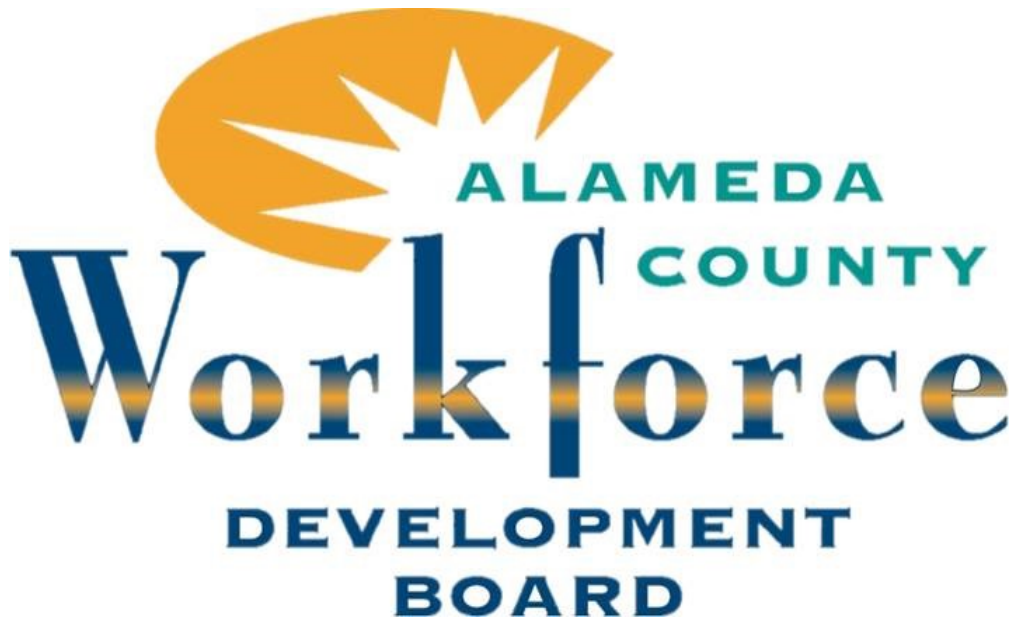


Executive Committee



(<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 24, 2024
9:30 A.M.**

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

MEETING NOTICE
Wednesday, April 24, 2024
9:30 – 11:30 A.M.
Gail Steele Multi-Service Center
24100 Amador Street, Hayward, CA 94544-1203
California Poppy Conference Room, 2nd Floor

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

	PAGE
I. CALL TO ORDER AND ROLL CALL	
II. COMMITTEE UPDATES – Committee Chairs	
III. STAFF REPORT – Rhonda Boykin, Director	
IV. PUBLIC FORUM	
Members of the public may address the Committee regarding any of the Action Items, or public input at this time. Speakers have a maximum of three minutes per person which must include the speaker’s name, organization, and reference to which agenda item they are referencing.	
V. ACTION ITEMS	
A. Approval of Alameda County Workforce Development Board Preliminary Annual Budget PY 2024/2025	1
B. Workforce Innovation and Opportunity Act Formula (WIOA) Funding Allocation Methodology for Program Year 2024/2025	5
C. Funding Recommendation for WIOA Providers PY 2024/2025	9
D. Youth Committee Meeting Calendar for Remainder of Calendar Year 2024	12
VI. DISCUSSION ITEMS	
A. Workforce Development Board Retreat Action Plan	13
B. Set Consent and Regular Calendar for ACWDB Meeting	18
VII. INFORMATION ITEMS	
A. Status of Board and Committee Membership	25
B. Alameda County Workforce Development Board (WDB) 2024 Meeting Calendar	30
VIII. MATTERS INITIATED BY COMMITTEE MEMBERS	

IX. ANNOUNCEMENTS

COMMITTEE MEMBERS: Kelly Johnson (Committee Chair); **Matt Pawluk** (Committee Vice-Chair); **Prem Bajaj; Matt Kreutz; Chiman Lee.**

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 28, 2024

ITEM V.A. – ACTION / PUBLIC HEARING

**APPROVAL OF ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD
PRELIMINARY ANNUAL BUDGET – PY 2024/2025**

RECOMMENDATION:

That the Executive Committee recommend approval of the Preliminary Annual Budget, as presented in Attachment V.A.1-2, for Program Year (PY) 2024/2025 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, 2024 through June 30, 2025, 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 2024/2025

WIOA Formula Grants – State Allocations

For PY 2024/2025 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 2023/2024 WIOA Formula funding allocation for all WIOA programs (Adult, Dislocated Worker, Rapid Response, and Youth programs). This is based on budget information and staff analysis of the PY 2024/2025 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 2024/2025. Final PY 2024/2025 WIOA Formula funding allocations are expected from California Employment Development Department (EDD) by May 31, 2024.

Training Set-Aside

For PY 2024/2025, 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.

