



**CITY OF GLENDALE, CALIFORNIA
REPORT TO THE MEETING: GLENDALE CITY COUNCIL**

AGENDA ITEM

Report: The America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services Provider for the Verdugo Workforce Development Area

1. Motion to approve submission of the Verdugo Workforce Development Board's request for approval to the Governor of California to be America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services provider for the Verdugo Workforce Development Area for four years beginning July 1, 2021 and ending June 30, 2025.

COUNCIL ACTION

Item Type: Consent

Approved for March 2, 2021 **calendar**

ADMINISTRATIVE ACTION

Submitted by:

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Prepared by:

Judith Velasco, Workforce Development Administrator, Community Services & Parks

Reviewed by:

Michele Flynn, Director of Finance

Michael J. Garcia, City Attorney

Approved by:

Roubik R. Golanian, P.E., Interim City Manager

RECOMMENDATION

It is respectfully recommended that the City Council approve the Motion to approve submission of the Verdugo Workforce Development Board's request for approval to the Governor of California to be America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services provider for the Verdugo Workforce Development Area for four years beginning July 1, 2021 and ending June 30, 2025.

BACKGROUND/ANALYSIS

The Verdugo Consortium is a Joint Powers Agreement (JPA) comprised of the Cities of Glendale, Burbank, and La Cañada Flintridge. The Verdugo Workforce Development Board (VWDB) is the planning and policy body for the Consortium. Its purpose is to provide employment and training programs within the three cities and to allocate and award all WIOA funds toward its goals. Through the JPA, the City of Glendale (City) is given responsibility for the administration of all Consortium activities, including approving federal WIOA requirements such as submission of the Career Services application which allows local areas to provide career services directly instead of awarding a contract through a competitive bid process.

The Workforce Innovation and Opportunity Act (WIOA) allows Local Boards to have the option of providing the Adult and Dislocated Worker Career Services themselves with the agreement of the Chief Elected Official and the Governor and with successful approval of the Career Services Application.

On February 14, 2017, the City Council approved submission of the VWDB's Career Services Application to continue providing career services to the communities of Burbank, Glendale, and La Cañada Flintridge. This decision was based on a comprehensive environmental scan and analysis of organizational Strengths, Weaknesses, Opportunities and Threats (SWOT). On May 23, 2019, the VWDB received a letter from the California Workforce Development Board (CWDB) approving the application.

In late 2020, the State of California Employment Development Department (EDD) Workforce Services and the CWDB released a Directive (WSD 9-13), requiring Local Workforce Development Boards to submit a new Career Services Application *Request to be the Adult and Dislocated Workers Career Services Provider in their region*. Without submission of this application, the VWDB will be required to procure its career services and contract a new provider by July 1, 2021. The Career Services Application Request to continue providing career services through the Verdugo Jobs Center (VJC) must be submitted by March 1, 2021. The approval will be valid for another four years from July 1, 2021 to June 30, 2025, after which time another request must be submitted.

On December 9, 2020, the VWDB's Executive Committee reviewed the results of the previous analysis and determined that the results continue to apply and support the VJC's continued provision of career services for the Verdugo region. The Executive Committee identified several key factors in their review that supports the Career Services Application for VJC to continue as the provider for the next four years. The Executive Committee emphasized that procurement is a costly administrative process that redirects resources from serving participants during this challenging

economic time. Further, the support received from the City, as the administrative entity, offsets any potential cost savings proposed by a new provider. The Executive Committee also noted that the VJC has a long history of excellent performance that does not justify the risk in selecting a new provider. This performance was recognized by CWDB when it granted the VWDB its High Performing Board designation which required that the local board demonstrates that it has exceeded performance towards the State imposed measures. In addition, VJC staff are City employees, allowing the administrative entity to monitor performance and finances closely, as well as conduct internal and external audits, maintaining separation of duties and firewalls to protect integrity. Finally, the Executive Committee noted the long-term partnerships established and maintained by the VJC to provide participants all the services they need to achieve their educational and career goals. These successful partnerships are the result of the many years of working together and cannot easily be replaced.

These factors led to the VWDB's decision to submit a Career Services application to request to the Governor of California to be the Adult and Dislocated Worker Career Services Provider for the Verdugo Development Area.

FISCAL IMPACT

Approval of the submission of the VWDB's request for approval to continue as the Career Services provider is a policy-related issue. Approval of the request will enable the VWDB to continue providing Career Services to residents and businesses in the Verdugo Workforce Development Area consisting of the Cities of Glendale, Burbank and La Cañada Flintridge, without launching a procurement process to find another provider.

ALTERNATIVES

Alternative 1: The Council may adopt the Motion to approve submission of the Verdugo Workforce Development Board's request for approval to the Governor of California to be America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services provider for the Verdugo Workforce Development Area for four years beginning July 1, 2021 and ending June 30, 2025.

Alternative 2: The Council may consider any other alternative not proposed by staff.

CAMPAIGN DISCLOSURE

N/A.

EXHIBITS

Exhibit 1 - Verdugo Workforce Development Board Meeting Minutes, December 9, 2020

Exhibit 2 - Verdugo Workforce Development Board Meeting Minutes, February 10, 2021

Exhibit 3 - Verdugo Board's Career Services Application