

CITY OF LOS ANGELES

CALIFORNIA



Workforce *Development* Board
City of *Los Angeles*

Workforce Development Board
CHARLES WOO
CHAIR



ERIC GARCETTI
MAYOR



**Economic and Workforce
Development Department**
JAN PERRY
GENERAL MANAGER

June 7, 2016

Council File Number:
Council Districts: All
Contact Persons & Phone:
Robert Sainz, (213) 744-7396

The Honorable Eric Garcetti
Mayor, City of Los Angeles
Room 303, City Hall

City Council
c/o City Clerk
Room 395, City Hall

Attention: Mandy Morales, Legislative Coordinator

COMMITTEE TRANSMITTAL: APPROVAL OF THE CITY OF LOS ANGELES WORKFORCE DEVELOPMENT BOARD YEAR 17 ANNUAL PLAN—JUNE 30, 2016 THROUGH JUNE 30, 2017—TO PROVIDE EMPLOYMENT SERVICES TO BUSINESSES AND JOB SEEKERS

DEADLINE FOR ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) and the Chair of the Workforce Development Board (WDB) respectfully submit this transmittal for your review and approval. Approval of this item is requested no later than June 29, 2016, to ensure the uninterrupted provision of services to City residents.

BACKGROUND

EWDD administers workforce development programs and promotes public and private investments in economic development activities. These programs and activities align with the goals of Mayor Eric Garcetti – “Make Los Angeles the best run big city in America, Promote creation of good jobs for Angelenos all across Los Angeles, Create a more livable and sustainable city, and Ensure our communities are the safest in the nation.”

The specifics of EWDD's programs and activities are set forth in an Annual Plan, developed yearly by the WDB as mandated by the WDB–Local Elected Officials (WDB-LEO) Agreement¹. The Annual Plan sets out the priorities, goals, service strategies, activities, contracted service providers, funding sources, funding allocations and budget for the City's Workforce Development System (WDS) for the coming program year.

In developing the Year 17 Annual Plan, the WDB took into consideration the requirements of the Workforce Innovation and Opportunity Act (WIOA), the priorities established by the Mayor, City Council, and the California Workforce Development Board (CWDB), its own priorities, the City's current economic and educational landscape, and available resources.

The City will receive \$40.1 million in WIOA Adult, Dislocated Worker, and Youth formula funds from the State of California for Program Year 2016-2017 (PY 2016-17). The funding allocation for Rapid Response services has not yet been announced. Accordingly, the City is assuming level funding of \$1.3 million for Rapid Response based on the amount allocated to the City in PY 2015-16. In addition to the formula allocations, the City will receive additional non-WIOA funds and competitive awards amounting to \$20.4 million in PY 2016-17. The City anticipates a carryover amount of \$7 million composed of WIOA formula funding and other workforce related grants. In total, the amount available for WDS activities is projected to be \$68.8 million.

WIOA Title I formula funds represent the primary source of funding for the City's WDS, accounting for 67 percent of its revenues and constituting the funding base for the City's Adult WorkSource and YouthSource programs. The Adult programs provide job training and job placement assistance. The Youth programs reconnect youth to education, provide basic skills remediation, and prepare youth to enter post-secondary education or the labor market.

¹ The WDB-LEO is a formal Memorandum of Agreement between the WDB and the elected officials of the Local Workforce Development Area. Currently, the City of Los Angeles and its Workforce Development Board are operating under a previously approved Workforce Investment Board-Local Elected Official agreement approved in Program Year 2013-14 (C.F. 12-0602-S2). A revised draft of the new WDB-LEO was approved by the Workforce Development Board on June 1, 2016 and will be subsequently transmitted to the City Council and Mayor for review and approval.

The Year 17 Annual Plan projections for new WIOA and carryover WIOA revenues and for Other Workforce-related grants are summarized in the two tables below.

Workforce Innovation and Opportunity Act Formula Funding

	PY 2015-16 WIA/WIOA Funds	PY 2016-17 WIOA Funds	Difference
Adult	\$14,517,847	\$14,850,425	\$332,578
Dislocated Worker	10,503,957	9,869,312	(634,645)
Youth	14,987,996	15,347,624	359,628
Rapid Response*	934,511	1,300,000	365,489
Carryover*	7,663,984	4,515,836	(3,148,148)
Total	48,608,295	\$45,883,197	(2,725,098)

*For PY 2016-17, Rapid Response and Carryover funds are estimated.

