

RESOLUTION NO. 8-21

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHMOND,
CALIFORNIA, DESIGNATING THE EMPLOYMENT AND TRAINING
DEPARTMENT AS THE AMERICA'S JOB CENTER OF CALIFORNIASM (AJCC)
OPERATOR AND CAREER SERVICE PROVIDER FOR THE CITY OF RICHMOND,
WORKFORCE DEVELOPMENT BOARD (WDB)**

WHEREAS, the Employment and Training is an existing City department that provides grant- funded workforce development services to Richmond residents via its RichmondWORKS and YouthWORKS programs and is staffed by civil service employees represented by SEIU Local 1021 and IFPTE Local 21 AFL-CIO management employees; both unions having language in their Memorandum of Understanding with the City of Richmond that prohibits the outsourcing of work represented by the bargaining units; and

WHEREAS, one of the funding sources that support the operations of the department is the Workforce Innovation and Opportunity Act (WIOA), with the City's general fund providing direct support of the Employment and Training AJCC staff; with implications of losing this support if City staff are not the service operators; and

WHEREAS, WIOA (Public Law 113-128) Section 121(d)(2)(A) states Local Workforce Development Boards are to procure an AJCC operator and career service providers at least once every four years; and

WHEREAS, the City of Richmond has dedicated staff and funding to deliver these services to the citizens of Richmond for over 40 years with continuous success in funding performance and accountability, known by the State EDD and Workforce Development Board as a High Performing local area; and

WHEREAS, the City of Richmond and WDB has had a strong and distinctive relationship, providing high quality and essential workforce development services for the extremely diverse and unique Richmond community; and

WHEREAS, WIOA Section 107(g)(2) states that a Local Board may be designated or certified as a AJCC operator with the agreement of the Chief Elected Official (CEO) in the local area and the Governor; and

WHEREAS, the Richmond CEO will request a waiver of WIOA Section 121(d)(2)(A) provisions as provided in Federal Rules sub-section 678-635.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Richmond, as follows:

1. The forgoing recitals are true and correct.
2. The Employment and Training Department is the designated America's Job Center of CaliforniaSM (AJCC) Operator and Career Service Provider for the City of Richmond, Workforce Development Board (WDB).
3. The Employment and Training Department shall carry out the functions described in WIOA section 134(c)(3)(A) (and any functions specified for the local AJCC operator and service provider under the WIOA or the provisions establishing a core program) for the designated local area, and any other applicable Federal or State law.
4. The Richmond City Council hereby approves and adopts the Richmond Local Workforce Development Board Recertification Request attached hereto as Exhibit "A" and incorporated herein by this reference ("Recertification Request").
5. This Resolution shall take effect immediately upon its adoption by the Richmond City Council.

I certify that the foregoing resolution was passed and adopted by the Council of the City of Richmond at a regular meeting thereof held February 2, 2021, by the following vote:

AYES:	Councilmembers Jimenez, Johnson, Martinez, McLaughlin, Willis, Vice Mayor Bates, and Mayor Butt.
NOES:	None.
ABSTENTIONS:	None.
ABSENT:	None.

PAMELA CHRISTIAN

 CLERK OF THE CITY OF RICHMOND
 (SEAL)

Approved:

THOMAS K. BUTT
 Mayor

Approved as to form:

TERESA STRICKER
 City Attorney

State of California	}	
County of Contra Costa	}	: ss.
City of Richmond	}	

I certify that the foregoing is a true copy of **Resolution No. 8-21**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on February 2, 2021.



 Pamela Christian, Clerk of the City of Richmond

EXHIBIT A

State of California

**Local Area Subsequent Designation and
Local Board Recertification Application
Program Year 2021-23**

Local Workforce Development Area

City of Richmond

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2021-23 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

City of Richmond

Name of Local Area

330 – 25th Street

Mailing Address

Richmond, CA 94804

City, State, ZIP

March 31, 2020

Date of Submission

Rosemary Viramontes

Contact Person

510-307-8023

Contact Person’s Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages, and attach a roster of the current Local Board which identifies each member's respective membership category.

Business – A majority of the members must be representatives of business in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after their name.

