

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: April 19, 2018

CAO File No. 0220-01024-2770
Council File No. 17-0841-S1
Council District: Various

To: The Mayor
The Council

From:  Richard H. Llewellyn, Jr.,  City Administrative Officer

Reference: Economic and Workforce Development Department Transmittal dated March 12, 2018; Received by the City Administrative Officer on March 13, 2018; Additional information received through April 19, 2018

Subject: **REQUEST FOR AUTHORITY TO ACCEPT \$825,000 IN WORKFORCE INNOVATION AND OPPORTUNITY ACT GRANT FUNDS FROM THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR THE LOS ANGELES BASIN REGIONAL WORKFORCE DEVELOPMENT PLAN AND RELATED ACTIONS**

RECOMMENDATIONS:

That the Council, subject to the approval of the Mayor:

1. Authorize the General Manager, Economic and Workforce Development Department (EWDD), or designee, to:
 - a. Retroactively accept \$825,000 in Workforce Innovation and Opportunity Act (WIOA) grant funding from the California Workforce Development Board (CWDB) to implement the Los Angeles Basin Regional Workforce Development Plan for the Los Angeles Basin Regional Planning Unit comprising seven workforce development boards in Los Angeles County - Burbank/Verdugo, City of Long Beach, City of Los Angeles, County of Los Angeles, Pasadena/Foothill, South Bay and South East Los Angeles County [SELACO]) - with the grant term of January 1, 2018 through June 30, 2019;
 - b. Negotiate and execute agreements, and any necessary amendments with the service providers and amounts listed in the Attachment to this Report for the retroactive term from January 1, 2018 through June 30, 2019, subject to review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements;

- c. Prepare Controller instructions and/or make any necessary technical adjustments consistent with Council and Mayor action on this Report, subject to approval of the City Administrative Officer, and instruct the Controller to implement those instructions;

2. Authorize the Controller to:

- a. Increase receivable within the WIOA Fund No. 57W from the California Workforce Development Board by \$825,000;
- b. Establish a new account and increase appropriations within the WIOA Fund No. 57W as follows:

Account	Title	Amount
22P122	Economic and Workforce Development	\$49,047
22P166	Personnel	1,096
22P297	Related Costs	870
22P299	Reimbursement of General Fund Costs	31,487
22PXXX	WIOA LA Basin Regional Planning Unit	742,500
Total		\$825,000

- c. Increase appropriations within Fund 100/22 as follows:

Account	Title	Amount
001010	Salaries, General	\$39,656
001070	Salaries As-Needed	95
001090	Overtime	5
002120	Printing and Binding	4
002130	Travel	11
003040	Contractual Services	973
006010	Office and Administrative	2,994
006030	Leasing	5,309
Total		\$49,047

- d. Increase appropriations within Fund 100/66 as follows:

Account	Title	Amount
001010	Salaries General	\$1,096
Total		\$1,096

SUMMARY

In a Transmittal dated March 12, 2018 (C.F. 17-0841-S1), the Economic and Workforce Development Department (EWDD) requests Mayor and Council approval to accept and expend \$825,000 in federal Workforce Innovation and Opportunity Act (WIOA) grant funding from the California Workforce Development Board (CWDB) to implement the Los Angeles Basin Regional Workforce Development Plan (Development Plan) on behalf of the Los Angeles Basin Regional Planning Unit (RPU). The RPU consists of the following seven regional Workforce Development Boards (WDB): Burbank/Verdugo, City of Long Beach, City of Los Angeles, County of Los Angeles, Pasadena/Foothill, South Bay and South East Los Angeles County. EWDD also requests authority to negotiate and execute contracts with the eight service providers and amounts listed in the Attachment of this Report to implement the grant activities for a retroactive contract term of January 1, 2018 through June 30, 2019. Of the \$825,000 grant award, EWDD proposes \$742,500 for the contractual services listed in the Attachment and \$82,500 for Department administrative costs. EWDD states that the grant activities will be administered by current staff and no new positions are requested.

Pursuant to Los Angeles City Charter Section 1022, the Personnel Department identified City classifications at EWDD, Los Angeles World Airports (LAWA), and the Department of Aging with the expertise to perform the services requested for contract. LAWA and EWDD indicate that City staff are not available to provide the requested services, and no response was received from the Department of Aging.

This Office recommends approval of authority for EWDD to accept the \$825,000 in WIOA grant funding with a retroactive grant term from January 1, 2018 through June 30, 2019 and authority to negotiate and execute contracts with the eight service providers and amounts listed in the Attachment to this Report, subject to review and approval of the City Attorney as to form and legality, and compliance with the City's contracting requirements.

DISCUSSION

In November 2017, the City of Los Angeles WDB and EWDD applied jointly to the CWDB for the WIOA grant award to implement the Development Plan on behalf of the RPU. In January 2018, the CWDB awarded a total of \$825,000 to the RPU to implement the Development Plan. The City of Los Angeles WDB is the lead coordinator of the RPU and oversees all grant funds for regional planning activities. The City of Los Angeles WDB Executive Committee approved the acceptance of the \$825,000 grant at their January 2018 and February 2018 meetings.

The EWDD states that the five priority goals of the Development Plan consist of engaging industry representatives to enhance workforce development services for priority sectors, development of an action plan to expand services and outcomes for the region's disconnected

youth, development of a framework for career pathway programs at the local and stakeholder levels, a regional communications platform to share information throughout the workforce system, and implementation of a system-wide approach to industry engagement to support the efforts of the WDB and all stakeholders. Additional information related to the Development Plan is included in the EWDD Transmittal and its Attachments.

The scopes of work proposed for the service providers listed in the Attachment to this report include development and implementation of strategies for disconnected youth (defined as youth not in school nor employed); enhanced WDB staffing support for strategy development; development of local career pathway models, apprenticeships and training; approaches to promote industry input; and development of a web-based portal for rapid regional information sharing. EWDD states that the service providers were selected through a competitive process in compliance with state and federal procurement requirements.

FISCAL IMPACT STATEMENT

There is no impact to the General Fund. The recommendations in this Report comply with the City Financial Policies in that federal Workforce Innovation and Opportunity Act grant funds from the California Workforce Development Board will support funding for the implementation of the Los Angeles Basin Regional Workforce Development Plan.

RHL:SAM:02180103C

Attachment

ATTACHMENT

Los Angeles Basin Regional Workforce Development Plan Contractual Services	
Contract Term: January 1, 2018 through June 30, 2019	
Service Provider	Amount
Ruben Gonzales, Jr.	\$47,500
David Shinder	40,500
South East Los Angeles County Workforce Development Board	135,000
Pasadena/Foothill Workforce Development Board	45,000
Pacific Gateway Workforce Development Board	20,000
South Bay Workforce Development Board	252,000
Burbank/Verdugo Workforce Development Board	112,500
Community Career Development, Inc.	90,000
Total	\$742,500