The Vision Alameda County Disrupting Disparities project ended in PY 2023/2024. The American Rescue Plan initiatives with the Alameda County Community Development Agency, the Prison-to-Employment 2.0 project and the High Road Training Partnership Marine Trades Project will continue funding and services into PY 2024/2025.

ACWDB was recently awarded a new Student Training and Employment Program funding grant for \$434,378.45 to provide employment, training and work readiness services to students who meet Department of Rehabilitation eligibility. The overall result is a net decrease of \$1,709,378 in overall discretionary grant funding from PY 2023/2024 to PY 2024/2025, depending on actual carry-over funding as of 6/30/24. Additional grant applications are in process, and the annual budget will be updated as appropriate based on funding awards.

Once final PY 2024/2025 WIOA Formula allocations are received from the State, staff will assess the impact on the overall PY 2024/2025 budget and make final calculations in order to proceed with contracts.

Any necessary budget adjustments and associated actions resulting from final PY 2024/2025 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. For further information, please contact Jennifer Mitchell, Program-Financial Specialist, at (510) 259-3829 / email at: jennifer.mitchell@acgov.org.

ATTACHMENTS:

V.A.1. - WIOA Formula and Discretionary Grant Revenues – July 1, 2024 through June 30, 2025

V.A.2. - Planned Expenditures of ACWDB Revenues – July 1, 2024 through June 30, 2025

ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD

PRELIMINARY ANNUAL BUDGET - PY 2024/2025
WIOA FORMULA and DISCRETIONARY REVENUES

GRANT / FUNDING SOURCE		AVAILABLE REVENUE	
		Approved PY 2023/2024	Preliminary PY 2024/2025
WIOA Formula Funds		September 2023	April 2024
1.	WIOA ADULT PROGRAMS	\$1,618,456	\$1,618,456
2.	WIOA DISLOCATED WORKERS	\$2,210,327	\$2,210,327
3.	WIOA YOUTH PROGRAMS	\$1,687,176	\$1,687,176
4.	WIOA RAPID RESPONSE	\$329,630	\$329,630
5.	WIOA RAPID RESPONSE / Layoff Aversion	\$59,122	\$59,122
6.	TOTAL WIOA FORMULA ALLOCATIONS (1)	\$5,904,711	\$5,904,711
Discretionary Funds			
7.	Vision Alameda County (2)	\$47,000	
8.	Community Development Agency ARPA Workforce Project (3)	\$750,000	\$250,000
9.	Prison-to-Employment 2.0 Regional Implementation Grant (4)	\$250,000	\$300,000
10.	H RTP Marine Trades & Water Transportation Careers Project (5)	\$328,000	\$2,100,000
11.	STEP Forward Grant Project (6)		\$434,378
12.	TOTAL DISCRETIONARY FUNDING	\$1,375,000	\$3,084,378
13.	TOTAL AVAILABILITY for PROGRAM YEAR	\$7,279,711	\$8,989,089

NOTES:

- (1) Funding levels are planning estimates only, using PY 2022/2023 WIOA Formula funding allocations for Adult, Dislocated Worker, Rapid Response, Rapid Response Layoff Aversion and Youth.
- (2) 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.
- (3) ACWDB new Memorandum of Understanding with Alameda County Community Development Agency includes \$1,000,000 in workforce development funding for Ashland/Cherryland unincorporated areas for 8/1/22 through 12/31/24.
- (4) ACWDB awarded \$639,758 for Prison-to-Employment 2.0 Regional Implementation Grant for 4/1/23 through 12/31/25. ACWDB will serve as fiscal agent this regional project, with \$312,021 allocated for services in Alameda County and the remaining \$327,737 allocated for services provided by East Bay RPU workforce partners.
- (5) ACWDB awarded \$3,933,848.30 for High Road Training Partnerships (H RTP) Marine Trades & Water Transportation Careers Project for 4/1/24 through 3/31/26. ACWDB will serve as fiscal agent for this regional project.
- (6) ACWDB awarded \$434,378.45 for Student Training and Employment Program (STEP) Forward Grant Project for 5/1/24 through 12/31/26 to provide employment, training and work readiness services to Department of Rehabilitation program eligible students.

ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD
PRELIMINARY ANNUAL BUDGET - PY 2024/2025
PLANNED EXPENDITURES -- PY 2024/2025
WIOA FORMULA ALLOCATIONS & DISCRETIONARY GRANTS

For Period of: July 1, 2024 thru June 30, 2025		WIOA Formula Funds (1)	Discretionary Funds	Approved PY 2023/2024 BUDGET - SEPT 2023	Preliminary PY 2024/2025 BUDGET - APR 2024
Planned Expenditures:					
A.	WIB Dept - Planning/Fiscal/Board Support	\$852,975	\$73,150	\$ 933,201	\$ 926,125
B.	MIS Reporting - Tracking/Eligibility	\$455,505	\$52,100	\$ 501,322	\$ 507,605
C.	Business Services	\$568,166	\$47,900	\$ 628,558	\$ 616,066
D.	Systems Support	\$230,980	\$37,350	\$ 279,290	\$ 268,330
E.	ITAs-OJTs / Employer / Customized Training Projects (2)	\$765,757 (20%)	\$382,878 (10%)	\$ 1,148,635 (30%)	\$ 1,148,635 (30%)
F.	WIOA Comprehensive AJCC & Career Services (3)	\$1,837,816		\$ 1,837,816	\$ 1,837,816
H.	WIOA Youth Services & Strategies (3)	\$1,193,513		\$ 1,193,513	\$ 1,193,513
I.	Discretionary Project Service Providers (4)		\$2,491,000	\$ 757,376	\$ 2,491,000
Total Planned Expenditures		\$5,904,711	\$3,084,378	\$7,279,711	\$ 8,989,089
J.	Total Revenue - Attachment A	\$5,904,711	\$3,084,378		\$8,989,089
Total under / (over) allocation		0	0		0

NOTES:

- (1) Funding levels are planning estimates only, using PY 2023/2024 WIOA Formula funding allocations for Adult, Dislocated Worker, Rapid Response, Rapid Response Layoff Aversion and Youth.
- (2) A minimum of 20% (planning estimate - \$765,757) 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 - \$382,878) may be training dollars from other sources.
- (3) Includes recommended WIOA funding for contracts with current service providers for PY 2024/2025.
- (4) Includes discretionary project funding to existing WIOA Career Service Providers, WIOA Youth Providers and awards to newly procured providers.

ITEM V.B. – ACTION/PUBLIC HEARING

**WORKFORCE INNOVATION AND OPPORTUNITY ACT
FORMULA FUNDING ALLOCATION METHODOLOGY
FOR PROGRAM YEAR 2024/2025**

RECOMMENDATION:

That the Executive Committee recommend approval of the Workforce Innovation and Opportunity Act (WIOA) Formula Funding Allocation Methodology for Program Year (PY) 2024/2025, 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 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 were considered by the appropriate ACWDB Committees in April 2024 and are addressed as separate items for ACWDB consideration.

PLANNING ESTIMATE:

For planning purposes, ACWDB staff is utilizing the PY 2023/2024 WIOA Formula funding allocation for all WIOA programs (Adult, Dislocated Worker, Rapid Response, and Youth). This is based on budget information and staff analysis of the FY 2024/2025 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 2024/2025.

TRAINING POOL:

For FY 2024/2025, 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, employer contributions, or funds spent on training of participants. Twenty percent (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 the 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.

ACWDB 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 (Management Information Systems) 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, the 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 2024/2025. 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.

ATTACHMENT:

V.B.1. - WIOA Formula Funding Allocation Methodology PY 2024/2025

**WIOA FORMULA FUNDING ALLOCATION METHODOLOGY
PY 2024/2025**

FUNDS TO LOCAL AREA	%	ADULT	DISLOCATED WORKERS	%	YOUTH	%	RAPID RESPONSE	TOTALS for PY 2024/2025
TOTAL FORMULA ALLOCATION (1)	100%	\$1,618,456	\$2,210,327	100%	\$1,687,176	100%	\$388,752	\$5,904,711
TRAINING REQUIREMENT (2)	20%	\$323,691	\$442,065					\$765,757
AVAILABLE FOR IMPLEMENTATION	80%	\$1,294,765	\$1,768,262	100%	\$1,687,176	100%	\$388,752	\$5,138,954
WDB DEPARTMENT	Allocation of the 80% for Implementation			Allocation for Implementation			Allocation for Implementation	
PLANNING/FISCAL/BOARD SUPPORT	15%	\$194,215	\$265,239	15%	\$257,459	35%	\$136,063	\$852,975
MIS REPORTING - TRACKING/ELIGIBILITY	10%	\$129,476	\$176,826	7%	\$118,102	8%	\$31,100	\$455,505
BUSINESS SERVICES / RAPID RESPONSE	10%	\$129,476	\$176,826	4%	\$67,487	50%	\$194,376	\$568,166
SYSTEMS SUPPORT	5%	\$64,738	\$88,413	3%	\$50,615	7%	\$27,213	\$230,980
Sub-Total	40%	\$517,906	\$707,305	29%	\$493,663	100%	\$388,752	\$2,107,626
PROVIDERS (3)	60%	\$776,859	\$1,060,957	71%	\$1,193,513			\$3,031,328
TOTAL FOR IMPLEMENTATION	100%	\$1,294,765	\$1,768,262	100%	\$1,687,176	100%	\$388,752	\$5,138,954

(1) Funding levels are planning estimates only, using PY 2023/2024 WIOA Formula funding allocations for Adult, Dislocated Worker, Youth and Rapid Response.

(2) A minimum of 20% (planning estimate - \$765,757) 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 - \$382,878) may be training dollars from other sources.

(3) PROVIDERS: Funding for contract renewals with providers will be approved under separate action by ACW/DB Committee and full Board.

ITEM V.C. - ACTION / PUBLIC HEARING

FUNDING RECOMMENDATIONS FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SERVICE PROVIDERS FOR PY 2024/2025

RECOMMENDATIONS:

That the Executive Committee recommend approval of the following:

1. Accept funding recommendations for contract maximums for WIOA service providers for PY 2024/2025 (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;
3. If the PY 2024/2025 WIOA 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 2024/2025 funding awards;
4. Direct staff to initiate contracts and negotiate approved contract performance goals commencing July 1, 2024, using the final WIOA 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 2023/2024 funding levels for all awarded providers.

PY 2024/2025 WIOA Formula allocations are not yet available from the State of California. For funding recommendations, staff is utilizing the PY 2023/2024 WIOA Formula allocations, and the recommended allocation methodology for PY 2024/2025 (see Item V.B).

Funding recommendations for each WIOA service provider are based on current estimates of available funding for PY 2024/2025. Once the final WIOA Formula funding allocations for PY 2024/2025 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 2024/2025.

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

ATTACHMENT:

V.C.1. WIOA Funding Recommendations for PY 2024/2025

**WIOA FUNDING RECOMMENDATIONS FOR PY 2024/2025
DETAIL BY CONTRACT SERVICE PROVIDER**

PROVIDER	PROGRAM	AREA / SUB-REGION	% of ALLOCATION	FUNDING RECOMMENDATION
IN-SCHOOL YOUTH PROVIDERS (1)				
EDEN REGIONAL OCCUPATIONAL PROGRAM	Youth Innovation Program (In-School)	EDEN	25%	\$298,378
TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM	Youth Innovation Program (In-School)	TRI-VALLEY	42%	\$173,059
OUT-OF-SCHOOL YOUTH PROVIDERS				
BERKELEY YOUTH ALTERNATIVES	Young Adult Future Force Career Program (Out-of-School)	NORTH CITIES	34%	\$895,135
OHLONE COMMUNITY COLLEGE DISTRICT	Young Adult Future Force Career Program (Out-of-School)	TRI-CITIES	23%	\$304,346
LA FAMILIA / EAST BAY COMMUNITY SVCS	Young Adult Future Force Career Program (Out-of-School)	EDEN	43%	\$205,881
Sub-total Youth Providers				\$384,908
RUBICON PROGRAMS	Comprehensive AJCC	EDEN	39%	\$1,193,513
OHLONE COMMUNITY COLLEGE DISTRICT	Career Services Collaborative	NORTH CITIES/TRI-CITIES/TRI-VALLEY	61%	\$716,748
Sub-total AJCC/Career Service Providers				\$1,121,068
Total WIOA Funding Recommendations (2)				\$1,837,816
				\$3,031,329

(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 2024/2025 may change based on final WIOA Formula Allocations and other restrictions for contract renewals.

ITEM V.D. – ACTION / PUBLIC HEARING

YOUTH COMMITTEE

MEETING CALENDAR FOR REMAINDER OF CALENDAR YEAR 2024

RECOMMENDATION:

That the Alameda County Workforce Development Board’s Executive Committee consider and approve the modification of meeting time for the Youth Committee (YC).

BACKGROUND:

The Bylaws state under Section 4.4.2 Regular Meetings of Standing Committees that:

“Each committee shall set the date, time, and place of regular meetings by resolution and shall state the date, time, and place of each meeting in the agenda to be posted for that meeting”.

The YC is proposing to modify the scheduled start time for their meetings from 1:00 PM to 1:30 PM; with all meetings taking place on the dates already established in the 2024 YC meeting calendar. Upon approval, the YC meetings will be held as follows for the remainder of the 2024 calendar year:

<u>DATES</u>	<u>TIME</u>
August 12, 2024	1:30 – 3:30 PM
November 12, 2024	1:30 – 3:30 PM

NOTE:

All meetings are scheduled to take place at the Gaile Steele Multi Service Center, (24100 Amador Street, 2nd Floor, California Poppy Conference Room, A&B, Hayward, CA). Meetings may be held through teleconference or online meeting platform, should a State of Emergency be issued. Notification of any changes will be forwarded in advance of each meeting.

For further information, please contact Michele G. Garcia, Workforce Board System Administrator by phone (510) 259-3802 or through email at mggarcia@acgov.org.

ITEM VI.A. – DISCUSSION

WORKFORCE DEVELOPMENT BOARD RETREAT ACTION PLAN

The Alameda County Workforce Development Board (ACWDB) held a Board Retreat on January 22, 2024, at the Las Positas Community College Campus in Livermore. The retreat was skillfully guided by the California Workforce Association (CWA). There were 11 Board members in attendance.

During the retreat, the members delved into insightful discussions and engaging activities focused on understanding the workforce system, community-centered workforce boards, and the guiding policies and provisions of the Workforce Innovation and Opportunity Act (WIOA).

