



## **Richmond Workforce Development Board Meeting Minutes – May 12, 2022**

Chairperson Xavier Abrams called the Richmond Workforce Development Board meeting (RWDB) to order on Thursday, May 12<sup>th</sup>, 2022, at 11:34.

### **Director's Report**

Tamara Walker, Deputy Director of Community Services, City of Richmond – Employment and Training Division

We applied for a grant that is focused on developing quality job opportunities for bypass in advanced manufacturing, healthcare, transportation, logistics, and Lifesize biotechnology. Have not heard back yet.

We received \$2.9 million from California Volunteers, the Governor's Office, this will provide 150 youth with work experience. Develop career pathways and strengthen local capacity to address key areas of food insecurity, climate, and Covid-19 recovery. This grant is for three years. The age of this grant is from 16 years old to 30 years old. Salary is \$20 an hour, they will have an opportunity to have a sustainable wage while getting work experience.

During the week of May 9<sup>th</sup>, we applied for the regional equity and recovery partnership grant for \$1.5 million to the California Workforce Development Board. This application is focused on building relationships and partnerships with our Community Colleges through equitable career pathways in-demand industries. The focus was on the EMT paramedic industry, and the pilot electric vehicle career pathways. This is a three-year grant. One of the first applications for regionalism.

We have posted a job announcement for our Employment Program Specialist to assist with our Reimagine grant, as well as with YouthBUILD and WIOA programs. We are working with HR to put our Employment Program Manager job announcement as well. Thanked the staff for all the work that has been done on submitting applications for these grants and for all the ideas to expand our work for our community.

### **Presentation: Economic Development in the City of Richmond**

Lizeht Zepeda, Sr. Business Assistant Office, Economic Development Dept., City of Richmond

Economic Development, specifically pertaining to business development. A lot of the focus is to retain expand and create business-friendly environments and connect business assistant needs to opportunities, like commercial sites that are available in the city. They also create strategies for business engagement, these strategies have been paved with the heavy lifting of the City Manager's office team especially in economic development. Economic Development Commission and Economic Development Working Group and stakeholders in the community have really helped to develop and refine economic development strategies, and policies, activities within the Richmond business community.

Assist businesses in connecting to resources, like relocation of existing operations and connecting the workforce development component and facilitating business-to-business transactions. 90% of expansion



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comes from within the community, we need to nourish and incubate the businesses that are currently in our community

### Accomplishments:

- Richmond completed the economic development action plan for local business recovery and retention.
- During COVID \$2.7 million was awarded to over 271 businesses.
- Applied and received \$1.3 million in grants for the cannabis equity program
- Transfer the revolving loan fund from the city of Richmond to Community First lending

In the future, we are looking to establish through our customer relations management software (CRM) Identify the local regional company, “BlueDot io” that would help create a CRM specifically for Richmond businesses through business license information. This would give a close engagement and it would also establish a sense of trust with the business. There is also another module called “BlueDot Open” which allows the business to create a profile like Yelp. Another module called “Open Rewards” internally relates to business-to-business, a reward for keeping the dollars local by receiving and spending the rewards within another local business.

Later this year will start an insert for the San Francisco Business Times, a great way to showcase businesses in the city.

Regional Grant is available for micro business for \$2,500 through the office of the small business advocate, which on opens May 17th. For the counties of Alameda, Contra Costa, and El Dorado. To qualify you must have five employees or fewer and earn less than \$50K per year. Priority will be given to minority women or veteran businesses.

Tamara Walker, Recommendation: that the Richmond Workforce Development Board (RWDB) amend the current Priority of Service Policy Richmond Residency to say the following:

1. Amend wording to state “WIOA registrants into individual or training Career Services via the Adult Program must document residence with the Local Workforce Development Area (LWDA) when RWDB training funds are limited.”
2. Negate residency priority when there is a surplus of training funds (50% or more) after January 1 of the current fiscal year.

