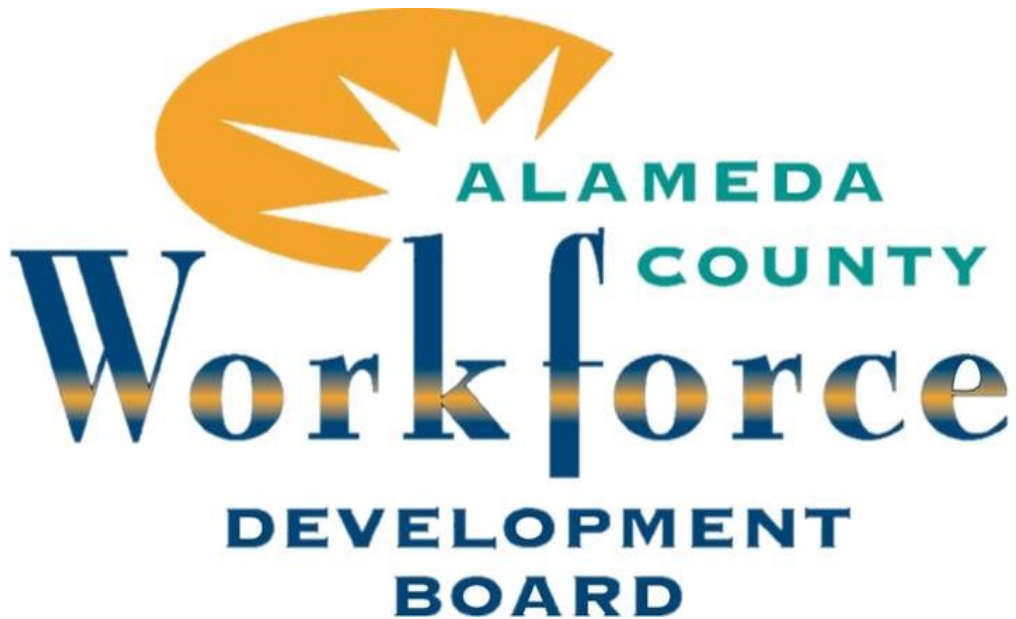


# Executive Committee



(<http://www.acwdb.org>)

In partnership with the  
**BOARD OF SUPERVISORS**

Serving the County of Alameda and the cities of  
Alameda Albany Berkeley Dublin Emeryville Fremont  
Hayward Newark Livermore Piedmont Pleasanton  
San Leandro Union City

**April 27, 2022  
9:30 A.M.**

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (ACWDB)  
EXECUTIVE COMMITTEE**

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**MEETING NOTICE**

**Wednesday, April 27, 2022**

**9:30 – 11:30 A.M.**

**Eden Area Multi-Service Center**

**The lobby of this building is closed due to the COVID-19.**

<https://us06web.zoom.us/j/81948695465?pwd=UXRkRnNQNS9PT3Q4TUUpMYjR2SIY4QT09>

**Passcode: 405536 | Meeting ID: 819 4869 5465 | +1 669 900 6833 US (San Jose)**

**If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at [Sheroza.Haniff@acgov.org](mailto:Sheroza.Haniff@acgov.org) to request a speaker card prior to the meeting**

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**AGENDA**

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<b>I. CALL TO ORDER AND ROLL CALL</b>	
<b>II. COMMITTEE UPDATES – Committee Chairs</b>	
<b>III. STAFF REPORT – Rhonda Boykin, Interim Director</b>	
<b>IV. PUBLIC FORUM</b>	
<p>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.</p>	
<b>V. ACTION ITEMS</b>	
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C. Funding Recommendations for Workforce Innovation and Opportunity Act Service Providers for PY 2022/2023	11
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<b>VII. INFORMATION ITEMS</b>	
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## **VIII. MATTERS INITIATED BY COMMITTEE MEMBERS**

## **IX. ANNOUNCEMENTS**

**COMMITTEE MEMBERS: Bethany McCormick**, Chair; **Jennifer Cogley**, Vice-Chair; **Kelly Johnson**, Systems and Strategies Committee Chair; **Jeff Bowser**, Organizational Effectiveness Committee Chair; **and Eric Bishop**, 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 24, 2022**

**ITEM V.A. - ACTION/PUBLIC HEARING**  
**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD**  
**CONFLICT OF INTEREST POLICY**

**RECOMMENDATIONS:**

That the Executive Committee approve the following recommendations:

1. Update the Alameda County Workforce Development Board's (ACWDB) Conflict of Interest Policy (COI) in alignment with state and federal policies, and;
2. Authorize the Chair of the ACWDB sign and date the COI.

**BACKGROUND:**

The ACWDB's COI provides guidance to ensure that board meetings remain transparent and absolve any conflicts that may arise from financial interests, in stride with state and federal laws that promote open and transparent governance. The ACWDB's COI policy was updated to accommodate the Clerk of the Board's request. Minor changes were made to update statutory references throughout the document (if needed) and to update verbiage in Appendix 1 in Attachment V.A.1. All documents submitted to the Board of Supervisors Office and/or County Counsel are subject to changes throughout the drafting process.

For more information, please contact Latoya Reed, Management Analyst at (510) 259-3833 or by email at [latoya.reed@acgov.org](mailto:latoya.reed@acgov.org).

**ATTACHMENT:**

Attachment V.A.1. – Alameda County Workforce Development Board Conflict of Interest Policy

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD  
CONFLICT OF INTEREST POLICY**

