

ECONOMIC DEVELOPMENT COMMITTEE REPORT relative to the City of Los Angeles Workforce Development Board (WDB) Year 17 Annual Plan.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. ADOPT the WDB year 17 Annual Plan for Program year (PY) 2016-17 and its supporting budget; and APPROVE the implementation of all policies contained in the Annual Plan as approved by the WDB, attached to the Council file; and AUTHORIZE the General Manager, Economic and Workforce Development Department (EWDD), or designee, to implement the Annual Plan consistent with the recommendations contained in the June 13, 2016 City Administrative Officer (CAO) report, attached to the Council file.
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, attached to the Council file, subject to the Workforce Development Board-Local Elected Officials (WDB-LEO) Agreement (Council File No. 12-0602-S2) with the following provisions:
 - i. The WIB-LEO Agreement authorizes the EWDD to execute agreements (not to exceed \$250,000 per agreement) identified in the Annual Plan, attached to the Council file.
 - ii. The execution of contracts and amendments under \$250,000 will be reported to the WDB within 30 days.
 - iii. Agreements that exceed \$250,000 require WDB, Council, and Mayor approval.
 - iv. WDB, Council, and Mayor approval is required to negotiate and execute agreements with any entities awarded Workforce Innovation and Opportunity Act (WIOA) funds in excess of \$250,000 per contract per year through a Request for Proposals (RFP) or Request for Qualifications (RFQ) process.
 - v. Any amendment to agreements resulting in a policy change or in the purpose of the agreement, or change in funding in excess of \$250,000 (in one year), requires approval of the WDB, Council, and the Mayor.
 - vi. Any amendment in an amount from \$25,000 to \$250,000 requires only approval from the WDB.
 - vii. All amendments are subject to approval of the City Attorney as to form and legality.
 - viii. Agreements or amendments in the amount of \$250,000 or less, which are not described in the Annual Plan, attached to the Council file, must have WDB, Council, and Mayor approval.

3. AUTHORIZE the General Manager, EWDD, or designee, with respect to WIOA authorities, to:

- a. Accept US Department of Labor WIOA grant funds and to 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, attached to the Council file.
- b. Accept funds and execute Subgrant Agreements and any unilateral agreements to Subgrant Agreements, including amendments thereto, between the following, subject to review and approval of the City Attorney and in compliance with Los Angeles Administrative Code Sections 14.8 et seq. with the receipt of such funds to be reported to the WDB within 30 days:
 - i. The State of California and the City of Los Angeles
 - ii. The DOL and the City of Los Angeles for WIOA funds (including federal and state Discretionary awards, and other WIOA competitive grants)
 - iii. The County of Los Angeles and the City of Los Angeles for WIOA funds
 - iv. Other Local Workforce Development Areas and the City of Los Angeles for WIOA

4. AUTHORIZE the General Manager, EWDD, or designee, with respect to solicitation authorities, to:

- a. 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 with all applications and their status to be reported to the WDB within 30 days after submission.
- b. 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 and in cases where the application period is less than 60 days from the notice of the Request for Proposals (RFP), then authorize the EWDD to submit proposals concurrently to the funding source and to the WDB, subject to the approval of the WDB before acceptance of an award.
- c. 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 which states that Mayor, City Council, and WDB approval is required prior to acceptance of and/or expenditure of any awards in excess of \$250,000 and award amounts between \$25,000 and \$250,000 subject to approval by the WDB only.

- d. 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.
5. AUTHORIZE the General Manager, EWDD, or designee, with respect to procurement authorities, to issue small bid purchases, 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, with anticipated service procurements related to items that are listed in the Service Strategies and Activities section of the Annual Plan including, but are not limited to:
- a. Assessment services for youth, adult and dislocated workers
 - b. Auditors/Fiscal Consultants
 - c. Customer Satisfaction Survey; Evaluation Service Providers; and Certification and Performance Improvement Services
 - d. Business Services (including customized training)
 - e. Capacity Building and Training Academy initiatives (including Fiscal and Integrated Services Delivery training providers)
 - f. Consulting Services for Veterans and Persons with Disabilities
 - g. Consulting Services for the WDB
 - h. Crossroads policy symposium
 - i. Gang Injunction Curfew Settlement
 - j. Industry Sector Training
 - k. Institutions of higher learning
 - l. Labor Market Analysis
 - m. Los Angeles Community College Career Pathways Trust Fund
 - n. Los Angeles Library System Strategic Partnership
 - o. Los Angeles Regional Initiative for Social Enterprise
 - p. Los Angeles Unified School District Linked Learning
 - q. Older Worker Program
 - r. Performance Partnership Pilot

