



RICHMOND WORKFORCE DEVELOPMENT BOARD

Xavier Abrams, Chairperson

Thursday, March 13, 2025

11:30 a.m. – 1:00 p.m.

AGENDA

I. Procedural Items

- a. Call to Order and Roll Call
- b. Review and Approval of Minutes: Board mtg-1/9/25 and Board Special Meeting-2/13/25

II. Presentation

- a. Working Waterfront Coalition – **Marine Trades Skills Training Program**
 - Sal Vaca, Director
 - Bobby Winston, CEO
 - Akeele Carter, Program Mgr.

III. Director's Report – Tamara Walker

IV. Action Items

- a. Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2025-27
- b. Approval of Board Member – Vern Whitmore

V. Informational Items

- a. Program Performance FY 23 - 24

VI. Public Forum

VII. Announcements

VIII. Closing Remarks & Adjourn

Next RWDB Meeting
Thursday, May 8, 2025
11:30 a.m. to 1:00 pm
In-Person
330 25th Street, Richmond, CA 94804

COMMUNICATION ACCESS INFORMATION: This meeting is being held in a wheelchair-accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Laura Marquez at (510) 620-6974 at least three business days before the meeting date.



Richmond Workforce Development Board Meeting Minutes – January 9, 2025

Chairperson Xavier Abrams called the Richmond Workforce Development Board meeting (RWDB) to order on Thursday, January 9, 2025, at 11:49 am.

Call to Order and Roll Call/Introductions

Xavier Abrams, Evan Decker, Carole Dorham-Kelly, Giovanni Flores, Hakim Johnson, Della Randolph, Uche Uwahemu, Nannette Beacham, Lizeht Zepeda, Itza Gonzalez, Gilbert Pete, Tamara Walker, Maria Torres

Chairperson Xavier Abrams called a motion to approve the November 7, 2024, minutes. Board member Uche Uwahemu motioned approval, and Hakim Johnson moved to approve the minutes. The motion carried.

Director's Report – Tamara Walker

- Concern about reauthorization of WIOA - especially with the new administration.
- The governor has released the framework for the master plan for education.
 - It will make it easier for Californians to receive college credit for real-world experience, especially veterans, strength in coordination, and create more pathways to fulfilling careers in CA. Also, the governor announced the removal of college degrees or other educational requirements for nearly 30K state jobs, along with a new goal to double that number.
- Day at the Capitol – coming up March 5th, 2025, if interested, contact Tamara Walker.
- The Richmond Public Library staff are moving to our building. Employment and Training temporarily due to renovation work.
- AJCC: WIOA Adult and Dislocated Worker application, to remain our own operator, is being worked on and draft will be sent out soon.
- Mid-Year Budget Requests:
 - General funds requested to cover our administrative costs, grants only allow for 10%.
 - Our costs have increased due to Class and Comp Study, COLAS, and changing department interns into staff.
 - If we are WIOA reauthorized, we will be required to spend 50% of the grant funding on training, 20%, 10% admin. Which would leave only 20% for salaries and other operating costs, which are significantly lower than we have had before.
 - We asked for \$200K for adult work experience programs, not only youth.



Richmond Workforce Development Board Meeting Minutes – January 9, 2025

- YouthBUILD applied for the Richmond Fund for Children and Youth and received \$300K. It is setting aside \$100K a year to support another staff member.
- Sal Vaca is working on the Waterfront Coalition and will present it to the Board on the Maritime Project during our next meeting.
- Applied for WAF 13.0 to expand Electrification Programs – Applied for \$500K
 - Partnering with NetElectric to complete this training at RichmondBUILD.
- We will submit another application for \$2M for Californians For All Youth, which is now called California Youth Job Corps.
- We received \$25K from the Irvine Foundation; this will be used for marketing.
- Fred Lucero retired as of December 16, 2024.
 - A job announcement for Program Manager will be posted soon.

Action Items – Maria Torres

- a. Adoption – 2025 Richmond Workforce Development Board Calendar
 - Chairperson Xavier Abrams called a motion to approve the 2025 Calendar. Carole Dorham-Kelly moved to approve the minutes and Hakim Johnson seconded. The motion carries to accept the minutes.

Informational Items— Tamara Walker

- a. Quarterly performance report will be provided in the agenda packet.
- b. WIOA Re-Authorization Update:
 - Letter from National Association of Workforce Boards in support of WIOA (Future name: Stronger Workforce for America Act)

Announcements –

- a. Virtual Local Plan Input Session – January 23, 2025, from 10am to 11am – Invite will be sent out to all.
- b. Day at the Capitol – March 5, 2025, in Sacramento.

The meeting adjourned at 12:53 pm.



Richmond Workforce Development Special Board Meeting Minutes – February 13, 2025

Chairperson Xavier Abrams called the Richmond Workforce Development Board meeting (RWDB) to order on Thursday, February 13, 2025, at 11:43 am.

Call to Order and Roll Call/Introductions

Xavier Abrams, Gregory Brooks, Giovanni Flores, Hakim Johnson, Richard Johnson, Jason Lindsey, Della Randolph, Uche Uwahemu, Sarah Wally, Jamelia Brown, Richmond City Councilmember, Itza Gonzalez, Gilbert Pete, Bouakhay Phongboupha, Tamara Walker, Maria Torres

Action Item – Tamara Walker

- a. Approval to Submit Application to the Governor for the Richmond Workforce Development Board to Serve as the Adult and Dislocated Worker Career Services Provider.
 - After a brief presentation, board member Richard Johnson made a motion, which Sarah Wally seconded.
The motion carries by unanimous vote.

Informational Item – Tamara Walker

- a. RWDB received the California Workforce Development Board Workforce Accelerator Fund 13 Award for \$500,000.

Public Comments -

Yahna Williamson, City of Richmond Management Analyst, made a brief statement regarding a request to complete a survey on the Implementation Strategy Development—Richmond Green-Blue New Deal.

Announcements –

None.

The meeting adjourned at 12:40 pm

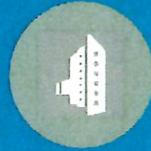
Developing the Next Generation of Waterfront Workforce

**Bobby Winston, CEO
Sal Vaca, Program Director
Akeele Carter, Program Manager**

Opportunities



Bay Area is home to some of the largest ship repair facilities on the west coast



Robust & expanding ferry services



Transitioning workforce from heavy industry



Lack of training partnerships or pathways into the maritime industry



Leverage local, state, federal funds for infrastructure projects and reduction of emissions



How to position the Bay Area to leverage opportunities in implementing California's long-term goal for offshore wind energy generation

