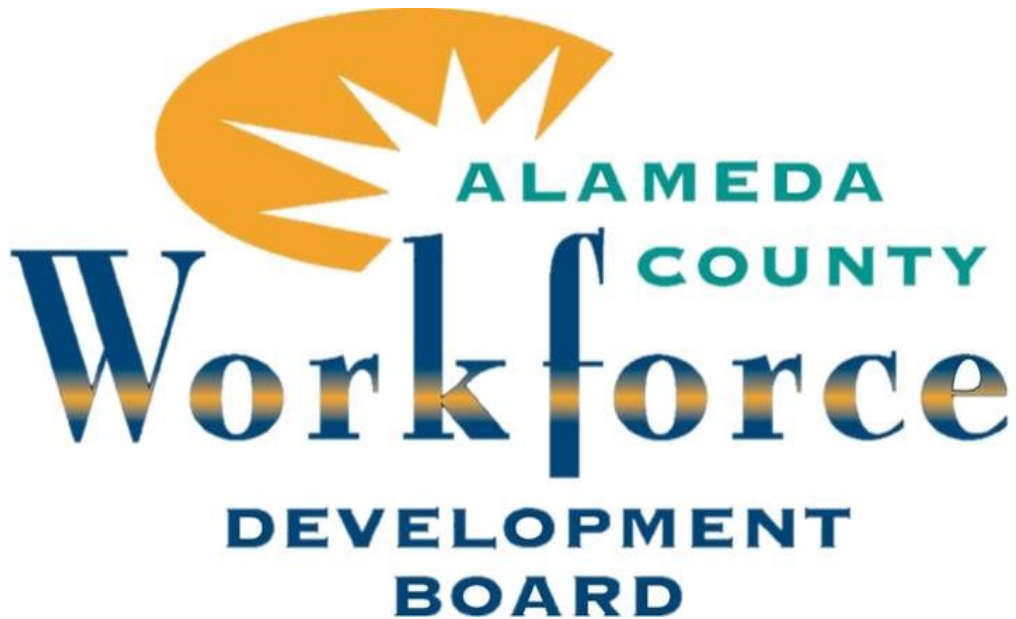


# Youth Committee



(<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 11, 2022  
1:00 P.M.**

**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=TFIjM2UvRUdCN0pTWWNtMklnclExQT09>

**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.

*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 YOUTH COMMITTEE MEETING IS August 8, 2022**

## **ITEM III.A. – PRESENTATION**

### **IN-SCHOOL YOUTH PROVIDERS**

#### **BACKGROUND:**

The Alameda County Workforce Development Board contracts with two organizations that provide direct employment and training services to in-school youth. They are: Eden Area Regional Occupational Program (Eden ROP) and Tri-Valley Regional Occupational Program (Tri-Valley ROP) and their program summaries are as follows:

**Eden ROP** serves the Eden sub-region which includes the cities of Hayward, Castro Valley, San Leandro, and the unincorporated areas of San Lorenzo, Ashland, Cherryland, and Fairview.

Eden ROP is a dynamic educational organization whose mission is to prepare students for careers and further education as well as to instill workplace values that will enable them to compete successfully in the economy of today and the future.

As a Career Technical Education (CTE) provider, Eden ROP partners with Castro Valley, Hayward, San Leandro, and San Lorenzo Unified School Districts to strengthen and broaden the students' educational experience which transforms student aspirations into reality and builds a pipeline of workforce talent for regional businesses.

The Eden ROP programs focus on industry-specific skills that span across 12 different business sectors, with courses located at both the ROP Center and the students' high school campuses. Additionally, relationships with business partners are cultivated to create opportunities for internships and other innovative work-based learning activities.

**Tri-Valley ROP** serves the Tri-Valley sub-region which includes the cities of Dublin, Livermore, Pleasanton, and the unincorporated area of Sunol.

