

ECONOMIC DEVELOPMENT COMMITTEE REPORT relative to the City of Los Angeles Year 18 Workforce Development Board (WDB) Annual Plan.

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

1. ADOPT the WDB Year 18 Annual Plan for Program Year (PY) 2017-18 (Annual Plan) and its supporting budget as detailed in the June 9, 2017 City Administrative Officer (CAO) and May 31, 2017 Joint WDB and Economic and Workforce Development Department (EWDD) reports, attached to the Council file.
2. APPROVE and IMPLEMENT all proposed new policies included in the PY 2017-18 WDB Annual Plan, attached to the Council file.
3. APPROVE and IMPLEMENT all policies included in the PY 2017-18 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.
4. 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 (Council file No. 16-0475); with said WDB-LEO Agreement:
 - i. Requiring no further action from the WDB or LEO regarding agreements and amendments to agreements identified and approved in the Annual Plan.
 - ii. Specifying that 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; with any amendment in an amount from \$25,000 to \$250,000 requires approval only from the WDB; and all amendments are subject to approval of the City Attorney as to form and legality.
 - b. With respect to Workforce Innovation and Opportunity Act (WIOA) Authorities, 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. With respect to WIOA Authorities, accept funds and execute Subgrant Agreements and any unilateral agreements to Subgrant Agreements, including amendments thereto, subject to review and approval of the City Attorney as to form and legality, and in compliance with Los Angeles Administrative Code Section 14.8 et seq. (City grant regulations) and with receipt of such funds shall be reported to the WDB within 30 days, between:

- 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 (LWDA) and the City of Los Angeles for WIOA
- d. With respect to solicitation authorities, 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. With respect to solicitation authorities, 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; and authorities. Approval of the WDB is required before acceptance of an award.
- f. With respect to solicitation authorities, 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. With respect to solicitation authorities, 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 Agreement.
- h. With respect to procurement authorities, 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; 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:
- i. Apprenticeship Strategic Plan
 - ii. Assessment services for youth, adult and dislocated workers

- iii. Auditors/Fiscal Consultants
- iv. Customer Satisfaction Survey; Evaluation Service Providers; and Certification and Performance Improvement Services
- v. Business Services (including customized training)Capacity Building and Training Academy initiatives (including Fiscal and Integrated Services Delivery training providers)
- vi. Consulting Services for Veterans and Persons with Disabilities
- vii. Consulting Services for the WDB
- viii. Crossroads policy symposium
- ix. Gang Injunction Curfew Settlement
- x. Industry Sector Training Institutions of higher learning
- xi. Labor Market Analysis
- xii. Los Angeles Regional Initiative for Social Enterprise (LA:RISE)
- xiii. Older Worker Program Performance Partnership Pilot (P3)
- xiv. Program Evaluations
- xv. Promotion and Outreach Services including, marketing plan activities, communications, and publication services
- xvi. Rapid Response enhancement and expansion, including lay-off aversion and business retention
- xvii. Re-entry Population Services
- xviii. Services provided through the WDB Innovation Fund
- xix. Services related to the implementation of the Los Angeles YouthSource Program, including the Los Angeles Youth Opportunity Movement program
- xx. 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 noncustodial parents)
- xxi. Summer Youth Employment Program
- xxii. Trade Adjustment Assistance Community College and Career Training

- xxiii. WorkSource System Enhancements
- xxiv. WorkSource Integrated Service Delivery System providers
- xxv. Youth and Young Adult System Support Service providers
- i. With respect to contracting authorities, 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 above in Recommendation No. 2h, subject to City Attorney review and approval as to form and legality, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements.
- j. With respect to contracting authorities, negotiate and execute agreements and amendments to agreements, where appropriate, with entities on a sole source basis, subject to City Attorney review and approval as to form and legality, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements with anticipated service providers, as listed in the Service Strategies and Activities section of the Annual Plan include, but are 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. Goodwill Industries of Southern California 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 (ETPL) services
- k. With respect to contracting authorities, 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 EWDD submits evidence to the City Attorney of the continued viability of these procurements; and 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:

- i. Qui Accountancy and Ed Donahue for Audit Fees and Fiscal Training
- ii. Employment services at the Los Angeles Public Library (Pacific Asian Consortium in Employment)
- iii. California State University Northridge (The University Corporation) for performance evaluation, customer satisfaction, and program evaluation
- iv. Certification requirements for WorkSource and YouthSource Centers
- v. Federal and State discretionary awards
- vi. FutureWork Systems LLC, for access and support to the LA Performs website Gang Injunction Curfew Settlement contractors
- vii. Geographic Solutions Inc., for the maintenance of the WorkSource Center-JobsLA.org, and JobsLA.org Mobile Application
- viii. Grant Funds for WorkSource Center operators
- ix. Hire LA's Youth providers, including UNITE-LA Industry Sector Training
- x. InnerSight LLC for the provision of assessments
- xi. Intensive Transitions service providers
- xii. Labor market information/analysis providers
- xiii. Launchpad for IT services relative to lay-off aversion
- xiv. Leadership training, mentoring, and systems support to youth and young adults providers
- xv. Los Angeles Area Chamber of Commerce Foundation
- xvi. Los Angeles Community College District
- xvii. Los Angeles County Economic Development Corporation (LAEDC) for services to businesses relative to lay-off aversion
- xviii. Los Angeles Unified School District
- xix. Los Angeles Youth Opportunity Movement contractors
- xx. Manuel R. Bagaoisan, for technical support in the continued implementation of the CalJOBS data collection and reporting system
- xxi. Performance Improvement Consultant Services

- xxii. Performance Partnership Pilot (P3) contractors Promotion and Outreach services
 - xxiii. Regional Plan Development and Training Coordination
 - xxiv. Rapid Response enhancement and expansion, including lay-off aversion and business retention providers
 - xxv. Services provided through the WDB Innovation Fund
 - xxvi. Services provided through the City General Fund for the LARCA 2.0 Gang Injunction Curfew Settlement
 - xxvii. Services provided through the City General Fund for expansion of the LA:RISE model
 - xxviii. South Bay Workforce Development Board for ETPL services
 - xxix. Southeast Los Angeles Portal
 - xxx. Exposition Park/Vermont Corridor Portal
 - xxxi. Special/Underrepresented Population fund contractors
 - xxxii. Summer Youth Employment Program (SYEP) providers, including those funded through City, county, state, federal, and private funds
 - xxxiii. Veteran's WorkSource Services
 - xxxiv. Workforce Innovation Fund/LARCA program service providers
 - xxxv. Workforce Innovation Fund/LA RISE program service providers
 - xxxvi. WorkSource Center One-Stop operators
 - xxxvii. YouthSource System contractors and related subcontractors (eg., 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)
 - xxxviii. Youth assessment service providers
 - xxxix. Youth and Young Adult System Support Services providers
 - xl. YouthSource Center One-Stop operators
- I. With respect to contracting authorities, negotiate and execute agreements and amendments to agreements with bidders successful in responding to any RFP or

RFQ released by the EWDD, subject to City Attorney review and approval as to form and legality, and in compliance with the WDB- LEO Agreement, City grant regulations, and City contracting requirements.

- m. With respect to contracting authorities, make payments of stipends and supportive services to City-operated YouthSource Center participants from WIOA Youth Formula, City of Los Angeles General Funds (Council file No. 17-0600), County of Los Angeles General Funds, County of Los Angeles Temporary Assistance to Needy Families (TANF) funds, and other grant and private funds.
- n. With respect to non-WIOA authorities, 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. With respect to non-WIOA authorities, negotiate and execute Memorandum of Understanding (MOUs) and amendments to MOUs with the City-operated YouthSource Centers to provide services to youth.
- p. With respect to non-WIOA authorities, accept a donation in the amount of \$121,000 from Bank of America for the SYEP; authorize the negotiation and execution of contracts for such services with contractors listed in Attachment 1 of the June 9, 2017 CAO report, subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements.
- q. With respect to non-WIOA authorities, accept up to \$7,400,000 in funding from, and execute grant agreements and/or unilateral amendments with, the County of Los Angeles for the operation of the SYEP, and authorize the negotiation and execution of contracts for such services with contractors listed in Attachment 1 of the June 9, 2017 CAO report, subject to City Attorney review and approval as to form and legality, and in compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement.
- r. With respect to non-WIOA authorities, 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 SYEP), and authorize the negotiation and execution of contracts for such services with contractors listed in Attachment 1 of the June 9, 2017 CAO report, subject to City Attorney review and approval as to form and legality, and in compliance with the WDB- LEO Agreement, City grant regulations, and City contracting requirements.
- s. With respect to non-WIOA authorities, 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 Los Angeles County, and authorize the negotiation and execution of contracts for such services with contractors listed in the Annual Plan, subject to City Attorney review and approval as to form and legality, and in conformance with the WDB-LEO Agreement, City grant regulations,

and compliance with City contracting requirements.

