MEETING NOTICE
Wednesday, April 22, 2020
9:30 – 11:30 A.M.
Eden Area Multi-Service Center
The lobby of this building is closed due to the COVID-19. This is a call-in meeting only

Call-In: Toll-Free Phone Number: 1-877-873-8018;
Enter the Access Code 178553 followed by the # key

If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at Sheroza.Haniff@acgov.org to request a speaker card prior to the meeting

AGENDA

I. CALL TO ORDER AND ROLL CALL

II. COMMITTEE UPDATES – Committee, Chairs

III. STAFF REPORT – Patti Castro, Director

IV. PUBLIC FORUM

The public can address the Committee on issues other than those on the agenda, with a limit of three minutes per speaker. Members of the public who wish to address the Committee on published issues should do so at the time the agenda item is being discussed.

V. ACTION ITEMS / PUBLIC HEARING

A. Workforce Innovation and Opportunity Act (WIOA) Formula Funding Allocation Methodology for PY 2020/2021
B. Funding Recommendations for WIOA Service Providers for PY 2020/2021
C. Approval of ACWDB Preliminary Annual Budget - PY 2020/21

VI. DISCUSSION ITEMS

A. Legislative Update – Focus on COVID-19
B. Bylaws Revisions
C. Set Consent and Regular Calendar

VII. INFORMATION ITEMS

A. Status of Board and Committee Membership
B. 2020 Board Meeting Calendar

VIII. MATTERS INITIATED BY COMMITTEE MEMBERS

IX. ANNOUNCEMENTS
COMMITTEE MEMBERS: Jennifer Ong, Chair; Bethany McCormick, Vice-Chair; Paul Reyes, Systems and Strategies Committee Chair; Brian Salem, Organizational Effectiveness Committee Chair; and Alexandria Baker, Youth Committee Chair.

THIS IS AN OPEN MEETING. ALL WDB MEMBERS ARE ENCOURAGED TO ATTEND

WDB Members who are not Committee members but are planning to attend may call Sheroza Haniff at (510) 259-3842 to request the material that will be discussed at this meeting.

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.

If you require specific accommodations due to a disability, please call Sheroza Haniff at least 72 hours in advance.

NEXT EXECUTIVE COMMITTEE MEETING: AUGUST 26, 2020
ITEM V.A. - ACTION / PUBLIC HEARING

WORKFORCE INNOVATION AND OPPORTUNITY ACT
FORMULA FUNDING ALLOCATION METHODOLOGY
FOR PY 2020/2021

RECOMMENDATION:

That the Executive Committee recommend approval of the Workforce Innovation and Opportunity Act (WIOA) Formula Funding Allocation Methodology for PY 2020/2021, as shown on Attachment V.A.1.

BACKGROUND:

The Alameda County Workforce Development Board (ACWDB) has utilized a percentage share approach to the distribution of the available funding resources to implement the WIOA Formula (Adult, Dislocated Worker, Youth and Rapid Response) programs. This approach is intended to maintain consistency on a year-to-year basis for the primary program strategies that are designed to meet the employment and training needs of program participants in Alameda County. Whereas the WIOA Formula funding levels vary from year-to-year, the relative share of the funds available for program implementation, operation and oversight remains consistent, with all aspects of service delivery and management systems impacted by the variations in available funds.

The approval of the percentages does not result in the award of funds to providers. The award of specific funding levels to providers will be separate actions taken by the Executive Committee and then by the full ACWDB. Funding recommendations for the Comprehensive One-Stop America’s Job Center of California (AJCC), Career Services Network Providers, and Youth Program Service Providers are being considered by the appropriate ACWDB Committee in April 2020. If approved, these recommendations will then be presented to the full ACWDB at the May 2020 meeting.

PLANNING ESTIMATE:

For planning purposes, staff is utilizing the PY 2019/2020 WIOA Formula funding allocation for Adult, Dislocated Worker and Youth programs. This is based on budget information and staff analysis of the FY 2020/2021 Department of Labor appropriations. For Rapid Response and Rapid Response Layoff Aversion programs, staff is estimating a 50% increase in funding for PY 2020/2021 based on current layoff/closure activity, especially due to COVID-19 related activity. Once actual allocations are known, staff will apply the approved funding allocation methodology and make appropriate adjustments to provider contract funding levels and to the overall ACWDB budget for PY 2020/2021.
TRAINING POOL:

For FY 2020/2021, California law requires that each Local Workforce Development Board (Local Area) spend an amount that is at least 30% of the total Adult plus total Dislocated Worker Formula funds allocated to the Local Area for each program year on training. Of the 30% amount, 20% must be from the WIOA Adult and/or Dislocated Workers Formula funds, and up to 10% of the 30% amount may be other funds, including WIOA Discretionary funds, or funds spent on training of participants. The 20% is a minimum requirement and is therefore taken off the top of each allocation for Adults and Dislocated Workers.

FUNDING FOR IMPLEMENTATION:

It is staff’s recommendation that the 20% Training Requirement be set aside from the Adult and Dislocated Worker Formula funds. This sets a clear goal for training expenditures, ensures that the 20% minimum is tracked separately, and confirms the Formula funds available for the implementation of all other WIOA Services.

Staff recommends that the remaining 80% of Adult and Dislocated Worker Formula funds and 100% of Youth and Rapid Response Formula funds be allocated to the activities and services of the ACWDB Department and the service providers as described below and presented in Attachment V.A.1.

WDB DEPARTMENT MANAGEMENT AND OVERSIGHT:

The ACWDB Department carries responsibility for the management and oversight of the WIOA Programs and funds allocated to Alameda County. The ACWDB Department is also responsible for development and oversight of ACWDB special initiatives and discretionary grant programs, partnership development for the workforce system, and management/implementation of East Bay Regional Planning Unit (RPU) activities. The MIS reporting and systems support allocations will be used for countywide and regional system building, including the ACWDB’s financial support of MIS tracking systems. Systems support may also include: tracking / reporting goals and objectives, activities, and continuous improvement; board development; technology support including MIS training to providers; and EASTBAY Works activities and technology connectivity. Business Services / Rapid Response allocations will be used to support on-going services and to implement the new Business Engagement Model approved by ACWDB in December 2017.