The mission of Tri-Valley ROP is to educate and train a broad spectrum of students by providing a bridge of opportunity connecting school to continuing education and career; to support and guide the development of life and career skills valued by business, industry, colleges, and society; and to provide an environment of continuous program improvement, responsive to the changing needs of students, employers, and industry.

Tri-Valley ROP's vision is to cultivate a world-class talent pool through the guidance of professional educators of the highest quality by engaging every student in rigorous and relevant career pathways developed in partnership with business and industry, and by promoting global awareness, innovation, and ethics to empower students to turn their passion into a high-wage career.

Tri-Valley ROP serves all public high schools within Dublin Unified School District, Livermore Valley Joint Unified School District, and Pleasanton Unified School District.

For further information, contact Deidra Perry, Youth/Young Adult Planner at (510) 259-3827 or by email at [deperry@acgov.org](mailto:deperry@acgov.org).

**ITEM IV.A. – ACTION / PUBLIC HEARING**  
**CONTRACT RENEWAL RECOMMENDATIONS**  
**YOUNG ADULT FUTURE FORCE CAREER PROGRAM AND**  
**YOUTH INNOVATION PROGRAM**  
**PY 2022/2023**

**RECOMMENDATIONS:**

That the Youth Committee (YC) of the Alameda County Workforce Development Board (ACWDB) approve the following contract renewal recommendations for Program Year (PY) 2022/2023 for the Young Adult Future Force Career Program, and the Youth Innovation Program:

1. Renew contracts with the following youth providers either with or without additional conditions based on whether contract renewal criteria are met for PY 2021/2022 by June 30, 2022:
  - a. Young Adult Future Force Career Program (Out-of-School Youth Providers):
    - Berkeley Youth Alternatives (BYA)
    - Alliance for Community Health dba La Familia Counseling Services (La Familia)
    - Ohlone Community College
  - b. Youth Innovation Program (In-School Youth Provider):
    - Eden Area Regional Occupational Program
    - Tri-Valley Regional Occupational Program
2. Apply Workforce Innovation and Opportunity Act (WIOA) Formula Funding Allocation Methodology as approved by ACWDB for PY 2022/2023;
3. Direct staff to negotiate contracts effective July 1, 2022 through June 30, 2023.

**BACKGROUND:**

The following annual contract renewal criteria is included in the contracts that ACWDB approved on March 11, 2021 and September 16, 2021 for the procurement cycle July 1, 2022 – through June 30, 2025:

<b><u>Performance Measure</u></b>	<b><u>Goal</u></b>
• Enrollments	80% by 12/31/2021 100% by 3/31/2022
• Work-based learning activities	“ “ “ “
• Core skill/leadership activities	“ “ “ “
• Placement in Training (that leads to a WIOA recognized credential)	Shows significant progress by 3/31/2022
• Credential Attainments	“ “
• Placements at Closure	“ “

- Measurable Skills Gains “ ”
- Submission of Monthly Report Narrative 85% by the 25<sup>th</sup> of each month
- Submission of Monthly Invoice 85% by the 25<sup>th</sup> of each month

As of publication of the YC meeting packet, the service providers have not met all of the renewal criteria due to numerous challenges including shifts in the labor market resulting in fewer enrollments.

To address the deficiencies experienced throughout the 2021/2022 program year, staff have and will continue to:

1. Provide regular and ongoing programmatic and fiscal technical support and guidance;
2. Regularly monitor the performance and operations of service provision and advise on systematic best practices;
3. Conduct programmatic and fiscal monitoring reviews.

Contingent upon contract performance attainments and the outcomes of programmatic and fiscal monitoring, providers will be subject to the following conditions:

Providers in the following categories:	Conditions:
Unresolved program and fiscal monitoring findings	Provider will be required to submit a corrective action plan and ACWDB staff will monitor resolution of deficiencies by June 30, 2022.
Failed to attain 100% of specified contract performance goals or achieve significant progress toward other contract performance goals by March 31, 2022	25% of PY 2021/2022 funding will be held in reserve until 100% of specified performance goals are met or until June 30, 2022 when provider forfeits up to 25% due to not meeting performance goals.