- s. Promotion and Outreach Services (including marketing plan activities, communications, and publication services)
 - t. Rapid Response enhancement and expansion, including lay-off aversion and business retention
 - u. Reentry Population Services
 - v. Regional Plan Development and Training Coordination
 - w. Second Chance Program
 - x. Sector Intermediaries
 - y. Services provided through the WDB Innovation Fund
 - z. Services related to the implementation of the Los Angeles YouthSource Program, including the Los Angeles Youth Opportunity Movement program
 - aa. 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) and special under-represented populations.
 - ab. Services related to the continuation of the Southeast Los Angeles Portal
 - ac. Summer Youth Employment Program
 - ad. Trade Adjustment Assistance Community College and Career Training
 - ae. WorkSource Center-JobsLA.org and JobsLA.org Mobile Application
 - af. WorkSource System Enhancements
 - ag. WorkSource Integrated Service Delivery System providers
 - ah. Youth and Young Adult System Support Service providers
 - ai. YouthSource System providers
6. AUTHORIZE the General Manager, EWDD, or designee, with respect to contracting authorities, to:
- a. 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. 5, 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.

- b. 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 with anticipated service providers, as listed in the Service Strategies and Activities section of the Annual Plan to include, but not limited to, the following:
 - i. FutureWork Systems LLC for the LA Performs online performance management system
 - ii. Geographic Solutions to maintain a local portal to the State system(CalJOBS) and to expand integrated workforce development services via the Internet
 - iii. Los Angeles Chamber of Commerce for Cash for College
 - iv. Los Angeles Urban League for Career Opportunities in Retail
 - v. Los Angeles Unified School District
 - vi. Managed Career Solutions for the Disability Employment Accelerator
 - vii. Master of Social Work students to staff WSC for services related to Veterans
 - viii. Service providers for Hire LA's Youth and Cash for College programs
 - ix. South Bay WDB for management of Eligible Training Provider List services
- c. 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 provided that the EWDD submits evidence to the City Attorney of the continued viability of these procurements and with anticipated service providers and/or activities, as listed in the Service Strategies and Activities section of the Annual Plan, attached to the Council file, to include, but not limited to:
 - i. Arevalo Sanchez, Inc., for Promotion and Outreach services
 - ii. Audit Fees and Fiscal Training
 - iii. Employment services at the Los Angeles Public Library (Pacific Asian Consortium in Employment and Managed Career Solutions, Inc.)
 - iv. California State University Northridge (The University Corporation) for performance evaluation, customer satisfaction, and program evaluation
 - v. Career Pathways Trust Fund contractors

- vi. Certification requirements for WorkSource and Youth Source Centers
- vii. Department of Justice Second Chance Funds
- viii. Dun and Bradstreet for services relative to layoff aversion
- ix. Federal and State discretionary awards
- x. FutureWork Systems LLC, for access and support to the LA Performswebsite
- xi. Gang Injunction Curfew Settlement contractors
- xii. Geographic Solutions Inc., for the maintenance of the WorkSource Center-JobsLA.org and JobsLA.org Mobile Application
- xiii. Grant Funds for WorkSource Center operators
- xiv. Hire LA's Youth providers, including UNITE-LA
- xv. Industry Sector Training InnerSight LLC for the provision of assessments
- xvi. Intensive Transitions service providers
- xvii. Karen Diane Brooks, for Promotion and Outreach services
- xviii. Labor market information/analysis providers
- xix. Launchpad for IT services relative to layoff aversion
- xx. Leadership training, mentoring, and systems support to youth and young adults providers
- xxi. Los Angeles Area Chamber of Commerce Foundation
- xxii. Los Angeles Community College District
- xxiii. Los Angeles County Economic Development Corporation for services to businesses relative to layoff aversion
- xxiv. Los Angeles Unified School District
- xxv. Los Angeles Youth Opportunity Movement contractors
- xxvi. Manuel R. Bagaoisan, for technical support in the continued implementation of the CalJOBS data collection and reporting system
- xxvii. Performance Improvement Consultant Services