FUNDING AWARDS TO PROVIDERS:

Staff recommends that of the 80% “Available for Implementation”, 65% of the Adult Formula Allocation and 65% of the Dislocated Worker Formula Allocation be designated for the awards to providers. In addition, staff recommends that 75% of the Youth Formula Allocation be designated for awards to providers.

The funds designated for providers will cover the program delivery strategies for PY 2020/2021. These include: 1) Comprehensive AJCC; 2) Career Services Network Providers; and 3) Youth
Innovation Program (In-School) and Young Adult Future Force Career Program (Out-of-School) Service Providers.

For further information, please contact: Jennifer Mitchell, Program Financial Specialist, at (510) 259-3829 or via email at: Jennifer.Mitchell@acgov.org.

ATTACHMENT:

V.A.1. - WIOA Formula Funding Allocation Methodology PY 2020/2021
## WIOA FORMULA FUNDING ALLOCATION METHODOLOGY
### PY 2020/2021

<table>
<thead>
<tr>
<th>FUNDS TO LOCAL AREA</th>
<th>% ADULT</th>
<th>DISLOATED WORKERS</th>
<th>% YOUTH</th>
<th>% RAPID RESPONSE</th>
<th>TOTALs for PY 2018/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL FORMULA ALLOCATION (1)</td>
<td>100%</td>
<td>$1,276,052</td>
<td>100%</td>
<td>$1,349,932</td>
<td>$5,251,622</td>
</tr>
<tr>
<td>TRAINING REQUIREMENT (2)</td>
<td>20%</td>
<td>$255,210</td>
<td>100%</td>
<td>$719,601</td>
<td>$636,418</td>
</tr>
<tr>
<td>AVAILABLE FOR IMPLEMENTATION</td>
<td>80%</td>
<td>$1,020,842</td>
<td>100%</td>
<td>$1,349,932</td>
<td>$4,615,204</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WDB DEPARTMENT</th>
<th>Allocation of the 80% for Implementation</th>
<th>Allocation for Implementation</th>
<th>Allocation for Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLANNING/FISCAL/BOARD SUPPORT</td>
<td>15%</td>
<td>$153,126</td>
<td>11%</td>
</tr>
<tr>
<td>MIS REPORTING - TRACKING/ELIGIBILITY</td>
<td>9%</td>
<td>$91,876</td>
<td>7%</td>
</tr>
<tr>
<td>BUSINESS SERVICES / RAPID RESPONSE</td>
<td>8%</td>
<td>$81,667</td>
<td>4%</td>
</tr>
<tr>
<td>SYSTEMS SUPPORT</td>
<td>3%</td>
<td>$30,625</td>
<td>3%</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>35%</strong></td>
<td><strong>$357,295</strong></td>
<td><strong>25%</strong></td>
</tr>
<tr>
<td>PROVIDERS (3)</td>
<td>65%</td>
<td>$663,547</td>
<td>75%</td>
</tr>
<tr>
<td><strong>TOTAL for IMPLEMENTATION</strong></td>
<td><strong>100%</strong></td>
<td><strong>$1,020,842</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

1. Funding levels are planning estimates only, using PY 2019/2020 WIOA Formula funding allocations for Adult, Dislocated Worker and Youth. Planning estimates for Rapid Response and Rapid Response Layoff Aversion programs include a 50% increase from PY 2019/2020 levels.

2. A minimum of 20% (planning estimate - $636,418) of WIOA Adult + Dislocated Worker formula funds must be spent on training. Total training expenditures must equal or exceed 30% of the total WIOA Adult + Dislocated Workers Formula Allocation. Up to 10% (planning estimate - $318,209) may be training dollars from other sources.

3. PROVIDERS: Funding for contract renewals with providers will be approved under separate action by ACWDB Committee and full Board.
ITEM V.B. - ACTION / PUBLIC HEARING

FUNDING RECOMMENDATIONS FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SERVICE PROVIDERS FOR PY 2020/2021

RECOMMENDATIONS:

That the Executive Committee of the Alameda County Workforce Development Board (ACWDB) approve the following:

1. Funding recommendations for contract maximums for WIOA service providers for PY 2020/2021 (See Attachment V.B.1);

2. Allow additional funds from Discretionary / Special Projects to be added during the program year with additional clients to serve and added performance but no additional match requirements;

3. If the PY 2020/2021 Formula funding allocations to Alameda County are less than the estimated levels in the percentage allocation process approved by the ACWDB, then a relative share percentage reduction for each of the selected providers will be applied to determine the PY 2020/2021 funding awards;

4. Direct staff to initiate contracts and negotiate approved contract performance goals commencing July 1, 2020 using the final allocations from the State.

BACKGROUND:

On December 14, 2017, the ACWDB approved the release of three (3) Request for Proposals (RFP) processes for WIOA program services: 1) Comprehensive America’s Job Center of California (AJCC), 2) Adult/Dislocated Worker Career Services, and 3) Youth Services. The ACWDB approved selection of WIOA program services providers at its May 10, 2018 meeting. The Youth Committee and Systems and Strategies Committee took action at their meetings on April 13, 2020 and April 15, 2020, respectively, to recommend contract renewals for WIOA program service providers for PY 2019/2020. This recommendation addresses PY 2020/2021 funding levels for those providers.

PY 2020/2021 WIOA Formula allocations are not yet available from the State of California. For funding recommendations, staff is utilizing the PY 2020/2021 WIOA Formula allocations, and the recommended allocation methodology for PY 2020/2021 (see Item V.A).

