



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 Division
Subject:	Richmond Workforce Development Board Recertification Application
FINANCIAL IMPACT:	There will be no fiscal impact on the City of Richmond General Funds.
PREVIOUS COUNCIL ACTION:	May 23, 2023
STATEMENT OF THE ISSUE:	The Employment and Training Division is seeking approval to submit a Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2025-27 to the California Workforce Development Board. Every two (2) years, local workforce development boards, Richmond Workforce Development Board, must apply for subsequent designation and recertification to the California Workforce Development Board.
RECOMMENDED ACTION:	APPROVE the submission of the California Workforce Development Board Local Area Subsequent Designation and Local Board Recertification Application for the Richmond Workforce Development Board for Program Year 2025-27 – Community Services-Employment and Training (Tamara Walker 510-307-8006).

DISCUSSION:

On November 3, 2023, the Richmond Workforce Development Board (RWDB) received its Local Area Subsequent Designation and Local Board Recertification Determination under the Workforce Innovation and Opportunity Act (WIOA) from the California Workforce Development Board (CWDB) (Attachment 1). The subsequent designation of local area and recertification expires June 30, 2025.

On January 16, 2025, the Local Area Subsequent Designation and Local Board Recertification Directive and Application for program year 2025-27 was released with a due date of April 7, 2025 (Attachment 2). Every two (2) years, local workforce development boards must apply for subsequent designation and recertification. Subsequent designation and recertification allow local workforce boards to continue administering WIOA funds through the American Job Centers of California and apply for state and federal workforce development funds.

The RWDB has met all eligibility requirements to apply for subsequent designation and recertify as a local workforce board for Program Year 25-27 (Attachment 3).

SYNERGISTIC POLICIES:

- Ensures compliance with state and federal workforce priorities
- Expands services for underrepresented populations through partnerships and support services
- Strengthens career pathways, internships, and apprenticeship programs.
- Engages employers to align training with high-demand sectors
- Utilizes labor market insights to optimize workforce programs
- Coordinates with education, economic development, and human services
- Expands digital literacy and access to technology for job seekers

DOCUMENTS ATTACHED:

Attachment 1 – Determination FY 23-25 Letter Directive

Attachment 2 – Directive

Attachment 3 – Local Area Subsequent Designation & Local Board Recertification Application FY 25-27