File No.	200624	Committee Item No11 Board Item No
		BOARD OF SUPERVISORS PACKET CONTENTS LIST

Committee:	Budget & Finance Committee	D	ate	July 8, 2020
Board of Su	pervisors Meeting	D	ate	
Cmte Boar	Motion Resolution Ordinance Legislative Digest Budget and Legislative Analyst Youth Commission Report Introduction Form Department/Agency Cover Lette MOU Grant Information Form Grant Budget Subcontract Budget Contract/Agreement Form 126 – Ethics Commission Award Letter / Subgrant Agreem Grant Application	er and/o	r Repor	
OTHER	Public Correspondence (Use back side if additional space)	ce is ned	eded)	
	-	Date Date	July 2	, 2020

[Accept and Expend Grant - Retroactive - California Employment Development Department - United States Department of Labor - Dislocated Worker Emergency Additional Assistance -
\$999,950]
Resolution retroactively authorizing the Office of Economic and Workforce
Development to accept and expend a grant in the amount of \$999,950 from the
California Employment Development Department, a recipient of the grant award from
the United States Department of Labor for Dislocated Worker Emergency Additional
Assistance during the grant period of May 1, 2020, through March 31, 2022.
WHEREAS, The Administrative Code requires City departments to obtain Board of
Supervisors' approval to accept or expend any grant funds (Section 10.170 et seq.); and
WHEREAS, The California Employment Development Department provides federal
Workforce Innovation and Opportunity Act (WIOA) 25% Dislocated Worker Emergency
Additional Assistance funding to support local workforce development boards that experience
sudden and large increases of unemployment due to COVID-19; and
WHEREAS, The Office of Economic and Workforce Development, a local workforce
development board, proposed serving up to 300 dislocated workers in the convention and
trade show segment of the hospitality industry with a special training program for construction;
and
WHEREAS, The California Employment Development Department awarded the Office
of Economic and Workforce Development \$999,950 of federal WIOA emergency funds to
support these dislocated workers; and
WHEREAS, The grant does not require an Annual Salary Ordinance amendment; and
WHEREAS, The Department proposes to maximize use of available grant funds on
program expenditures by not including indirect costs in the grant budget; now, therefore, be it

1	RESOLVED, That the California Employment Development Department may fund the
2	Office of Economic and Workforce Development; and, be it
3	FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
4	indirect costs in the grant budget; and, be it
5	FURTHER RESOLVED, That the Office of Economic and Workforce Development is
6	responsible for the oversight of WIOA funding for the City and County of San Francisco; and,
7	be it
8	FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the Office of
9	Economic and Workforce Development to accept and expend, on behalf of the City and
10	County of San Francisco, a grant from the California Employment Development Department
11	for WIOA 25% Dislocated Worker Emergency Additional Assistance in the amount of
12	\$999,950; and, be it
13	FURTHER RESOLVED, That the Director of the Office of Economic and Workforce
14	Development is authorized to enter into the Agreement on behalf of the City.
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1	Recommended:	
2		
3		
4	<u>/s/</u>	
5	Joaquín Torres, Director	
6		
7		
8	Approved:	
9		
10		
11	<u>/s/</u>	<u>/s/</u>
12	London N. Breed, Mayor	Ben Rosenfield, Controller
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uSign Env	velope ID: CDEF5092-4430-4458-B07D-1A7093415B33	
File N (Pr	lumber: rovided by Clerk of Board of Supervisors)	
	Grant Resolution Information Form (Effective July 2011)	
•	se: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and grant funds.	
The fo	ollowing describes the grant referred to in the accompanying resolution:	
1.	Grant Title: Dislocated Worker Emergency Additional Assistance	
2.	Department: Office of Economic and Workforce Development	
3.	Contact Person: Lisa Pagan Telephone/Email: lisa.pagan@sfgov.org	
4.	Grant Approval Status (check one):	
	[x] Approved by funding agency [] Not yet approved	
5.	Amount of Grant Funding Approved or Applied for: \$999,950.00	
6.	a. Matching Funds Required: \$0b. Source(s) of matching funds (if applicable): n/a	
7.	 a. Grant Source Agency: United States Department of Labor b. Grant Pass-Through Agency (if applicable): California Employment Development Department 	t
8.	Proposed Grant Project Summary: OEWD will provide occupational skill training and job placement services to 300 dislocated workers i the convention and trade show segment of the hospitality industry through the CityBuild COVID-19 Special Training.	n
9.	Grant Project Schedule, as allowed in approval documents, or as proposed:	
	Start-Date: May 1, 2020 End-Date: March 31, 2022	
10	 Amount budgeted for contractual services: \$999,950 Will contractual services be put out to bid? No If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? Is this likely to be a one-time or ongoing request for contracting out? One-time 	
11	 a. Does the budget include indirect costs? [] Yes [x] No b. 1. If yes, how much? b. 2. How was the amount calculated? n/a c. 1. If no, why are indirect costs not included? n/a [] Not allowed by granting agency [x] To maximize use of grant funds on direct services [] Other (please explain): 	

If no indirect costs are included, what would have been the indirect costs? \$188,891

12. Any other significant grant requirements or comments:n/a

Forms to the Mayor's Office of Disability) 13. This Grant is intended for activities at (check all that apply): [x] Existing Site(s) [] Rehabilitated Site(s) [] Rehabilitated Structure(s) [] New Site(s) [] New Structure(s) [] New Structure(s)							
[x] Existing Site(s) [x] Existing Structure(s) [x] Existing Program(s) or Service(s) [] Rehabilitated Structure(s) [] New Program(s) or Service(s)							
[] Rehabilitated Site(s) [] Rehabilitated Structure(s) [] New Program(s) or Service(s)							
14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:							
1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;							
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;							
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.							
If such access would be technically infeasible, this is described in the comments section below:							
Comments:							
Comments.							
Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:							
Alfredo Fajardo							
(Name)							
Workforce Programs Compliance Officer							
(Title) — DocuSigned by:							
Date Reviewed: 5/27/2020 4:52 PM PDT Alfredo Fajardo							
Signature Reduired)							
Department Head or Designee Approval of Grant Information Form:							
Joaquín Torres							
(Name)							
<u>Director, Office of Economic and Workforce Development</u> (Title)							
— DocuSigned by:							
Date Reviewed: 5/28/2020 6:09 AM PDT Journal (Signature Required)							

WIOA Additional Assistance (May 1, 2020 - March 31, 2022)	
Budget Item	Total
Contractual:	
Total Contract Cost	\$ 999,950.00
Total Budget	\$ 999,950.00

Emergency Additional Assistance Application Signature Page

Organization Name			San Franc	San Francisco Office of Economic and Workforce Development			
Designated Contact Person and Title			Joshua Ard	Joshua Arce, Director of Workforce Development			
Telephone 415-701-4861 Fax 415		415-701-489	15-701-4894 E-mail		Joshua.Arce@sfgov.org		
Total Amount Requested: \$1M			Pro	ject Term Dat	res : 04/01/2020 to 03/31/2022		
Project Title: City Build COVID-19 Special Training							

Affected Industry(s)/Sector(s)

The San Francisco Office of Economic and Workforce Development (SFOEWD) is seeking \$1.5M to provide occupational skill training and job placement services to 300 recently displaced Union members in the convention and trade show segment of the hospitality industry.

The COVID-19 pandemic, and accompanying restrictions, have had devastating economic and workforce impacts across San Francisco, and the City's current funding cannot adequately mitigate all of these challenges. Since the beginning of the Shelter in Place order on March 17th, nearly 80,000 new Unemployment Insurance claims have been filed by county residents, and SFOEWD has received more than 200 Worker Adjustment and Retraining Notifications (WARN) detailing that thousands of workers will be laid off due to the temporary suspension of most businesses.

This trend is expected to continue, as the Shelter in Place order was extended to May 3rd, 2020 and may continue beyond that date. While SFOEWD will continue to provide displaced workers with Rapid Response resources and career services, these existing programs alone will not rectify all of the impacts and challenges that most industries are now combatting such as hospitality and tourism.

SFOEWD has received notices of layoff of approximately 1,500 employees at the Moscone Convention Center. The affected 1,500 Moscone workers are members of several local unions: Teamsters Local 2785 (freight handling), IUPAT District Council 36/Sign and Display Local 510 (installation and removal), IATSE Local 16 (rigging, theatrical lighting, AV), UNITE-HERE Local 2 (food and beverage), SEIU-USWW (janitorial & security) and IBEW Local 6 (electrical services).

With the continued limitation of large gatherings and events, many hospitality and tourism industry workers have been furloughed or laid off and forced to rely on UI as their employment opportunities are increasingly diminished by COVID-19. Similarly, the postponement of non-essential construction projects has left many maintenance and installation workers without employment opportunities.