1. This Conflict of Interest Code ("Code") is adopted pursuant to the requirements of Title 2 Code of Federal Regulations (CFR) 200.112, Title 2 CFR 200.318 (a) through (c), Title 20 CFR 683.200 (c)(5), Title 29 CFR Section 97.36(b)(3), California Government Code Section 87300, and Title 2 California Code of Regulations (CCR) Section 18730.
2. "Member" refers to a member of the Alameda County Workforce Development Board (ACWDB), unless otherwise specified. "Employee" refers to an employee of the ACWDB, unless otherwise specified. "ACWDB Director" refers to the Executive Director of the Alameda County Workforce Development Board. "Immediate family" refers to the spouse and dependent children of a Member or Employee, including children for whom the Member or Employee is a legal guardian. Workforce Innovation and Opportunity Act (WIOA) Public Law 113-128, section 107; Government Code Sec. 87100.
3. A Member may not vote on a matter under consideration by the ACWDB regarding the provision of services by such Member (or by an entity that such Member represents), or that would provide direct financial benefit to such Member or the immediate family of such Member. WIOA Section 107(h)(1).
4. A Member must not engage in any activity determined by the Governor to constitute a conflict of interest as specified in the State plan. WIOA Section 107(h)(2).
5. A Member must neither cast a vote on, nor participate in, any decision-making capacity on the provision of services by such Member (or any organization which that Member directly represents), nor on any matter which would provide any direct financial benefit to that Member or a Member of their immediate family. Title 20 CFR 667.200(a)(4)(i). To "participate in a decision-making capacity" includes to discuss an issue and to influence, or try to influence, other Members or staff to take a position for or against an issue.
6. Neither membership on the ACWDB nor the receipt of WIOA funds to provide training and related services, by itself, violates these conflict-of-interest provisions. Title 20 CFR 667.200(a)(4)(i).
7. No Employee, Member, or agent of the ACWDB shall participate in selection, or in the award or administration of a contract supported by federal funds, if a conflict of interest, real or apparent, would be involved. Such a conflict would arise when the Employee, officer or agent, any Member of their immediate family, their partner, or an organization which employs, or is about to employ, any of the above, has a financial or other interest in the firm selected for award. Uniform Administrative Requirements for Grantees (29 CFR 97.36(b)(3)).

8. Members, Employees, and agents of the ACWDB will neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to sub-agreements. The ACWDB may set minimum rules where the gift is an unsolicited item of nominal intrinsic value. Uniform Administrative Requirements for Grants (29 CFR 97.36(b)(3)). Such minimum rules must comply with state law, including the California Political Reform Act of 1974, Government Code Section 81000 et seq., and Title 2 Code of Regulations, Section 18100.
9. Members shall not be financially interested in any contract made by them in their official capacity or in any contract made by the ACWDB. Government Code Section 1090. This requirement shall not apply to any contract or grant made by the ACWDB except where both of the following conditions are met: (a) the contract or grant directly relates to services to be provided by any Member of the ACWDB or the entity the Member represents, or financially benefits the Member or the entity they represents; (b) the Member fails to recuse themselves from making, participating in making, or in any way attempting to use their official position to influence a decision on the grant or contract. Government Code Section 1091.2, as amended by AB 2876 (chaptered July 10, 2000).et seq.
10. "Financial interest" includes possible disadvantage to a competitor of the business or non-profit entity which the Member represents.
11. If a Member has a remote interest in a contract, as defined by Government Code Section 1091, that Member shall disclose such interest to the ACWDB so that the interest can be noted in the official records; shall not influence or try to influence another Member to enter the contract or not enter the contract; and shall not vote concerning whether the ACWDB should enter into the contract. Government Code Section 1091; 78 Ops. Cal. Atty. Gen. 230, 237 (1995).
12. Each Member and Employee shall comply with the California Political Reform Act of 1974, Government Code Section 81000 et seq. This Conflict-of-Interest Code incorporates by reference Government Code Section 87100 et seq. and Title 2, California Code of Regulations, Section 18700 et seq. and Section 18730 et seq., and any amendments to these regulations which are duly adopted by the California Fair Political Practices Commission (FPPC). Pursuant to Government Code Section 87100 et seq., no Member or Employee shall make, participate in making, or in any way attempt to use their official position to influence a decision of the ACWDB in which they know or have reason to know they have a financial interest. A Member or Employee has a financial interest in a decision if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from its effect on the public generally, on the Member or staff, a Member of their immediate family, or on their interests in a business entity, real property, a source of income, or a donor of a gift, each of which interests is defined more specifically in Government Code Section 87103. Whether a Member or Employee has a financial interest shall be determined pursuant to Title 2 CCR Section 18700 et seq. For purposes of compliance with Government Code Section 87100 et seq., salary received from a federal, state or government entity is not income. Government Code Section 82030(b)(2); Title 2 C.C.R. Sec. 18705(c)(l).

13. Each Member and Employee of the ACWDB is required to disqualify themselves from participation in a decision which may foreseeably have a material financial impact on their financial interests. Government Code Section 87302(a) et seq; 2 CCR Section 18730.
14. Appendix 1 to this Code lists "designated officials" who must comply with disclosure requirements. Government Code Section 87302(a) et seq; 2 CCR Section 18730.
15. Each designated official shall file a Statement of Economic Interests, using FPPC Form 700, with the Clerk of the Board of Supervisors of Alameda County, at the following times: within 30 days after approval of this Code by the Alameda County Board of Supervisors, or within 30 days after appointment or hiring; annually on April 1; and within 30 days of leaving the designated position. Appendix 2 to this Code assigns each designated official to a Disclosure Category and lists the interests which must be disclosed. Government Code Section 87302(b); 2 CCR Section 18730.
16. In addition to the disclosure requirements set forth above, Members must disclose in writing any conflict of interest that might arise as a result of their membership and affiliations with outside organizations, individuals, and affected parties. The disclosure document must include the Member's place of employment and membership on any boards, commissions, or affiliations with public agencies, community-based organizations, or nonprofit organizations. This declaration must be submitted to the ACWDB Director within 30 days after appointment (or within 30 days after adoption of this Code) and updated as changes in employment and other circumstances warrant.
17. A designated official shall not accept any honorarium from any source if they would be required to report the receipt of income or gifts from that source on their Statement of Economic Interests. Title 2 CCR Section 18730(b)(8)(A).
18. A designated official shall not accept gifts with a total value of \$300 from any single source if they would be required to report the receipt of income or gifts from that source on their Statement of Economic Interests. Title 2 CCR Section 18730(b)(8.1)(A).
19. When a Member determines that they should not make a governmental decision because they have a disqualifying interest in that decision, the Member shall disclose their determination and disqualifying interest, and this disclosure shall be made part of the official record of the ACWDB. Title 2 CCR Section 18730(b)(10). A Member must publicly declare that a possible conflict of interest exists before the agenda item in question is introduced. The person chairing the meeting will then acknowledge the declaration. Members involved in an acknowledged conflict of interest must refrain from all discussion and abstain from all voting relative to the affected agenda item.
20. When the ACWDB Director determines that they should not make a governmental decision because they have a disqualifying interest in that decision, the ACWDB Director shall disclose their determination and disqualifying interest in writing to the chairperson of the ACWDB and to the Director of the Alameda County Social Services Agency or designee. Title 2 CCR Section 18730(b)(10).