- xxviii. Performance Partnership Pilot contractors
- xxix. Promotion and Outreach services
- xxx. Regional Plan Development and Training Coordination
- xxxi. Rapid Response enhancement and expansion, including lay-off aversion and business retention providers
- xxxii. Services provided through the WDB Innovation Fund
- xxxiii. Services provided through the City General Fund for the LARCA 2.0 Gang Injunction Curfew Settlement
- xxxiv. Services provided through the City General Fund for expansion of the LA:RISE model
- xxxv. South Bay Workforce Development Board for ETPL services
- xxxvi. Southeast Los Angeles Portal
- xxxvii. Special/Underrepresented Population fund contractors
- xxxviii. Summer Youth Employment Program providers, including those funded through City, county, state, federal, and private funds
- xxxix. Veteran's WorkSource Services
 - xl. Workforce Innovation Fund/LARCA program service providers
 - xli. Workforce Innovation Fund/LA RISE program service providers• WorkSource Center One-Stop operators
 - xlii. 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)
 - xliii. Youth assessment service providers
 - xliv. Youth and Young Adult System Support Services providers
 - xlv. YouthSource Center One-Stop operators
- d. 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.

- e. 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.
7. AUTHORIZE the General Manager, EWDD, or designee, with respect to non-WIOA authorities, to:
 - a. 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.
 - b. Negotiate and execute Memorandum of Understanding (MOUs) and amendments to MOUs with the City-operated YouthSource Centers to provide services to youth.
 8. AUTHORIZE the General Manager, EWDD, or designee, to: accept a donation in the amount of \$121,000 from Bank of America for the Summer Youth Employment Program; deposit such funds into the EWDD account; prepare necessary Controller instructions in connection with the deposit, transfer, and expenditure of such funds; and to authorize the negotiation and execution of contracts for such services with contractors as detailed in the EWDD SYEP 2016 Allocation Plan, attached to the Council file, 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.
 9. AUTHORIZE the General Manager, EWDD, or designee, to: accept up to \$8 million in funding from the County of Los Angeles for the operation of the Summer Youth Employment Program; execute grant agreements and/or unilateral amendments; prepare necessary Controller instructions regarding the deposit, transfer, and expenditure of such funds; and authorize the negotiation and execution of contracts for such services as detailed in the attached EWDD SYEP 2016 Allocation Plan, attached to the Council file, 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.
 10. AUTHORIZE the General Manager, EWDD, or designee, to: accept funds from, and execute grant agreements and/or unilateral amendments with, Local Workforce Development Areas and private funding sources (to include 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 EWDD SYEP 2016 Allocation Plan, attached to the Council file, 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.
 11. AUTHORIZE the General Manager, EWDD, or designee to: accept up to \$232,698 from the County of Los Angeles Probation Department for the High Risk/High Need Program; 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, attached to the Council file, 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.

12. AUTHORIZE the General Manager, EWDD, or designee, with respect to administrative authorities, to:
 - a. Negotiate and execute agreements and amendments to the Workforce Development System (One-Stop) MOU between the partners of the City of Los Angeles Workforce Development System (WDS), subject to City Attorney review and approval as to form and legality and subject to WDB, Council, and Mayor approval.
 - b. Negotiate and execute amendments to MOUs between partners of the City of Los Angeles WDS, subject to City Attorney review and approval as to form and legality and subject to the WDB, Council, and Mayor approval and direct that substantial changes to the MOUs must be presented to the WDB, Council, and Mayor.
 - c. 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 conformance with the WDB-LEO Agreement and in compliance with City contracting requirements with eligible SYEP providers detailed in the EWDD SYEP 2015 Allocation Plan approved by the WIB and amended on June 12, 2015 (Council File No. 15-0704) and listed below:
 - i. Archdiocesan Youth
 - ii. All Peoples Christian Center
 - iii. Coalition for Responsible Community Development
 - iv. Community Career Development Inc.
 - v. El Proyecto del Barrio, Inc.
 - vi. Goodwill Industries
 - vii. Holman Community Development Corporation
 - viii. Housing Authority of the City of Los Angeles
 - ix. Los Angeles Brotherhood Crusade, Inc.
 - x. Los Angeles Conservation Corps, Inc.
 - xi. Los Angeles Harbor College
 - xii. Los Angeles LGBT Center
 - xiii. Los Angeles Unified School District

- xiv. Managed Career Solutions, Inc.
- xv. Para Los Ninos
- xvi. The Regents of the University of California (UCLA)
- xvii. SALEF
- xviii. UAW-Labor Employment and Training Corporation
- xix. Watts Labor Community Action Committee
- xx. Youth Opportunity Movement- Boyle Heights
- xxi. Youth Opportunity Movement- Watts
- xxii. Youth Policy Institute, Inc.