Funding recommendations for each WIOA service provider are based on current estimates of available funding for PY 2020/2021. Once the final WIOA Formula funding allocations for PY 2020/2021 are known, staff will apply the ACWDB approved allocation methodology and contract renewal criteria in order to make the final calculations necessary to proceed with initiating contracts with service providers for PY 2020/2021.
For further information, please contact: Jennifer Mitchell, Program Financial Specialist, at (510) 259-3829 or via email at: jennifer.mitchell@acgov.org.

ATTACHMENT:

V.B.1. WIOA Funding Recommendations for PY 2020/2021
## WIOA Funding Recommendations for PY 2020/2021

**Detail by Contract Service Provider**

<table>
<thead>
<tr>
<th>Provider</th>
<th>Program</th>
<th>Area / Sub-Region</th>
<th>% of Allocation</th>
<th>Funding Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eden Regional Occupational Program (1)</td>
<td>Youth Innovation Program (In-School)</td>
<td>Eden</td>
<td>N/A *</td>
<td>$151,867</td>
</tr>
<tr>
<td>Berkeley Youth Alternatives</td>
<td>Young Adult Future Force Career Program (Out-of-School)</td>
<td>North Cities</td>
<td>31%</td>
<td>$266,781</td>
</tr>
<tr>
<td>Hayward USD</td>
<td>Young Adult Future Force Career Program (Out-of-School)</td>
<td>Eden</td>
<td>36%</td>
<td>$309,809</td>
</tr>
<tr>
<td>La Familia / East Bay Community Svcs</td>
<td>Young Adult Future Force Career Program (Out-of-School)</td>
<td>Tri-Cities</td>
<td>21%</td>
<td>$180,722</td>
</tr>
<tr>
<td>La Familia / East Bay Community Svcs</td>
<td>Young Adult Future Force Career Program (Out-of-School)</td>
<td>Tri-Valley</td>
<td>12%</td>
<td>$103,270</td>
</tr>
<tr>
<td><strong>Sub-total Youth Providers</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$1,012,449</strong></td>
</tr>
<tr>
<td>Rubicon Programs</td>
<td>Comprehensive AJCC</td>
<td>Eden</td>
<td>39%</td>
<td>$645,328</td>
</tr>
<tr>
<td>Peralta Community College District</td>
<td>Adult &amp; Dislocated Worker Career Services</td>
<td>North Cities</td>
<td>21%</td>
<td>$347,484</td>
</tr>
<tr>
<td>Ohlone Community College District</td>
<td>Adult &amp; Dislocated Worker Career Services</td>
<td>Tri-Cities</td>
<td>26%</td>
<td>$430,218</td>
</tr>
<tr>
<td>Chabot-Las Positas Community CD</td>
<td>Adult &amp; Dislocated Worker Career Services</td>
<td>Tri-Valley</td>
<td>14%</td>
<td>$231,656</td>
</tr>
<tr>
<td><strong>Sub-total AJCC/Career Service Providers</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$1,654,686</strong></td>
</tr>
<tr>
<td>Total WIOA Funding Recommendations (2)</td>
<td></td>
<td></td>
<td></td>
<td><strong>$2,667,135</strong></td>
</tr>
</tbody>
</table>

(1) In-school youth funding planned at 15% of total youth provider funding, based on Youth Committee recommendation in April 2020.

(2) Funding recommendations based on the approved WIOA Formula Funding Allocation Methodology, and represent contract maximums. Actual contract awards for PY 2020/2021 may change based on final WIOA Formula Allocations and other restriction for contract renewals.
ITEM V.C. – ACTION / PUBLIC HEARING

APPROVAL OF ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD PRELIMINARY ANNUAL BUDGET – PY 2020/2021

RECOMMENDATION:

That the Alameda County Workforce Development Board (ACWDB) Executive Committee recommend approval of the Preliminary Annual Budget, as presented in Attachment V.C.1-2, for Program Year (PY) 2020/2021 for Workforce Innovation and Opportunity Act (WIOA) activities and services funded by the WIOA Formula Allocations and Discretionary Grants.

BACKGROUND:

Each year the ACWDB approves an annual budget for the activities and services implemented in the Local Workforce Development Area (Local Area). At a minimum, the annual budget includes WIOA Adult, Dislocated Worker, Rapid Response, and Youth Formula funding allocated to the Local Area. Where applicable, the annual budget shall include other revenues under the direction of ACWDB. The budget addresses grant-source revenues and the projected ACWDB Department and WIOA program expenditures for the full program year of July 1, 2020 through June 30, 2021, as presented in the attachments to this Item.

It is stated in the ACWDB Bylaws that the Executive Committee will review the annual budget and present recommendations to the full Board.

BUDGET CONSIDERATIONS:

Revenue for PY 2020/2021

WIOA Formula Grants – State Allocations

Program Year 2020/2021 WIOA Adult, Dislocated Worker, Rapid Response, and Youth Formula allocations are not yet available from the State of California. For planning purposes, staff is utilizing the PY 2019/2020 WIOA Formula funding allocation for Adult, Dislocated Worker and Youth programs. This is based on budget information and staff analysis of the FY 2020/2021 Department of Labor appropriations. For Rapid Response and Rapid Response Layoff Aversion programs, staff is estimating a 50% increase in funding for PY 2020/2021 based on current layoff/closure activity. Once actual allocations are known, staff will make the necessary, final calculations in order to proceed with implementing program services for PY 2020/2021. Final PY 2020/2021 WIOA Formula funding allocations are expected from California Employment Development Department (EDD) by May 31, 2020.

Training Set-Aside

For PY 2020/2021, California WIOA requires that each Local Board spend an amount that is at least 30% of the total WIOA Adult plus total Dislocated Worker Formula funds allocated to the
Local Area for each program year on training. Of the 30% amount, 20% must be from the WIOA Adult and/or Dislocated Workers Formula funds, and up to 10% of the 30% amount may be from other funds, including WIOA Discretionary funds and non-WIOA funds spent on training of participants. The 20% is a minimum requirement and is therefore taken off the top of each allocation for Adults and Dislocated Workers.

**Discretionary Grants**

ACWDB staff have been proactive in applying for and winning several discretionary grant awards over the past several years. Funds from discretionary grants can be used to support current programs, but typically allow for an expanded range of services and strategies for a variety of target groups. Discretionary funds supplement the WIOA Formula allocation and enhance services as well as offset administrative costs for special projects.

Several ACWDB discretionary grant programs end during PY 2019/2020: Construction Pre-Apprenticeship Pipeline, Prison-to-Employment Planning Grant, Biotech & Advanced Manufacturing Additional Assistance Grant, and Better Careers/Third Sector Design Group will complete services with full expenditure of grant funding as of June 30, 2020. This results in a net decrease of $1,109,061 in overall discretionary grant funding from PY 2019/2020 to PY 2020/2021, depending on actual carry-over funding as of 6/30/20. However, ACWDB staff anticipates additional awards of discretionary grant funding for PY 2020/2021 from grant applications in process and from other workforce funding that becomes available as a result of the COVID-19 pandemic’s impact on businesses and job-seekers. As of this date, staff is responding to initial state and federal grant requests. A handout will be prepared for this meeting to review during this action.

Once final PY 2020/2021 WIOA Formula allocations are received from the State, staff will assess the impact on the overall PY 2020/2021 budget and make final calculations in order to proceed with contracts.

Any necessary budget adjustments and associated actions resulting from final PY 2020/2021 WIOA Formula allocations and final discretionary grant carry-over funding will be brought back to the Executive Committee and ACWDB for approval in the late summer and early fall.

If the Executive Committee approves this item, it will move forward for action by the full Board at the May 14, 2020 ACWDB meeting.

For further information, please contact Jennifer Mitchell, Program-Financial Specialist, at (510) 259-3829 / email at: jennifer.mitchell@acgov.org.

**ATTACHMENTS:**

V.C.1. - WIOA Formula and Discretionary Grant Revenues – July 1, 2020 through June 30, 2021
V.C.2. - Planned Expenditures of ACWDB Revenues – July 1, 2020 through June 30, 2021
## ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD

### PRELIMINARY ANNUAL BUDGET - PY 2019/2020

**WIOA FORMULA and DISCRETIONARY REVENUES**

<table>
<thead>
<tr>
<th>GRANT / FUNDING SOURCE</th>
<th>AVAILABLE REVENUE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Approved PY 2019/2020</strong></td>
</tr>
<tr>
<td>WIOA Formula Funds</td>
<td>March 2020</td>
</tr>
<tr>
<td>1. WIOA ADULT PROGRAMS</td>
<td>$1,276,052</td>
</tr>
<tr>
<td>2. WIOA DISLOCATED WORKERS</td>
<td>$1,906,037</td>
</tr>
<tr>
<td>3. WIOA YOUTH PROGRAMS</td>
<td>$1,349,932</td>
</tr>
<tr>
<td>4. WIOA RAPID RESPONSE</td>
<td>$383,029</td>
</tr>
<tr>
<td>5. WIOA RAPID RESPONSE / Layoff Aversion</td>
<td>$96,705</td>
</tr>
<tr>
<td>6. TOTAL WIOA FORMULA ALLOCATIONS (1)</td>
<td>$5,011,755</td>
</tr>
<tr>
<td><strong>Discretionary Funds</strong></td>
<td></td>
</tr>
<tr>
<td>7. Construction Pre-Apprenticeship Pipeline (2)</td>
<td>$170,998</td>
</tr>
<tr>
<td>8. Second Chance Act Smart Re-Entry Program (3)</td>
<td>$351,963</td>
</tr>
<tr>
<td>9. Storm 2017 - Nat'l Dislocated Worker Grant Project</td>
<td>$43,520</td>
</tr>
<tr>
<td>10. Prison-to-Employment Regional Planning Grant (4)</td>
<td>$65,000</td>
</tr>
<tr>
<td>11. Prison-to-Employment Regional Implementation Grant (5)</td>
<td>$922,924</td>
</tr>
<tr>
<td>12. Biotech &amp; Advanced Manufacturing Add'l Assistance Grant (6)</td>
<td>$974,026</td>
</tr>
<tr>
<td>13. Third Sector Design Group (6)</td>
<td>$25,000</td>
</tr>
<tr>
<td>14. TOTAL DISCRETIONARY FUNDING</td>
<td>$2,553,431</td>
</tr>
<tr>
<td>15. TOTAL AVAILABILITY for PROGRAM YEAR</td>
<td><strong>$7,565,186</strong></td>
</tr>
</tbody>
</table>

### NOTES:

1. Funding levels are planning estimates only, using PY 2019/2020 WIOA Formula funding allocations for Adult, Dislocated Worker and Youth. Planning estimates for Rapid Response and Rapid Response Layoff Aversion programs include a 50% increase from PY 2019/2020 levels.

2. ACWDB awarded $250,000 for 6/1/18 through 12/31/19. Includes pro-rated revenue of $170,998 for PY 2019/2020.

3. ACWDB awarded $419,563 for 10/1/17 through 9/30/20. No direct grant funding for first year (planning year, 2017-18). Grant funding for ACWDB began 10/1/18, with implementation funding of $209,782 each year for two years. Adjusted for actuals in PY 18/19 and PY19/20.

4. Prison-to-Employment planning grant awarded for $95,000 for 10/1/18 through 3/31/20.

5. ACWDB awarded $2,428,718 for Prison-to-Employment Regional Implementation Grant for 7/1/2019 through 6/30/21. ACWDB will serve as fiscal agent this regional project, with $789,286 allocated for services in Alameda County and the remaining $1,639,432 allocated for services provided by East Bay RPU workforce partners.

6. ACWDB awarded $995,000 for Biotech & Advanced Manufacturing Rapid Reemployment project for 1/1/19 through 5/31/20. Project is funded by Governor's Additional Assistance funds to serve 200 dislocated workers as a result of closures in the Manufacturing and Biotechnology sectors is $974,026.

7. ACWDB awarded $25,000 for Better Careers Design Group funding from James Irvine Foundation for 1/1/20 through 6/30/20 for study and development of workforce system design.
### WIOA Formula Allocations & Discretionary Grants

#### For Period of: July 1, 2019 thru June 30, 2020

<table>
<thead>
<tr>
<th>Planned Expenditures:</th>
<th>WIOA Formula Funds (1)</th>
<th>Discretionary Funds</th>
<th>Approved PY 2019/2020 BUDGET - MAR 2020</th>
<th>Preliminary PY 2020/2021 BUDGET - APR 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. WIB Dept - Planning/Fiscal/Board Support</td>
<td>$782,203</td>
<td>$275,600</td>
<td>$1,099,560</td>
<td>$1,057,803</td>
</tr>
<tr>
<td>B. MIS Reporting - Tracking/Eligibility</td>
<td>$381,174</td>
<td>$105,900</td>
<td>$546,361</td>
<td>$487,074</td>
</tr>
<tr>
<td>C. Business Services</td>
<td>$617,451</td>
<td>$95,000</td>
<td>$658,839</td>
<td>$712,451</td>
</tr>
<tr>
<td>D. Systems Support</td>
<td>$167,241</td>
<td>$55,000</td>
<td>$266,896</td>
<td>$222,241</td>
</tr>
<tr>
<td>E. ITAs-OJT's / Employer / Customized Training Projects (2)</td>
<td>$636,418 (20%)</td>
<td>$427,000 (10+)</td>
<td>$1,369,570</td>
<td>$1,063,418 (30+)</td>
</tr>
<tr>
<td>F. WIOA Comprehensive AJCC &amp; Career Services (3)</td>
<td>$1,654,686</td>
<td></td>
<td>$1,652,482</td>
<td>$1,654,686</td>
</tr>
<tr>
<td>H. WIOA Youth Services &amp; Strategies (3)</td>
<td>$1,012,449</td>
<td></td>
<td>$1,009,463</td>
<td>$1,012,449</td>
</tr>
<tr>
<td>I. Discretionary Project Service Providers (4)</td>
<td></td>
<td></td>
<td>$485,870</td>
<td>$485,870</td>
</tr>
<tr>
<td>J. Total Planned Expenditures</td>
<td>$5,251,622</td>
<td>$1,444,370</td>
<td>$7,565,186</td>
<td>$6,695,992</td>
</tr>
</tbody>
</table>

#### Total Revenue - Attachment A
- Total Planned Expenditures: $5,251,622
- Total Revenue: $1,444,370
- Total under / (over) allocation: 0

---

**NOTES:**

1. Funding levels are planning estimates only, using PY 2019/2020 WIOA Formula funding allocations for Adult, Dislocated Worker and Youth. Planning estimates for Rapid Response and Rapid Response Layoff Aversion programs include a 50% increase from PY 2019/2020 levels.

2. A minimum of 20% (planning estimate - $636,418) of WIOA Adult + Dislocated Worker formula funds must be spent on training. Total training expenditures must equal or exceed 30% of the total WIOA Adult + Dislocated Workers Formula Allocation. Up to 10% (planning estimate - $318,209) may be training dollars from other sources, including employer contributions from OJT and Customized training.

3. Includes recommended funding for contracts with current service providers for PY 2020/2021.

4. Includes discretionary project funding to existing WIOA Career Service Providers, WIOA Youth Providers and awards to newly procured providers.
ITEM VI.A – DISCUSSION

LEGISLATIVE UPDATE
FOCUS ON COVID-19

BACKGROUND:

All levels of government are acting to provide some level of relief and assistance across several facets of the economy to counter the current and future negative impacts of the Coronavirus and Disease 2019 (COVID-19). The investments mentioned in this item reflect just some of the efforts taken by the federal and state governments. They are changing every day as needs are rising.

Federal Investments

The Coronavirus Aid, Relief, and Economic Security (CARES) Act is a package of measures that provides $2.2 trillion in national COVID-19 relief to impacted businesses, workers, families, and individuals, which was signed into law on March 27, 2020. The following items reflect business and workforce development-related COVID-19 resources and investments in the CARES Act:

Department of Labor – Employment and Training Administration – An additional $345 million for Dislocated Worker National Reserve through September 30, 2022.

Workforce Development Boards – Allows flexibility to Workforce Development Boards by increasing administrative cap from 10% to 20% as a result of additional administrative duties to tackle COVID-19 issues. Also allows Governors to tap into the reserved 15% discretionary funds for Rapid Response activities related to COVID-19.

Businesses - Paycheck Protection Program – Provides $349 billion through the Small Business Administration (SBA) to protect jobs by providing loans of up to $10 million per business, including non-profits, self-employed individuals, and independent contractors. Loan payments can be deferred and/or forgiven for a certain amount of time if the business maintains its workforce.¹

Economic Injury Disaster Loan – Provides $10 billion total for small businesses loan advances up to $10,000 to cover immediate operating costs and up to $2 million for working capital loans to offset the loss of revenue due to COVID-19. Successful applicants can get funded within three days and the loan advance is not subject to repayment.

SBA Debt Relief and Express Bridge Loans – SBA will pay principal and interest or new and current SBA loans during a specific timeframe to provide debt relief and also streamlines the loan process, under the Express Bridge Loans to provide small businesses up to $25,000 to

¹The SBA has published new CARES Act programs and ways to apply for new programs on their website at: https://www.sba.gov/page/coronavirus-covid-19-small-business-guidance-loan-resources
combat the loss of revenue or bridge the gap between applying for an Economic Injury Disaster Loan.

**Job Seekers** - Additional $600 a week in unemployment insurance (UI) benefits and for the first time, it extends the UI benefit to self-employed individuals, contract and gig workers, through the end of July 2020. The provision also allows a 13-week extension for new eligible filers and existing UI beneficiaries near UI exhaustion.

**State Investments**

Governor Newsom released different Executive Orders in response to COVID-19; some have been related to stay-at-home orders and tax filing extensions, while others are related to special funds needed to combat COVID-19. In Executive Order N-41-20, the Governor requested that the Department of Finance to transfer $1.3 billion from the Special Fund for Economic Uncertainties (General Funds sub-account) to assist in COVID-19 response.

Additionally, the California Legislature acted swiftly to package COVID-19 funds through SB 89 or the Budget Act of 2019, which was signed by the Governor and provides up to $1 billion in emergency funds to address COVID-19 issues. Funding will be funneled primarily into expanding hospital bed capacity, purchasing medical equipment and personal protective equipment, protecting hospitals and nursing homes, cleaning schools and child-care facilities that are still open, and working with local governments to reduce the impact on people experiencing homelessness. The Budget Act also calls on the Legislature to develop strategies that assist individuals, non-profits, and small businesses experiencing hardships due to COVID-19.

For more information, please contact Latoya Reed, Management Analyst at (510) 259-3833 or by email at latoya.reed@acgov.org.
ITEM VI.B. – DISCUSSION

BYLAWS REVISIONS

BACKGROUND:

The State Employment Development Department (EDD) Compliance Review Office conducted its onsite program monitoring in January (1/13/20 to 1/17/20). While the scope of the monitoring was focused on compliance with programmatic issues, the monitoring often includes compliance with the Workforce Innovation and Opportunity Act (WIOA) rules and regulations regarding the workforce board, governing documents, structure, and representation. During the review, the state monitor reviewed your board’s bylaws and made these observations:

“The Alameda County Workforce Development Board (ACWDB) bylaws do not address the proxy and alternate designee process, and the use of technology”.

The legal requirements under the WIOA state at 20 CFR 679.310 (g) (4-5) that:

(4) The proxy and alternative designee process that will be used when WDB members are unable to attend a meeting and assigns a designee per the requirements at 679.110 (d) (4)

(5) The use of technology, such as phone and web-based meetings that will used to promote WDB member participation.

Staff has consulted with County Counsel on the revisions to board’s bylaws and new language has been drafted. However, both revisions may significantly alter the board’s way of conducting its quarterly meetings. Staff would like to engage the Executive Committee in a discussion on the topic of having proxies and technology available and get feedback that might provide additional parameters before a full recommendation is presented to the board.

In addition, this item is coming to your Committee before the State’s Draft Report on the Pragmatic Review is issued. Your thoughts and feedback are important to be considered prior to finalizing a bylaws recommendation. Staff will have additional discussions with County Counsel on the matter once the discussion is held with your Committee.

The proposed bylaws language will be shared at the Executive Committee meeting April 22, 2020.

For more information, contact Patti Castro, Director at 510-259-3843, or by email at pcastro@acgov.org.
ITEM VI.C. - DISCUSSION

SET CONSENT AND REGULAR CALENDAR

BACKGROUND:

The purpose of this item is for the Executive Committee to discuss the Alameda County Workforce Development Board’s (ACWDB) committee actions and recommendations for the May 14, 2020 quarterly meeting:

Presentation – No presentation for the May 14, 2020 ACWDB meeting.

- Kelly Jenkins-Pultz, Reginal Administrator of the U.S department of Labor Women’s Bureau, Region 9 will be invited to the September 10, 2020 ACWDB meeting

Consent Calendar

- Implementation of Board-Approved Conditional Funding Actions Regarding Contract Performance for PY 2019/2020
- Approval of Request for Transfer of WIOA Funds
- Update to Annual Budget – 2019/2020

Regular Calendar - Workforce Development Board Actions/Committee Recommendations:

Organizational Effectiveness (OE) Committee

- No actions for the full Board

Youth Committee

- Contract Renewal Recommendations – Young Adult Future Force Career Program and Youth Innovation Program PY 2020/2021
- Strategies to Increase Credential Attainment Outcomes PY 2020/2021

Systems and Strategies (S&S) Committee

- Business Engagement Model PY 2020/2021
- Contract Renewal Recommendations for Adult and Dislocated Worker Service Providers PY 2020/2021
- Contract Recommendation for Career Transition Services for Reentry

Executive Committee

- Workforce Innovation and Opportunity Act Formula Funding Allocation Methodology for PY 2020/2021
- Funding Recommendations for WIOA Service Providers for PY 2020/2021
- Approval of ACWDB Preliminary Annual Budget – PY 2020/21
CANCELED

MEETING NOTICE
Wednesday, April 8, 2020
9:30 – 11:30 A.M.
Eden Area Multi-Service Center
24100 Amador Street, 2nd Floor
California Poppy Rooms A/B (#225/226)
Hayward, CA

AGENDA

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC FORUM

The public can address the Committee on issues other than those on the agenda, with a limit of
three minutes per speaker. Members of the public who wish to address the Committee on
published issues should do so at the time the agenda item is being discussed.

III. ACTION ITEMS / PUBLIC HEARING

IV. DISCUSSION ITEMS

V. INFORMATION ITEMS

VI. REPORTS

VII. MATTERS INITIATED BY COMMITTEE MEMBERS

VIII. ANNOUNCEMENTS

COMMITTEE MEMBERS:  Brian Salem (Committee Chair); Christopher Rose (Committee Vice-Chair);
Tyler Abbott; Jennifer Cogley; Brad Frazier; James Paxson; John Torok.

THIS IS AN OPEN MEETING. ALL WDB MEMBERS ARE ENCOURAGED TO ATTEND

WDB Members who are not Committee members but are planning to attend may call Sheroza Haniff at (510)
259-3842 to request the material that will be discussed at this meeting.