21. When an Employee (other than the ACWDB Director) or a consultant determines that they should not make a governmental decision because they have a disqualifying interest in that decision, that person shall disclose their determination and disqualifying interest in writing to the ACWDB Director. Title 2 CCR Section 18730(b)(10).
22. If an Employee is notified or becomes aware that a potential conflict of interests exists with respect to a Member or Employee, the Employee will so inform the ACWDB Director.
23. If the potential conflict involves an Employee, the ACWDB Director will dismiss the Employee from all matters related to the potential conflict. If the potential conflict involves a Member, the ACWDB Director will consult with the chairperson of the ACWDB as appropriate.
24. Any Member who believes a conflict of interest exists with respect to another Member can declare so during the appropriate meeting. If the issue is challenged or disputed by the affected Member, the chairperson of the meeting will refer the matter to County Counsel for final determination, and the agenda item will be tabled pending final opinion from counsel.
25. All instances of non-participation due to declared conflicts of interest shall be duly recorded in the minutes of the appropriate board or committee meeting and shall serve as documentation of compliance with this Code. Instances in which a Member has chosen not to be present at a meeting where a conflict of interest might arise shall likewise be recorded in the minutes.

**Appendix 1- Designated Officials**

<b>Position</b>	<b>Disclosure Category</b>
Member, Alameda County Workforce Development Board	1
Director, Alameda County Workforce Development Board	1
Assistant Director, Alameda County Workforce Development Board	1
Management Analyst, Alameda County Workforce Development Board <sup>1</sup>	1
Consultants/ Project Positions	

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<sup>1</sup> The ACWDB Director may determine in writing that a particular consultant, although a designated position, is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements incorporated in the Conflict-of-Interest Code. Such written determination shall include a description of the consultant's duties, and based upon that description, a statement of the extent of disclosure requirements. The ACWDB Director's determination is a public record and shall be retained for public inspection in the same manner and Location as the Conflict-of-Interest Code. See 2 CCR Sec. 18701(A)(2).

**Appendix 2 - Disclosure Categories**

**Disclosure Category 1**

Definition: The "Workforce Development Area" consists of County of Alameda, outside the city of Oakland.

Designated officials in Disclosure Category 1 must disclose:

1. All sources of income located or doing business in the Workforce Development Area.
2. All interests in real property located in the Workforce Development Area or located within two miles of the boundary of the Workforce Development Area, or within two miles of land owned or used by the ACWDB.
3. All developments and business positions in business entities located in, or doing business in, the Workforce Development Area.

Source: Government Code Section 82035, 87302(a); Title 2 CCR Sec. 18730 et seq.

**Approved as to form:**  
**Donna R. Ziegler, County Counsel**

**By:** \_\_\_\_\_  
Victoria Wu  
Assistant County Counsel

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

\_\_\_\_\_  
Keith Carson  
President of the Board of Supervisors  
County of Alameda

\_\_\_\_\_  
Date

**ITEM V.B. - ACTION / PUBLIC HEARING**

**WORKFORCE INNOVATION AND OPPORTUNITY ACT**  
**FORMULA FUNDING ALLOCATION METHODOLOGY**  
**FOR PY 2022/2023**

**RECOMMENDATION:**

That the Executive Committee recommend approval of the Workforce Innovation and Opportunity Act (WIOA) Formula Funding Allocation Methodology for PY 2022/2023, as shown on Attachment V.B.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. Contract award recommendations for the Comprehensive One-Stop America's Job Center of California (AJCC), Career Services Collaborative Provider, and Youth Program Service Providers are being considered by the appropriate ACWDB Committee in April 2022.

**PLANNING ESTIMATE:**

For planning purposes, staff is utilizing the PY 2021/2022 WIOA Formula funding allocation for all WIOA programs (Adult, Dislocated Worker, Rapid Response, Rapid Response Layoff Aversion and Youth). This is based on budget information and staff analysis of the FY 2022/2023 Department of Labor appropriations. 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 2022/2023.

**TRAINING POOL:**

For FY 2022/2023, 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.B.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. Business Services / Rapid Response allocations will be used to support on-going services and to implement the Business Engagement Model approved by ACWDB.

**FUNDING AWARDS TO PROVIDERS:**

Staff recommends that of the 80% “Available for Implementation”, 60% of the Adult Formula Allocation and 60% of the Dislocated Worker Formula Allocation be designated for the awards to providers. In addition, staff recommends that 71% of the Youth Formula Allocation be designated for awards to providers.

The funds designated for providers will cover the program delivery strategies for PY 2022/2023. These include: 1) Comprehensive AJCC; 2) Career Services Collaborative Provider; 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](mailto:Jennifer.Mitchell@acgov.org).