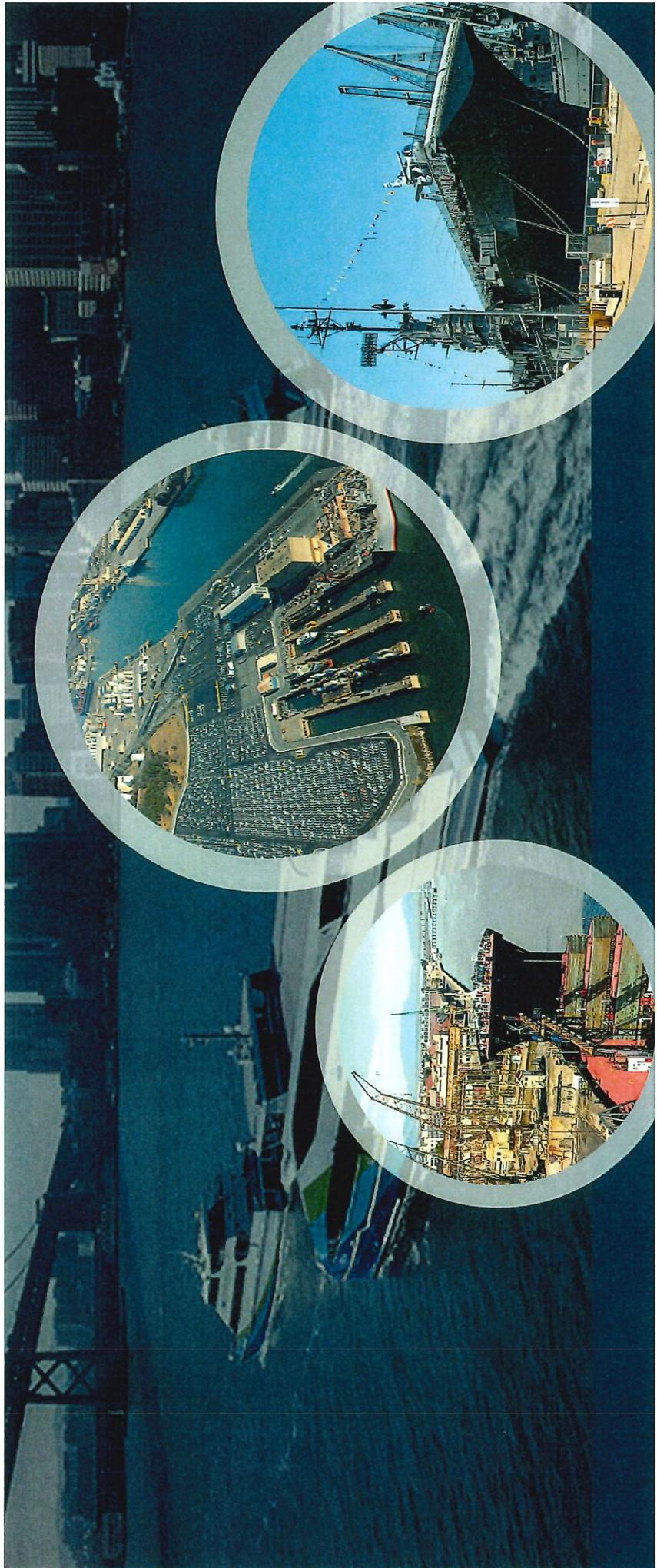
Transitioning Workforce



Petro-Chemical industries-transitioning to sustainable and green tech

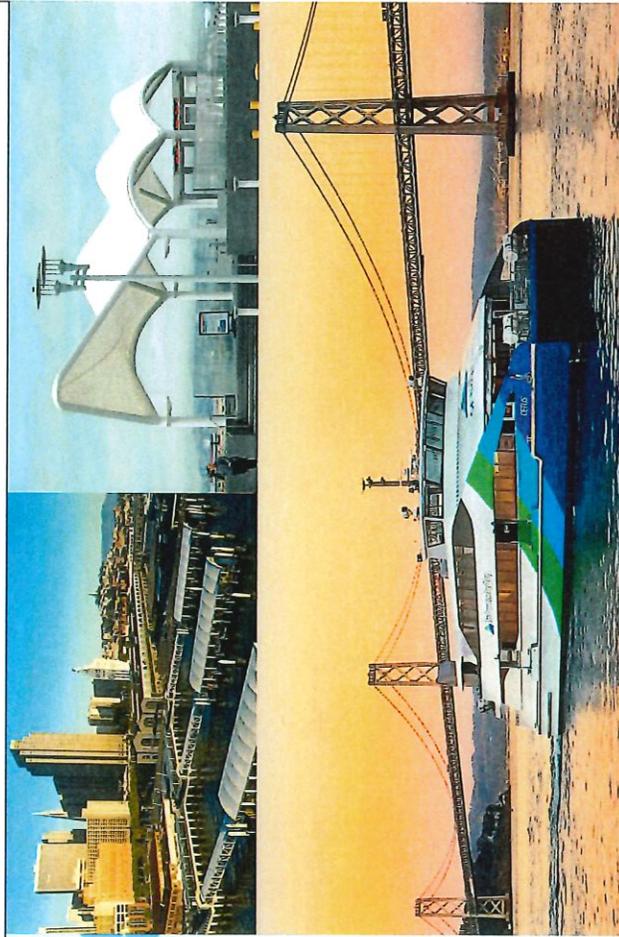
• USS Posco Industries-Transitioning steel/manufacturing workforce

