File No. 200624

Committee Item No. ____11____ Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee:	Budget & Finance Committee	Date	July 8, 2020
Board of Su	pervisors Meeting	Date	July 14, 2020
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	Public Correspondence (Use back side if additional space is	needed)	
•	by: Linda Wong Date		2, 2020 9, 2020

- [Accept and Expend Grant Retroactive California Employment Development Department -United States Department of Labor - Dislocated Worker Emergency Additional Assistance \$999,950]
- 3

4	Resolution retroactively authorizing the Office of Economic and Workforce
5	Development to accept and expend a grant in the amount of \$999,950 from the
6	California Employment Development Department, a recipient of the grant award from
7	the United States Department of Labor for Dislocated Worker Emergency Additional
8	Assistance during the grant period of May 1, 2020, through March 31, 2022.
9	
10	WHEREAS, The Administrative Code requires City departments to obtain Board of
11	Supervisors' approval to accept or expend any grant funds (Section 10.170 et seq.); and
12	WHEREAS, The California Employment Development Department provides federal
13	Workforce Innovation and Opportunity Act (WIOA) 25% Dislocated Worker Emergency
14	Additional Assistance funding to support local workforce development boards that experience
15	sudden and large increases of unemployment due to COVID-19; and
16	WHEREAS, The Office of Economic and Workforce Development, a local workforce
17	development board, proposed serving up to 300 dislocated workers in the convention and
18	trade show segment of the hospitality industry with a special training program for construction;
19	and
20	WHEREAS, The California Employment Development Department awarded the Office
21	of Economic and Workforce Development \$999,950 of federal WIOA emergency funds to
22	support these dislocated workers; and
23	WHEREAS, The grant does not require an Annual Salary Ordinance amendment; and
24	WHEREAS, The Department proposes to maximize use of available grant funds on
25	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
13		
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File Number:

(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form

(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following 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: \$0
 - b. 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
- Proposed Grant Project Summary: OEWD will provide occupational skill training and job placement services to 300 dislocated workers in the convention and trade show segment of the hospitality industry through the CityBuild COVID-19 Special Training.
- 9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: May 1, 2020

End-Date: March 31, 2022

- **10.** a. Amount budgeted for contractual services: \$999,950
 - b. Will contractual services be put out to bid? No
 - c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?
 - d. 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):

c. 2. 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

Disability Access Checklist*(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)

13. This Grant is intended for activities at (check all that apply):

[x] Existing Site(s)	[x] Existing Structure(s)	[x] Existing Program(s) or Service(s)
[] Rehabilitated Site(s)	[] Rehabilitated Structure(s)	[] New Program(s) or Service(s)
[] New Site(s)	[] New Structure(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:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Alfredo Fajardo (Name)	
Workforce Programs Compliance Officer	DocuSigned by:
(Title)	<u>Ayrsdo Fajerdo</u>
Date Reviewed: 5/27/2020 4:52 PM PDT	(Signatuka Reduired)

Department Head or Designee Approval of Grant Information Form:

<u>Joaquín Torres</u> (Name)	
Director, Office of Economic and Workforce Development (Title)	
Date Reviewed:	DocuSigned by: Josquin Torres (Signatuse Required)

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

Emergency Additional Assistance Application Signature Page

Organization	Name		San Francisco	Office of Ec	onomic and Workforce Development		
Designated Contact Person and Title			Joshua Arce, D	Joshua Arce, Director of Workforce Development			
Telephone	415-701-4861	Fax	415-701-4894	E-mail	Joshua.Arce@sfgov.org		
	nt Requested: \$1M			oject Term D	ates : 04/01/2020 to 03/31/2022		
Project Title	e: City Build COVID-	19 Specia	al Training				
Affected Ind	ustry(s)/Sector(s)						
provide oc	cupational skill tr	raining	and job placeme	ent service	elopment (SFOEWD) is seeking \$1.5M to es to 300 recently displaced Union hospitality industry.		
workforce i all of these 80,000 nev has receive	impacts across S challenges. Sin w Unemploymen ed more than 20	San Fra ice the l it Insura 0 Work	ncisco, and the beginning of the ince claims hav er Adjustment a	City's curr Shelter in e been file nd Retrair	ave had devastating economic and rent funding cannot adequately mitigate a Place order on March 17th, nearly ed by county residents, and SFOEWD hing Notifications (WARN) detailing that uspension of most businesses.		
may contin Rapid Res	ue beyond that oponse resources	date. W s and ca	hile SFOEWD wareer services, t	will continu hese exist	rder was extended to May 3rd, 2020 and le to provide displaced workers with ing programs alone will not rectify all of mbatting such as hospitality and tourism		
Conventior Teamsters (installatior	n Center. The aff Local 2785 (frei n and removal), l	fected 1 ight han IATSE I	l,500 Moscone idling), IUPAT E ₋ocal 16 (rigging	workers an District Cou g, theatrica	500 employees at the Moscone re members of several local unions: uncil 36/Sign and Display Local 510 al lighting, AV), UNITE-HERE Local 2 d IBEW Local 6 (electrical services).		
workers ha are increas	ive been furloug singly diminished	hed or I d by CO	aid off and force VID-19. Similar	ed to rely o ly, the pos	, many hospitality and tourism industry on UI as their employment opportunities stponement of non-essential construction without employment opportunities.		
recover for Center em essential c recovery.	at least 12 mon ployees do not h onstruction proje	iths, giv have the ects dur	en the nature of e necessary cert ing the COVID-	f the hospi tifications a 19 Shelter			
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							