**ATTACHMENT:**

V.B.1. - WIOA Formula Funding Allocation Methodology PY 2022/2023

**WIOA FORMULA FUNDING ALLOCATION METHODOLOGY  
PY 2022/2023**

<b>FUNDS TO LOCAL AREA</b>	<b>%</b>	<b>ADULT</b>	<b>DISLOCATED WORKERS</b>	<b>%</b>	<b>YOUTH</b>	<b>%</b>	<b>RAPID RESPONSE</b>	<b>TOTALS for PY 2022/2023</b>
<b>TOTAL FORMULA ALLOCATION (1)</b>	<b>100%</b>	<b>\$1,525,605</b>	<b>\$1,882,238</b>	<b>100%</b>	<b>\$1,578,803</b>	<b>100%</b>	<b>\$280,817</b>	<b>\$5,267,463</b>
<b>TRAINING REQUIREMENT (2)</b>	<b>20%</b>	<b>\$305,121</b>	<b>\$376,448</b>					<b>\$681,569</b>
<b>AVAILABLE FOR IMPLEMENTATION</b>	<b>80%</b>	<b>\$1,220,484</b>	<b>\$1,505,790</b>	<b>100%</b>	<b>\$1,578,803</b>	<b>100%</b>	<b>\$280,817</b>	<b>\$4,585,894</b>
<b>WDB DEPARTMENT</b>	<b>Allocation of the 80% for Implementation</b>		<b>Allocation for Implementation</b>		<b>Allocation for Implementation</b>			
PLANNING/FISCAL/BOARD SUPPORT	15%	\$183,073	\$225,869	15%	\$240,921	35%	\$98,286	\$748,148
MIS REPORTING - TRACKING/ELIGIBILITY	10%	\$122,048	\$150,579	7%	\$110,516	8%	\$22,465	\$405,609
BUSINESS SERVICES / RAPID RESPONSE	10%	\$122,048	\$150,579	4%	\$63,152	50%	\$140,409	\$476,188
SYSTEMS SUPPORT	5%	\$61,024	\$75,290	3%	\$47,364	7%	\$19,657	\$203,336
<b>Sub-Total</b>	<b>40%</b>	<b>\$488,194</b>	<b>\$602,316</b>	<b>29%</b>	<b>\$461,954</b>	<b>100%</b>	<b>\$280,817</b>	<b>\$1,833,281</b>
<b>PROVIDERS (3)</b>	<b>60%</b>	<b>\$732,290</b>	<b>\$903,474</b>	<b>71%</b>	<b>\$1,116,849</b>			<b>\$2,752,614</b>
<b>TOTAL for IMPLEMENTATION</b>	<b>100%</b>	<b>\$1,220,484</b>	<b>\$1,505,790</b>	<b>100%</b>	<b>\$1,578,803</b>	<b>100%</b>	<b>\$280,817</b>	<b>\$4,585,894</b>

- 10
- (1) Funding levels are planning estimates only, using PY 2021/2022 WIOA Formula funding allocations for Adult, Dislocated Worker, Youth and Rapid Response.
- (2) A minimum of 20% (planning estimate - \$681,569) 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 - \$340,784) 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.C. - ACTION / PUBLIC HEARING**

**FUNDING RECOMMENDATIONS FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SERVICE PROVIDERS FOR PY 2022/2023**

**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 2022/2023 (See Attachment V.C.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 2022/2023 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 2022/2023 funding awards;
4. Direct staff to initiate contracts and negotiate approved contract performance goals commencing July 1, 2022 using the final allocations from the State.

**BACKGROUND:**

On September 10, 2020, 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) Career Services Collaborative (CSC) Lead; and 3) Youth Services. The ACWDB approved selection of WIOA program services providers at its March 11, 2021 meeting, with the exception of youth service providers for the Eden and Tri-Valley service areas. The ACWDB took action at its May 2021 meeting to issue new RFP processes for in-school youth services in the Tri-Valley service area and out-of-school services in the Eden area, and two new contracts were awarded as a result. This recommendation addresses PY 2022/2023 funding levels for all awarded providers.

PY 2022/2023 WIOA Formula allocations are not yet available from the State of California. For funding recommendations, staff is utilizing the PY 2021/2022 WIOA Formula allocations, and the recommended allocation methodology for PY 2020/2021 (see Item V.B).

Funding recommendations for each WIOA service provider are based on current estimates of available funding for PY 2022/2023. Once the final WIOA Formula funding allocations for PY 2022/2023 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 2022/2023.

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

**ATTACHMENT:**

V.C.1. WIOA Funding Recommendations for PY 2022/2023

**WIOA FUNDING RECOMMENDATIONS FOR PY 2022/2023  
DETAIL BY CONTRACT SERVICE PROVIDER**

	<b>PROGRAM</b>	<b>AREA / SUB-REGION</b>	<b>% of ALLOCATION</b>	<b>FUNDING RECOMMENDATION</b>
<b>PROVIDER</b>				
<b>IN-SCHOOL YOUTH PROVIDERS (1)</b>			<b>25%</b>	<b>\$279,212</b>
<b>EDEN REGIONAL OCCUPATIONAL PROGRAM</b>	Youth Innovation Program (In-School)	EDEN	58%	<b>\$161,943</b>
<b>TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM</b>	Youth Innovation Program (In-School)	TRI-VALLEY	42%	<b>\$117,269</b>
<b>OUT-OF-SCHOOL YOUTH PROVIDERS</b>			<b>75%</b>	<b>\$837,637</b>
<b>BERKELEY YOUTH ALTERNATIVES</b>	Young Adult Future Force Career Program (Out-of-School)	NORTH CITIES	34%	<b>\$284,797</b>
<b>OHLONE COMMUNITY COLLEGE DISTRICT</b>	Young Adult Future Force Career Program (Out-of-School)	TRI-CITIES	23%	<b>\$192,656</b>
<b>LA FAMILIA / EAST BAY COMMUNITY SVCS</b>	Young Adult Future Force Career Program (Out-of-School)	EDEN	43%	<b>\$360,184</b>
<b>Sub-total Youth Providers</b>				<b>\$1,116,849</b>
<b>RUBICON PROGRAMS</b>	Comprehensive AJCC	EDEN	39%	<b>\$637,948</b>
<b>OHLONE COMMUNITY COLLEGE DISTRICT</b>	Career Services Collaborative	NORTH CITIES/TRI-CITIES/TRI-VALLEY	61%	<b>\$997,817</b>
<b>Sub-total AJCC/Career Service Providers</b>				<b>\$1,635,765</b>
<b>Total WIOA Funding Recommendations (2)</b>				<b>\$2,752,614</b>

(1) In-school youth funding planned at 25% of total youth provider funding, based on ACWDB approval in May 2021.

(2) Funding recommendations based on the approved WIOA Formula Funding Allocation Methodology, and represent contract maximums. Actual contract awards for PY 2021/2022 may change based on final WIOA Formula Allocations and other restrictions for contract renewals.

**ITEM V.D. – ACTION / PUBLIC HEARING**

**APPROVAL OF ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD  
PRELIMINARY ANNUAL BUDGET – PY 2022/2023**

**RECOMMENDATION:**

That the Alameda County Workforce Development Board (ACWDB) Executive Committee recommend approval of the Preliminary Annual Budget, as presented in Attachment V.D.1-2, for Program Year (PY) 2022/2023 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, 2022 through June 30, 2023, 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 2022/2023**

WIOA Formula Grants – State Allocations

Program Year 2022/2023 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 2021/2022 WIOA Formula funding allocation for all WIOA programs (Adult, Dislocated Worker, Rapid Response, Rapid Response Layoff Aversion and Youth programs). This is based on budget information and staff analysis of the FY 2022/2023 Department of Labor appropriations. Once actual allocations are known, staff will make the necessary, final calculations in order to proceed with implementing program services for PY 2022/2023. Final PY 2022/2023 WIOA Formula funding allocations are expected from California Employment Development Department (EDD) by May 31, 2022.

**Training Set-Aside**

For PY 2022/2023, 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 2021/2022: Second Chance Smart Re-Entry Program and the Prison-to-Employment Implementation Grant will complete services with full expenditure of grant funding. The COVID-19 Disaster Recovery grant, Additional Assistance Back to Work grant, Vision Alameda County Disrupting Disparities project, and the California Employment Training Panel project will continue funding and services into PY 2022/2023. The overall result is a net decrease of \$2,383,139 in overall discretionary grant funding from PY 2021/2022 to PY 2022/2023, depending on actual carry-over funding as of 6/30/22.

Once final PY 2022/2023 WIOA Formula allocations are received from the State, staff will assess the impact on the overall PY 2022/2023 budget and make final calculations in order to proceed with contracts.

Any necessary budget adjustments and associated actions resulting from final PY 2022/2023 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 12, 2022 ACWDB meeting.

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

### **ATTACHMENTS:**

V.D.1. - WIOA Formula and Discretionary Grant Revenues – July 1, 2022 through June 30, 2023

V.D.2. - Planned Expenditures of ACWDB Revenues – July 1, 2022 through June 30, 2023

## ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD

**PRELIMINARY ANNUAL BUDGET - PY 2022/2023**  
**WIOA FORMULA and DISCRETIONARY REVENUES**

GRANT / FUNDING SOURCE		AVAILABLE REVENUE	
		Approved PY 2021/2022	Preliminary PY 2022/2023
WIOA Formula Funds		September 2021	April 2022
1.	WIOA ADULT PROGRAMS	\$1,525,605	\$1,525,605
2.	WIOA DISLOCATED WORKERS	\$1,882,238	\$1,882,238
3.	WIOA YOUTH PROGRAMS	\$1,578,803	\$1,578,803
4.	WIOA RAPID RESPONSE	\$216,187	\$216,187
5.	WIOA RAPID RESPONSE / Layoff Aversion	\$64,630	\$64,630
6.	<b>TOTAL WIOA FORMULA ALLOCATIONS (1)</b>	<b>\$5,267,463</b>	<b>\$5,267,463</b>
<b>Discretionary Funds</b>			
7.	Second Chance Act Smart Re-Entry Program (2)	\$64,394	
8.	Prison-to-Employment Regional Implementation Grant (3)	\$1,869,514	
9.	COVID-19 Disaster Recovery - Nat'l Dislocated Worker Grant (4)	\$241,491	\$20,000
10.	COVID-19 Back to Work Project - 25% Additional Assistance Grant (5)	\$988,500	\$566,500
11.	Vision Alameda County (6)		\$40,000
12.	California Employment Training Panel Project (7)		\$154,260
13.	<b>TOTAL DISCRETIONARY FUNDING</b>	<b>\$3,163,899</b>	<b>\$780,760</b>
14.	<b>TOTAL AVAILABILITY for PROGRAM YEAR</b>	<b>\$8,431,362</b>	<b>\$6,048,223</b>

**NOTES:**

- (1) Funding levels are planning estimates only, using PY 2021/2022 WIOA Formula funding allocations for Adult, Dislocated Worker, Rapid Response, Rapid Response Layoff Aversion and Youth.
- (2) ACWDB awarded \$502,400 for 10/1/17 through 9/30/21. 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, PY19/20 and PY 20/21.
- (3) ACWDB awarded \$2,307,294 for Prison-to-Employment Regional Implementation Grant for 12/12/2019 through 3/31/22. 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.
- (4) ACWDB awarded \$400,000 for COVID-19 Disaster Recovery National Dislocated Worker grant for 4/10/20 through 3/31/22 to provide temporary jobs for individuals impacted by COVID-19.
- (5) ACWDB awarded \$988,500 for COVID-19 Back to Work project grant for 7/1/21 through 6/30/22 to provide training and supportive services to 100 dislocated workers, and business services to 100 businesses and conduct community partnership building.
- (6) ACWDB awarded \$80,000 for Vision Alameda County Disrupting Disparities project for 10/18/21 through 10/17/23 to provide pre-employment training and subsidized work experience to eligible youth.
- (7) ACWDB awarded \$199,260 for California Employment Training Panel project for 11/22/21 through 11/21/23 to provide training in high-demand industry sectors and occupations.

## PRELIMINARY ANNUAL BUDGET - PY 2022/2023

PLANNED EXPENDITURES -- PY 2022/2023WIOA FORMULA ALLOCATIONS & DISCRETIONARY GRANTS

For Period of: July 1, 2022 thru June 30, 2023	WIOA Formula Funds (1)	Discretionary Funds	Approved PY 2021/2022 BUDGET - SEPT 2021	Preliminary PY 2022/2023 BUDGET - APR 2021
<b>Planned Expenditures:</b>				
A. WIB Dept - Planning/Fiscal/Board Support	\$748,148	\$10,000	\$ 1,123,748	\$ 758,148
B. MIS Reporting - Tracking/Eligibility	\$405,609	\$3,500	\$ 531,409	\$ 409,109
C. Business Services	\$476,188	\$4,500	\$ 931,609	\$ 480,688
D. Systems Support	\$203,336	\$7,500	\$ 431,208	\$ 210,836
E. ITAs-OJTs / Employer / Customized Training Projects (2)	\$681,569 (20%)	\$425,000 (10+%)	\$ 1,222,354	\$ 1,106,569 (30+%)
F. WIOA Comprehensive AJCC & Career Services (3)	\$1,635,765		\$ 1,622,205	\$ 1,635,765
H. WIOA Youth Services & Strategies (3)	\$1,116,849		\$ 1,073,415	\$ 1,116,849
I. Discretionary Project Service Providers (4)		\$330,260	\$ 1,495,414	\$ 330,260
<b>J. Total Planned Expenditures</b>	<b>\$5,267,463</b>	<b>\$780,760</b>	<b>\$8,431,362</b>	<b>\$ 6,048,223</b>
Total Revenue - Attachment A	\$5,267,463	\$780,760		\$6,048,223
Total under / (over) allocation	0	0		(0)