Bay Area is home to some of the largest shipyards



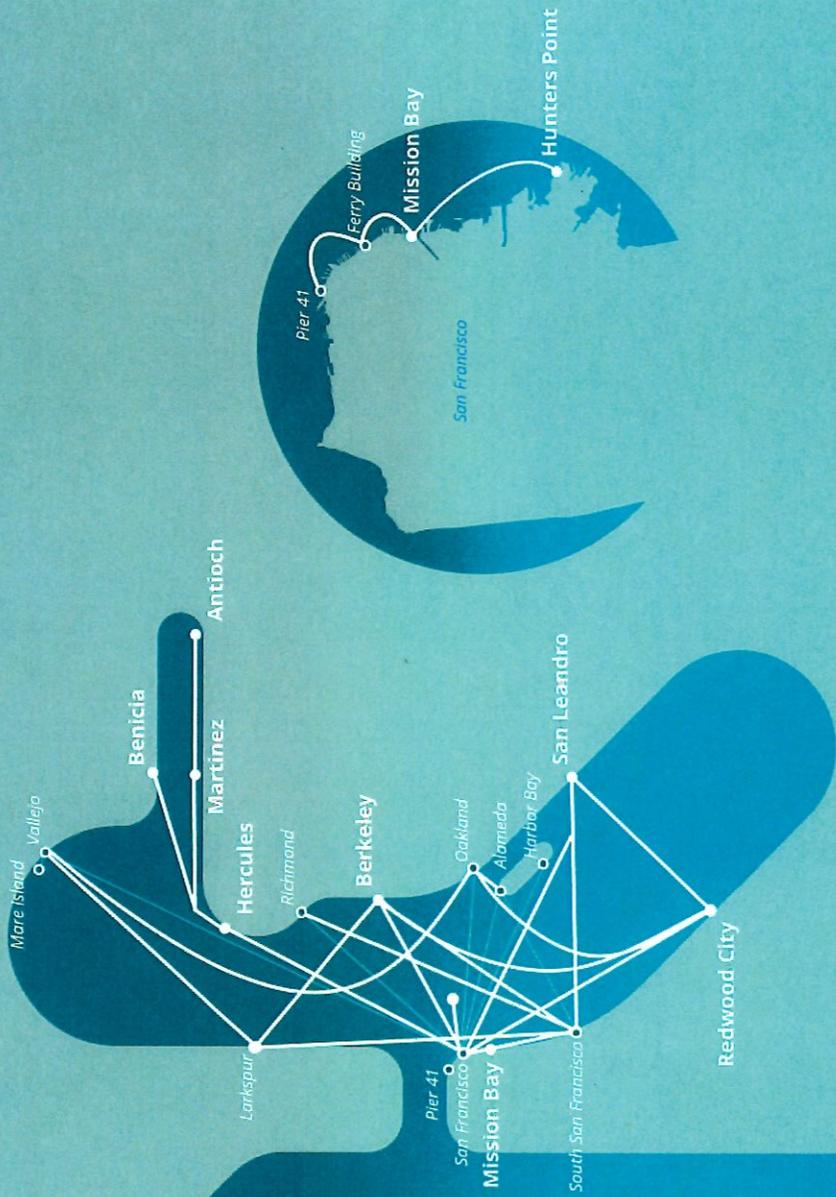
San Francisco Bay Ferry

A SERVICE OF WETA



VISION FOR FUTURE EXPANSION

- New
- Existing
- New
- Existing



Special event service to AT&T Park and Chase Center not shown on map



Required Resources To Deploy 30 GW of Offshore Wind Energy by 2030



2,100
Wind turbines



2,100
Foundations



6,800
Miles of cable



58
Crew transfer vessels



4-6
Wind turbine installation vessels



11
Service operation vessels



4
Cable lay vessels



2
Scour protection installation vessels



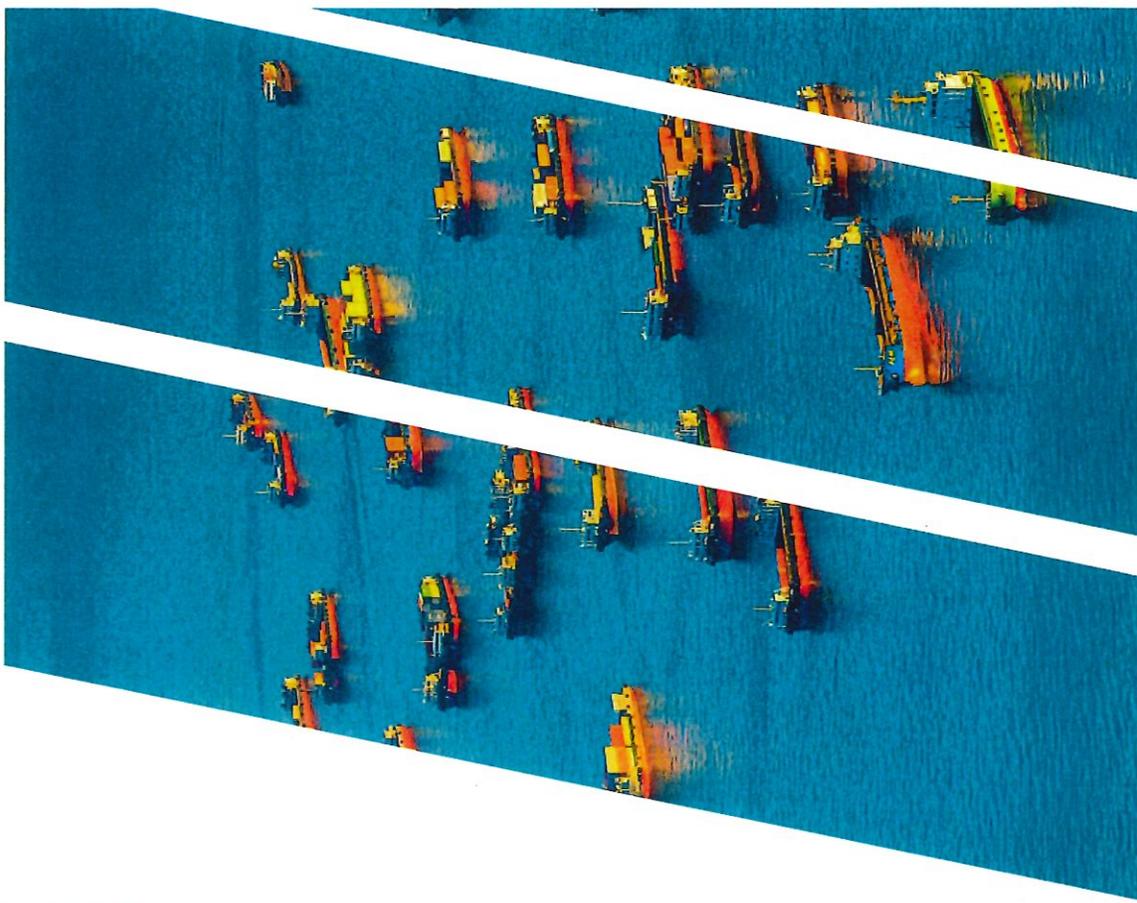
4-8
Transport vessels



4-6
Heavy lift vessels

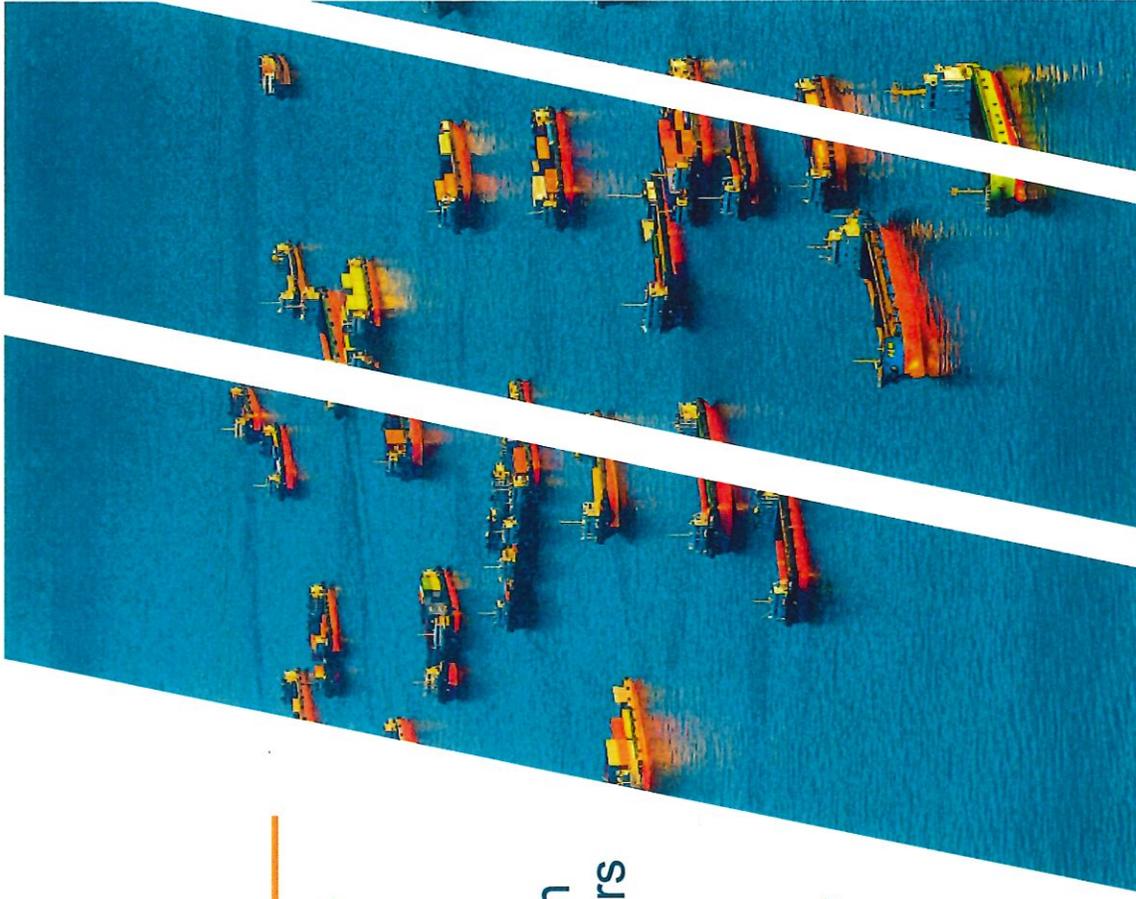


12,300-49,000
Full-time equivalents average annual workforce



Working Waterfront Coalition

- Marine vessel maintenance & repair employers
- Ferry services & operators
- Tugboat operators
- Labor-Machinist Union, Inland Boatmen's Union (IBU), Masters, Mates & Pilots (MMPs), Laborers & Carpenters Unions
- Cal Maritime Academy
- Workforce Development Boards- Contra Costa, Alameda, Solano, Oakland (soon to expand to San Francisco & NOVAworks)
- Community-Based Organizations
- Alameda County Reentry Program



Working Waterfront Coalition Industry Board Members



- Bay Ship & Yacht & Svendson Marine: Bill Elliott (Chair)
- Mare Island Dry Dock: Richard Palmer, Executive VP
- American Navigation: Milt Merritt, President & COO
- Foss Marine Services: Nathan Shellhorn, Operations Mgr.
- Blue & Gold: Captain Patrick Murphy, President
- Metro Transportation Commission: Andy Fremier, Executive Director
- SF Ferry: Lauren Gularte, Gov't & Regs. Affairs Mgr.
- Golden Gate Bridge H&T District: Artemise Davenport, Mgr.
- United States Coast Guard: Captain Ronald Caputo
- Port of Oakland, Matt Davis, Chief Public Engagement Officer