The third quarter Contract Indicators Performance Report was not available at the time the YC packet was compiled and will be sent as a handout via email prior to the April 11, 2022 meeting.

For further information, please contact Deidra Perry, Youth/Young Adult Planner at (510) 259-3827 or [deperry@acgov.org](mailto:deperry@acgov.org).

## **ITEM V.A. – INFORMATION**

### **UPDATE TO THE SUPPORTIVE SERVICES POLICY**

#### **BACKGROUND:**

At their March 11, 2022, meeting, the Alameda County Workforce Development Board (ACWDB) approved proposed amendments to the existing Supportive Service Policy. The amended policy went into effect on Friday, April 1, 2022.

An Action Bulletin was issued and distributed to all Career Services Providers (CSP) in ACWDB's system – including all programs funded through Workforce Innovation and Opportunity Act (WIOA) Youth, Young Adult, Adult, and Dislocated Worker funding streams.

The items listed below represent the categories of supportive services that will be available to individual participants as they engage in WIOA-funded career and training services:

1. Transportation Assistance
2. Work and Training Related Clothing, Tools, Equipment, or Safety Items
3. Verification/Documentation (as needed to qualify for employment or training)
4. Educational Testing Related to Certifications or Industry-Recognized Credentials
5. Training-Related Academic/Educational Materials (not covered through training providers)
6. Reimbursement for Utility Bill Expenses
7. Needs-Related Payments (for individuals enrolled in training)

Additionally, ACWDB has expanded the definitions of “Transportation” Supportive Services to include: 1) Rideshare Vouchers (Uber, Lyft, etc.); and 2) Vehicle Repair.

For additional information, please contact Michele G. Garcia, MIS Administrator by phone at (510) 259-3802 or through email at [mggarcia@acgov.org](mailto:mggarcia@acgov.org).

## **ITEM V.B. – INFORMATION**

### **UPDATE TO THE TRAINING POLICY**

#### **BACKGROUND:**

At their March 11, 2022, meeting, the Alameda County Workforce Development Board (ACWDB) approved proposed updates to the existing Training Policy – which went into effect on Friday, April 1, 2022.

The updated policy was distributed through Action Bulletin, was shared via email and will be available on ACWDB’s website on the [Program Policies Page](#).

The items listed below summarize the items that are included in ACWDB’s new Training Policy:

1. Funding of Last Resort  
Per WIOA regulations, funds spent for training must be the funding of last resort.
2. Timeliness of Training Request Submittals  
ACWDB staff are requesting that training requests be submitted to ACWDB a minimum of two weeks prior to the projected begin date of any training programs.
3. Participant Suitability for Training Services  
ACWDB requires that participants be assessed for suitability for WIOA-funded training services.
4. Per Participant Training Cost Cap
  - i. ACWDB has established a training cost cap of \$5,000 per participant for a single training program leading to an industry-recognized certification or credential.
  - ii. To encourage employer engagement, ACWDB allows a total of \$7,500 per participant when training programs are bundled with On-the-Job Training opportunities.
  - iii. ACWDB will establish a process for requesting a cost cap waiver to exceed these spending limits in the event of extenuating circumstances.
5. Opportunities for Multiple Training Programs Per Participant  
ACWDB allows an individual participant to request additional training programs when There is evidence to support the participant being unable to obtain or retain employment in their field of choice without additional skills or abilities that may be obtained through an additional training opportunity, and the total cost of the training programs does not exceed the per participant cap.

In the event the participant exited from WIOA services, then returned for additional services, they may be eligible for the full \$5,000 worth of training, but only in those instances where it has been demonstrated that additional skills are required in order for the participant to be considered eligible for employment in their field of choice.

6. Co-Enrollment for Training  
ACWDB does allow participants to be enrolled in multiple grants or projects – especially when there are opportunities for specialized or cohort trainings through discretionary grants or programs.
7. Local Board Determination Training  
The proposed Training Policy bulletin references Action Bulletin (AB) [18-04 Revision 3](#) which is available on the [ACWDB website](#).
8. Training Opportunities for Youth Participants  
ACWDB sometimes allows WIOA Adult training funds to be set aside for Youth and Young Adult participants who meet one of ACWDB's priority population criteria.

