17, 2022 | Executive Committee Meeting |
| Thursday - August 4, 2022 | Regular Meeting |
| Friday - September 16, 2022 | Executive Committee Meeting |
| Thursday - November 3, 2022 | Regular Meeting |
| Friday - December 16, 2022 | Executive Committee Meeting |

Dates and time subject to change