Name	Title	Entity	Appointment Date	Term End Date
Cassandra Youngblood, CHAIR	Owner	Quality Clean, LLC	06/16/20	03/01/24
Hakim Johnson	Corporate Affairs Representative	Chevron	03/17/20	03/01/24
Joe R. Serrano	President/Project Manager	Recycled Housing, Inc./TentMakers, Inc.	04/21/20	03/01/24
John C. Short III	President/CEO	Cross Ocean Technologies, Inc.	07/21/20	03/01/24
John Troughton	Vice President	Kennedy Wilson	09/08/20	03/01/24
Karen Norwood	Community Relations Specialist	Kaiser Permanente School of Allied Health Sciences	11/17/20	03/21/24
Len Turner	President	Turner Group Construction	09/08/20	03/01/24
Michael Parker	Training Instructor	Richmond Progressive Alliance	04/21/20	03/01/24
Miquel Penn	Community Relations Manager	Swinerton	03/17/20	03/01/24
Nathan Tyler	CEO	NET Electric, Inc.	01/20/17	09/22/21
Nicole Jalbert	Recruiting Manager	CLP Resources	09/19/17	08/22/21
Sandra Escalante	President & CEO	Laner Electric Supply Co., Inc.	07/18/17	03/01/21
Sarah Wally	Project Director	Food Service Partners	03/17/20	03/01/24

Uche Justin Uwahemu	President/CEO	Cal Bay Consulting Group, LLC	06/16/20	03/01/24
Xavier Abrams, VICE-CHAIR	Branch Manager /Vice President	Mechanics Bank	06/16/17	09/22/21

Labor – Not less than 20 percent of the members must be representatives of workforce within the Local Area who must include: (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and may include: (iii) representatives of community based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a local area in which no employees are represented by such organizations, other representatives of employees shall be appointed to the board, but any local board that appoints representatives of employees that are not nominated by local labor federations shall demonstrate that no employees are represented by such organizations in the Local Area.

Name	Title	Entity	Appointment Date	Term End Date
Dan Torres	Business Agent	Sprinkler Fitters UA Local 483	04/21/20	03/01/24
Geovanni Flores	Apprentice Coordinator	NorCal Laborers Training Center	03/17/20	03/01/24
Steve Bell	Senior Field Representative	Carpenters Local 152	03/17/20	03/01/24
Carole Dorham-Kelly	Rubicon Programs, Inc.	Chief Executive Officer	Pending	

Education – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who must include (i) a representative of eligible providers administering WIOA Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
Jeffrey Carr	Principal	West Contra Costa Adult Education, WCCUSD	03/17/20	03/01/24
Evan Decker	Senior Academic / Student Services Manager	Contra Costa College District	04/21/20	03/01/24
Ruben Lizardo	Director of Local Government and Community Relations	University of California, Berkeley	02/20/18	03/01/22

Economic and Community Development – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who must include (i) a representative of economic and community development entities; (ii) a representative from the state employment service office under the Wagner-Peyser Act; (iii) a representative of the Vocational Rehabilitation program; and may include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the local CEO in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
Charles Carpenter	Board Member	Richmond Chamber of Commerce	03/17/20	03/01/24
Della Randolph	Operations Manager, GEED	Department of Rehabilitation	05/07/19	03/01/23
Nannette J. Beacham	Executive Director	Richmond Housing Authority	Pending	
Richard Johnson	Employment Program Manager II	EDD	06/16/20	03/01/24

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having met 80 percent of their negotiated performance goals in PY 2018-19 or PY 2019-20 for the following indicators:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 2018-19 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	66.5%	72.0%	65.4%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,500.	\$8,000.	BASELINE	Median Earnings

PY 2019-20 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	67.0%	72.5%	66.9%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,800.	\$8,200.	BASELINE	Median Earnings

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 2018-19 or PY 2019-20:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Richmond WDB staff regularly participate in conference calls and zoom meetings with the EastBay Works region consortium of Workforce Development Boards (Alameda County, Contra Costa County, Oakland) to strategize on the historical data set to base each of the local performance goals to be negotiated, thus ensuring consistency in methodology. This year each board representative from the EastBay Works region collaborated and agreed to use the weighted average from the prior 2 program years to derive each of the performance measure rates.

Local Area Assurances

Through PY 2021-23, the Local Area assures that:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include:

- Reporting will be done in compliance with Workforce Services Directive WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).
- All close out reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirements* (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of the *California Unemployment Insurance Code Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.

- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Board will select the America’s Job Center of CaliforniaSM operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. The Local Area will engage in and contribute to regional planning and regional plan implementation (e.g., Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board chair must sign and date this form. Electronic signatures will be permitted for the PY 2021-23 application.

By signing the application, the local CEO and Local Board chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Cassandra Youngblood

Tom Butt

Name

Name

Workforce Development Board Chair

Mayor

Title

Title

January 14, 2021

February 2, 2021

Date

Date