For additional information, please contact Michele G. Garcia, MIS Administrator at (510) 259-3802 or by email at [mggarcia@acgov.org](mailto:mggarcia@acgov.org).

## V.C. - INFORMATION

### TEMPORARY MODIFICATION OF THE CURRENT RESIDENCY POLICY

#### BACKGROUND:

At their March 11, 2022, meeting, the Alameda County Workforce Development Board (ACWDB) approved proposed amendments to the existing residency policy. The temporary amendments went into effect on Thursday, March 11, 2022 – and will remain in effect through June 30, 2023.

An Action Bulletin was issued on March 11, 2022 – and is available through the ACWDB website on the [Program Policies Page](#).

The temporary modifications include:

1. An increase to the present cap on enrollment of participants into Workforce Innovation and Opportunity Act (WIOA) Title I-funded services who do not meet ACWDB's residency criteria from 10% to 25%; and
2. An alteration of the residency criteria for youth participants to mirror the Adult and Dislocated Worker residency requirement in that youth service providers would be allowed to enroll any participant from within the Local Area without consideration of which sub-region the youth participant resides in.

For additional information contact Michele G. Garcia, MIS Administrator by phone at (510) 259-3802 or through email at [mggarcia@acgov.org](mailto:mggarcia@acgov.org).

## **ITEM V.D. – INFORMATION**

### **DISAGGREGATING DISABILITY DATA**

#### **BACKGROUND:**

At the November 8, 2021 Youth Committee (YC) meeting, it was requested that staff disaggregate the performance data for participants with disabilities. At the February 14, 2021 meeting, staff reported that the CalJOBS system captured the number of participants who have self-identified as having a disability but not the type of disability, services offered, or if referrals are made to organizations such as Regional Center of the East Bay, Department of Rehabilitation and the Arc San Francisco.

Since the February 14, 2022 YC meeting, staff now have access to an additional report that captures the type of disability the participants report.

Active Participants for period July 1, 2020 – June 30, 2021

The following chart represents the 108\* participants who have disclosed possessing one or more types of disabilities:

	<b>ADULT/DW</b>	<b>YOUTH</b>	<b>TOTAL</b>
Cognitive/Intellectual Disability	8	5	13
Hearing-related Disability	1	1	2
Learning Disability	4	22	26
Mental or Psychiatric Disability	19	5	24
Physical/Chronic Health Condition	17	5	22
Physical/Mobility Impairment	16	1	17
Vision-related Disability	0	1	1
Decline to State	10	0	10
	75	40	115*

\*Several participants indicated possessing more than 1 disability

Of the 950 Adult/Dislocated Worker that were active participants during the report period, 7.8% reported having a disability.

Of the 250 Youth that were active participants during the report period, 16% reported having a disability.

For more information contact Deidra Perry, Youth/Young Adult Planner at (510) 259-3827 or by email at [deperry@acgov.org](mailto:deperry@acgov.org).

## **ITEM V.E. – INFORMATION**

### **CONDITIONAL FUNDING CONSIDERATIONS FOR PY 2021/2022**

#### **BACKGROUND:**

At the November 17, 2021 Systems and Strategies (S&S) Committee meeting, a question was posed about the status of Alameda County Workforce Development Board's (ACWDB) intentions regarding enforcement of the Conditional Funding criteria as established in Career Service Provider (CSP) contracts for PY 2021/2022.

As a result, during the "Matters Initiated by Committee Members" section of the agenda, S&S Committee members asked staff to prepare for discussions on this topic.

ACWDB staff are evaluating a number of elements (i.e., contract performance attainments through PY 2021/2022 Quarter 3, the current status of the pandemic, the engagement levels of the local workforce, outreach efforts of CSPs, participation rates in Alameda and neighboring counties, and other factors).

