



AGENDA REPORT

Department

DATE:	April 1, 2025
TO:	Mayor Martinez and Members of the City Council
FROM:	LaShonda White, Deputy City Manager Tamara Walker, Deputy Director of Community Services, Employment and Training
Subject:	Richmond Workforce Development Board Application as a Adult and Dislocated Worker Career Services Provider
FINANCIAL IMPACT:	No fiscal impact.
PREVIOUS COUNCIL ACTION:	February 2, 2021
STATEMENT OF THE ISSUE:	The Richmond Workforce Development Board has served as the Adult and Dislocated Worker Career Services Provider since 1998. Every four years the City must apply to the California Workforce Development Board Policy Unit, and subsequently to the Governor of the State of California for approval to remain a service provider for Richmond residents.
RECOMMENDED ACTION:	APPROVE the submittal of the application to the Governor of the State of California for the Richmond Workforce Development Board to serve as a Adult and Dislocated Worker Career Services Provider – Community Service-Employment and Training (Tamara Walker 510-307-8006).

DISCUSSION:

The America's Job Center of California (AJCC) locations are the core of California's workforce system. The AJCC Operators and Adult and Dislocated Worker Career Services Providers play a critical role in ensuring that AJCCs are serving as all-inclusive access points to education and training programs for a wide range of customers.

Local boards are required to conduct an open and competitive process to select their AJCC Operators required within WIOA Section 121[d][2][A] and in compliance with the California Workforce Development Board (CWDB). The local board, with the agreement of the chief elected official, CWDB, and the Governor of the State of California, may provide Adult and Dislocated Worker Career Services, or award contracts to providers. Although not required by statute, local boards are encouraged to use a competitive process to select their Adult and Dislocated Worker Career Services Providers, similar to the AJCC Operator, to promote the efficiency and effectiveness of these roles by regularly examining performance and costs (Attachment 1).

Since its inception in 1998, the City of Richmond's Community Services - Employment and Training Division has successfully served as the administrative entity for the Richmond Workforce Development Board (RWDB) (Attachment 2). Over the years, RWDB has demonstrated its commitment to addressing the needs of employers and job seekers in Richmond and the surrounding areas by collaborating with key stakeholders, including city government, business and industry leaders, educational institutions, economic development agencies, organized labor, and community organizations. These partnerships have resulted in innovative approaches to workforce development, ensuring the RWDB meets the community's needs.

If approved to remain the Adult and Dislocated Worker Career Services Provider, the RWDB will continue to ensure a seamless delivery of education and training opportunities that develop a skilled workforce. This continuity will empower Richmond residents to achieve their career goals while supporting local businesses through robust services.

The RWDB's achievements as the WIOA services provider for the Richmond Local Area include:

- Sustaining Workforce Development Local Area Certification in good standing since 1998
- Consistently meeting all state and federal reporting requirements
- Maintaining high-performing Workforce Development Board status over multiple program years
- Meeting or exceeding performance goals across various grant funding streams.
- Receiving annual EDD Monitor Review Final Reports without disallowed costs.
- Adhering to all federal and state policies, including WIOA CFR citations
- Providing effective career services for Richmond residents with measurable results

Staffed by civil service employees represented by SEIU Local 1021 and IFPTE Local 21 AFL CIO management employees, the Employment and Training Division benefits from union agreements that prohibit outsourcing the work represented by these bargaining units. Additionally, the City of Richmond provides direct General Fund support for RichmondWORKS staff, discretionary grant writing funds, and critical operational expenses (i.e., I.T. support, liability coverage, and infrastructure maintenance). If the City is not permitted to remain the operator and provider of Richmond WIOA career services, this vital support—valued at over \$2.9 million annually—could be lost, significantly impacting the level and quality of services provided to employers and job seekers.

The RWDB's ability to leverage existing resources, secure new funding, and build strong partnerships with employers, educational institutions, unions, and community organizations underscores its unwavering commitment to workforce development within the Richmond local area.

Consequently, City staff are seeking City Council approval to apply to the Governor for the Richmond Workforce Development Board to continue to serve as the Adult and Dislocated Worker Career Services Provider (Attachment 3).

POLICY SYNERGIES:

- Strengthens alignment with the City of Richmond's workforce priorities, ensuring access to employment opportunities for displaced workers and economically disadvantaged adults
- Enhances partnerships with local employers, unions, and apprenticeship programs to expand job placement and training opportunities.
- Supports the City's commitment to diversity, equity, and inclusion in workforce initiatives
- Strengthens ability to leverage braided funding models to expand workforce programming beyond WIOA
- Aligns with Richmond's YouthWORKS expansion and vocational training initiatives by creating bridges between adult/dislocated worker programs and career pathways
- Supports sector-based training programs that match the evolving labor market needs

DOCUMENTS ATTACHED:

Attachment 1 – Directive

Attachment 2 – FY 21-25 Application

Attachment 3 – FY 25-29 Application