**NOTES:**

- (1) Funding levels are planning estimates only, using PY 2021/2022 WIOA Formula funding allocations for Adult, Dislocated Worker, Rapid Response, Rapid Response Layoff Aversion and Youth.
- (2) A minimum of 20% (planning estimate - \$681,569) 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 - \$340,784) may be training dollars from other sources.
- (3) Includes recommended funding for contracts with current service providers for PY 2022/2023.
- (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 UPDATES**

#### **FEDERAL AND STATE DEVELOPMENTS**

##### **FEDERAL DEVELOPMENTS:**

Efforts to reauthorize the Workforce Innovation and Opportunity Act (WIOA) are underway through H.R. 7309 (WIOA of 2022), which was introduced to the House of Representatives from the Education and Labor Committee on March 31, 2022. H.R. 7309 would reauthorize WIOA for six years and take effect on July 1, 2023. The proposed WIOA of 2022 empowers both the workforce system and workers by bolstering appropriated funding to better align with the needs of local areas and by:

- Redefining career pathways to include supportive services and progression toward credentials;
- Expanding the Dislocated Worker definition to include underemployed and long-term unemployed individuals;
- Mitigating barriers for entry into WIOA youth programs by collapsing the In-School and Out-of-School Youth categories into one single definition and allowing for self-attestation in the eligibility process to reduce the burden of proof on youth participants who lack access to required eligibility documentation;
- Expanding the definition of individuals with barriers to employment to include individuals who have been historically underserved and marginalized because of race, color, national origin, sexual orientation, or gender identity;
- Replacing “basic skills deficient” with foundational skill needs and expanding the definition to include digital literacy, financial literacy, and communication skills;
- Replacing “offender” with justice-involved individual; and,
- Expanding supportive services to include access to digital tools and shifting to a holistic approach inclusive of aiding in accessing mental health and substance abuse services.

WIOA of 2022 would also shift the composition of the workforce development boards by including more labor representation (increase to 30 percent), requiring diverse board representation, and by requiring local boards to create avenues for accessing WIOA programs and services through technology.

Operationally, WIOA of 2022 proposes changes to America’s Job Center (AJC) delivery systems by authorizing public libraries to function as specialized or affiliated AJCs, expanding the overall digital footprint to reach more people, and authorizing online programs on the Eligible Training Provider List. It also allows for the transfer of funds between the adult, dislocated worker, and the new Sectoral Employment Through Career Training for Occupational Readiness (SECTOR) program. The SECTOR program would be authorized as a new national program to enable the establishment or expansion of industry sector partnerships, funded with 20 percent of the WIOA

Adult Formula funds. The WIOA of 2022 would also increase the adult priority population to seventy-five (75) percent and require that employers provide quality jobs, competitive wages, benefits, and safe working conditions to participant in WIOA subsidy programs.

Under WIOA of 2022, summer and year-round work activities would be required and up to sixty-five (65) percent of youth subsidized wages could be covered by federal funds. The requirement to achieve all fourteen WIOA youth programmatic elements would also be eliminated to accommodate a shift to higher quality service delivery - based on comprehensive needs assessments.

### **STATE DEVELOPMENTS:**

The California Workforce Association has taken support positions on the following state bills:

- **Senate Bill 936** was introduced by Senator Glazer to expand the California Conservation Corps, by establishing a forestry training center in northern California. The Forestry Training Center would lead to enhanced training, education, work experience, and job readiness for justice-involved individuals to prepare them for entry-level forestry and vegetation management. Successful completion of a training program would qualify as experience for an entry-level forestry or vegetation management position at a state agency.
- **Assembly Bill 2903** was introduced by Assemblymember Eduardo Garcia to establish the Equitable Access Program (through the California Workforce Development Board) to support the state's clean energy goals, by leveraging lithium reserves near the Salton Sea. The bill would also prioritize employment opportunities in construction, manufacturing, technical, maintenance, operations, and reclamation activities for residents in the Salton Sea region.
- **Assembly Bill 2387** was introduced by Assemblymember Eduardo Garcia to enact the Safe Drinking Water, Wildfire Prevention, Drought Preparation, Flood Protection, Extreme Heat Mitigation, and Workforce Development Bond Act of 2022, which, if voter-approved, would authorize the issuance of bonds in the amount of \$7.43B to finance safe drinking water projects wildfire prevention, drought preparation, flood protection, extreme heat mitigation, and workforce development programs.

For more information, contact Latoya Reed, Management Analyst at (510) 259-3833 or by email at [latoya.reed@acgov.org](mailto:latoya.reed@acgov.org).

## **ITEM VI.B. - 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 12, 2022 quarterly meeting:

**Presentation** – *Cypress Workforce Development Program Highlights*, by Eric Sharks, Executive Director of Cypress Mandela,

**Consent Calendar** - No Consent Items

#### **Regular Calendar - Workforce Development Board Actions/Committee Recommendations:**

##### Special Meeting

- Findings to Continue Meeting by Teleconference

##### Organizational Effectiveness Committee

- Conditional Funding Considerations for PY 2021/2022
- Increase in Priority Population Requirements and Implementation of Performance Measure for WIOA Adult Programs

##### Youth Committee

- Contract Renewal Recommendations Young Adult Future Force Career Program and Youth Innovation Program (PY 2022/2023)

##### Systems and Strategies Committee

- Modification to Priority Population Policy
- Extension and Update to the Industry Sector and Occupational Framework
- PY 2022/2023 Adult and Dislocated Worker Contract Renewal Recommendations

##### Executive Committee

- ACWDB Conflict of Interest Policy
- Workforce Innovation and Opportunity Act Formula Funding Allocation Methodology for PY 2022/2023
- Funding Recommendations for Workforce Innovation and Opportunity Act Service Providers for PY 2022/2023
- Approval of Alameda County Workforce Development Board Preliminary Annual Budget – PY 2022/2023

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)  
SPECIAL MEETING**

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**MEETING NOTICE**

**Friday, April 8, 2022**

**9:00 – 9:15 A.M.**

**Eden Area Multi-Service Center**

**The lobby of this building is closed due to the COVID-19.**

<https://us06web.zoom.us/j/83615443144?pwd=R212V0VTR1RyZ1dReDZkMnQ4Y1V6UT09>

**Passcode: 038958 | Meeting ID: 836 1544 3144| +1 408 638 0968 US (San Jose)**

**If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at [Sheroza.Haniff@acgov.org](mailto:Sheroza.Haniff@acgov.org) to request a speaker card prior to the meeting**

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**AGENDA**

**PAGE**

**I. CALL TO ORDER AND ROLL CALL**

**II. PUBLIC FORUM**

The public can address the Board 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 Board on published issues should do so at the time the agenda item is being discussed.