CWA guided discussions leading Board members to identify socioeconomic challenges and economic opportunities in Alameda County. Board members were prompted to consider how their own resources and networks could support the work of the Board and they created a vision of success in achieving community-centered board status. This engagement inspired a sense of curiosity and a commitment to enhance their performance as Board Members.

The discussions centered on the current workforce landscape and strategies to overcome barriers, resulting in the development of five key strategic priorities:

- 1) Develop, grow, and strengthen priority sector partnerships.
- 2) Increase ACWDB awareness, knowledge, and visibility of strategic priorities.
- 3) Connect employer voice to education to increase inclusive job competitiveness.
- 4) Increase strategic business engagement to modernize business practices.
- 5) Improve equitable access to employment and careers by removing socioeconomic barriers.

Board members also established six commitments to guide their actions:

- 1) Do the work: prepare, show up, and participate
- 2) Prioritize, share resources and knowledge
- 3) Be curious and collaborative
- 4) Listen and ask questions
- 5) Support peers
- 6) Put egos aside and be vulnerable

These strategic priorities are in the process of being dispersed across ACWDB's sub-committees based on their focus. CWA proposed scheduling tasks by quarter with anticipated victory (achievement of objectives) being achieved during quarter-ending September 30, 2026. A workgroup comprised of senior management staff, CWA, and the Board Chair generated a task schedule to guide this work.

At this time, staff is requesting members to review the priorities and tasks that have been assigned to this committee and offer suggestions and discussion to guide this work. There will be a need to identify those tasks that will be assigned as committee work – and those where staff can support committee members. Also, Committee Chairs and staff will share feedback on the action plan and their assigned activities. A formal request will be presented to the full board for approval of the ACWDB two-year action plan.

EXECUTIVE COMMITTEE ACTION PLAN:

Strategic Priority:

Increase ACWDB awareness, knowledge, and visibility of strategic priorities:

Board members present at the Board Retreat on January 22, 2024, identified the need to increase the Board’s visibility amongst local communities, business leaders, and elected officials.

The following list is the proposed task schedule for the Executive Committee:

Quarter 1 (Jul. – Sep. 2024):

- Focus ACWDB member recruitment on Industry Sector and Occupational Framework (ISOF).
- Establish an ad hoc ACWDB Member Development Committee to plan strategies to increase member recruitment and engagement of members to promote ACWDB.
- Plan and discuss “storytelling” strategy.

Quarter 2 (Oct. – Dec. 2024):

- Update ACWDB Member Recruitment fact sheet and develop a slide deck for member presentations.
- Schedule and calendar member speaking engagements.
- Present storytelling strategy at December’s ACWDB meeting.

Quarter 3 (Jan. – Mar. 2025):

- Include ACWDB members at meetings with elected officials/staff.

Quarter 4 (Apr. – Jun. 2025):

- No planned new activities.

Quarter 5 (Jul.-Sep. 2025)/Quarter 6 (Oct. – Dec. 2025):

- Increase engagement at K-12 tables and partnerships.

Victory – Quarter 9 (Jul. – Sep. 2026):

- Success storytelling campaign launched.
- Expanded awareness of the ACWDB work within industry, elected officials, and K-12 partners.

For additional information about this item, please contact Michele G. Garcia, Workforce Board System Administrator through email at MGGarcia@acgov.org or by phone at (510) 259-3802.

ATTACHMENT:

VIA.1. – DISC ACWDB Retreat Action Plan

Alameda County WDB Action Plan 2024-2026

	Launch – Q1 (Jul-Sept '24)	Q2	Q3 (Jan-Mar '25)	Q4	Q5 (Jul-Sept '25)	Q6	Q7 (Jan-Mar '26)	Q8	Victory (Jul-Sept '26)
Sector Insights	Identify 1-2 sector partnerships to grow or start new training Conduct and review training on Labor Market Information workforce data	Presentations on current 3 sectors	Cultivate sector experts Convening of stakeholders for planning sessions around selected industry sectors	Identify key occupational shortages and assess short term skills-based programs (where are the gaps)	Career pathways speakers from community colleges	Ensuring career centers are supporting sector strategies	More customized webpage for employer and job seeker portal Enhance ability to track sector data	Develop clear Return on Investment data points for 3 identified sectors to inform WDB of progress	
Outreach	Focus WDB member recruitment on priority sectors Develop ad hoc WDB development committee Staff to meet and discuss storytelling strategy	Fact sheet updated, possible slide deck developed Speaking opportunities identified and calendar Storytelling strategy presented to WDB	Bring WDB member to meet with County elected officials (quarterly)		Increase engagement at K-12 tables and increase partnerships			Success storytelling campaign launched Expanded awareness of the WDB work within industry, elected officials, and K-12	
Bridging Gaps	Review work experience language for youth providers, consider requiring 50% of work experience enrollments be in ISOF	Youth service provider contracts amended for work experience emphasis		Recurring feedback from key industry sectors to education	Explore the possibility of developing an apprenticeship program			50% of youth workforce experience contracts are in ISOF sectors	
Business Engagement Resources			Small business outreach (CEA survey) Review CEA survey for appropriate questions (based on contract extension)	Research other local boards resource pages for employers Look at budget for website refresh – possible contractor. More customized website for job seekers	Identify all employer incentives for hiring diverse workforce on resource page	Identify/collect all relevant resource and create webpage mockup	Business Services Unit visits/WDB member to chambers for outreach to small business and resource page	Website/webpage available for employers that includes all business resources Small business survey completed WDB member participation in BSU visits	
Barrier Removal & Increasing Access		Identify speakers to present on socio-economic challenges at upcoming WDB or Committee meetings	Invite Breaking Barriers funded CBOs to discuss partnerships around removing socio-economic barriers	Meet with 211 to explore adding referrals to WDB/AJCCs Look at budget for website refresh – possible contractor. More customized website for job seekers				Pick 1 barrier and develop an action plan to remove barrier Convening of providers and employers focused on chosen barrier	