We are the only board that requires residency. WIOA requires that we serve all that come to our center. When we send participants to other centers and their funding is depleted, they don’t receive the services. Removing the residency requirement will ensure that participants continue to receive the services.

A motion was made by DC Dorham-Kelly that the Richmond Workforce Development Board amend the current Priority of Service Policy, Residency to say the following:



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2. Negate residency priority when there is a surplus of training funds (50% or more) after January 1 of the current fiscal year.

The motion was seconded by Nanette Beach. Board Chair, Xavier Abrams called for a vote. There was an abstention - board member, Jeff Carr. Della Randolph also abstains. The motion carries.

Ad Hoc Committee – Request the formation of an Ad Hoc Committee to review our bylaws. The bylaws have been updated several times, but they have not been approved by the City Council. Board member Uche Uwahemu volunteered to be one of the five people on the committee to provide some recommendations for the bylaws.

A motion was made by Nanette Beachman, second by Fernando Campos that the Richmond Workforce Development Board (RWDB) establish an Ad Hoc Committee to review the 2015 RWDB Bylaws to make recommendations around potential bylaws recommendations. A vote was called, and the Motion carried with no oppositions or abstentions. Della Randolph, Fernando Campos, DC Dorham-Kelly, and Hakim Johnson will be joining board member Uche Uwahemu on the Ad Hoc Committee to review the Bylaws.

### Tracy Fuller - RGS – Preliminary Fiscal Budget FY 2022-23

Presented the City Budget, current fiscal year. In May or June of every year, a city budget is adopted for the next fiscal year which starts on July one. The city will complete a midyear budget and look for any line items or areas that require significant adjustment and the council will formally adopt that revised budget usually in January or February of every year. The beginning budget is the budget that you would find if you went into the city’s website and pulled up the city’s operational budget. Drafts of the budgets go through a series of reviews and escalation internally. It culminates in the City Manager’s proposed budget presented to the city council.

### Shin-Shin Ho – Admin Analyst –

Final Performance Scores - Normally there are five indicators but due to the pandemic they are only taking into consideration two factors.

Adult Program - The employment rate 2nd quarter is 116% and the median earnings performance is 112%, and we did very well. Due to the pandemic, we only needed 50% to pass. We are far beyond the passing rate.

Dislocated Worker – here the rate is 124% and for median workers is 150%.

Youth – here the rate is 126% and for median workers is 185%.



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Case Management Performance – a report that is produced every month, just to see how we are doing in relation to our goals. Behind on Adult Programs at 62%. The dislocated worker and youth have reached their goals. Doing well with formula grants. Except for the adult grant.

Statewide grants have specific grant dates. ELL will end in 2023 and is at 34%. DWG had a slow start and is at 20%. The WAF 8 program ended in March, and we met the goal for enrollment for this grant. The ER NDWG ended in March and the goal was met. We had a late start for Career NDWG we are at 6% but since we met our goal with the dislocated worker anyone enrolling will now be enrolling in the career grant.

We currently have two highway road construction grants; one is the senate bill grant, and we are at 60% and the CCI grant is at 24%. We are moving towards our goals.

A Motion was made to move V d to the next board meeting made by Della Randolph and second by DC Dorham-Kelly. A vote was taken. There were no oppositions or abstentions. Motion passed.

### Staff Report

**Bouakhay Phongboupha** – Program Manager – YouthWORKS

#### 2021-2022 WIOA Youth Program

- WIOA Youth Formula Grant (Our Bread and Butter)
  - Out of School Youth Formula (OSY) – Met 2021-22 goals
  - In-School Youth (ISY) – Met 2021-22 goals
- Summer Training & Employment for Students (STEPS)
  - 75 students with disabilities – lost our recruiter in March, we are at 45 now.
- Reimagine Richmond Work Experience Program (WEX)
  - \$1.9 Million by the City of Richmond – busy placing youth throughout the businesses
- Dislocated Youth Workers Innovation Challenge (DYWIC)
  - End in March of 2023
  - Support outside of Richmond residents, neighboring cities
- K-12 Strong Workforce Program (SWP)
  - Support and uplift our STEPS program