Other Workforce-Related Funding

	PY 2015-16 Carry-In Funds	PY 2016-17 Annual Plan	Difference
Federal Grants	\$700,000	\$0	\$(700,000)
State Grants	1,373,670	625,528	(748,142)
Local Grants	11,961,240	18,636,198	6,674,958
Private Grants	254,600	1,120,000	865,400
Carryover**	7,869,767	2,491,189	(5,378,578)
Total	22,159,277	\$22,872,915	713,638

**For PY 2016-17, Carryover funds are estimated.

The Annual Plan is presented in eight sections:

Tab 1 – Executive Summary provides a snapshot of the regional and local economies, the City's workforce, and available resources.

Tab 2 – Economic Landscape sets out a detailed report on the local economy, "Los Angeles: People, Industry and Jobs, May 2016" commissioned by the Los Angeles City and County Workforce Development Boards and prepared by the Los Angeles Economic Development Corporation, Institute for Applied Economics.

Tab 3 – Plan Overview provides detailed background information on the Annual Plan, including the City's economic and educational landscapes, and funding resources. The Plan Overview provides information on the City's Workforce Development System for adults and youth, and highlights the system's current and planned activities.

Tab 4 - Service Strategies and Activities includes detailed descriptions of PY 2016-17 programs and strategies. The programs and strategies support the shared vision of the WDB, Mayor, and City Council to sustain and grow the WDS,

and to refocus service delivery to address the region's evolving economic and labor market conditions in a more efficient manner.

Tab 5 – Budget contains detailed budget and funding information, including allocations for service providers, funding for other City departments, and funding for authorized positions within the EWDD.

Tab 6 – Policies includes policies that govern WDS operations and policies relative to the provision of WIOA-funded services.

Tab 7 – System Partners includes a draft Memorandum of Understanding between the City of Los Angeles Workforce Development Board and Los Angeles Workforce Development System Strategic Partners. Also included is an attachment to the MOU, which lists the onsite partners for each WSC.

Tab 8 – Appendix contains directories of WorkSource Centers and YouthSource Centers, Public Comments to the draft Year 17 Annual Plan and local performance for PY 14-15 (the last complete program year at the time this plan was prepared). Once this plan receives final approval, this section will be updated to include copies of this transmittal and the pending CAO report.

The draft Annual Plan was released for a thirty-day public comment period on April 13, 2016. The EWDD received public comments and WDB recommendations during this period, which ended May 13, 2016. Written public comments are contained within the appendix of the Annual Plan.

WDB ACTION

In accordance with the WDB-LEO Agreement, the WDB Executive Committee approved the Year 17 Annual Plan on June 1, 2016, with the following changes:

- Under Strategy #21, WDB Innovation Fund:
 - Increase the Older Worker initiative by \$100,000 for a total of \$200,000, by allocating \$100,000 from the uncommitted WDB Innovation Fund;
 - Allocate \$200,000 for an Early Child Care and Education workforce training initiative;
 - Allocate \$150,000 to support a South Los Angeles Hospitality training initiative;
 - Reduce the Business Services Customized Training Fund by \$175,000 and allocate this amount along with the remaining uncommitted WDB Innovation Funds (for a total of \$225,000) to Strategy #9, Rapid Response Layoff Aversion Strategies;
- Reduce Promotion and Outreach (Strategy #35) by \$50,000 and allocate these funds to Strategy #9, Rapid Response Layoff Aversion Strategies;

- Reduce Certification Requirements and Technical Assistance (Strategy #26) by \$25,000 and allocate these funds to Strategy #9, Rapid Response Layoff Aversion Strategies;
- Increase Rapid Response Layoff Aversion Strategies (Strategy #9) by \$300,000 and allocate these funds to the Economic Development Corporation of Los Angeles County for a total award of \$600,000;
- Instruct the EWDD to conduct a minimum of six monitoring site visits and reports per program year for each WSC and YSC;
- Amend the Certification Policy and Procedures to include language requiring quarterly reports to the WDB regarding contractor performance and highlighting any performance or fiscal issues that arise during the course of the program year;
- Instruct the EWDD to convene a forum around the development of a needs assessment of transgender individuals;
- Instruct the EWDD to establish consistent performance standards for both WDS providers and non-WDS providers awarded workforce-related grant funds; and
- Instruct the EWDD to convene a working group focused on increasing and improving training opportunities and outcomes through the WDS.

