

ECONOMIC DEVELOPMENT POLICY COMMITTEE
Thursday, May 27, 2021
9:00 a.m. – 10:00 a.m.

Virtual/Microsoft Teams Meeting

Call-in number: 1-323-776-6996 Access Code: 831 836 193#

AGENDA

1. Introductions
2. Legislative update
(CEO) 10 minutes
3. Economic and Workforce Development Department update
(CEO) 10 minutes
4. Business Relief update: LA Regional Covid-19
Recovery Fund
(DCBA) 10 minutes
5. Approval to Extend Existing Title V Senior Community
Service Employment Program Subawards
(WDACS) 15 minutes
6. Delegate Authority to Extend WIOA Eligible Training
Provider List Administration Subaward
(WDACS) 15 minutes
7. Public Comment

NOTE:

Please send comments to EconomicDevelopment@ceo.lacounty.gov by Wednesday May 26th at noon. They will be shared with the Committee prior to the meeting.



June 8, 2021

BOARD OF SUPERVISORS

- Hilda L. Solis
- Holly J. Mitchell
- Sheila Kuehl
- Janice Hahn
- Kathryn Barger

The Honorable Board of Supervisors
 County of Los Angeles
 383 Kenneth Hahn Hall of Administration
 500 West Temple Street
 Los Angeles, CA 90012

Dear Supervisors:

EXECUTIVE LEADERSHIP

- Otto Solórzano
Acting Director
- Paul Goldman
Contract & Administrative Services
- Jose R. Perez
Workforce Development
- Lorenza C. Sánchez
Aging & Adult Services
- Robin S. Toma
Human Relations

**APPROVAL TO EXTEND THE EXISTING TITLE V SENIOR
 COMMUNITY SERVICE EMPLOYMENT PROGRAM
 SUBAWARDS**

(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

The County of Los Angeles Department of Workforce Development, Aging and Community Services (WDACS) seeks Board approval to extend the subawards for the Title V Senior Community Service Employment Program (SCSEP) for the provision of workforce services to low-income older adults for twelve (12) months, effective July 1, 2021 through June 30, 2022.

CONTACT INFORMATION

3175 West Sixth Street
 Los Angeles, CA 90020
 WDACS (888-211-0644)
 APS hotline (1-877-477-3646)
 info@wdacs.lacounty.gov
 wdacs.lacounty.gov

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Acting Director of WDACS, or designee, to extend the term and provisions of the current Subawards with JVS SoCal (JVS) in the amount of \$511,000, Managed Career Solutions (MCS) in the amount of \$511,000 and Hub Cities Consortium (HCC) in the amount of \$511,000 for the provision of SCSEP services, for a period of twelve (12) months effective July 1, 2021 through June 30, 2022.
2. Authorize the Acting Director of WDACS, or designee, to execute amendments with the Subrecipients as follows: 1) add new, relevant or updated federal, State and/or county subaward terms; and 2) increase or decrease the Maximum Contract Sum that may exceed 10% based on the availability of funding



and/or based on subrecipient's performance provided that: (a) the total allocation does not exceed available funding, and (b) WDACS obtains County Counsel approval as to form of the amendment prior to any such amendments. WDACS shall provide written confirmation to the CEO within thirty (30) working days of completing these actions.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

WDACS administers SCSEP to provide employment and training services to low-income older adults (55 and older) in Los Angeles County. SCSEP is designed to provide subsidized, part-time work-based training opportunities with community service organizations for this population. This community service training is provided as a bridge towards unsubsidized employment opportunities.

There are three (3) SCSEP providers who each serve residents countywide (excluding the City of Los Angeles (City), which is served by the City Department of Aging) from the America's Job Centers of California (AJCC) that they operate: 1) Pomona Valley AJCC (operated by MCS); 2) Antelope Valley AJCC (operated by JVS SoCal); and 3) Southeast Los Angeles AJCC (operated by HCC). These agencies were competitively procured via the AJCC RFP, which was released on September 30, 2016. Your Board approved WDACS to execute SCSEP subawards with these agencies on May 29, 2018. These subawards are due to expire June 30, 2021.

WDACS significantly expanded and enhanced its programs and services to meet urgent needs during the pandemic. Key efforts include implementing the Great Plates Delivered Program and expanding other senior meal programs; launching the Employer Assistance Grant Fund; establishing Personal Protective Equipment distribution programs; and scaling up emergency food distribution via our Community Centers, as well as reemployment efforts for displaced workers.