#### Work Experience Updates

- Youth Applications ..... 664
- Completed on-boarding ..... 375
- Youth (working or completed) .... 227
- Youth in Workshops ..... 45
- Intake Appointments scheduled .... 17



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Update on the Population being serve based on application data:

- Hispanic/Latinx .....41%
- African American .....32%
- Mixed Race/Biracial.....12%
- Other Asian.....6%
- Other .....3%
- White .....2%
- Asian Indian.....1%
- Pacific Islander .....1%

### Career Pathway Pilot Program

- YouthWORKS partners with multiple City Departments to create a career pipeline for full-time and part-time work experience/employment opportunities for ages 18-24
- Career Pathways strategy provides youth the opportunity to upskill their technical /soft skills and day to day tasks and responsibilities
- Supports youth education and training, wages, and transitions youth through the workforce.

Whether a youth is interested in going to college, getting a certificate, or working right after high school, career pathways can be customized to support Richmond older youth plans.

City of Richmond Hosting Youth:

- Human Resources
- Finance
- Fire
- City Attorney
- Employment & Training
- City Manager’s Office
- LEAP
- Recreation Centers

90 Worksites for 2021-22 for WEX

- 21% Neighborhood cities
- 79% Richmond

YouthWORKS partners with SF Global, LLC to provide Municipal Identification Cards to participants who do not have a proper identification to apply for work. Call YouthWORKS for an appointment.

- Municipal Identification Card Cost
  - Adults 18+: \$25.00
  - Minors 17: \$15.00
- Walk-In: Monday, Tuesday, & Thursday 10 am-12:00 noon
- By appointment: Monday – Thursday

2 participants obtain part-time employment with the City of Richmond.



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At 1:02 pm A Motion was made to add 5 minutes by DC Dorham-Kelly to accommodate Fred Lucero's presentation. Second by ? . Motion carries after the vote.

**Fred Lucero** – Program Manager – RichmondBUILD/YouthBUILD

### Current Funding Streams:

- SB1/Low Carbon
- Electric Vehicle Grant
- Richmond Fund for Children and Youth
- Y&H Soda Foundation
- MCE Energy Efficiency

### Placements and Other Information:

- Continued strong placements with the Carpenters, Laborers, Iron Workers, and Plumbers & Steamfitters as well as green companies like Eco-Performance and IQ Environmental.
- Approval for another round of EPA funding for \$200K
- RichmondBUILD started it's 48th Cohort on 4/5/22
- RichmondBUILD turned 15 years old last month!

### Richmond YouthBUILD

#### To date:

- 48 enrollments/grant enrollment is 60
- Weekly community service projects
- Next graduation is June 17, 2022
- YB grants sunsets in March of 2023
- Richmond YouthBUILD funded again!!! \$1.2 Million

### Placements and Other Information:

- Continued strong placements with the Carpenters, Laborers, Iron Workers
- Cahill Construction, Searman Construction, Factory OS, and Overaa Construction hired our YB graduates
- Currently applying for the next round for YB grant. FUNDED!

Thank you to all staff and letters of support.



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### **Next RWDB Meeting**

Thursday, July 14, 2022

11:30 a.m. to 1:00 p.m.

Zoom

### **Attendees**

Della Randolph, Xavier Abrams, Giovanni Flores, Hakim Johnson, Jeffrey Carr, Uche Uwahemu, DC Carole Dorham-Kelly, Fernando Campos, Nanette Beachman, Tamara Walker, Shin-Shin Ho, Lizeht Zepeda, Jason Lindsey, Fred Lucero, Bouakhay Phongboupha, Itza Gonzalez, Miquel Penn, Sarah Wally, Loretta Bisio, Nancy Seto, Tracy Fuller, LaShonda White, Maria Torres.

Meeting adjourned at 1:06pm