

Agenda Report

May 18, 2020

TO: Honorable Mayor and City Council

FROM: Office of the City Manager – Career Services Division

SUBJECT: RECOGNIZE REVENUE AND APPROPRIATE FUNDS OF \$2,258,222 TO THE FISCAL YEAR 2020 OPERATING BUDGET FOR THE ADDITIONAL ASSISTANCE HIRE PATH GRANT AND PRISON TO EMPLOYMENT INITIATIVE GRANT AND THE APPROVAL OF A CONTRACT AMENDMENT WITH THE SOUTH BAY WORKFORCE INVESTMENT BOARD TO PROVIDE INDIVIDUAL TRAINING ACCOUNT SERVICES

RECOMMENDATION:

It is recommended that the City Council:

- 1) Find that the proposed actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 21065 of CEQA and Sections 15060 (c)(2), 15060 (c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required;
- 2) Authorize the City Manager to enter into a contract between the City of Pasadena (administrative entity for the Foothill Workforce Development Board) and the State of California Employment Development Department for the receipt of Additional Assistance Hire Path grant funds in the amount of \$2,000,000.00 over a one year term; and
- 3) Authorize the City Manager to enter into a contract between the City of Pasadena (administrative entity for the Foothill Workforce Development Board) with the South Bay Workforce Investment Board (administrative entity for the City of Inglewood), for the receipt of Prison to Employment Initiative grant funds in the amount of \$258,222.00 over a 2.5 year term; and
- 4) Authorize the City Manager to enter into an contract amendment between the City of Pasadena (administrative entity for the Foothill Workforce Development Board) and the South Bay Workforce Investment Board (administrative entity for

the City of Inglewood), for an increase of \$1,500,000 for a new contract amount not to exceed \$2,500,000.

- 5) Amend the Fiscal Year 2020 Career Services Division Operating Budget to recognize revenues in the amount of \$2,258,000 and appropriate expenditures in the amount of \$3,758,000.

BACKGROUND:

The City of Pasadena is part of the six city Joint Powers Authority that is known as the Foothill Workforce Development Board. This partnership includes the cities of South Pasadena, Sierra Madre, Arcadia, Monrovia, and Duarte. As the largest city in this partnership, Pasadena has maintained the role as the administrative agent. Pasadena provides staff and support resources to the JPA. With the exception of modest administrative overhead costs, the FWDB operating budget is fully funded by a series of Federal and State Grants that are allocated to support workforce programs for the under and unemployed. Programs for laid-off workers, veterans, youth, the disabled and those previously incarcerated are among the primary activities.

A. Additional Assistance Hire Path Program:

In March 2020, the City of Pasadena, which serves as the administrative agent for the Foothill Workforce Development Board (Foothill WDB), submitted a grant application to the State of California Employment Development Department for additional emergency funds through the Governor's 25% Dislocated Worker Additional Assistance discretionary funds. Foothill WDB requested funding to provide workforce services to individuals dislocated by the COVID-19 virus. In April 2020, the State of California Employment Development Department issued an award and distributed a subgrant agreement to the Foothill WDB for Hire Path funding in the amount of \$2,000,000 with a term of April 2020 through March 2021.

The funding is intended to provide training and support services to individuals dislocated by the COVID-19 virus. Services will focus on layoffs occurring in the hospitality industry and other industries impacted by COVID-19. Dislocated individuals will be provided training opportunities to upskill in the hospitality industry and other in demand occupations. Support service payments will be offered to ensure the clients ability to successfully complete training and meet their basic needs such as shelter, transportation, and other needs-related payments.

B. Prison to Employment Initiative Program:

The Prison to Employment Initiative is a grant program included in the Governor's 2018 budget and includes \$37 million over three years to operationalize integration of workforce and reentry services in the state's 14 labor

regions. On June 1, 2019, the South Bay Workforce Investment Board, on behalf of the Los Angeles Basin Regional Planning Unit was awarded a grant under the Prison to Employment Initiative from the State of California, California Workforce Development Board. The South Bay Workforce Investment Board along with the other seven local workforce development boards in the County of Los Angeles, have come together under this initiative as partners to develop regional plans that will help improve and expand reentry services.

On February 25, 2020, the South Bay Workforce Investment Board issued an award notification and distributed a Standard Agreement to the City of Pasadena [administrative entity for the Foothill Workforce Development Board] for Prison to Employment funding in the amount of \$258,222.00. Funding allocations were divided proportionally across eligible workforce development boards based on the number of projected participants.

The funding is intended for the Foothill WDB to participate in developing a regional reentry activity plan, implementing a regional reentry hub model service, and enrolling reentry participants into career services. Services will be focused on formerly incarcerated individuals and their families and will mitigate barriers that are impediments that prevent justice involved individuals from successfully transitioning back to their communities and gaining reentry to the labor force in jobs that have career ladders that lead to living wages.

C. South Bay Workforce Investment Board Contract Amendment:

The City of Pasadena (administrative entity for the Foothill WDB, and the South Bay Workforce Investment Board entered into agreement No. 31641, dated as of March 4, 2020 for an amount not to exceed \$1,000,000 over a two year term. Since the execution of the original contract, the Foothill WDB has been awarded additional funding from the California Employment Development Department to be utilized to provide training to individuals impacted by COVID-19. The Foothill WDB desires to amend the original contract with an increase of \$1,500,000 for a total contract amount not to exceed \$2,500,000 to provide additional funding for training services.

Under the Workforce Innovation and Opportunity Act (WIOA), Section 122 requires states to establish and maintain a list of training providers who are eligible to receive WIOA Title I funds for training services. An America's Job Center of California (AJCC) may issue an Individual Training Account (ITA) to a WIOA Title I, subtitle B eligible individual (out of school youth age 16-24, adult or dislocated worker) to fund training services. The training provider must be selected from those listed on the List (ETPL). Under the federal WIOA, most vocational classroom training must be provided through vouchers known as Individual Training Accounts (ITAs). The State of California has established a policy that requires Local Workforce Development Boards to develop procedures

for accepting applications of ITA training providers, contracting, payment, and monitoring of performance.

In accordance with state policy, Local Boards may authorize a single Local Board to act on their behalf in making determinations for initial and/or subsequent eligibility of training providers. The South Bay Workforce Investment Board ("South Bay WIB") is the Local Board in the Los Angeles County Area that has acted on the behalf of local workforce development areas, including the Foothill WDB for the past seventeen (17) years.

COUNCIL POLICY CONSIDERATION:

Approval of the recommended actions will support local services for those seeking jobs and will have a positive impact on the current economic challenges facing Pasadena and the other partner cities in the Foothill WDB region.

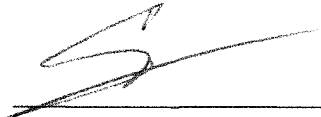
ENVIRONMENTAL ANALYSIS:

The actions proposed herein are exempt from the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. Entering into this agreement will not cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project," subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

Approval of the recommended action will result in the City recognizing \$2,000,000 in WIOA Funds for the Hire Path Grant revenue fund (68111011-632800-47686) and appropriation account (68111011-47686/47689/47690) and \$258,222 Prison to Employment Program revenue fund (68111011-630100-47706) and appropriation account (68111011-800500/814600/818800/828700-47706). The Council action also increases Pasadena's contract with the South Bay Workforce Investment Board by \$1,500,000 to funding appropriation account (68111011-813000-47689/47539).

Respectfully submitted,



Dianne Russell-Carter
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