Alameda County WDB Action Plan 2024-2026

Acronym Key:

- BSU:** ACWDB's Business Services Unit (Responsible for managing services to Businesses through WIOA funding).
- CBO:** Community-Based Organizations
- CEA:** California Employers Association (Current contractor with ACWDB, provides resources for the areas employers)
- EXEC:** ACWDB's Executive Committee (sub-committee of the ACWDB)
- ISOF:** ACWDB's Industry Sector and Occupational Framework / Priority or Growing Local Industry Sectors
- LMI:** Labor Market Information
- OE:** ACWDB's Organizational Effectiveness sub-committee
- S&S:** ACWDB's Systems and Strategies sub-committee
- YC:** ACWDB's Youth sub-committee
- WEX:** Work Experience Opportunities

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 9, 2024, quarterly meeting:

Presentation – Nancy Mangold, Alameda County Small Business Development Center, California State University, East Bay

Regular Calendar - Workforce Development Board Actions/Committee Recommendations:

Youth Committee - Contract Renewal Recommendations for the Future Force Career Program and Youth Innovation Program for Program Year (PY) 2024/2025

Organizational Effectiveness Committee – None

Systems and Strategies Committee - Adult and Dislocated Worker Contract Renewal Recommendations for PY 2024/2025

Executive Committee -

- Approval of Alameda County Workforce Development Board Preliminary Annual Budget PY 2024/2025
- Workforce Innovation and Opportunity Act Formula (WIOA) Funding Allocation Methodology for Program Year 2024/2025
- Funding Recommendation for WIOA Providers PY 2024/2025
- Youth Committee Meeting Calendar for Remainder of Calendar Year 2024

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

MEETING NOTICE
Monday, April 8, 2024
1:00 – 3:00 P.M.
Gail Steele Multi-Service Center
24100 Amador Street, Hayward, CA 94544-1203
California Poppy Conference Room, 2nd Floor

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

		PAGE
I.	CALL TO ORDER AND ROLL CALL	
II.	PRESENTATION – Military Careers - Sergeant Marcell Lee’Nell Gathright	1
III.	PUBLIC FORUM	
	Members of the public may address the Committee regarding any of the Action Items, or public input at this time. Speakers have a maximum of three minutes per person which must include the speaker’s name, organization, and reference to which agenda item they are referencing.	
IV.	ACTION ITEMS / PUBLIC HEARING	
	A. Contract Renewal Recommendations for the Future Force Career Program and Youth Innovation PY 2024/2025	2
V.	DISCUSSION ITEMS	
	A. ACWDB Board Retreat and Action Plan	4
VI.	INFORMATION ITEMS	
	A. Story Behind the Numbers	9
VII.	REPORTS	
	A. Local Area Performance Reports	11
	B. Youth Contract Performance Indicators Reports	12
VIII.	MATTERS INITIATED BY COMMITTEE MEMBERS	
IX.	ANNOUNCEMENTS	

COMMITTEE MEMBERS: Prem Bajaj (Committee Chair); Lisa Meza (Committee Vice-Chair); Classic Cauley; Jonathan DeLong; Gana Eason; Linda Evans; Kathy Mello; Justin Real; Raquel Ramsey-Shelton; Mario Wagner

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 YOUTH COMMITTEE MEETING: Monday, August 12, 2024

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

**MEETING NOTICE
Wednesday, April 10, 2024
9:30 – 11:30 A.M.
Gail Steele Multi-Service Center
24100 Amador Street, Hayward, CA 94544-1203
California Poppy Conference Room, 2nd Floor**