- t. With respect to non-WIOA authorities, accept up to \$2 million from the County of Los Angeles Probation Department/Workforce Development Aging and Community Services for the Invest 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 City Attorney review and approval as to form and legality, and in conformance with the WDB-LEO Agreement, City grant regulations, and compliance with City contracting requirements.
 - u. With respect to non-WIOA authorities, accept up to \$1 million in Measure H funds from the County of Los Angeles Workforce Development Aging and Community Services for expansion of the LA:RISE 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 City Attorney review and approval as to form and legality, and in conformance with the WDB-LEO Agreement, City grant regulations, and compliance with City contracting requirements.
 - v. With respect to administrative authorities, negotiate and execute Workforce Development System (WDS) (One-Stop) Memoranda of Understanding (MOU) between partners of the City of Los Angeles WDS, subject to City Attorney review and approval as to form and legality and in compliance with the WDB-LEO Agreement; and 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 in compliance with the WDB-LEO Agreement.
 - w. With respect to administrative authorities, negotiate and execute amendments to agreements with SYEP providers for a term effective July 1, 2017 through June 30, 2018, subject to City Attorney review and approval as to form and legality, in conformance with the WDB-LEO Agreement and in compliance with City contracting requirements. The eligible SYEP providers are listed in Attachment 1 of the June 9, 2017 CAO report.
 - x. With respect to administrative authorities, if appropriate, transfer monies up to the maximum amount of the Year 18 allotment allowed by WIOA statute or by other governmental administrative instructions between the Dislocated Worker and Adult programs. Such transfers shall be reported to the WDB on a regular basis.
 - y. With respect to administrative authorities, 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 as a result of unresolved audit and fiscal review findings and final cash reconciliation of WIA Fund No. 44A accounts.
5. INSTRUCT the General Manager, EWDD, or designee, to prepare a report to the WDB and City Council by October 31, 2017 that identifies all carry-over funds, including those identified herein, and any changes to the federal funding allocations, including those identified herein, and prepare recommendations, subject to WDB, Council and Mayor

approval, regarding proposed use of such funds.

6. APPROVE the draft of the 2017-2020 WIOA Local Workforce Plan for the City of Los Angeles, as included in the Year 18 Annual Plan (Council file No. 17-0635), subject to the final approval of the City of Los Angeles WDB.
7. FIND that it is beneficial to the City, and, therefore more feasible, for the EWDD to execute contracts with the service providers listed in the Year 18 WDB Annual Plan, effective June 30, 2017, to June 30, 2018, subject to City Attorney review and approval as to form and legality, and compliance with City contracting requirements.
8. AUTHORIZE and REQUEST the Controller to take specific actions detailed in Attachment 2 of the June 9, 2017 CAO Report to implement the Year 18 WDB Annual Plan budget.
9. 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 CAO; and AUTHORIZE the Controller to implement the instructions.
10. INSTRUCT the EWDD to monitor the proposed new polities and report on any impact incurred by the operators or the EWDD as a result of the new policies.

Fiscal Impact Statement: The CAO reports that there is no additional impact on the General Fund. The recommendations contained in the June 9, 2017 CAO report involve the allocation of approximately \$67.8 million toward the Workforce Development Board PY 2017-18 (Fiscal Year 2017-18) Annual Plan from various federal and state grants, and local sources, including the Workforce Innovation and Opportunity Act (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 2017-18 Adopted Budget support budgeted costs in the Annual Plan. The PY 2017-18 Annual Plan projects revenue to the General Fund in the amount of \$4.3 million for WIOA related costs reimbursements.

Community Impact Statement: None submitted.

Summary:

On June 13, 2017, your Committee considered June 9, 2017 CAO and CLA reports and a May 31, 2017 EWDD report relative to the City of Los Angeles PY Year 18 WDB Annual Plan. According to the CLA, the Annual Plan is developed by the EWDD under the auspices of the WDB, City Council and Mayor. The Annual Plan establishes the priorities, strategies and policies for the City's Workforce Development System, which provides workforce career and training services for adults, and education and employment support for youth. Furthermore, the Annual Plan details major funding sources, identifies initiatives that support the goals of the Mayor and WDB, and aligns with the federal WIOA and the California Unified State Plan.

The Annual Plan serves as the framework for public policy and fiscal investments in labor exchange, career education and training services. The WDB, along with Council and Mayor, are responsible for developing policy in response to federal legislation and current state law. As prescribed in the LEO Agreement, these bodies jointly provide policy guidance, governance and program oversight of the City of Los Angeles Workforce Development System. Through the development of the Annual Plan, these entities establish the service strategies, activities, and

budget of the City's WDS for the forthcoming year. For PY 2017-18 (July 1, 2017-June 30, 2018), the City will receive approximately \$40 Million in WIOA Adult, Dislocated Worker, and Youth Formula funds from the State and approximately \$19 Million in non-WIOA workforce-related funds. In addition, carry-over from PY 2016-17 in the amount of \$5 Million will be available for reallocation. Total funding for WDS activities is projected at approximately \$64 Million. In its June 9, 2017 report, the CAO will report on all budget recommendations contained in the Annual Plan.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the June 9, 2017 CAO and CLA reports and in the above recommendations. 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:	YES
KREKORIAN:	ABSENT
O'FARRELL:	YES

ARL
6/13/17

-NOT OFFICIAL UNTIL COUNCIL ACTS-