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.

If you require specific accommodations due to a disability, please call Sheroza Haniff at least 72 hours in
advance.
MEETING NOTICE
April 13, 2020
1:00 P.M. – 3:00 P.M.
Eden Area Multi-Service Center
The lobby of this building is closed due to the COVID-19. This is a call-in meeting only.

Call-In: Toll-Free Phone Number: 1-877-402-9753
Enter the Access Code 988632 followed by the # key

If you would like to make a public comment, please contact WDB Secretary, Jessica Perkinson at jperkinson@acgov.org to request a speaker card prior to the meeting

AGENDA

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC FORUM

The public can address the Committee on issues other than those on the agenda, with a limit of three minutes per speaker. Members of the public who wish to address the Committee on published issues should do so at the time the agenda item is being discussed.

III. ACTION ITEMS / PUBLIC HEARING
A. Contract Renewal Recommendations – Young Adult Future Force Career Program and Youth Innovation Program PY 2020/2021
B. Strategies to Increase Credential Attainment Outcomes PY 2020/2021

IV. DISCUSSION ITEMS
A. Youth Retreat Follow-up

V. INFORMATION ITEMS
A. Story Behind the Numbers

VI. REPORTS
A. Local Area Performance Reports PY 2019/2020 Quarter 3
B. Youth Contract Performance Indicators Reports PY 2019/2020 Quarter 3

VII. MATTERS INITIATED BY COMMITTEE MEMBERS

VIII. ANNOUNCEMENTS

COMMITTEE MEMBERS: Alexandria Baker (Chair); Lisa Meza (Vice-Chair); Jeff Bowser; Eric Darby; Gana Eason; Linda Evans; Elizabeth Lockerbie; Kathy Mello; Bill Pelter, Raquel Ramsey-Shelton, Mario Wagner
THIS IS AN OPEN MEETING. ALL WDB MEMBERS ARE ENCOURAGED TO ATTEND

ACWDB members who are not Committee members but are planning to attend may call Jessica Perkinson at (510) 259-3836 to request the material that will be discussed at this meeting.

_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._

If you require specific accommodations due to a disability, please call Jessica Perkinson at least 72 hours in advance.

**NEXT YOUTH COMMITTEE MEETING IS August 10, 2020**
MEETING NOTICE
Wednesday, April 15, 2020
9:00 – 11:00 A.M.
Eden Area Multi-Service Center
The lobby of this building is closed due to the COVID-19. This is a call-in meeting only.

Call-In: Toll-Free Phone Number: 1-877-873-8018;
Enter the Access Code 178553 followed by the # key

If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at Sheroza.Haniff@acgov.org to request a speaker card prior to the meeting.

AGENDA

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC FORUM

The public can address the Committee on issues other than those on the agenda, with a limit of three minutes per speaker. Members of the public who wish to address the Committee on published issues should do so at the time the agenda item is being discussed.

III. ACTION ITEMS / PUBLIC HEARING

A. Business Engagement Model PY 2020-2024
B. Contract Renewal Recommendations for Adult and Dislocated Worker Service Providers PY 2020/2021
C. Contract Recommendation for Career Transition Services for Reentry Project

IV. DISCUSSION ITEMS

A. Sub-Regional Workforce Network Evaluation

V. INFORMATION ITEMS

A. Human Impact Budget Project for Workforce Development

VI. MATTERS INITIATED BY COMMITTEE MEMBERS

VII. ANNOUNCEMENTS

COMMITTEE MEMBERS: Paul Reyes (Committee Chair); Regina Stanback Straud (Vice-Chair); Tina Kapoor; Michael Keenan; Tony Lam; Kalpana Oberoi; Susie Passeggi.

THIS IS AN OPEN MEETING. ALL WDB MEMBERS ARE ENCOURAGED TO ATTEND
WDB Members who are not Committee members but are planning to attend may call Sheroza Haniff at (510) 259-3842 to request the material that will be discussed at this meeting.

*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.*

If you require specific accommodations due to a disability, please call Sheroza Haniff at least 72 hours in advance.

**NEXT SYSTEMS AND STRATEGIES MEETING: AUGUST 19, 2020**
ITEM VII.A. – INFORMATION
STATUS OF BOARD AND COMMITTEE MEMBERSHIP
AS OF MARCH 31, 2020

BACKGROUND:
The purpose of this item is to update the Executive Committee on any membership changes and/or updates to the Board and its Committees.

Workforce Development Board (WDB)
New Members:
- None

Vacancies:
- Business – Four
- Labor – One

Youth Committee – No Changes

Systems and Strategies Committee – No Changes

Organizational Effectiveness Committee – No Changes

For further information, please contact Patti Castro, Director at 510-259-3843 or email at pcastro@acgov.org or Sheroza Haniff, Board Secretary at 510-259-3842 or email at sheroza.haniff@acgov.org.
ALAMEDA COUNTY
WORKFORCE DEVELOPMENT BOARD (WDB)
MEMBER LIST

BUSINESS (51%)

**CHAIRPERSON – JENNIFER ONG**

Jennifer Ong, Owner & Dr of Optometry
Family Eye Care
2223 Santa Clara Avenue, Suite A
Alameda, CA 94501
Tel: 510-521-0551
E-Mail: drjenniferong@gmail.com

**Tyler Abbott, CEO, Santini Foods, Inc.**
420 Ulloa Street
San Francisco, CA 94127
Tel: 415-786-3560
E-Mail: tyler@abbottfamily.org

**Alexandria Baker, South Bay Manager, Power Pathway**
PG&E
245 Market, N4R
San Francisco, CA 94105
Tel: 925-246-3875
E-Mail: A2Bs@pge.com

**Jeff Bowser, Partner Manager**
Juniper Networks
2426 Tapestry Way
Pleasanton, CA 94566
Tel: 925-765-9228
E-Mail: jbowser@juniper.net

**Jennifer Cogley, Deputy Director of Community Relations**
Bayer
800 Dwight Way, B64/R316
Berkeley, CA 94710
Tel: 510-705-6965
E-Mail: jennifer.cogley@bayer.com

**VICE-CHAIRPERSON – BETHANY MCCORMICK**

Bethany McCormick, Engineering Recruitment and Diversity Manager
Lawrence Livermore Lab
7000 East Avenue, Building 131
Livermore, CA 94551
Tel: 925-423-0174
E-Mail: McCormick11@llnl.gov

**Kathy Mello, CFO/COO**
TGIF Auto Body, Inc.
4595 Enterprise Street
Fremont, CA 94538
Tel: 510-490-1342, x109
E-Mail: Kathy@tgifauto.com

**Paul Reyes, Sales Manager, Northern California**
Experis
345 California Street, Suite 350
San Francisco, CA 94104
Tel: 925-828-5421
E-Mail: paul.reyes@experis.com

**Christopher Rose, Operations Manager**
Copper Harbor Co.
2300 Davis St.
San Leandro, CA 94577
Tel: 408-508-3991
E-Mail: christopher.rose06@gmail.com

**Mario Wagner, CEO**
RF Contractors
8055 Collins Drive
Oakland, CA 94621
Tel: 510-228-2994
E-Mail: mwagner@rfcontractors.com

**VACANT (4)**
EDUCATION

Dr. Regina Stanback Stroud, Chancellor
Peralta Community College District
333 East 8th Street
Oakland, CA 94606
Tel: 510-466-7202
Email: stroudr@peralta.edu

WIOA Title II – Adult & Literacy
Brad Frazier, Principal
San Leandro Adult School
1448 Williams Street
San Leandro, CA 94577
Tel: 510-618-4424
E-Mail: bfrazier@slusd.us

GOVERNMENT

State Employment Service
Kalpana Oberoi, Cluster Manager
Northern Division, Workforce Services Branch
State of California
Employment Development Department
7677 Oakport Street, Suite 350
Oakland, CA 94621
Tel: 510-564-0521
E-Mail: Kalpana.oberoi@edd.ca.gov

State Department of Rehabilitation
Brian Salem, Staff Services Manager I
California State Department of Rehabilitation
1515 Clay Street, Suite 119
Oakland, CA 94612
Tel: 510-622-2776
E-Mail: bsalem@dor.ca.gov

Economic Development

Stephen Baiter, Executive Director
East Bay Economic Development Alliance
1221 Oak Street, Ste. 555
Oakland, CA 94612
Tel: 510-272-3874
Email: stephen@EastBayEDA.org

Tina Kapoor, Economic Development Manager
City of Fremont
3300 Capitol Avenue
Fremont, CA 94538
Tel: 510-284-4023
E-Mail: TKapoor@fremont.gov

WORKFORCE REPRESENTATIVES (20%)
Labor (15%)

Eric Darby, Heavy Duty Journey Level Mech
A C Transit – ATU 192
8460 Enterprise Way
Oakland, CA 94621
Tel: 510-635-0192
E-Mail: edarby@atu192.org

Alfred Fortier, Assistant Business Manager
IBEW LU 1245
30 Orange Tree Circle
Vacaville CA 95687
Tel: 510-230-3188
E-Mail: AWF2@IBEW1245.com

Tony Lam, Building Trades Apprentice
SMWIA 104
4509 Laura Way
Union City, CA 94587
Tel: 510-378-5134
E-Mail: vubalam@hotmail.com
WORKFORCE REPRESENTATIVES
(Continued)

John Torok, Shop Steward
AFL-CIO/SEIU Local 1000
1909 San Pablo Ave, #E
Oakland, CA 94612
Tel: 415-202-2773
E-Mail: john.torok@edd.ca.gov

VACANT (1)

Community - Based Organization

Bill Pelter, Program Development Consultant
Ability Now Bay Area
4500 Lincoln Avenue
Oakland, CA 94602
Tel: 510-531-3323 x21
Email: bpelter@abilitynowba.org

Michael Keenan, President and CEO
Goodwill Industries of the Greater East Bay
1301 30th Avenues
Oakland, CA 94601
Tel: 510-698-7227
Email: mkeenan@eastbaygoodwill.org

Rev. 2.5.20
ITEM VII.B. - INFORMATION
ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD
2020 MEETING CALENDAR *

FEBRUARY 2020

5  Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2nd Floor)
10 Youth Committee (1:00 – 3:00 PM, Hayward Library)
19 Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2nd Floor)
26 Executive Committee (Canceled)

MARCH 2020

12 Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2nd Floor)
26 Special Executive Committee (9:30 AM – 11:30 AM, Call-In)

APRIL 2020

8 Organizational Effectiveness Committee (Canceled)
13 Youth Committee (1:00 – 3:00 PM, Call-In)
15 Systems and Strategies Committee (9:00 – 11:00 AM, Call-In)
22 Executive Committee (9:30 - 11:30 AM, Call-In)

MAY 2020

14 Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2nd Floor)

AUGUST 2020

5 Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2nd Floor)
10 Youth Committee (1:00 – 3:00 PM, California Poppy Room, 2nd Floor)
19 Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2nd Floor)
26 Executive Committee (9:30 - 11:30 AM, California Poppy Room, 2nd Floor)
SEPTEMBER 2020

10  Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2nd Floor)

NOVEMBER 2020

4   Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2nd Floor)
9   Youth Committee (1:00-3:00 PM, California Poppy Room, 2nd Floor)
18  Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2nd Floor)
19* Executive Committee (9:30 - 11:30 AM, California Poppy Room, 2nd Floor)

DECEMBER 2020

10  Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2nd Floor)

NOTE: All meetings are located at the Eden Area Multi Service Center, 24100 Amador Street, Hayward.

*Due to the Thanksgiving holiday, the Executive Committee has been rescheduled to November 19, 2020.

2.28.20