Working Waterfront Coalition Industry Board Members



- Marine Exchange: F. Scott Humphrey, Executive Director
- Machinist Union: Don Crosatto, Directing Business Rep.
- Inland Boatman's Union: Marina Secchitano
- Masters, Mates, & Pilots: Captain Ezra Hunter Jr
- Cal Maritime Academy: Dinesh Pinisetty, Dean
- Alameda WDB: Rhonda Boykins, Executive Director
- Contra Costa WDB: Tamia Brown, Executive Director
- Oakland WDB: Sofia Navarro, Executive Director



Marine Trades
Training Program

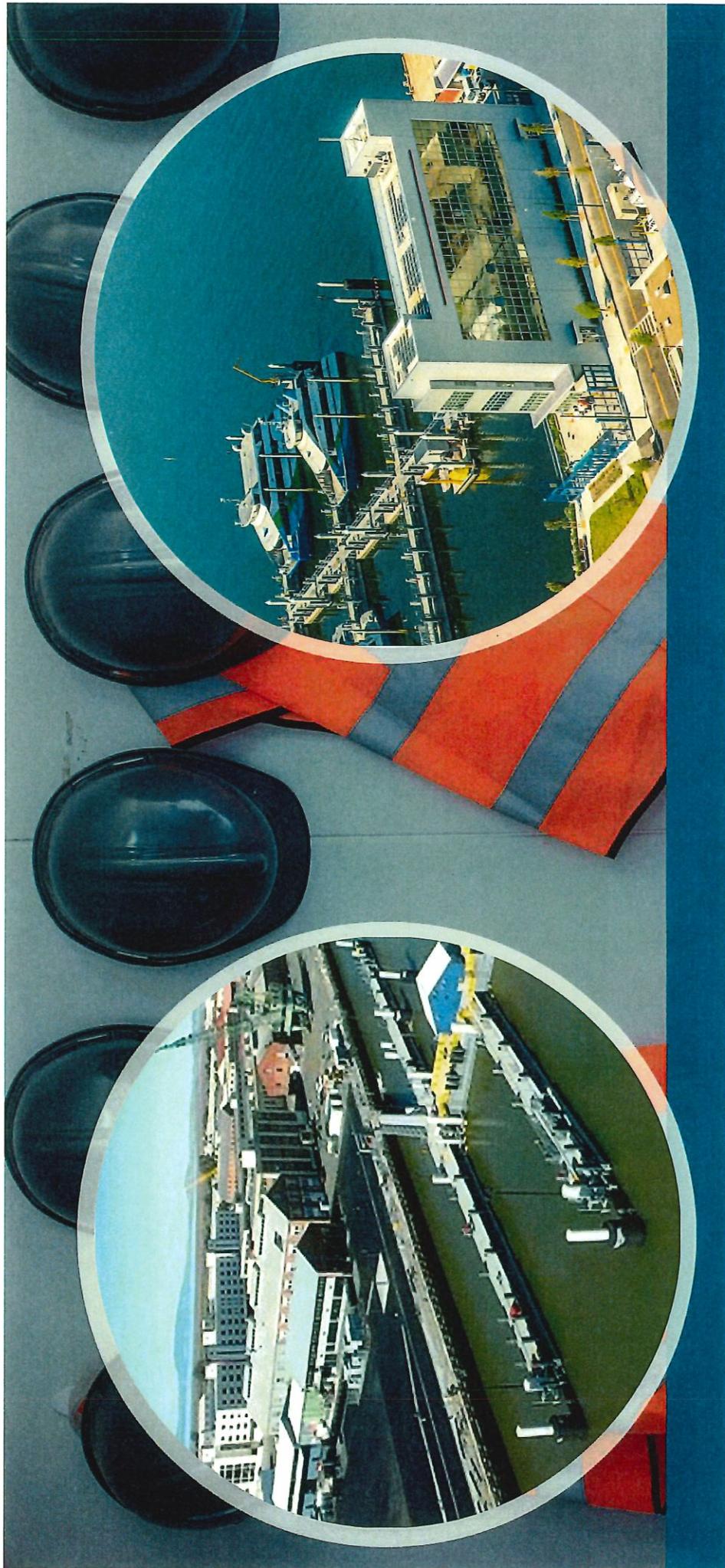


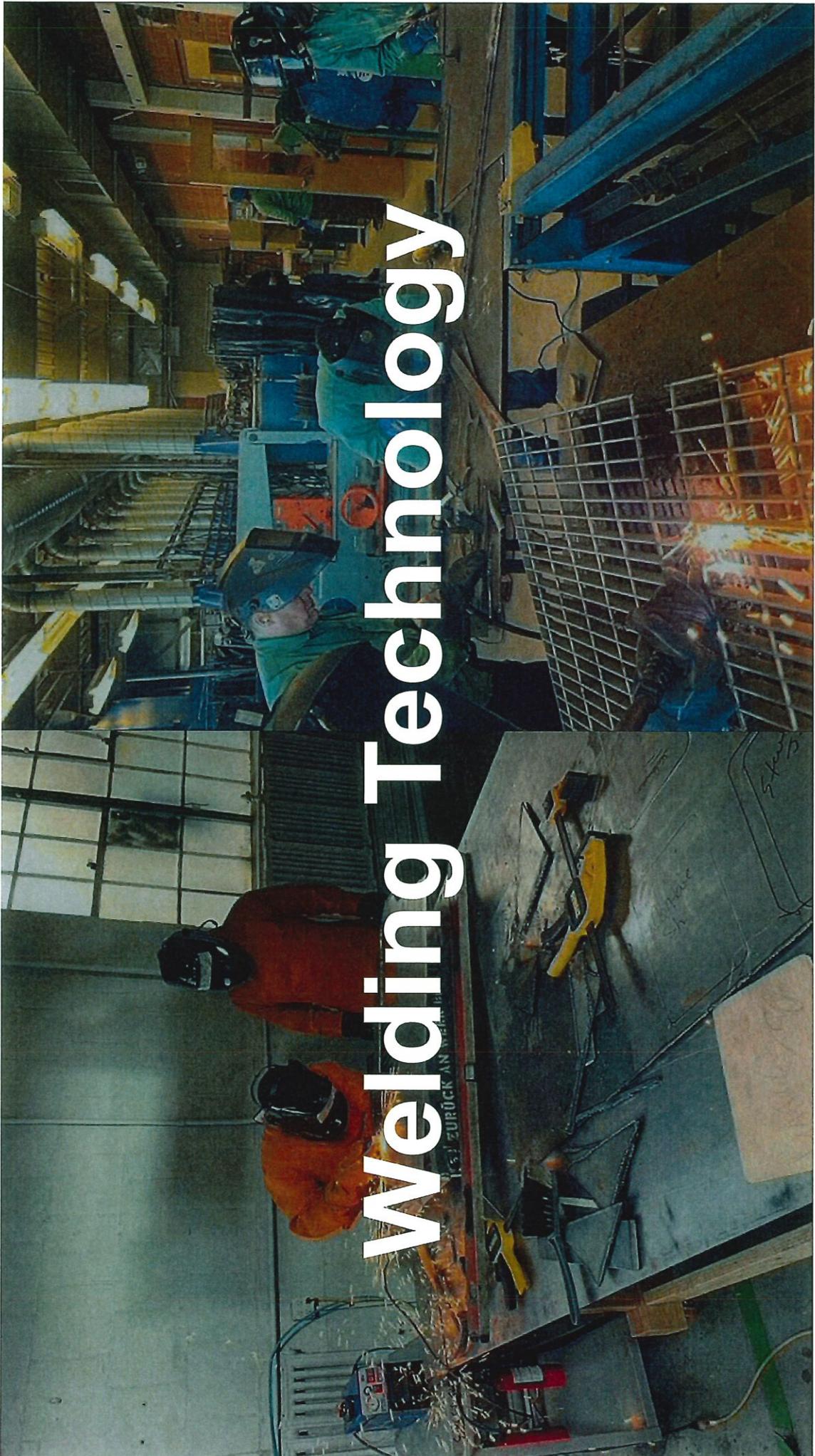
Marine Transportation-
deck hands, station
agents, captain asst.,
captains



