



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### AGENDA ITEM

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Report: Request for Approval of Submission of Verdugo Workforce Development Board's Application for Approval for local area subsequent designation and local board recertification

1. Motion to:

- (1) Approve submission of the Verdugo Workforce Development Board's FY 2023-2024 and FY 2024-2025 application for local area subsequent designation and local board recertification to the Governor, State Workforce Development Board and Employment Development Department; and
- (2) Authorize the Mayor and City Manager or a designee to execute all relevant agreements, amendments, certifications, and documents with contractors, vendors, the Governor, State of California, and the United States Department of Labor necessary for:
  - a. VWDB's local area subsequent designation and local board recertification; and
  - b. VWDB's implementation of Career Services to residents and businesses in the Verdugo Workforce Development Area.

### COUNCIL ACTION

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**Item Type:** Consent Calendar

**Approved for** June 27, 2023 **calendar**

### EXECUTIVE SUMMARY

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The Verdugo Workforce Development Board (VWDB) is the planning and policy body of the Verdugo Consortium JPA. Its purpose is to provide employment and training programs within the three cities of Glendale, Burbank, and La Cañada Flintridge, and to allocate and award all Workforce Innovation and Opportunity Act (WIOA) funds.

WIOA Section 107 requires the Governor to certify one Local Board for each Local Area in the state once every two years. In order to be recertified, the Local Board must have met WIOA membership requirements, met or exceeded performance accountability

measures, and achieved sustained fiscal integrity as well as participation in Regional Planning activities.

The VWBD has successfully been certified as a local area and local board since July 1, 2015. The most recent certification is set to expire on June 30, 2023. This application will allow the VWDB to continue to operate as a board over the local VWDA from July 1, 2023-June 30, 2025.

## **COUNCIL PRIORITIES**

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NA

## **RECOMMENDATION**

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- (1) Approve submission of the Verdugo Workforce Development Board's FY 2023-2024 and FY 2024-2025 application for local area subsequent designation and local board recertification to the Governor, State Workforce Development Board and Employment Development Department; and
- (2) Authorize the Mayor and City Manager or a designee to execute all relevant agreements, amendments, certifications, and documents with contractors, vendors, the Governor, State of California, and the United States Department of Labor necessary for:
  - a. VWDB's local area subsequent designation and local board recertification; and
  - b. VWDB's implementation of Career Services to residents and businesses in the Verdugo Workforce Development Area.

## **BACKGROUND**

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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 Workforce Innovation and Opportunity Act (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 the submission of the Local Area Subsequent Designation and Local Board Recertification application which allows the VWDB to continue to provide Career Services to residents and businesses in the Verdugo Workforce Development Area (VWDA) consisting of the Cities of Glendale, Burbank and La Cañada Flintridge.

WIOA Section 107 provides criteria for the recertification of Local Boards. Specifically, it requires the Governor to certify one Local Board for each Local Area in the state once

every two years. It states that, in order to be recertified, the Local Board must have met WIOA membership requirements, met or exceeded performance accountability measures, and achieved sustained fiscal integrity as well as participation in Regional Planning activities. In accordance with WIOA Section 107(c)(2), the State Board will recommend recertification of a Local Board if these requirements are met.

## **ANALYSIS**

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The VWDB has successfully been certified as a local area and local board since July 1, 2015. The most recent certification is set to expire on June 30, 2023. This application will allow the VWDB to continue to operate as a board over the local VWDA from July 1, 2023-June 30, 2025.

The State Board, in coordination with Employment Development Department (EDD), will verify the information provided in the application and determine whether to recommend approval or denial of the application.

Submission of an application is a mandatory requirement of the state and the federal government for the Verdugo region (Glendale, Burbank, and La Cañada Flintridge) to remain a certified board. Non-approval of the submission of this application would result in the revocation of the VWDB board structure and certification.

## **STAKEHOLDERS/OUTREACH**

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The VWDB assists the most vulnerable populations. The VWDB and its partners promote WIOA services to the Verdugo region. With established partnerships with organizations in the region, the VWDB will work collaboratively to promote WIOA services to those with limited access to services and with multiple barriers, so they are connected to WIOA programs offered

## **FISCAL IMPACT**

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There is no fiscal impact to the general fund as a result of approving this item. Approval of the plan enables the VWDB and the City to continue to receive WIOA funds and continue providing the needed services to residents.

## **ENVIRONMENTAL REVIEW (CEQA/NEPA)**

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Because no possibility exists that the activity in question (approval, signing, and submission of the local area subsequent recertification and local board recertification) may have a significant effect on the environment, the activity is not subject to CEQA review under the commonsense exemption set forth in 14 Cal. Code Regs. § 15061(b)(3).

## **CAMPAIGN DISCLOSURE**

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This item is exempt from campaign disclosure requirements.

## **ALTERNATIVES**

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Alternative 1: Consider submission of VWDB's FY 2023-24 and FY 2024-25 application for local area subsequent designation and local board recertification to the Governor, State Workforce Development Board and Employment Development Department; and authorize the Mayor or City Manager to execute all relevant agreements, amendments, certifications, and documents with contractors, vendors, the State of California and the U.S. Department of Labor necessary for:

- a. VWDB's local area subsequent designation and local board recertification; and
- b. VWDB's implementation of Career Services to residents and businesses in the Verdugo Workforce Development Area.

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

## **ADMINISTRATIVE ACTION**

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**Prepared by:**

Judith Velasco, Workforce Development Administrator

**Approved by:**

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

## **EXHIBITS/ATTACHMENTS**

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Exhibit 1: Minutes of the meeting of Verdugo Workforce Development Board Full Board Meeting, April 26, 2023.

Exhibit 2: Verdugo Workforce Development Board Local Area Subsequent Designation and Local Board Recertification Application