**III. ACTION ITEMS / PUBLIC HEARING**

**A. Findings to Continue Meeting by Teleconference**

1

Please call Sheroza Haniff at (510) 259-3842 if you would like 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.

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (ACWDB)  
YOUTH COMMITTEE**

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**MEETING NOTICE**  
**Monday, April 11, 2022**  
**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**

<https://us06web.zoom.us/j/86174776109?pwd=TFIJM2UvRUdCN0pTWWNtMkJnciExQT09>

**Passcode: 369452 | Meeting ID: 861 7477 6109 | +1 669 900 6833 US (San Jose)**

**If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at [Sheroza.Haniff@acgov.org](mailto:Sheroza.Haniff@acgov.org) to request a speaker card prior to the meeting.**

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**AGENDA**

		<b>PAGE</b>
<b>I.</b>	<b>CALL TO ORDER AND ROLL CALL</b>	
<b>II.</b>	<b>PUBLIC FORUM</b>	
	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.	
<b>III.</b>	<b>PRESENTATION</b> In-School Youth Providers, Eden Area Regional Occupational Program, Tri-Valley Regional Occupational Program	1
<b>IV.</b>	<b>ACTION ITEMS</b>	
	A. Contract Renewal Recommendations Young Adult Future Force Career Program and Youth Innovation Program (PY 2022/2023)	2
<b>V.</b>	<b>INFORMATION ITEMS</b>	
	A. Update to the Supportive Services Policy	4
	B. Update to the Training Policy	5
	C. Temporary Modification of the Current Residency Policy	7
	D. Disaggregating Disability Data	8
	E. Conditional Funding Considerations for PY 2021/2022	9
<b>VI.</b>	<b>REPORTS</b>	
	A. Local Area Performance Report – PY 2021/2022 Quarter 2	10
	B. Youth Contract Performance Reports – PY 2021/2022 Quarter 2	11

**VII. MATTERS INITIATED BY COMMITTEE MEMBERS**

**VIII. ANNOUNCEMENTS**

**COMMITTEE MEMBERS:** Eric Bishop (Chair), Lisa Meza (Vice-Chair), Prem Bajaj, Jeff Bowser, Eric Darby, Gana Eason, Linda Evans, 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 may attend as members of the audience. Please call Sheroza Haniff at (510) 259-3824 to request the material that will be discussed at this meeting.

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**NEXT YOUTH COMMITTEE MEETING IS August 8, 2022**

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (ACWDB)  
ORGANIZATIONAL EFFECTIVENESS COMMITTEE**

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**MEETING NOTICE**  
**Wednesday, April 13, 2022**  
**9:30 – 11:30 A.M.**  
**Eden Area Multi-Service Center**  
**The lobby of this building is closed due to the COVID-19.**

<https://us06web.zoom.us/j/88142172463?pwd=RkdTbJldFBdTTBxNFJCK2hUZkJxQT09>

**Passcode: 701772 | Meeting ID: 881 4217 2463| +1 669 900 6833 US (San Jose)**

**If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at [Sheroza.Haniff@acgov.org](mailto:Sheroza.Haniff@acgov.org) to request a speaker card prior to the meeting.**

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<b>III.</b>	<b>ACTION ITEMS / PUBLIC HEARING</b>	
	A. Conditional Funding Considerations for PY 2021/2022	1
	B. Implementation of a Priority Population Contract Performance Measure	2
<b>IV.</b>	<b>DISCUSSION ITEMS</b>	
	A. Presentation of Quarterly Contract and Local Area Performance Reports	4
	B. AJCC Certification Continuous Improvement Plan Update	5
<b>V.</b>	<b>INFORMATION ITEMS</b>	
	A. Metrix Online Learning Usage Report	7
<b>VI.</b>	<b>REPORTS</b>	
	A. Local Area Performance Reports	9
	B. Adult & Dislocated Worker Reports	
	B.1. Services to Unemployed Relative to the Labor Force Participation Within the Local Workforce Area – PY 2021/2022; Quarter 3	10
	B.2. Contract Performance Indicators Reports – Adults and Dislocated Workers PY 2021/2022; Quarter 3	12
	C. Youth Contract Performance Indicators Reports – PY 2021/2022; Quarter 3	13
	D. Financial Indicators Report – PY 2021/2022	14
	E. Business Services Report	17

F. Rapid Response Report – July 2021 to March 2022  
G. Training Expenditures Report – PY 2021/2022

19  
27

**VII. MATTERS INITIATED BY COMMITTEE MEMBERS**

**VIII. ANNOUNCEMENTS**

**COMMITTEE MEMBERS:** Jeff Bowser (Committee Chair); Sara Walke (Committee Vice-Chair); Tyler Abbott; Jennifer Cogley; Matt Pawluk; Iris Wiangchanok.