13. Transfer monies, if deemed appropriate, 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.
14. DIRECT the EWDD to 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 in the June 7, 2016 EWDD report, attached to the Council file, herein, and prepare recommendations, subject to the WDB and City Council approval, regarding proposed use of such funds.
15. 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, attached to the Council file, subject to the City Attorney review and approval as to form and legality, and in compliance with City contracting requirements.
16. AUTHORIZE and REQUEST the Controller to:
 - a. Take specific actions detailed in the attachments to the June 13, CAO report, attached to the Council file, to implement the 2016-17 WDB Annual Plan budget.
 - b. Transfer cash, revenues, appropriations, encumbrances, expenditures and other financial transactions previously recorded in the WIOA Fund No. 57W to the Workforce Investment Act (WIA) Fund No. 44A prior to the final grant closeout of the WIA.
17. 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; and AUTHORIZE the Controller to implement the instructions.
18. INSTRUCT the EWDD to monitor the new policies as detailed in the PY 2016-17 WDB

Annual Plan, attached to the Council file, and report on any impacts incurred by the operators or the EWDD as a result of these new policies.

Fiscal Impact Statement: The CAO reports that there is no additional impact on the General Fund. The recommendations contained in the June 13, 2016 CAO report, attached to the Council file, involve the allocation of approximately \$68.8 million toward the WDB PY 2016-17 (Fiscal Year 2016-17) Annual Plan from various federal and state grants, and local sources, including the WIOA, Los Angeles County Grants and other formula and competitive grant sources. The recommendations comply with the City Financial Policies in that federal, state and local grant sources and the 2016-17 Adopted Budget support budgeted costs in the Annual Plan.

Community Impact Statement: None submitted.

Summary:

On June 14, 2016, your Committee considered a June 7, 2016 Joint WDB/EWDD, June 13, 2016 CAO, and June 13, 2016 Chief Legislative Analyst (CLA) reports relative to the City WDB Year 17 Annual Plan. The CLA report was received by the City Clerk subsequent to the release of the Committee agenda and was presented in Committee. According to the CAO, the WDB and EWDD are requesting approval of the proposed City/Workforce Development Board Year 17 Annual Plan (Annual Plan) effective July 1, 2016 through June 30, 2017. Approximately \$68.8 million is available to implement the strategies and activities in the Year 17 Annual Plan. Funding sources include the WIOA formula/base grant and competitive grants, Los Angeles County grants, various other grants and special funds, and the General Fund. The WDB, Council and Mayor are responsible for approval of the Annual Plan.

On June 1, 2016, the WDB approved the Year 17 Annual Plan following the required public comment period of 30 days. The CAO is recommending approval of the Annual Plan, and various actions required to implement the Annual Plan as detailed in the Recommendations section of the June 13, 2016 CAO report, attached to the Council file. Pursuant to EWDD's Program Year 16 (2015-16) Carry-In Report (Council File No. 16-0286), the revised total funding for Year 16 is \$70,720,636, which is approximately 11 percent more than the approved Year 16 (2015-16) Annual Plan amount of \$63,953,796 (Council File No. 15-0704). The EWDD estimates \$68.8 million in funding for Year 17, which consists of \$45.9 million from annual WIOA formula/base grants and \$22,872,915 from various other grant sources. The amount of the Year 17 Rapid Response formula funding award has not yet been announced; therefore, level funding of \$1.3 million has been assumed for the Annual Plan's budget. The final allocation of Rapid Response in Year 16 was \$1,762,180. EWDD will report to Council regarding additional grants and other changes impacting the Annual Plan in the joint WDB Carry-In Report from EWDD and the WDB in Program Year 17.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the June 13, 2016 CAO report and detailed in the above recommendations. Additionally, the Committee moved to recommend instructing the EWDD to monitor the new policies as detailed in the PY 2016-17 WDB Annual Plan and report on any impacts incurred by the operators or the EWDD as a result of these new policies. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

ECONOMIC DEVELOPMENT COMMITTEE

<u>MEMBER</u>	<u>VOTE</u>
PRICE:	YES
CEDILLO:	YES
HARRIS-DAWSON:	ABSENT
KREKORIAN:	YES
MARTINEZ:	YES

ARL
6/14/16

-NOT OFFICIAL UNTIL COUNCIL ACTS-