FISCAL IMPACT

The recommendations contained in this report involve the allocation of approximately \$68.8 million to the Workforce Development Board Year 17 Annual Plan (Fiscal Year 2016-17) from various federal and state formula and competitive grants (including Workforce Innovation and Opportunity Act Title I funds) and from local sources (including City and County sources). The budget reflects the City's most recently approved CAP 38 rates for related costs (fringe benefits and central services) applicable for FY 2015-16.

This report complies with City financial policies that allow reimbursement up to grant limitations. This report provides for reimbursement of Related Costs to the General Fund, save for the administrative component of the Central Services under the WIOA funds (estimated at \$594,329). In addition, other administrative costs of \$529,330 in excess of the WIOA administrative cap limitations are remaining. The EWDD may be able to partially reimburse these costs with the remaining balance in the Audit Repayment fund. The WIOA funds will reimburse the general funds for its central service administrative costs as allowed by federal grant. Subject to WIOA grant limitations, the recommendations contained herein comply with City Financial Policies in that federal, state, and local grant sources and the PY 2016-17 Adopted Budget support budgeted costs in the Annual Plan.

RECOMMENDATIONS

The General Manager of the EWDD, or designee, and the Chair of the WDB request that the Mayor and the City Council:

1. ADOPT the WDB Year 17 Annual Plan for Program Year 2016-17 (Annual Plan) and its supporting budget, approve and implement all policies contained in the Annual Plan as approved by the WDB, and authorize the General Manager, EWDD, or designee, to implement the Annual Plan consistent with the recommendations contained herein.
2. AUTHORIZE the General Manager, EWDD, or designee to:
 - a. Negotiate and execute agreements and amendments to agreements with public, private, non-profit and/or governmental entities with funds awarded as described in the Annual Plan, subject to the Workforce Development Board-Local Elected Officials (WDB-LEO) agreement. Per the WDB-LEO, any agreements and amendments to agreements identified and previously approved in the Annual Plan require no further action from the LEO or WDB.² Any amendments to agreements resulting in a policy change or in the purpose of the agreement, or a change in funding in excess of \$250,000 (in one year), requires approval of the LEO and WDB. Any amendment in an amount from \$25,000 to \$250,000 requires approval only from the WDB. All amendments are subject to approval of the City Attorney as to form and legality.³

With respect to Workforce Innovation and Opportunity Act (WIOA) Authorities:

- b. Accept U.S. Department of Labor (DOL) WIOA grant funds, assist the Controller in depositing and transferring WIOA funds as appropriate within established WIOA trust funds, and expend such funds upon proper demand in accordance with the directions in the Annual Plan.
- c. Accept funds and execute Subgrant Agreements and any unilateral agreements to Subgrant Agreements, including amendments thereto, between the State of California and the City of Los Angeles, between the DOL and the City of Los Angeles for WIOA funds (including federal and state Discretionary awards, and other WIOA competitive grants), between the County of Los Angeles and the City of Los Angeles for WIOA funds, and between other Local Workforce Development Areas (LWDA) and the City of Los Angeles for WIOA, subject to review and approval of the City Attorney as to form and legality, and in compliance with Los Angeles Administrative Code §14.8 *et seq.* (City grant

² WDB-LEO Agreement, Section 4.D. "Therefore, upon approval of the Local Annual Plan, the WIOA Administrative Entity shall take all steps necessary to implement the Local Annual Plan. No further LEO or WDB approval shall be required to execute contracts, amendments to contracts, leases or other commitments described in, authorized by and consistent with the Local Annual Plan."

³ WDB-LEO Agreement, Section 4.D.4. "Negotiate and execute amendments to the agreements mentioned above, provided that no amendment to a program agreement shall change the policy or purpose of the agreement or increase or decrease the funding level of any agreement in an amount in excess of two hundred and fifty thousand dollars (\$250,000) in one year, without the approval of the LEO and the WDB, or in an amount from twenty-five thousand dollars to two hundred fifty thousand dollars (\$25,000 to \$250,000) without the approval of the WDB and subject to the approval of the City Attorney as to form and legality."

regulations). The receipt of such funds shall be reported to the WDB within 30 days.