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 nationallyrecognized 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 CityBuild COVID-19 Special Training 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
- Health and Safety: PPE and COVID-19 safety procedures, Front-line processes, Store operations, New process for equipment rollout, Lean methodology training
- Customer Service: Front-line employee training, Call center training, Empathy training Handling difficult customers, and de-escalation
- Soft Skills: Career exploration, interview training, Giving feedback, Difficult conversations, MBTI or other type indicators, Employee assessment, Executive and manager development

The CityBuild COVID-19 Special Training 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: Joshua Arce 04-22-2020				
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 Office of Economic and Workforce Development

State of California

Services Division

Central Office Workforce

P.O.Box 826880, MIC 69

Sacramento, CA 94280-0001

Employment Development Dept.

PASS-THROUGH ENTITY:

WIOA SUBGRANT AGREEMENT

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

SUBRECIPIENT: Office of Economic and Workforce Development 1 SOUTH VAN NESS AVENUE 5TH FLOOR GOVERNMENTAL 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 ince the COVID-19 Layoff Aversion Support (SFO) Project		Additional Assistance funds to
APPROVED FOR PASS-THROUGH ENTITY(EDD) (By Signature) Maria McNamara for	APPROVED FOR SUBRECIPI Unilateral modification. Subre 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	This agreement does not fall wi 10295 of Chapter 2 of Part 2 of Contract Code of the State of C OPS Cal. Atty. Gen 586, is exe the Dept. of General Services a	Division 2 of the Public California and pursuant to 58 mpt 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

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
WIA/WIOA 15% - Governor's				Anooution
Discretionary				
96470 1173 Workforce Accelerator Fund	\$150,000.00	\$0.00	\$0.00	\$150,000.00
(WAF) 8.0 PY 19/20				
04/01/2020 to 09/30/2021 Prog/Element				
61/40 Ref 001 Fed Catlg 17.258				
Total WIA/WIOA 15% - Governor's	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Discretionary				
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				
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	+,			<i> </i>
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	· · · · · · · ·	,		· · · · · ·
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	¢1 00,_ 10100	<i>+•••</i> ,••••••	,	<i>•••••••••••••••••••••••••••••••••••••</i>
WIA/WIOA Formula				
06150, 201 Adult Formula DD 1	¢170 657 00	¢0.00	\$0.00	¢170 657 00
96150 201 Adult Formula RD 1 07/01/2019 to 06/30/2021 Prog/Element	\$172,657.00	\$0.00	\$0.00	\$172,657.00
61/90 Ref 101 Fed Catlg 17.258	¢020.454.00	¢0.00	¢0.00	¢000 454 00
98280 202 Adult Formula Rd 2	\$920,454.00	\$0.00	\$0.00	\$920,454.00
10/01/2019 to 06/30/2021 Prog/Element				
61/90 Ref 101 Fed Catlg 17.258	#000 407 00	#0.00	#0.00	#000 407 0
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	<u> </u>	<u> </u>	* 2.22	* ~ ~~ ~
96100 302 Youth Formula	\$2,906.00	\$0.00	\$0.00	\$2,906.00
04/01/2019 to 06/30/2021 Prog/Element				
61/90 Ref 101 Fed Catlg 17.259				• · · ·
96200 501 Dislocated Worker Rd 1	\$277,373.00	\$0.00	\$0.00	\$277,373.00
07/01/2019 to 06/30/2021 Prog/Element				
61/90 Ref 101 Fed Catlg 17.278				
98210 502 Dislocated Worker Rd 2	\$1,316,025.00	\$0.00	\$0.00	\$1,316,025.00
10/01/2019 to 06/30/2021 Prog/Element				
61/90 Ref 101 Fed Catlg 17.278				

Total WIA/WIOA Formula	\$3,671,612.00	\$0.00	\$0.00	\$3,671,612.00
	SUBGRANT AG FUNDING DET		SUBGRANT NO:A MODIFICATION NO:6	A011035
Office of Economic and Workforce Development	I. Alloca	tion		
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:		\$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

- FROM: Lisa Pagan, Director of Policy and Planning, Office of Economic and Workforce Development
- DATE: June 2, 2020

SUBJECT: Accept and Expend Resolution

GRANT TITLE: Dislocated Worker Emergency Additional 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

- <u>X</u> Grant budget
- <u>X</u> Grant application
- <u>X</u> Letter of Intent or grant award letter from funding agency
- <u>N/A</u> Ethics Form 126 (if applicable)
- <u>N/A</u> Contracts, Leases/Agreements (if applicable)

<u>N/A</u> 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.pagan@sfgov.org

Interoffice Mail Address: 1 Dr. Carlton B. Goodlett Pl., City Hall, Room 448, San Francisco, CA 94102

Certified copy required Yes No No (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:	<u>Kittler, Sophia (MYR); Pagan, Lisa (ECN); Duning, Anna (MYR); Kirkpatrick, Kelly (MYR)</u>
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 (they/she) (415) 554-6982 | Rebecca.Peacock@sfgov.org Office of Mayor London N. Breed City & County of San Francisco