The San Francisco Labor Council estimates that convention and tradeshow work is not expected to recover for at least 12 months, given the nature of the hospitality industry. Many of the Moscone Center employees do not have the necessary certifications and training in order to be competitive for essential construction projects during the COVID-19 Shelter-In-Place phase or during COVID recovery. Occupational and advanced skills trainings are imperative to ensuring these workers retain their economic vitality and independence.

Therefore, we propose to provide training to these workers that will upgrade their familiarity with elements of construction to full-fledged industry certifications and construction employment.

Emergency Additional Assistance Application Signature Page

Number of Affected Workers and Targeted Population(s) To Be Served 300 displaced event staff

Brief Project Description

We propose to implement this project through our existing construction sector training, the nationally-recognized CityBuild pre-apprenticeship program, which was established by then-Mayor Gavin Newsom in 2005 and has since trained and placed more than 1,500 men and women in Union construction careers. A partnership between the San Francisco Building Trades Council, contractors, community-based organizations, and public agencies coordinated by SFOEWD, CityBuild has expanded under the leadership of Mayor London Breed to include CityBuild Special Trainings tailored to meet specific industry needs alongside our flagship 18-week CityBuild Academy.

The proposed <u>CityBuild COVID-19 Special Training</u> will be implemented through a combination of online, classroom, and hands-on training, in partnership with Union apprenticeship programs, including at least one provider from the Eligible Training Provider List, employers, and community partners. Participants will be trained to receive construction certifications, including brand new COVID-19 preparedness and safety courses, that are currently in demand on essential construction projects and that will be increasingly in demand during COVID recovery.

Through integrating Virtual Reality (VR) technology, we will combine in-class soft skills training, hands-on instruction, career coaching, and industry training to prepare participants with the skills necessary to prepare them for future careers or enhance their current skills. VR training can address the current and post-COVID-19 environment of social distancing, so we can provide a safe and clean environment for training. We anticipate running a cohort model of 20-30 displaced workers at a time with different shifts. Some examples of the VR training may include:

- Hard Skills: Precision measurement, current and future manufacturing techniques and safety, heavy machine operation safety and introduction, general construction, office technology, introduction to healthcare profession
- Operational Efficiency: Identify Hazards, Safety procedures, Understand Emergency operations, Confined space and fall protection
- <u>Health and Safety</u>: PPE and COVID-19 safety procedures, Front-line processes, Store operations, New process for equipment rollout, Lean methodology training
- <u>Customer Service</u>: Front-line employee training, Call center training, Empathy training Handling difficult customers, and de-escalation
- <u>Soft Skills</u>: Career exploration, interview training, Giving feedback, Difficult conversations, MBTI or other type indicators, Employee assessment, Executive and manager development

The <u>CityBuild COVID-19 Special Training</u> will provide much-needed reskilling to 300 men and women who have lost convention and trade show work that will not return for the foreseeable future, so that they can use their familiarity with certain elements of construction to become fully credentialed to continue their career within the general construction industry.

Approval of Local Area Authorized Representative (Submit one signed original)						
Name:	Name: Joshua Arce 04-22-2020					
Title:	Title: Director of Workforce Development Signature Date					





May 21, 2020

Mr. Joshua A. Arce, Director, Workforce Development San Francisco City/County 1 South Van Ness Avenue, 5th Floor San Francisco, CA 94103

Dear Mr. Arce:

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SUBGRANT AGREEMENT AA011035

Enclosed is a copy of modification number six to your WIOA subgrant agreement. The purpose of this modification is to incorporate \$999,950 of WIOA 25% Additional Assistance funds to the COVID-19 Layoff Aversion Support (SFO) Project in grant code 1204.

Once we return to the office a signed original will be mailed to you.

If you have any questions, please contact your Regional Advisor.

Sincerely,

/s/Maria McNamara Manager Financial Management Unit

cc: London N. Breed, Mayor
Teri Brimacomb, Regional Advisor
Sandra McFarland, Financial Management Unit

WIOA SUBGRANT AGREEMENT

Office of Economic and Workforce Development

SUBGRANT NO: AA011035 MODIFICATION NO: 6 SUBRECIPIENT CODE: SFO UNIQUE ENTITY NO: 788656416 INDIRECT COST RATE: 18.89

PASS-THROUGH ENTITY:

State of California

Employment Development Dept.