While the question was raised during the S&S Committee meeting, staff will present an item to the Organizational Effectiveness (OE) Committee at their April 13, 2022 meeting. The OE Committee is the appropriate committee to engage this topic with staff.

#### **AVAILABILITY OF QUARTER 3 PERFORMANCE ATTAINMENTS:**

At the time this packet was being assembled, the PY 2021/2022 Quarter 3 reports had not yet been generated. Those reports will be shared via email in advance of the committee meetings. Additionally, utilizing third quarter performance attainments, staff will prepare a recommendation for conditional funding for the OE committee to consider. Youth Committee members may attend the OE Committee meeting on April 13, 2021, to observe Conditional Funding recommendation.

For additional information, please contact Michele G. Garcia, MIS Administrator. You can reach Michele at (510) 259-3802 or through email at [mggarcia@acgov.org](mailto:mggarcia@acgov.org).

## **ITEM VI.A. – REPORTS**

### **LOCAL AREA PERFORMANCE REPORTS** **ADULTS, DISLOCATED WORKERS, AND YOUTH** **PY 2021/2022; 3<sup>rd</sup> Quarter; 7/1/2021 through 3/31/2022**

#### **BACKGROUND:**

The Alameda County Workforce Development Board (ACWDB) negotiates Local Area Performance with the California Workforce Development Board biennially. New Local Area Performance goals for Program Years (PY) 2020/2021 and 2021/2022 were negotiated on September 15, 2020.

The Local Area Performance measures, goals, and actual performance attainments are not evaluated in “real time”. There is a minimum six-month look back at participants who completed Workforce Innovation and Opportunity Act (WIOA) funded services during previous quarters.

#### **ANALYSIS OF REPORTS:**

At the time that the committee packets were being assembled, the PY 2021-2022 Quarter 3 reports had not yet been generated. These reports will be shared through email in advance of this committee meeting.

Please contact Michele G. Garcia, MIS Administrator if you have any questions regarding Local Area Performance Reports. You can reach Michele at (510) 259-3802 or by email at [mggarcia@acgov.org](mailto:mggarcia@acgov.org).

## **ITEM VI.B. – REPORTS**

### **YOUTH CONTRACT PERFORMANCE INDICATORS REPORTS** **PY 2021/2022; Quarter 3; 7/1/2021 through 3/31/2022**

#### **BACKGROUND:**

Under the Workforce Innovation and Opportunity Act (WIOA) legislation, Local Area Performance Measures include, for all WIOA Formula populations (Adults and Dislocated Workers and Youth):

1. Employment Rate at 2<sup>nd</sup> Quarter After Exit (Employment or Placement for Youth)
2. Employment Rate at 4<sup>th</sup> Quarter After Exit (Employment or Placement for Youth)
3. Median Earnings at 2<sup>nd</sup> Quarter After Exit
4. Credential Attainment within four Quarters After Exit
5. Measurable Skill Gains

NOTE: “Placement” for Youth performance (specifically as referenced in items 1 and 2 above), is defined as placement in Employment, Advanced Training, Post-Secondary Education, or the Military.

Toward our Local Area Performance goals, Alameda County Workforce Development Board’s (ACWDB) contracted service providers for youth and young adults have contract performance measures and goals written into their contracts as follows:

1. Number of new enrollments
2. Number of participants enrolled into:
  - a. Work-Based Learning Activities
  - b. Core Skills / Leadership Activities
  - c. Training Activities that lead to credential attainment
3. Credential Attainments
4. Youth Placements reported at case closure

#### **ANALYSIS OF REPORTS:**

At the time that committee packets were being assembled, PY 2021/2022 Quarter 3 reports had not yet been generated. These report items will be shared through email in advance of the Youth Committee meeting.

Please contact Michele G. Garcia, MIS Administrator if you have any questions regarding these reports. You can reach Michele at (510) 259-3802 or by email at [mggarcia@acgov.org](mailto:mggarcia@acgov.org).