**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 OE COMMITTEE MEETING: AUGUST 3, 2022**

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)  
SYSTEMS AND STRATEGIES COMMITTEE**

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**MEETING NOTICE  
Wednesday, April 20, 2022  
9:00 – 11:00 A.M.**

**Eden Area Multi-Service Center**

**The lobby of this building is closed due to COVID-19. This is a Zoom meeting only**

<https://us06web.zoom.us/j/84178282794?pwd=ODBFL1VsOWZuYkk1bC94b0phZ002Zz09>

**Passcode: 204536 | Meeting ID: 841 7828 2794 |+1 408 638 0968 US (San Jose)**

**If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at [Sheroza.Haniff@acgov.org](mailto:Sheroza.Haniff@acgov.org) to request a speaker card prior to the meeting.**

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**AGENDA**

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<b>I.</b>	<b>CALL TO ORDER AND ROLL CALL</b>	
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<b>III.</b>	<b>ACTION ITEMS / PUBLIC HEARING</b>	
	A. Selection of Systems and Strategies Committee Vice Chair	1
	B. Modification to Priority Population Policy	2
	C. Extension and Update to the Industry Sector and Occupational Framework	4
	D. PY 2022/2023 Adult and Dislocated Worker Contract Renewal Recommendations	10
<b>IV.</b>	<b>DISCUSSION ITEMS</b>	
	A. Memorandum of Understanding between the ACWDB and Required Partners of the AJCC System PY 2022-2025	12
<b>V.</b>	<b>INFORMATION ITEMS</b>	
	A. Metrix Online Learning Usage Report	15
<b>VI.</b>	<b>MATTERS INITIATED BY COMMITTEE MEMBERS</b>	
<b>VII.</b>	<b>ANNOUNCEMENTS</b>	

**SYSTEMS AND STRATEGIES COMMITTEE MEMBERS:** Kelly Johnson (Chair); Vacant (Vice-Chair); Debra Chaplan; Doug Jones; Tony Lam; Kalpana Oberoi; Jennifer Ong; Paul Reyes.

**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.

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**NEXT SYSTEMS AND STRATEGIES COMMITTEE MEETING: AUGUST 17, 2022**

## **ITEM VII.A. – INFORMATION**

### **STATUS OF BOARD AND COMMITTEE MEMBERSHIP**

#### **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)**

Vacancies:

- Business – Two

**Youth Committee** – No Changes

**Systems and Strategies Committee** – New Member

**Organizational Effectiveness Committee** – No Changes

**Executive Committee** – No Changes

For further information, please contact Rhonda Boykin, Interim Director at 510-259-3844 or email at [RBoykin@acgov.org](mailto:RBoykin@acgov.org) or Sheroza Haniff, Board Secretary at 510-259-3842 or email at [sheroza.haniff@acgov.org](mailto:sheroza.haniff@acgov.org).

**ALAMEDA COUNTY**  
**WORKFORCE DEVELOPMENT BOARD (WDB)**  
**MEMBER LIST**

**BUSINESS (51%)**

**CHAIRPERSON – Bethany McCormick**

**Bethany McCormick**, Director Strategic Workforce Development  
Engineering Directorate  
Lawrence Livermore National Laboratory  
7000 East Avenue, Building 131  
Livermore, CA 94551  
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**Tyler Abbott**, CEO, Santini Foods, Inc.  
Santini Foods, Inc.  
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San Lorenzo, CA 94580  
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E-Mail: tyler@abbottfamily.org

**Prem Bajaj**, Supervisor of Workforce Development  
SF Bay Area Rapid Transit District  
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Oakland, CA 94612  
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**Alexandria Baker**, South Bay Manager,  
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**Jeff Bowser**, Global Solutions Sales  
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Tel: 925-765-9228  
E-Mail: jeff.bowser@vodafone.com

**VICE-CHAIRPERSON – Jennifer Cogley**

**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

**Krystal James**, Co-Founder  
Soapy Faith, Corp.  
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**BUSINESS**

**(Continued)**

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**VACANT (2)**

**EDUCATION**

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**GOVERNMENT**

**State Employment Service**

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**State Department of Rehabilitation**

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**Economic Development**

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**WORKFORCE REPRESENTATIVES**

**(20%)**

**Labor (15%)**

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Rev. 4.1.22

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**Community - Based Organization**

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**WDB COMMITTEES**

**Executive Committee**

Bethany McCormick, WDB Chair  
Jennifer Cogley, WDB Vice-Chair  
Jeff Bowser, Organizational Effectiveness Committee Chair  
Kelly Johnson, Systems and Strategies Committee Chair  
Eric Bishop Youth Committee Chair

**Systems and Strategies Committee**

Kelly Johnson, Chair  
Vacant, Vice-Chair  
Debra Chaplan  
Doug Jones  
Tony Lam  
Kalpana Oberoi  
Jennifer Ong  
Paul Reyes

**Organizational Effectiveness Committee**

Jeff Bowser, Chair  
Sara Walke, Vice-Chair  
Tyler Abbott  
Jennifer Cogley  
Mathew Pawluk  
Iris Wiangchanok

**Youth Committee**

Eric Bishop, Chair  
Lisa Meza, Vice-Chair  
Prem Bajaj  
Jeff Bowser  
Eric Darby  
Gana Eason  
Linda Evans  
Kathy Mello  
Bill Pelter  
Raquel Ramsey-Shelton  
Mario Wagner

**ITEM VII.B. – INFORMATION**

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD**  
**2022 MEETING CALENDAR**

**FEBRUARY 2022**

- 2 Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)
- 14 Youth Committee (1:00 – 3:00 PM, California Poppy Room, 2<sup>nd</sup> Floor)
- 16 Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2<sup>nd</sup> Floor)
- 23 Executive Committee (9:30 – 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)

**MARCH 2022**

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

**APRIL 2022**

- 11 Youth Committee (1:00 – 3:00 PM, California Poppy Room, 2<sup>nd</sup> Floor)
- 13 Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)
- 20 Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2<sup>nd</sup> Floor)
- 27 Executive Committee (9:30 - 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)

**MAY 2022**

- 12 Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2<sup>nd</sup> Floor)

**AUGUST 2022**

- 3 Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)
- 8 Youth Committee (1:00 – 3:00 PM, California Poppy Room, 2<sup>nd</sup> Floor)
- 17 Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2<sup>nd</sup> Floor)
- 24 Executive Committee (9:30 - 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)

**SEPTEMBER 2022**

15 Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2<sup>nd</sup> Floor)

**NOVEMBER 2022**

2 Organizational Effectiveness Committee (9:30 – 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)

14 Youth Committee (1:00-3:00 PM, California Poppy Room, 2<sup>nd</sup> Floor)

16 Systems and Strategies Committee (9:00 – 11:00 AM, California Poppy Room, 2<sup>nd</sup> Floor)

17 Executive Committee (9:30 - 11:30 AM, California Poppy Room, 2<sup>nd</sup> Floor)

**DECEMBER 2022**

8 Workforce Development Board (9:00 AM – 12 Noon, California Poppy Room, 2<sup>nd</sup> Floor)

**NOTE:** All meetings are virtual until further notice.

11.12.2021