Central Office Workforce

Services Division

P.O.Box 826880, MIC 69 Sacramento, CA 94280-0001 SUBRECIPIENT: Office of Economic and

Workforce Development

1 SOUTH VAN NESS AVENUE

5TH FLOOR

GOVERNMENTAL SAN FRANCISCO, CA 94103

ENTITY:

Yes

This Subgrant Agreement is entered into by and between the State of California, Employment Development Department, hereinafter the Pass-through Entity, and the **Office of Economic and Workforce Development**, hereinafter the Subrecipient. The Subrecipient agrees to operate a program in accordance with the provisions of this Subgrant and to have an approved Workforce Innovation and Opportunity Act (WIOA) Local Plan for the above named Pass-through Entity filed with the Pass-through Entity pursuant to the WIOA. This modification consists of this sheet and those of the following exhibits, which are attached hereto and by this reference made a part hereof:

Funding Detail Chart COVID-19 Layoff Aversion Support (SFO)

ALLOCATION(s) The Pass-through Entity agrees to reimburse the Subrecipient not to exceed the amount listed hereinafter 'TOTAL'	PRIOR AMOUNT INCREASE/DECREASE: TOTAL:	\$4,949,271.00 \$999,950.00 \$5,949,221.00
TERM OF AGREEMENT From:4/1/2019 To: 3/31/2022		Terms of Exhibits are as designated on each exhibit
PURPOSE: The purpose of this modification is to income the COVID-19 Layoff Aversion Support (SFO) Project in		% Additional Assistance funds to
APPROVED FOR PASS-THROUGH ENTITY(EDD) (By Signature) Waria McNamara for	APPROVED FOR SUBRECIF Unilateral modification. Sub required	
Name and Title JAIME GUTIERREZ CHIEF CENTRAL OFFICE WORKFORCE SERVICES DIVISION	Name and Title	
I hereby certify that to my knowledge, the budgeted funds are available for the period and purpose of expenditures as stated herein	10295 of Chapter 2 of Part 2 Contract Code of the State of	California and pursuant to 58 cempt from review or approval of
Signature of EDD Accounting Officer		

Budget item: 7100 Fund: 0869 Budgetary Attachment: No

Chapter: 023 Statute: 2019 FY: 19/20

SUBGRANT AGREEMENT FUNDING DETAIL SHEET

SUBGRANT NO:AA011035 MODIFICATION NO:6

Office of Economic and Workforce Development

I. Allocation

Development				
Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA 15% - Governor's Discretionary				
96470 1173 Workforce Accelerator Fund (WAF) 8.0 PY 19/20 04/01/2020 to 09/30/2021 Prog/Element 61/40 Ref 001 Fed Catlg 17.258	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Total WIA/WIOA 15% - Governor's Discretionary	\$150,000.00	\$0.00	\$0.00	\$150,000.00
WIA/WIOA 25% - Dislocated Worker				
Rapid Response				
98420 1187 Underserved COVID-19	\$675,000.00	\$0.00	\$0.00	\$675,000.00
Impacted Individuals Grants 03/01/2020 to 09/30/2020 Prog/Element 61/70 Ref 001 Fed Catlg 17.278				
98420 1204 COVID-19 Layoff Aversion	\$0.00	\$0.00	\$0.00	\$0.00
Support (SFO) 04/01/2019 to 03/31/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	ψ0.00	φ0.00	φ0.00	ψ0.00
98420 1204 COVID-19 Layoff Aversion	\$0.00	\$999,950.00	\$0.00	\$999,950.00
Support (SFO) 05/01/2020 to 03/31/2022 Prog/Element 61/70 Ref 001 Fed Catlg 17.278		,		, ,
96210 292 Rapid Response Layoff	\$15,884.00	\$0.00	\$0.00	\$15,884.00
Aversion 07/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278				
98420 293 Rapid Response Layoff	\$75,362.00	\$0.00	\$0.00	\$75,362.00
Aversion	Ψ1 3,302.00	ψ0.00	φυ.υυ	Ψ1 3,302.00
10/01/2019 to 06/30/2021 Prog/Element				
61/70 Ref 001 Fed Catlg 17.278				
Total WIA/WIOA 25% - Dislocated	\$766,246.00	\$999,950.00	\$0.00	\$1,766,196.00
Worker Rapid Response		4000,000.00	40.00	V 1,100,100100
WIA/WIOA Formula				
96150 201 Adult Formula RD 1 07/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$172,657.00	\$0.00	\$0.00	\$172,657.00
98280 202 Adult Formula Rd 2 10/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$920,454.00	\$0.00	\$0.00	\$920,454.00
96100 301 Youth Formula Rd 1	\$982,197.00	\$0.00	\$0.00	\$982,197.00
04/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	ψ302,137.00	ψ0.00	ψ0.00	ψουΣ, τον .σο
96100 302 Youth Formula 04/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$2,906.00	\$0.00	\$0.00	\$2,906.00
96200 501 Dislocated Worker Rd 1 07/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$277,373.00	\$0.00	\$0.00	\$277,373.00
98210 502 Dislocated Worker Rd 2 10/01/2019 to 06/30/2021 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$1,316,025.00	\$0.00	\$0.00	\$1,316,025.00