Given the significant increased demands on our programmatic and administrative systems, we are postponing contract solicitations to the extent possible. Extending the existing subawards would allow WDACS and potential proposers sufficient time to recover from the strain of the COVID-19 pandemic and re-procure the program during FY 21-22. We have received approval from CDA to extend the current procurement process for an additional one (1) year period.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions support Countywide Strategic Plan Goal II: Foster Vibrant and Resilient Communities, Strategy II.1 Drive Economic and Workforce Development in the County by developing the skill needs of County residents to compete for jobs.

FISCAL IMPACT/FINANCING

There is no Net County Cost associated with the recommended actions, as SCSEP is fully funded through federal Older Americans Act (OAA) monies included in WDACS' annual budget. The maximum annual amount for each of the three (3) subawards is \$511,000 or \$1,533,000 total.

Federal funding for this program has been assigned a Catalog of Federal Domestic Assistance (CFDA) program number as follows:

- Title V SCSEP – State Grants: 17.235; Federal grantor is DOL.

FACTS AND PROVISIONS/LLEGAL REQUIREMENTS

SCSEP is authorized under Title V of the OAA and administered at the State level by CDA. Eligible persons must be a resident of Los Angeles County (outside of the City of Los Angeles), be at least 55 years old, unemployed and have a family income of no more than 125% of the federal poverty level.

CONTRACTING PROCESS

WDACS released a competitive RFP on September 30, 2016, and notification of this release was advertised in the Los Angeles Times, Los Angeles Daily News, San Gabriel Valley Tribune, Hoy, Long Beach Press Telegram, Antelope Valley Press, Torrance Daily Breeze, and the Los Angeles Sentinel. The RFP was also posted on the Internal Services Department Office of Small Business website, and information on the RFP release was sent to approximately 500 vendors in the WDACS Solicitation database. The RFP was open for a period of ninety (90) days to allow ample time for potential proposers to prepare a thorough proposal. Your Board approved WDACS to execute SCSEP subawards with JVS, MCS, and HCC on May 29, 2018.

MONITORING REQUIREMENT

Administrative, programmatic, and fiscal monitoring of OAA/SCSEP program subrecipients will be conducted on an annual basis by Los Angeles County's Department of Auditor-Controller to ensure subaward compliance.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow for the continued provision of workforce employment and training services to low-income older adults in Los Angeles County.

CONCLUSION

Should you have any questions, you may contact me directly, or your staff may contact Mr. Kevin Anderson, Special Assistant, at (213) 738-2593 or kanderson@wdacs.lacounty.gov.

The Honorable Board of Supervisors
June 8, 2021
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Respectfully Submitted,

OTTO SOLÓRZANO
Acting Director

OS:PG:CD:MY:jd

c: Chief Executive Officer
Executive Office, Board of Supervisors
County Counsel



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Dear Supervisors:

**DELEGATE AUTHORITY TO EXTEND WORKFORCE
INNOVATION AND OPPORTUNITY ACT ELIGIBLE TRAINING
PROVIDER LIST ADMINISTRATION SUBAWARD WITH SOUTH
BAY WORKFORCE INVESTMENT BOARD**

(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

The Los Angeles County (County) Department of Workforce Development, Aging and Community Services (WDACS) contracts with South Bay Workforce Investment Board (SBWIB) for the provision of Workforce Innovation and Opportunity Act (WIOA) Eligible Training Provider List (ETPL) ("Program") administration services. WIOA requires states to establish a list of training providers who are eligible to receive WIOA funds for delivery of training services provided to adults and dislocated workers. WDACS contracts with SBWIB to certify trainings for the state's ETPL, which supports our local workforce development system by providing access to quality training programs, most of which are accessed virtually, or in hybrid formats, because of the novel Coronavirus (COVID-19) pandemic. The current term of the Subaward will terminate on June 30, 2021. WDACS seeks delegated authority to extend the Subaward for one (1) year at \$90,000.

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3175 West Sixth Street

Los Angeles, CA 90020

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APS hotline (1-877-477-3646)

info@wdacs.lacounty.gov

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IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Acting Director of WDACS, or designee, delegated authority to extend the term and provisions of the existing ETPL Administration Subaward with SBWIB in the amount of \$90,000 for a period of (12) twelve months, effective July 1, 2021 through June 30, 2022.
2. Approve and authorize the Acting Director of WDACS, or designee, to execute amendments to the Subaward, as follows: 1) to add new, relevant or updated federal, State and/or County Subaward terms; and 2) increase or decrease the Subaward amounts that may exceed 10% based on the availability of funds and/or based on Subrecipient's performance provided that: a) the total allocation does not exceed available funding; and b) WDACS obtains County Counsel approval as to form prior to executing any such amendment. WDACS shall provide written confirmation to the CEO within thirty (30) working days of executing such amendments.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The State Employment Development Department (EDD) publishes the ETPL, a list of training providers eligible to receive WIOA funds for training provided to adults and dislocated workers. The ETPL can be accessed via CalJOBS, the statewide online system to help job seekers and employers navigate America's Job Center of California (AJCC) services and resources. AJCCs provide comprehensive, no-cost employment and training services for employers and jobseekers, with a focus on high-need priority populations.