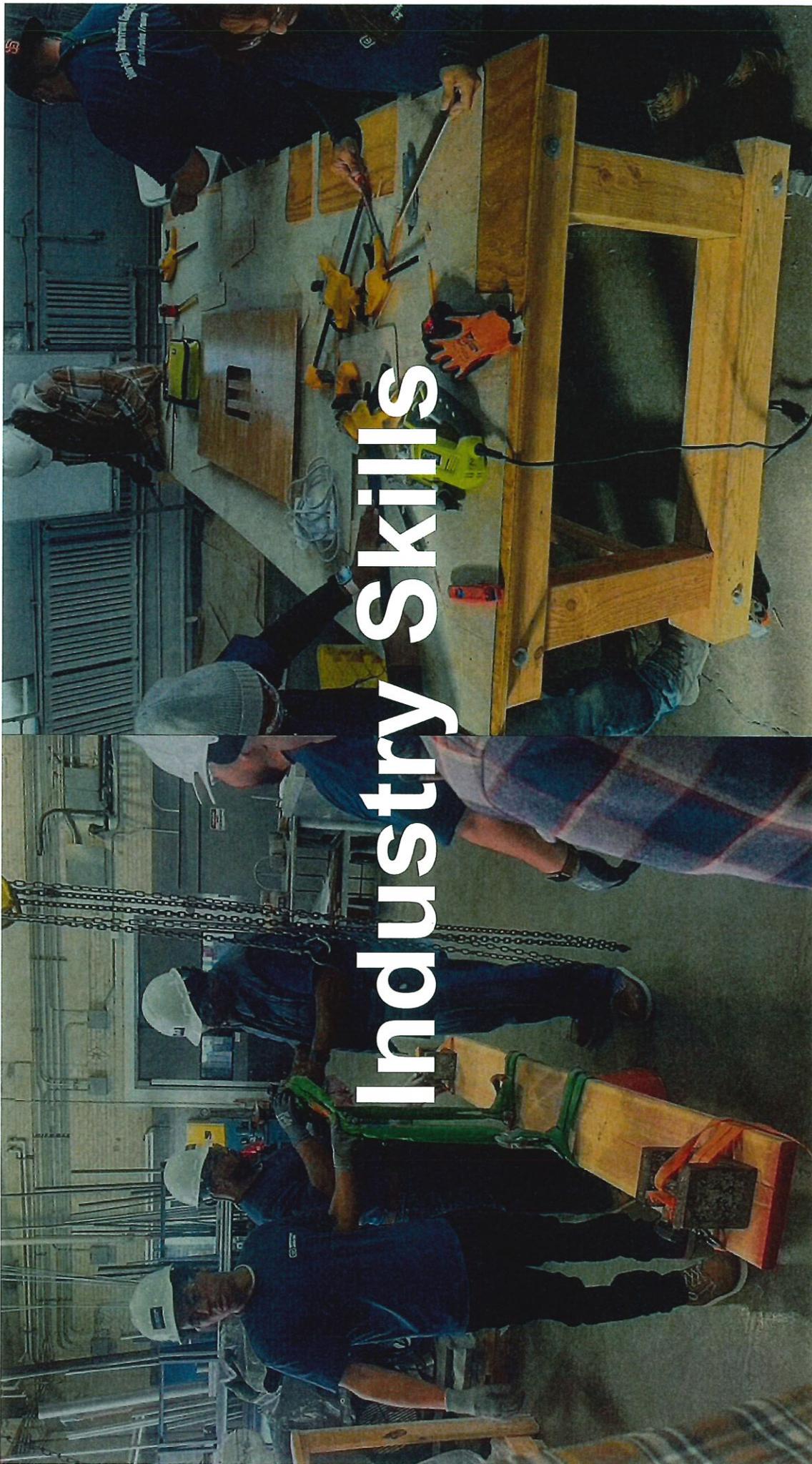
Career Technical
Education- H.S.
Welding & Machining
classes