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

		PAGE
I.	CALL TO ORDER AND ROLL CALL	
II.	PRESENTATION – PolicyLink National Equity Atlas, Presented by Ryan Fukumori, Senior Associate, PolicyLink.	1
III.	PUBLIC FORUM	
	Members of the public may address the Committee regarding any of the Action Items, or public input at this time. Speakers have a maximum of three minutes per person which must include the speaker’s name, organization, and reference to which agenda item they are referencing.	
IV.	DISCUSSION ITEMS	
	A. Carry-In Enrollment Policy Discussion	2
	B. Board Retreat and Action Plan	4
V.	INFORMATION ITEMS	
	A. Metrix Online Learning Usage Report	9
VI.	REPORTS	
	A. Local Area Performance Reports	12
	B. Adult & Dislocated Worker Reports	
	B.1. CalJOBS Registration Rate Within the Local Workforce Area	13
	B.2. Contract Performance Indicators Reports – Adults and Dislocated Workers	14
	C. Youth Contract Performance Indicators Reports – PY 2023/2024; Quarter 3	15
	D. Rapid Response Report	16
	E. Financial Indicators Report	25
	F. Training Expenditures Report	28
VII.	MATTERS INITIATED BY COMMITTEE MEMBERS	
VIII.	ANNOUNCEMENTS	

COMMITTEE MEMBERS: Chiman Lee (Committee Chair); Sara Walke (Committee Vice-Chair); Tyler Abbott; Jeff Bowser; Dyrrell Foster; Adam Masters.

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 OE COMMITTEE MEETING: AUGUST 7, 2024

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

**MEETING NOTICE
Wednesday, April 17, 2024
9:30 – 11:00 A.M.
Gail Steele Multi-Service Center
24100 Amador Street, 2nd Floor, Hayward, CA 94544-1203
California Poppy Conference Room, A&B**

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

	PAGE
I. CALL TO ORDER AND ROLL CALL	
II. PRESENTATION –Eden United Church of Christ – Eden Empowerment Hub Team, American Rescue Plan Act – Community Navigator	1
III. PUBLIC FORUM	
Members of the public may address the Committee regarding any of the Action Items, or public input at this time of the agenda. Speakers have a maximum of three minutes per person which must include the speaker’s name and organization.	
IV. ACTION ITEMS / PUBLIC HEARING	
A. Adult and Dislocated Worker Contract Renewal Recommendations for Program Year (PY) 2024/2025	2
V. DISCUSSION ITEMS	
A. Workfoce Development Board Retrat and Action Plan	4
B. Re-Entry Services Report for April 2024-April 2024	9
VI. INFORMATION ITEMS	
A. Metrix Online Learning Usage Report – February 2024	12
B. Carry-in Enrollment Allwoance for PY 2023/2024	15
C. The Story Behind the Numbers Report	17
VII. MATTERS INITIATED BY COMMITTEE MEMBERS	
VIII. ANNOUNCEMENTS	

SYSTEMS AND STRATEGIES COMMITTEE MEMBERS: Matt Kreutz (Chair); Doug Jones (Vice-Chair); Joslyn Buckner; Beth Cutter; Paul Reyes; Kennan Scott.

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 21, 2024

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
- Government - One
- Labor - Three

Youth Committee – New Member

Systems and Strategies Committee – No Changes

Organizational Effectiveness Committee – No Changes

Executive Committee – No Changes

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

Attachments:

VIIA.1. – Alameda County Workforce Development Board Member List

VIIA.2. – WDB Committees

ALAMEDA COUNTY
WORKFORCE DEVELOPMENT BOARD (WDB)
MEMBER LIST

BUSINESS (51%)

CHAIRPERSON – Kelly Johnson

Kelly Johnson, Talent Outreach Program
Manager
Lawrence Berkeley National Lab
1 Cyclotron Rd. M.S 090-1140G
Berkeley, CA 94720
Tel: 510-486-4825
E-Mail: KNJohnson@lbl.gov

Tyler Abbott, CEO, Santini Foods, Inc.
Santini Foods, Inc.
16505 Worthley Drive
San Lorenzo, CA 94580
Tel: 415-786-3560
E-Mail: tyler@abbottfamily.org

Prem Bajaj, Manager of Workforce
Development
SF Bay Area Rapid Transit District
2150 Webster St.
Oakland, CA 94612
Tel: 510-421-9027
E-Mail: PBajaj@bart.gov

Joslyn Buckner, Talent Acquisition Manager
Mission Linen
6590 Central Ave.
Newark, CA 94560
Tel: 805-335-3327
E-Mail: jbuckner@missionlinen.com

Brianne Fernandez, Senior HR Business
Partner
Bayer
800 Dwight Way
Berkeley, CA 94710
Tel: 510-610-4735
E-Mail: brianne.fernandez@bayer.com

VICE-CHAIRPERSON – Matt Pawluk

Matt Pawluk, Director, Quality and Reliability
Veev
1617 Industrial Parkway
Hayward, CA 94544
Tel: 650-292-0752
E-Mail: Matthew@veev.com

Matt Kreutz, CEO
Firebrand Bakery
707 W. Tower Ave
Alameda, CA 94501
Tel: 510-410-1305
E-Mail: matt@firebrandbread.com

Chiman Lee, Director of Operations
Corporate eWaste Solutions - NorCal
30587 Huntwood Ave.
Hayward, CA 94544
Tel: 510-998-2828
E-Mail: clee@cews.com

Justin Real, Principal Program Manager
Pacific Gas and Electric Co. General Office
300 Lakeside Dr,
Human Resources Dpt. 18th Flor.
Oakland, CA 94612
Tel: 510-231-3878
E-Mail: j5ro@pge.com

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

BUSINESS
CONTINUED

Kennan Scott, Co-Founder
Empathway Designs
Tel: 510-388-2950
E-Mail: kennan@empathwaydesigns.com

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

VACANT (2)

EDUCATION

WIOA Title II – Adult & Literacy

Beth Cutter, Director, Castro Valley Adult and Career Education
Castro Valley Unified School District
4430 Alma Avenue
Castro Valley, CA 94546
Tel: 510-850-8660
E-Mail: bcutter@cv.k12.ca.us

Dyrell Foster, Ed.D., College President
Las Positas College
3000 Campus Hill Drive, Ste. 1680
Livermore, CA 94551
Tel: 925-424-1001
E-Mail: dfoster@laspositascollege.edu

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

Economic Development

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

VACANT (2)

WORKFORCE REPRESENTATIVES

(20%)

Labor (15%)

Doug Jones, Political Organizer
SEIU United Healthcare Workers-West
560 Thomas Berkeley Way
Oakland, CA 94612
Tel: 510-251-1250
E-Mail: djones@seiu-uhw.org

Adam Masters, Business Representative,
District 1
SMART, SMW Local Union No. 104
East Bay Union Office
1499 Grenville Road
Livermore CA 94550
Tel: 510-895-8660
E-Mail: adamm@smw104.org

VACANT (3)

COMMUNITY – BASED ORGANIZATION

Jonathan DeLong, Executive Director
REAP Climate Center
909 Marina Village Parkway, #234
Alameda, CA. 94501
Tel: 510-214-6669
E-Mail: jdelong@reapcenter.org

COMMUNITY – BASED ORGANIZATION

CONTINUED

Travers McNeice, Vice President of Mission
Services and Workforce Innovation
Goodwill Industries of the Greater East Bay
1301 30th Avenues
Oakland, CA 94601
E- Mail: tmcneice@sfgoodwill.org

WDB COMMITTEES

Executive Committee

Kelly Johnson, WDB Chair
Matt Pawluk, WDB Vice-Chair,
Matt Kreutz, Systems and Strategies Committee Chair
Prem Bajaj, Youth Committee Chair
Chiman Lee, Organizational Effectiveness Committee Chair

Systems and Strategies Committee

Matt Kreutz, Chair
Doug Jones, Vice-Chair
Joslyn Buckner
Beth Cutter
Paul Reyes
Kennan Scott

Organizational Effectiveness Committee

Chiman Lee, Chair
Sara Walke, Vice-Chair
Tyler Abbott
Jeff Bowser
Dyrell Foster
Adam Masters

Youth Committee

Prem Bajaj, Chair
Lisa Meza, Vice-Chair
Classic Cauley
Jonathan DeLong
Gana Eason
Linda Evans
Kathy Mello
Raquel Ramsey-Shelton
Justin Real
Mario Wagner

Rev2.29.24

ITEM VII.B. – INFORMATION

ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD
2024 MEETING CALENDAR

FEBRUARY

- 5 Youth Committee (1:00 – 3:00 PM) - Canceled
- 21 Joint Committee (Organizational Effectiveness, and Systems and Strategies Committees (9:30 – 11:00AM)
- 28 Executive Committee (9:30 – 11:30 AM)

MARCH

- 14 Workforce Development Board (9:00 AM – 12 Noon)

APRIL

- 8 Youth Committee (1:00 – 3:00 PM)
- 10 Organizational Effectiveness Committee (9:30 – 11:30 AM)
- 17 Systems and Strategies Committee (9:30 – 11:00 AM)
- 24 Executive Committee (9:30 - 11:30 AM)

MAY

- 9 Workforce Development Board (9:00 AM – 12 Noon)

AUGUST

- 7 Organizational Effectiveness Committee (9:30 – 11:30 AM)
- 12 Youth Committee (1:00 – 3:00 PM)
- 21 Systems and Strategies Committee (9:30 – 11:00 AM)
- 28 Executive Committee (9:30 - 11:30 AM)

SEPTEMBER

12 Workforce Development Board (9:00 AM – 12 Noon)

NOVEMBER

6 Organizational Effectiveness Committee (9:30 – 11:30 AM)

12 Youth Committee (1:00 – 3:00 PM)

20 Systems and Strategies Committee (9:30 – 11:00 AM)

21 Executive Committee (9:30 - 11:30 AM)

DECEMBER

12 Workforce Development Board (9:00 AM – 12 Noon)

Rev. 2.5.24