With respect to solicitation authorities:

- d. Develop and submit proposals and applications to secure additional WIOA funds and available non-WIOA funds to any public, private, nonprofit, or governmental entity for workforce development-related activities in accordance with City grant regulations. All applications and their status shall be reported to the WDB within 30 days after submission.
- e. Develop and submit proposals or applications representing the WDB, subject to approval of the WDB, to any public, private, nonprofit, or governmental entity for workforce development-related activities. If the application period is less than 60 days from the notice of the Request for Proposals (RFP), then the EWDD may submit proposals concurrently to the funding source and to the WDB. Approval of the WDB is required before acceptance of an award.
- f. Accept funds and execute grant award agreements, subject to the review and approval of the City Attorney as to form and legality, in the event any proposals and/or applications are selected by any public, private, nonprofit, or governmental entity for funding (in accordance with City grant regulations). In accordance with the WDB-LEO agreement, Mayor, Council, and WDB approval is required prior to acceptance of and/or expenditure of any awards in excess of \$250,000. Award amounts between \$25,000 and \$250,000 are subject to approval by the WDB only.
- g. Negotiate and execute agreements and amendments to agreements with funds awarded, as described in the Annual Plan, subject to approval as authorized in the WDB-LEO.

With respect to procurement authorities:

- h. Issue Small Bid Purchases, Requests for Proposals (RFPs) or Requests for Qualifications (RFQs) in accordance with City procurement and Charter Section 1022 requirements (where applicable), subject to the approval of the City Attorney as to form and legality. Anticipated service procurements related to items that are listed in the Service Strategies and Activities section of the Annual Plan include, but are not limited to:
 - Assessment services for youth, adult and dislocated workers
 - Auditors/Fiscal Consultants
 - Customer Satisfaction Survey; Evaluation Service Providers; and Certification and Performance Improvement Services
 - Business Services (including customized training)
 - Capacity Building and Training Academy initiatives (including Fiscal and Integrated Services Delivery training providers)
 - Consulting Services for Veterans and Persons with Disabilities
 - Consulting Services for the WDB

- Crossroads policy symposium
- Gang Injunction Curfew Settlement
- Industry Sector Training
- Institutions of higher learning
- Labor Market Analysis
- Los Angeles Community College Career Pathways Trust Fund
- Los Angeles Library System Strategic Partnership
- Los Angeles Regional Initiative for Social Enterprise (LA:RISE)
- Los Angeles Unified School District Linked Learning
- Older Worker Program
- Performance Partnership Pilot (P3)
- Promotion and Outreach Services (including marketing plan activities, communications, and publication services)
- Rapid Response enhancement and expansion, including lay-off aversion and business retention
- Reentry Population Services
- Regional Plan Development and Training Coordination
- Second Chance Program
- Sector Intermediaries
- Services provided through the WDB Innovation Fund
- Services related to the implementation of the Los Angeles YouthSource Program, including the Los Angeles Youth Opportunity Movement program
- Services to, and assessments of, vulnerable populations (e.g., returning veterans, individual with disabilities, English Language Learners, individuals experiencing homelessness, mature/older workers, ex-offenders, and non-custodial parents)
- Services related to the continuation of the Southeast Los Angeles Portal
- Special/Underrepresented Populations
- Summer Youth Employment Program
- Trade Adjustment Assistance Community College and Career Training
- WorkSource Center-JobsLA.org and JobsLA.org Mobile Application
- WorkSource System Enhancements
- WorkSource Integrated Service Delivery System providers
- Youth and Young Adult System Support Service providers
- YouthSource System providers

With respect to contracting authorities:

- i. Negotiate and execute agreements and amendments to agreements with public, private, nonprofit, and/or governmental entities with funds awarded as a result of a Small Bid Purchase, RFP, or RFQ, related to activities listed in Recommendation No. 2(h), subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.
- j. Negotiate and execute agreements and amendments to agreements, where appropriate, with entities on a sole source basis, subject to the approval of the

City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements. Anticipated service providers, as listed in the Service Strategies and Activities section of the Annual Plan include, but are not limited to, the following:

- FutureWork Systems LLC for the LA Performs online performance management system
 - Geographic Solutions to maintain a local portal to the State system (CalJOBSsm) and to expand integrated workforce development services via the Internet
 - Los Angeles Chamber of Commerce for Cash for College
 - Los Angeles Urban League for Career Opportunities in Retail
 - Los Angeles Unified School District
 - Managed Career Solutions for the Disability Employment Accelerator
 - Master of Social Work students to staff WSC for services related to Veterans
 - Service providers for Hire LA's Youth and Cash for College programs
 - South Bay WDB for management of Eligible Training Provider List (ETPL) services
- k. Negotiate and execute agreements, and amendments to agreements, subject to City Attorney approval as to form and legality, with service providers and other organizations, in accordance with the City Procurement Policy and Charter Section 1022 (where applicable), and in compliance with the City's contracting requirements. Anticipated service providers and/or activities, as listed in the Service Strategies and Activities section of the Annual Plan, include, but are not limited to:
- Arevalo Sanchez, Inc., for Promotion and Outreach services
 - Audit Fees and Fiscal Training
 - Employment services at the Los Angeles Public Library (Pacific Asian Consortium in Employment and Managed Career Solutions, Inc.)
 - California State University Northridge (The University Corporation) for performance evaluation, customer satisfaction, and program evaluation
 - Career Pathways Trust Fund contractors
 - Certification requirements for WorkSource and YouthSource Centers
 - Department of Justice Second Chance Funds
 - Dun and Bradstreet for services relative to layoff aversion
 - Federal and State discretionary awards
 - FutureWork Systems LLC, for access and support to the LA Performs website
 - Gang Injunction Curfew Settlement contractors
 - Geographic Solutions Inc., for the maintenance of the WorkSource Center-JobsLA.org and JobsLA.org Mobile Application
 - Grant Funds for WorkSource Center operators
 - Hire LA's Youth providers, including UNITE-LA
 - Industry Sector Training

- InnerSight LLC for the provision of assessments
 - Intensive Transitions service providers
 - Karen Diane Brooks, for Promotion and Outreach services
 - Labor market information/analysis providers
 - Launchpad for IT services relative to layoff aversion
 - Leadership training, mentoring, and systems support to youth and young adults providers
 - Los Angeles Area Chamber of Commerce Foundation
 - Los Angeles Community College District
 - Los Angeles County Economic Development Corporation (LAEDC) for services to businesses relative to layoff aversion
 - Los Angeles Unified School District
 - Los Angeles Youth Opportunity Movement contractors
 - Manuel R. Bagaoisan, for technical support in the continued implementation of the CalJOBSsm data collection and reporting system
 - Performance Improvement Consultant Services
 - Performance Partnership Pilot (P3) contractors
 - Promotion and Outreach services
 - Regional Plan Development and Training Coordination
 - Rapid Response enhancement and expansion, including lay-off aversion and business retention providers
 - Services provided through the WDB Innovation Fund
 - Services provided through the City General Fund for the LARCA 2.0 Gang Injunction Curfew Settlement
 - Services provided through the City General Fund for expansion of the LA:RISE model
 - South Bay Workforce Development Board for ETPL services
 - Southeast Los Angeles Portal
 - Special/Underrepresented Population fund contractors
 - Summer Youth Employment Program (SYEP) providers, including those funded through City, county, state, federal, and private funds
 - Veteran's WorkSource Services
 - Workforce Innovation Fund/LARCA program service providers
 - Workforce Innovation Fund/LA RISE program service providers
 - WorkSource Center One-Stop operators
 - YouthSource System contractors and related subcontractors (e.g., New Regal Health Career; Los Angeles Conservation Corps, Inc.; Los Angeles Community College District; Coalition for Responsible Community Development, Youth Policy Institute, Inc.; and El Centro de Ayuda)
 - Youth assessment service providers
 - Youth and Young Adult System Support Services providers
 - YouthSource Center One-Stop operators
- I. Negotiate and execute agreements and amendments to agreements with bidders successful in responding to any RFP or RFQ released by the EWDD, subject to

the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.

- m. Make payments of stipends and supportive services to City-operated YouthSource Center participants from WIOA Youth Formula, City of Los Angeles General Funds, County of Los Angeles General Funds, County of Los Angeles Temporary Assistance to Needy Families (TANF) funds, and other grant and private funds.