Marine Trades Training Program



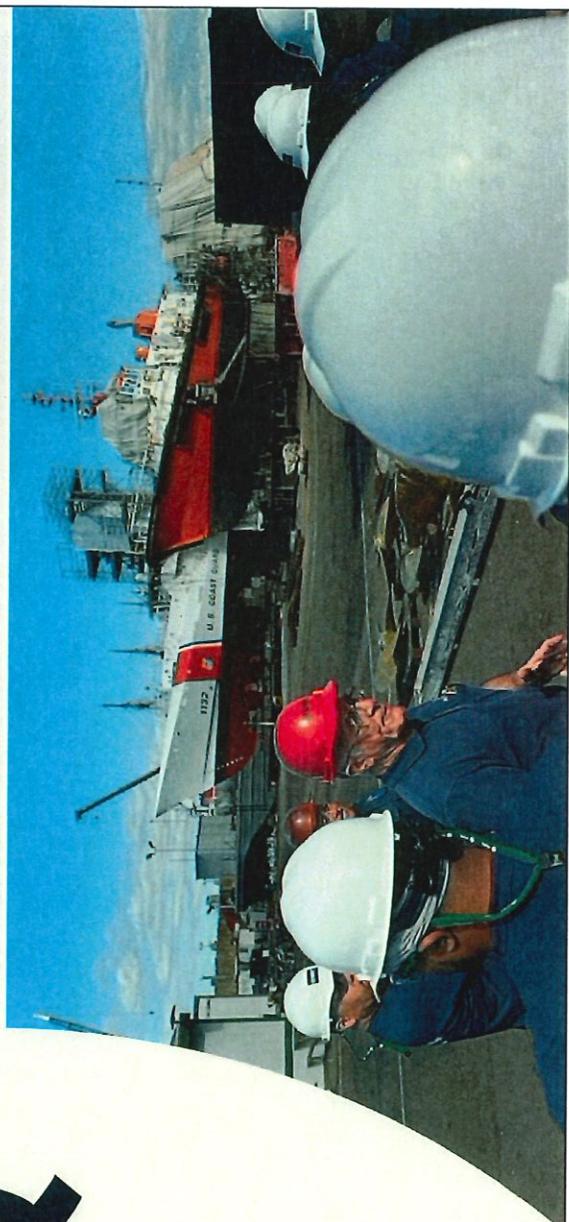


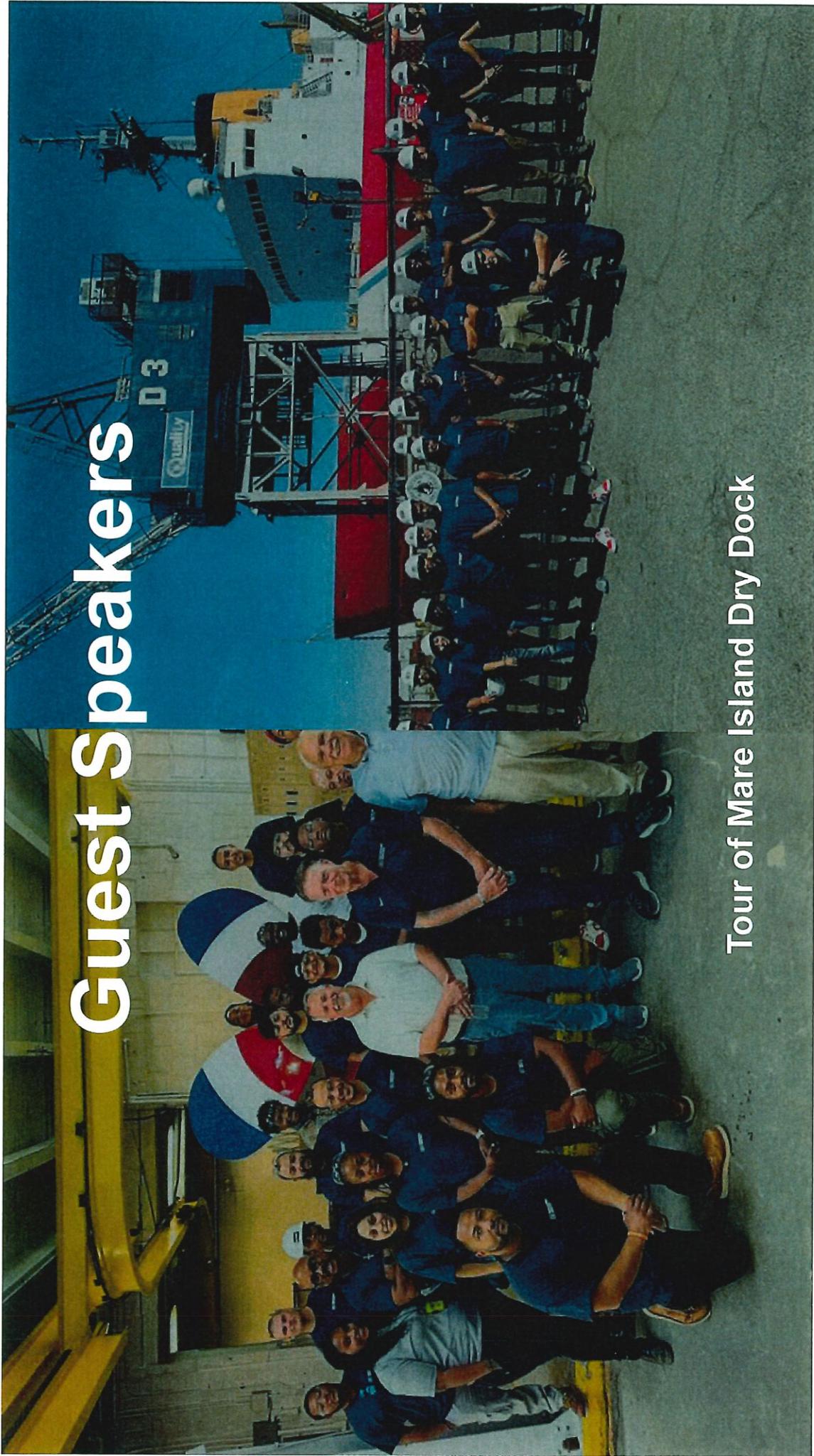
Welding Technology



Industry Skills

Bay Ship & Yacht





Guest Speakers

Tour of Mare Island Dry Dock

Decarbonization of the Maritime Industry

**Port of Oakland E-
Tugboat Grant-
\$50M (CARB)**

**Port of San Francisco
EPA Clean Ports Grant-
\$55M**



Robust & Impactful Partnerships



Workforce Development Board
Contra Costa County

Contra Costa Workforce WDB
WAF 11 \$500,000



ALAMEDA COUNTY
Workforce DEVELOPMENT BOARD

Alameda WDB
High Road Grant \$4 Million



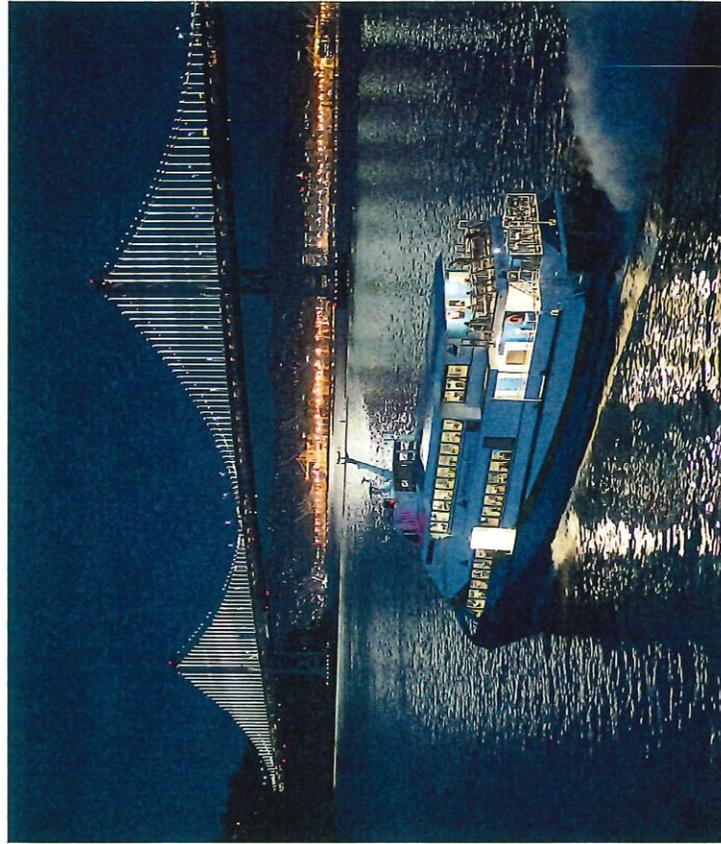
WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

Solano WDB
\$60,000



PORT OF SAN FRANCISCO

Port of San Francisco/SFWDB
\$2 Million





**WATERFRONT
JOBS.COM**

WHO WE ARE

WHY IT MATTERS

SIGN ME UP

JOBS NOW OPEN!

SIGN ME UP

To: Richmond Workforce Development Board

From: RWDB Staff

Date: March 13, 2025

Action Item: Approve Submission of the Local Area Subsequent Designation and Local Board Recertification Application

RECOMMENDATION

The Richmond Workforce Development Board (RWDB) approves the submission of the **Local Area Subsequent Designation and Local Board Recertification Application FY 25-27**

BACKGROUND

WIOA Section 106 requires the Governor to designate Local Areas within the state, and WIOA Section 107 requires the Governor to certify one Local Board for each Local Area. According to WIOA Section 106, a Local Area must have performed successfully, sustained fiscal integrity, and engaged in the regional planning process to receive subsequent designation.

According to WIOA Section 107, a Local Board must have performed successfully, sustained fiscal integrity, and met membership requirements to receive recertification.

A Local Board must recertify every two (2) years.

CURRENT SITUATION

The final directive for the **LOCAL AREA SUBSEQUENT DESIGNATION AND LOCAL BOARD RECERTIFICATION PY 25-27** was released on January 16, 2025, with a due date of April 7, 2025. Local Boards certification expires 6/30/23. Therefore, the California Workforce Development Board will allow local boards to submit an unsigned copy of the application with an explanation for the absent signature(s) and a date by which the signed application will be sent.

FISCAL IMPACT

Loss of certification as a local workforce development board will result in the City of Richmond being denied access to state and national workforce development funds and resources.

CUSTOMER IMPACT

The workforce development system is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

ATTACHMENTS

1. [Workforce State Directive 24-10](#) - Local Area Subsequent Designation and Local Board Recertification PY 23-25
2. Local Area Subsequent Designation and Local Board Recertification PY 25-27 Application



Directive

Date: January 16, 2025 Number: WSD24-10



Local Area Subsequent Designation and Local Board Recertification for PY 25-27

Executive Summary

This policy provides guidance and establishes the procedures regarding the subsequent designation of Local Workforce Development Areas (Local Area) and recertification of Local Workforce Development Boards (Local Board) under the Workforce Innovation and Opportunity Act (WIOA). This policy applies to all current Local Areas interested in receiving subsequent designation and all current Local Boards interested in recertification under WIOA and is effective on the date of issuance.

This policy is developed by the California Workforce Development Board (CWDB) and contains some state-imposed requirements. All state-imposed requirements are indicated by ***bold, italic*** type.

This Directive finalizes Workforce Services Draft Directive *Local Area Subsequent Designation and Local Board Recertification PY 25-27* (WSDD-264), issued for comment on October 11, 2024. The Workforce Development Community submitted two comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 2.

This policy supersedes the Workforce Services Directive *Local Area Subsequent Designation and Local Board Recertification* (WSD22-14), dated May 2, 2023. This Directive remains active until further notice.

References

-
- WIOA (Public Law 113-128) Sections 106, 107, 121, 134, 181 and 184
 - Title 2 *Code of Federal Regulations* (CFR) Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), Sections 200.318, 200.339, 200.508
 - Title 2 CFR Part 2900: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [Department of Labor (DOL) Exceptions]
 - Title 29 CFR Part 38: Implementation of the Nondiscrimination and Equal Opportunity Provisions of the WIOA

- Training and Employment Guidance Letter (TEGL) 19-16, *WIOA Adult, Dislocated Worker and Youth Activities Program Allotments for Program Year (PY) 2020; PY 2020 Allotments for the Wagner-Peyser Act Employment Service (ES) Program and the Allotments of Workforce Information Grants to States for PY 2020* (April 23, 2020)
- TEGL 11-19, Change 1, *Negotiations and Sanctions Guidance for the WIOA Core Programs* (May 10, 2023)
- TEGL 10-09, *Implementing Priority of Service for Veterans and Eligible Spouses in all Qualified Job Training Programs Funded in whole or in part by the DOL* (November 10, 2009)
- California Unemployment Insurance Code (CUIC) Sections 14202 and 14211
- [Workforce Services Directive](#) WSD20-02, *Calculating Local Area Performance and Nonperformance* (September 18, 2020)
- WSD19-05, *Monthly and Quarterly Financial Reporting Requirements* (December 4, 2019)
- WSD16-05, *WIOA Closeout Requirements* (July 29, 2016)
- WSD14-10, *Initial Local Area Designation and Local Board Certification Under WIOA* (February 20, 2015)

Background

WIOA Sections 106 and 107 provide criteria for subsequent designation of Local Areas and recertification of Local Boards. Specifically, WIOA Section 106 requires the Governor to designate Local Areas within the state, and WIOA Section 107 requires the Governor to certify one Local Board for each Local Area.

According to WIOA Section 106, a Local Area must have performed successfully, sustained fiscal integrity, and engaged in the regional planning process to receive subsequent designation. According to WIOA Section 107, a Local Board must have performed successfully, sustained fiscal integrity, and met membership requirements to receive recertification.

The applications for the Local Area subsequent designation and Local Board recertification have been combined into one application. Approved applications will be effective July 1, 2025 – June 30, 2027.

Policy and Procedures

Definitions

For the purposes of this Directive, the following definitions apply:

Engaged in Regional Planning – The Local Area has participated in and contributed to regional planning, regional plan implementation, and regional performance negotiations.

Membership – The Local Board is in compliance with the membership requirements outlined under WIOA Section 107(b).

Performed Successfully – ***The Local Area had an Individual Indicator Score of 50% or higher in Program Year (PY) 2022-23 or PY 23-24, as described in WSD20-02, Calculating Local Area Performance and Nonperformance).***

Note – Please report your “performance score” rather than the “adjusted level of performance.”

Sustained Fiscal Integrity – The Local Area certifies it has not been found in violation of one or more of the following during PY 22-23 or PY 23-24:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the DOL 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 Uniform Guidance.

Application Process

The local Chief Elected Official (CEO) and the Local Board Chair must complete and sign the Local Area Subsequent Designation and Local Board Recertification Application for PY 25-27 for a Local Area to request subsequent designation or a Local Board to request recertification. The completed application is due no later than **5 p.m. on Monday, April 7, 2025**, to the CWDB at PolicyUnit@cwdb.ca.gov. Please include “Local Area Subsequent Designation and Local Board Recertification Application” in the subject line.

Electronic signatures are permitted for the PY 25-27 application.

Note – It is understood that some Local Areas may be unable to obtain local CEO approval by the submission deadline due to scheduling conflicts. If necessary, the Local Area may submit an unsigned copy of the application with an explanation for the absent signature(s) and a date by which the signed application will be sent. Local Areas will not receive full subsequent designation status until a signed application is received.

Assessment of the Application

The CWDB, in coordination with the Employment Development Department, will verify the information provided in the application to ensure the required criteria are met. The CWDB will then determine whether to recommend an approval, conditional approval, or denial of the application. The local CEO will be notified in writing of the decision.

If a subsequent designation application is conditionally approved, the local CEO must submit a "Corrective Action Plan" specifying the following:

- How they will meet the required criteria.
- When they will provide the CWDB with a corrected application.

Appeal Process

A unit of local government (or a combination of units) that has requested and been denied subsequent designation as a Local Area under WIOA may appeal the denial to the CWDB, pursuant to WIOA Section 106. An entity that has been denied subsequent designation may appeal the decision and request a hearing.

An appeal and request for a hearing must be emailed to the CWDB within 15 calendar days from the email date of the notice of denial of subsequent designation.

The appeal must state, in writing, the following:

- Grounds for the appeal.
- Reasons why the appellant should be designated.

The CWDB will contact the appellant to schedule a hearing date within 15 calendar days of the receipt of the appeal. The CWDB will conduct the appeal hearing and provide a written decision to the appellant no later than 15 calendar days after the hearing.

Appeal of CWDB Decision

A unit or combination of units of local government whose appeal has not resulted in designation as a Local Area may also appeal the denial to the DOL (WIOA Section 106[b][5]).

Action

Bring this Directive to the attention of the local CEO, Local Board, and appropriate staff.

Inquiries

If you have any questions, contact your [Regional Advisor](#).

/s/ JAVIER ROMERO, Deputy Director
Workforce Services Branch

Attachments:

1. [Local Area Subsequent Designation and Local Board Recertification Application for PY 25-27 \(DOCX\)](#)
2. [Summary of Comments \(DOCX\)](#)

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

**Local Area Subsequent Designation
and
Local Board Recertification Application
for
Program Year 2025-27**

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) 2025-27 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. Contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted to the CWDB at PolicyUnit@cwdb.ca.gov by **5 p.m. on Monday, April 7, 2025.**

Richmond Workforce Development Board

Name of Local Area

330 25th Street

Mailing Address

Richmond, CA 94804

City, State, ZIP

Date of Submission

Tamara Walker

Contact Person

(510) 307-8006

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

List the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

Local Board Business Members

Name	Title	Entity	Appointment Date	Term End Date
Carole Dorham-Kelly	President & CEO	Rubicon Programs Inc.	11/23/2021	9/22/2025
Gina Baker	Community Affairs Representative	East Bay MUD	1/21/2025	9/22/2026
Hakim Johnson	Corporate Affairs Representative	Chevron	3/17/2020	3/1/2024
Sarah Wally	Project Director	Food Service Partners	2/20/2024	3/1/2028
Uche Justin Uwahemu	President/CEO	Cal Bay Consulting Group, LLC	6/16/2020	3/1/2024
Xavier Abrams, WDB Chairperson	Branch Manager/Vice President	Mechanics Bank	9/22/2021	9/22/2025

Category: Workforce – Not less than 20 percent of the Local Board members shall be representatives from the Local Area’s workforce (WIOA 107[b][2][B]) who:

- Shall include representatives of labor organizations (for a Local Area in which employees are represented by labor organizations) who have been nominated by local labor

federations or (for a Local Area in which no employees are represented by such organizations) other representatives of employees. California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that these representatives shall amount to not less than 15 percent of the Local Board membership and be subject to the following:

- a. 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 area.
 - b. Shall include a representative, who shall be a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such program exists in the area, such a representative of a state-approved apprenticeship program in the area, if such a program exists.
- May include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities.
 - May include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

List the Local Board’s workforce members:

Local Board Labor Members

Name	Title	Entity	Appointment Date	Term End Date
Chuck Leonard	Business Representative	Plumbers & Steamfitters Local 342	06/15/2021	03/01/2025
Geovanni Flores	Apprentice Coordinator	Northern California Laborers Training Center	03/17/2020	03/01/2024
Jason Lindsey	Business Agent	Ironworker’s Local 378	06/15/2021	03/01/2025

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers
- Institutions of higher education providing workforce investment activities

Members may be representatives from 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.

List the Local Board’s education members:

Local Board Education Members

Name	Title	Entity	Appointment Date	Term End Date
Evan Decker	Education Manger	Contra Costa Community College	03/01/2024	02/20/2028
Gregory Brooks	Principal	West Contra Costa Adult Education, WCCUSD	01/21/2025	09/22/2026

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations
- The state’s employment service office under the *Wagner-Peyser Act*
- Programs carried out under Title I of the federal *Rehabilitation Act*

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local Chief Elected Official (CEO).

List the Local Board’s economic and community development members:

Local Board Economic and Community Development Members

Name	Title	Entity	Appointment Date	Term End Date
Della Randolph	Operations Manager, GEBD	Department of Rehabilitation	03/07/2023	09/22/2027
Richard Johnson	Employment Program Manger II	Employment Development Department	06/16/2020	03/01/2024

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50 percent or higher in PY 22-23 or PY 23-24, as described in

Workforce Services Directive WSD20-02, Calculating Local Area Performance and Nonperformance (September 18, 2020).

Note – Report your “performance score” rather than the “adjusted level of performance.”

PY 22-23 Scores

Indicator	Adults	Dislocated Workers	Youth
Employment Rate 2 nd Quarter After Exit	<u>80.8%</u>	<u>93.9%</u>	<u>81.8%</u>
Employment Rate 4 th Quarter After Exit	<u>90.5%</u>	<u>78.0%</u>	<u>85.7%</u>
Median Earnings	<u>\$9,478.00</u>	<u>\$11,988.00</u>	<u>\$8,072.00</u>
Credential Attainment	<u>75.0%</u>	<u>65.2%</u>	<u>40.0%</u>

PY 23-24 Scores

Indicator	Adults	Dislocated Workers	Youth	Overall Indicator Score
Employment Rate 2 nd Quarter After Exit	<u>77.63%</u>	<u>76.92%</u>	<u>89.29%</u>	<u>81.28%</u>
Employment Rate 4 th Quarter After Exit	<u>86.27%</u>	<u>85.71%</u>	<u>79.17%</u>	83.71%
Median Earnings	<u>\$9,483.28</u>	<u>\$14,854.45</u>	<u>\$7,211.53</u>	<u>\$10,516.42</u>
Credential Attainment	<u>65.22%</u>	<u>81.82%</u>	<u>60%</u>	69.01%
Measurable Skills Gain	<u>26.67%</u>	<u>28.57%</u>	<u>11.11%</u>	22.11%
Overall Program Score	<u>63.95%</u>	<u>68.25%</u>	<u>59.89%</u>	---

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 22-23 or PY 23-24:

- *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 (Uniform Guidance).

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 25-27, the Local Area assures:

- 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 following:

- The Local Area's procurement procedures will avoid the acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Uniform Guidance 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 (Uniform Guidance Section 200.508).

Note that failure to comply with the audit requirements specified in Uniform Guidance Subpart F will subject the Local Area to a potential cash hold (Uniform Guidance Section 200.339).

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

Highlights of this assurance include the following:

- Reporting will be done in compliance with WSD 19-05, 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 a potential cash hold. (Uniform Guidance Section 200.339)

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

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211* to spend a minimum of 30 percent of the 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 Area will select America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

- E. The Local Area 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 Area will comply with the nondiscrimination provisions of WIOA Section 188 and Title 29 CFR Part 38, including the collection of necessary data.

- G. The Local Area will engage in and contribute to regional planning and regional plan implementation (for example, the 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 two-year 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 are permitted for the PY 25-27 application.

By signing the application below, 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 Board Chair

Local CEO

Signature

Signature

Xavier Abrams

Eduardo Martinez

Name

Name

Chair, Richmond Workforce Development
Board

Mayor, City of Richmond

Title

Title

Date

Date

To: Richmond Workforce Development Board

From: RWDB Staff

Date: March 13, 2025

Action Item: Richmond Workforce Development Board (RWDB) Member Recommendation

RECOMMENDATION

Approve the recommendation for the appointment to the RWDB:

- Vern Whitmore, President, Richmond Chamber of Commerce

BACKGROUND

The RWDB staff is actively working to meet the board membership requirements by identifying potential members who align with the established guidelines. By WIOA Section 107(b)(2)(A), Representatives of Business must be appointed from individuals nominated by local business organizations and business trade associations. All potential board members must receive approval from the RWDB before being referred to the mayor for final consideration.

CURRENT SITUATION

The Ad Hoc Committee convened and compiled a list of prospective members. The committee extended invitations to individuals through email and phone calls, inviting them to join the RWDB.

FISCAL IMPACT

There is no direct fiscal impact on the City of Richmond or RWDB.

CUSTOMER IMPACT

Meeting the membership requirements of the local Workforce Development Board (WDB) has significant positive impacts on customers, including job seekers, employers, and the community. It ensures diverse expertise by incorporating representatives from various sectors, leading to more effective and relevant workforce programs. Full compliance enhances program effectiveness, aligns services with industry needs, and improves employment outcomes. It also fosters greater employer engagement, ensuring workforce strategies meet local hiring demands. Additionally, adherence to membership standards ensures accountability and compliance, secures funding, and maintains service quality. A fully represented WDB fosters inclusivity, equity, and robust economic growth.

SCHEDULE

The recommendation will be submitted to Mayor Martinez on Monday. He will conduct an interview and present the candidate to the Richmond City Council for approval.

ATTACHMENTS

1. Richmond Workforce Development Board Roster
2. Local Board Membership Requirements

Program Year 2023 WIOA Local Workforce Development Area Performance Tables

City of Richmond

Title I Adult

Service Type	Participants Served	Participants Exited	Percent Training-Related Employment	Percent Enrolled in More than One Core Program
Career Services	161	89	N/A	N/A
Training Services	93	38	N/A	N/A
Total Local Area	164	89	46.6%	20.1%

Performance	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Rate	Measurable Skill Gains
Negotiated Goal	79.0%	75.0%	\$7,800	70.0%	55.0%
Total Local Area	73.7%	66.6%	\$10,795	88.9%	58.3%

Title I Dislocated Worker

Service Type	Participants Served	Participants Exited	Percent Training-Related Employment	Percent Enrolled in More than One Core Program
Career Services	112	60	N/A	N/A
Training Services	47	16	N/A	N/A
Total Local Area	112	60	54.5%	33.0%

Performance	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Rate	Measurable Skill Gains
Negotiated Goal	77.0%	79.0%	\$11,800	75.0%	60.0%
Total Local Area	80.0%	71.4%	\$14,463	80.0%	63.4%

Title I Youth

Service Type	Participants Served	Participants Exited	Percent Training-Related Employment	Percent Enrolled in More than One Core Program
Career Services	74	29	N/A	N/A
Training Services	39	6	N/A	N/A
Total Local Area	102	32	20.0%	38.2%

Performance	Youth Employment / Education / Training Rate (Q2)	Youth Employment / Education / Training Rate (Q4)	Median Earnings	Credential Rate	Measurable Skill Gains
Negotiated Goal	75.0%	77.0%	\$5,300	60.4%	55.0%
Total Local Area	80.0%	100%	\$6,196	75.0%	37.5%