 Total WIA/WIOA Formula
 \$3,671,612.00
 \$0.00
 \$0.00
 \$3,671,612.00

 SUBGRANT AGREEMENT
 SUBGRANT NO:AA011035

FUNDING DETAIL SHEET MODIFICATION NO:6

Office of Economic and Workforce

I. Allocation

Development

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA 25% - Dislocated Worker Rapid Response				
96210 540 Rapid Response by Formula 07/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$62,913.00	\$0.00	\$0.00	\$62,913.00
98420 541 Rapid Response by Formula 10/01/2019 to 06/30/2021 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$298,500.00	\$0.00	\$0.00	\$298,500.00
Total WIA/WIOA 25% - Dislocated Worker Rapid Response	\$361,413.00	\$0.00	\$0.00	\$361,413.00
Grand Total:	\$4,949,271.00	\$999,950.00	\$0.00	\$5,949,221.00

NARRATIVE

SUBGRANT NO:AA011035 MODIFICATION NO: 6

SUBRECIPIENT: Office of Economic and Workforce Development

FAIN NO: AA-33218-19-55-A-6 FEDERAL AWARD DATE: 5/1/2020

FUNDING SOURCE: COVID-19 Layoff Aversion Support (SFO) - 1204

TERM OF THESE FUNDS: 05/01/2020 - 03/31/2022

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

PROGRAM NARRATIVE

The purpose of this modification is to incorporate \$999,950 of WIOA 25% Additional Assistance funds to the COVID-19 Layoff Aversion Support (SFO) Project in grant code 1204. These funds will be used to provide occupational skill training and job placement services to 200 DW Union members in the convention and trade show segment of the hospitality industry. The term of these funds is from May 1, 2020 through March 31, 2022.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

TO:	Angela Calvillo, Clerk of the Board of Supervisors		f Supervisors		
FROM:	Lisa Pagan, Director of Policy and Planning, Office of Economic and Workforce Development				
DATE:	June 2, 2020				
SUBJECT:	Accept and Expend	d Resolution			
GRANT TITLE:	Dislocated Worker	Emergency Additi	onal Assistance		
Attached please find the original* and one copy of each of the following:					
X_ Proposed grant ordinance; original* signed by Department, Mayor, Controller					
X Grant information form, including disability checklist					
X Grant budget					
X Grant application					
X Letter of Intent or grant award letter from funding agency					
N/A Ethics Form 126 (if applicable)					
N/A Contracts, Leases/Agreements (if applicable)					
N/A Other (Explain):					
Special Timeline Requirements: COVID-19 Emergency Funding. Grant term started 05/01/2020.					
Departmental representative to receive a copy of the adopted ordinance:					
Name: Lisa Pagan		Phone/Email: lisa.p	oagan@sfgov.org		
Interoffice Mail Address: 1 Dr. Carlton B. Goodlett Pl., City Hall, Room 448, San Francisco, CA 94102					
Certified copy required Yes \(\sumset \) No \(\sumset \) (Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).					

From: Peacock, Rebecca (MYR)
To: BOS Legislation, (BOS)

Cc: Kittler, Sophia (MYR); Pagan, Lisa (ECN); Duning, Anna (MYR); Kirkpatrick, Kelly (MYR)

Subject: Mayor -- [Resolution] -- [Accept and Expend Grant - Retroactive - State of California, Employment Development

Department – Dislocated Worker Emergency Additional Assistance - \$999,950]

Date: Tuesday, June 9, 2020 4:35:57 PM

Attachments: A&E ECN WIOA AA.zip

Attached for introduction to the Board of Supervisors is a **resolution retroactively authorizing the**Office of Economic and Workforce Development to accept and expend a grant in the amount of
\$999,950 from the California Employment Development Department, a recipient of the grant
award from the United State Department of Labor for Dislocated Worker Emergency Additional
Assistance during the grant period of May 1, 2020, through March 31, 2022.

Please let me know if you have any questions.

Rebecca Peacock (<u>they/she</u>)

(415) 554-6982 | Rebecca.Peacock@sfgov.org Office of Mayor London N. Breed City & County of San Francisco