With respect to non-WIOA authorities:

- n. Authorize the accrual and payment of program and administrative expenses, which are directly related to the operation and oversight of the Summer Youth Employment Program (SYEP) funded by City of Los Angeles General Funds, the County of Los Angeles General Funds, and County of Los Angeles TANF monies.
- o. Negotiate and execute Memorandum of Understanding (MOUs) and amendments to MOUs with the City-operated YouthSource Centers to provide services to youth.
- p. Accept a donation in the amount of \$121,000 from Bank of America for the Summer Youth Employment Program, and deposit such funds into the EWDD account. Prepare necessary Controller instructions relative to the deposit, transfer, and expenditure of such funds; authorize the negotiation and execution of contracts for such services with contractors listed in the attached EWDD SYEP 2016 Allocation Plan and Recommendation 2u below, subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.
- q. Accept up to \$8.0 million in funding from, and execute grant agreements and/or unilateral amendments with, the County of Los Angeles for the operation of the Summer Youth Employment Program. Prepare necessary Controller instructions regarding the deposit, transfer, and expenditure of such funds; authorize the negotiation and execution of contracts for such services in the attached EWDD SYEP 2016 Allocation Plan and Recommendation 2u below, subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.
- r. Accept funds from, and execute grant agreements and/or unilateral amendments with, Local Workforce Development Areas and private funding sources (including for the operation of the Summer Youth Employment Program) into the WDB account. Prepare necessary Controller instructions regarding the deposit, transfer, and expenditure of such funds; authorize the negotiation and execution of contracts for such services with contractors listed in the attached EWDD SYEP 2016 Allocation Plan subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.

- s. Accept up to \$232,698 from the County of Los Angeles Probation Department for the High Risk/High Need program, and execute grant agreements and/or unilateral amendments with the County of Los Angeles, and authorize the negotiation and execution of contracts for such services with contractors listed in the Annual Plan, subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.

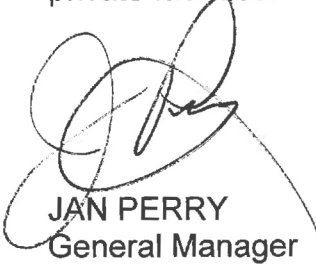
With respect to Administrative Authorities:

- t. Negotiate and execute agreements and amendments to the Workforce Development System (One-Stop) Memorandum of Understanding (MOU) between the partners of the City of Los Angeles Workforce Development System.
 - u. Negotiate and execute amendments to agreements with SYEP providers for a term effective July 1, 2016 through June 30, 2017, subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements. Eligible SYEP providers are pursuant to the 2015 Request for Qualifications for Youth and Young Adult System Support Services.
 - v. If deemed appropriate, transfer monies up to the maximum amount of the total PY 2016-17 allotments allowed by WIOA statute or by other governmental administrative instructions between the Dislocated Worker and Adult programs.
 - w. Prepare a report to the WDB and City Council by October 31, 2016, which identifies all carry-in funds and any changes to the federal funding allocations, including those already identified herein, and prepare recommendations, subject to WDB and City Council approval, regarding proposed use of such funds.
3. CONTINUE funding for existing regular and resolution position authorities as approved in the Annual Plan budget.
 4. FIND that it is beneficial to the City, and, therefore more feasible, for EWDD to execute contracts with the service providers listed in the Annual plan, effective June 30, 2016, to June 30, 2017, subject to the City Attorney review and approval as to form and legality, and in compliance with City contracting requirements.
 5. AUTHORIZE EWDD to transfer expenditures from the WIOA Fund No. 57W to the WIA Fund No. 44A if unexpended savings materialize within the WIA Fund No. 44A from EWDD and service providers prior to the final grant closeout of WIA.
 6. AUTHORIZE the Controller to implement the Controller Instructions and to implement the Annual Plan budget.
 7. AUTHORIZE the General Manager, EWDD, or designee to prepare additional Controller instructions and any necessary technical adjustments that are consistent with Mayor and Council action required to implement the Annual Plan, subject to the

approval of the City Administrative Officer (CAO), and authorize the Controller to implement the instructions.

CALIFORNIA ENVIRONMENTAL QUALITY ACT OF 1970

A Notice of Exemption has been filed in compliance with City Environmental Guidelines and the California Environmental Quality Act of 1970. The Notice will exempt the WDB Year 17 Annual Plan, and covers services only. The project exemption is justified as a federally funded program for the provision of public services that result in no impact on the physical environment and that do not involve the construction of new public or private facilities.



JAN PERRY
General Manager



CHARLES WOO
Chair
Workforce Development Board

JP:RS:JHP

Attachment: Year 17 Workforce Development Board Annual Plan Draft

cc: Mike Feuer, City Attorney