WDACS contracts with SBWIB to certify and add training providers within our service delivery area to the ETPL. This helps to ensure a wide range of training providers and programs are added to the ETPL and available for use by the County's network of AJCCs. SBWIB also provides these services to the other five (5) Workforce Development Boards (WDBs) in the County, which fosters a regional approach for certifying and adding vendors to the State ETPL.

WDACS significantly expanded and enhanced its programs and services to meet urgent needs during the pandemic. Key efforts include implementing the Great Plates Delivered Program and expanding other senior meal programs; launching the Employer Assistance Grant Fund; establishing Personal Protective Equipment distribution programs; and scaling up emergency food distribution via our Community Centers, as well as reemployment efforts for displaced workers.

Given the significant increased demands on our programmatic and administrative systems, we are postponing contract solicitations to the extent possible. Extending the existing subaward would allow WDACS and potential proposers sufficient time to recover from the strain of the COVID-19 pandemic and re-procure the program during FY 21-22. During the past year, despite the obstacles caused by the pandemic, SBWIB has continued to add training providers to the ETPL in a variety of fields. Furthermore, because of COVID-19, most trainings can now be accessed online or in hybrid formats. Therefore, WDACS is seeking authority to extend the Subaward with SBWIB for one (1) year to provide these critically needed WIOA ETPL Administrative Services.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended action supports Countywide Strategic Plan Goal II: Foster Vibrant and Resilient Communities, Strategy II.1 Drive Economic and Workforce Development in the County by enhancing the skills of high-need priority populations to increase their employability.

PERFORMANCE MEASURES

The Program's success will continue to be measured based on the indicators established by WDACS, which include a) processing new training vendors and programs for inclusion on ETPL, new training vendor certification within 15 days of submission, and training vendor re-certification once every 12 months; b) maintaining a system for reporting and resolving customer complaints against training providers; and c) submitting quarterly detailed reports that include newly approved training providers as well as performance measures, such as number of placements and average wage at placement for all participants.

FISCAL IMPACT/FINANCING

There is no Net County Cost associated with the recommended actions, as the Subaward is fully funded by federal WIOA monies included in WDACS' annual budget. The maximum annual amount for the Subaward is \$90,000.

This federal funding for WIOA ETPL has been assigned the following Catalog of Federal Domestic Assistance program numbers as follows:

- (1) WIOA Adult funds, 17.258; Federal grantor is the United States Department of Labor (DOL), Employment Training Administration
- (2) WIOA Dislocated Worker funds, 17.278; Federal grantor is the United States Department of Labor (DOL), Employment Training Administration
- (3) WIOA Youth funds, 17.259; Federal grantor is the United States Department of Labor, Employment Training Administration.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

WIOA requires the State to establish an ETPL that lists the training providers eligible to receive WIOA funds for training provided to WIOA clients. Through Workforce Services Directive (WSD) 15-07, EDD has outlined the State's requirements and procedures for local jurisdictions to certify and add workforce training providers to the ETPL. The Subaward with SBWIB enables the County to perform its administrative responsibilities under this Directive.

CONTRACTING PROCESS

On July 31, 2017, WDACS released an Invitation for Bids (IFB) to procure contractors for ETPL Administration. One vendor, SBWIB submitted a response. Subsequently, they were issued a

Subaward to provide services through June 2020. On June 15, 2020, during the COVID-19 pandemic, the Chief Executive Office issued a Delegated Authority Agreement approving WDACS to issue a Subaward with SBWIB for ETPL Administration Services. This Subaward was for one (1) year through June 2021. With your approval, this Subaward will be extended for one (1) year to continue to provide critically needed WIOA ETPL Administration services.

MONITORING

WDACS will continue to ensure that the approved contractor will be monitored for contract compliance, and adherence to administrative, programmatic, and fiscal requirements, through the Department's Contract Compliance Division.

IMPACT ON CURRENT SERVICES OR PROJECTS

Approval of the recommended actions will allow for the continued provision of WIOA ETPL Administration Services provided by SBWIB. These services ultimately expand the availability of training providers for County residents, including individuals from high-need priority populations.

CONCLUSION

Should you have any questions, you may contact me directly, or your staff may contact Kevin Anderson, Special Assistant, at (213) 738-2593 or kanderson@wdacs.lacounty.gov.

Respectfully submitted,

OTTO SOLÓRZANO
Acting Director

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors