

RECEIVED

Public Notice

2021 NOV - 5 AM 9:26

CITY SECRETARY  
DALLAS, TEXAS

## City of Dallas

2 1 0943

POSTED CITY SECRETARY  
DALLAS, TX

*1500 Marilla Street,  
Council Chambers, 6th Floor  
Dallas, Texas 75201*



### Workforce, Education, and Equity Committee

November 8, 2021

1:00 PM

## 2021 CITY COUNCIL APPOINTMENTS

COUNCIL COMMITTEE	
<b>ECONOMIC DEVELOPMENT</b> Atkins (C), Arnold (VC), McGough, Narvaez, Resendez, West, Willis	<b>ENVIRONMENT AND SUSTAINABILITY</b> Blackmon(C), Ridley (VC), Arnold, Bazaldua, Resendez, Schultz, West
<b>GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT</b> Mendelsohn (C), Willis (VC), Atkins, Bazaldua, McGough, Ridley, West	<b>HOUSING AND HOMELESSNESS SOLUTIONS</b> Thomas (C), Moreno (VC), Arnold, Blackmon, Mendelsohn, Ridley, Schultz
<b>PUBLIC SAFETY</b> McGough (C), Mendelsohn (VC), Atkins, Moreno, Resendez, Thomas, Willis	<b>QUALITY OF LIFE, ARTS, AND CULTURE</b> Bazaldua (C), West (VC), Arnold, Blackmon, Narvaez, Ridley, Thomas
<b>TRANSPORTATION AND INFRASTRUCTURE</b> Narvaez (C), Atkins (VC), Bazaldua, Mendelsohn, Moreno, Schultz, Willis	<b>WORKFORCE, EDUCATION, AND EQUITY</b> Schultz (C), Thomas (VC), Blackmon, McGough, Moreno, Narvaez, Resendez
<b>AD HOC JUDICIAL NOMINATING COMMITTEE</b> Resendez (C), Arnold, Bazaldua, Ridley, Thomas, West, Willis	<b>AD HOC LEGISLATIVE AFFAIRS</b> Atkins (C), McGough, Mendelsohn, Narvaez, Willis
<b>AD HOC COMMITTEE ON COVID-19 RECOVERY AND ASSISTANCE</b> Thomas (C), Atkins, Mendelsohn, Moreno, Ridley	<b>AD HOC COMMITTEE ON GENERAL INVESTIGATING &amp; ETHICS</b> Mendelsohn (C), Atkins, Blackmon, McGough, Schultz

(C) – Chair, (VC) – Vice Chair

### Handgun Prohibition Notice for Meetings of Governmental Entities

"Pursuant to Section [30.06](#), Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

"De acuerdo con la sección [30.06](#) del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."

"Pursuant to Section [30.07](#), Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

"De acuerdo con la sección [30.07](#) del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."

"Pursuant to Section [46.03](#), Penal Code (places weapons prohibited), a person may not carry a firearm or other weapon into any open meeting on this property."

"De conformidad con la Sección [46.03](#), Código Penal (coloca armas prohibidas), una persona no puede llevar un arma de fuego u otra arma a ninguna reunión abierta en esta propiedad."

Note: A quorum of the Dallas City Council may attend this Council Committee meeting.

The Workforce, Education, and Equity Committee will be held by videoconference and in the City Hall Council Chambers (6th Floor). Members of the public are encouraged to attend the meeting virtually. However, City Hall is available for those wishing to attend the meeting in person following all current pandemic-related public health protocols.

The meeting will be broadcast live on Spectrum Cable Channel 16 and online at <https://bit.ly/cityofdallastv>.

The public may also listen to the meeting as an attendee at the following videoconference link: <https://dallascityhall.webex.com/dallascityhall/onstage/g.php?MTID=e9344db81d114a14ba9fc35ff41fabb6b>

### Call to Order

### **MINUTES**

1. [21-2200](#) Approval of the October 12, 2021 Workforce, Education, and Equity Committee Meeting Minutes

**Attachments:** [Minutes](#)

### **BRIEFING MEMOS WITH ACTION**

2. [21-2205](#) Equity (Internal): Consider an Amendment to the Dallas City Code to Create a Commission on Disabilities

**Attachments:** [Memorandum](#)  
[Draft Ordinance](#)

3. [21-2204](#) Equity (External): Recommend Approval of an Upcoming Office of Procurement Services and Office of Community Care Agenda Item - CARES CDBG Drivers of Poverty Programs  
[Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Jessica Galeshaw, Director, Office of Community Care]

**Attachments:** [Memorandum](#)

4. [21-2203](#) Workforce Development (External): Recommend Approval of an Upcoming Office of Procurement Services Council Agenda Item - CDBG Workforce Training for COVID-impacted Individuals - United Way of Metropolitan Dallas and Oak Cliff Empowered, Inc.  
[Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Heather Lepeska, Assistant Director, Office of Economic Development]

**Attachments:** [Memorandum](#)

### **BRIEFING ITEMS WITHOUT ACTION**

- A.     [21-2201](#)     Workforce Development (Internal): FreshStart Employment Program  
Overview and Update  
[Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Kim Benn,  
Manager - Business, Small Business Center]

**Attachments:**   [Presentation](#)

**ADJOURNMENT**

**EXECUTIVE SESSION NOTICE**

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex Govt. Code §551.089]



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

---

**File #:** 21-2200

**Item #:** 1.

---

Approval of the October 12, 2021 Workforce, Education, and Equity Committee Meeting Minutes

# Workforce, Education, and Equity Committee Meeting Record

The Workforce, Education, and Equity Committee meetings are recorded.  
Agenda materials are available online at [www.dallascityhall.com](http://www.dallascityhall.com). Recordings may be reviewed online at <https://dallastx.swagit.com/city-council>  
Note: This meeting was conducted via teleconference to comply with a social distancing mandate during a declared state of disaster.

**Meeting Date:** October 12, 2021

**Convened:** 9:04 a.m.

**Adjourned:** 10:57 a.m.

**Committee Members Present:**

CM Jaynie Schultz, Chair  
CM Casey Thomas, II, Vice Chair  
DMPT Jaime Resendez  
CM Paula Blackmon  
CM B. Adam McGough  
CM Omar Narvaez  
CM Jesse Moreno

**Committee Members Absent:**

N/A

**Other Council Members Present:**

N/A

## **AGENDA**

Call to Order (9:04 a.m.)

**1. Approval of the September 13, 2021 Workforce, Education and Equity Committee Meeting Minutes**

**Action Taken/Committee Recommendation(s):** A motion was made to approve the minutes for the September 13, 2021 Workforce, Education and Equity Committee meeting minutes. The motion passed.

Motion made by: CM Omar Narvaez

Motion seconded by: Vice Chair Casey Thomas

## **BRIEFING ITEMS**

**A. Workforce, Education, and Equity Committee Priorities**

**Presenter:** Jaynie Schultz, Chair, Workforce, Education, and Equity Committee

**Action Taken/Committee Recommendation(s):** Chair Schultz stated the purpose of the discussion was to seek input on the priorities matrix and to develop specific, measurable goals for the WEE Committee and the City as a whole to accomplish. Committee members provided the following feedback:

- Use the racial equity resolution and Office of Equity and Inclusion Dallas 365 performance measure (percentage of City departments participating in the Equity Indicators alignment process) as a starting point or overlay for the priorities;
- Determine how the City can support Dallas Independent School District's Accelerating Campus Excellence (ACE) program;
- Determine how the City can support the whole family unit through education and workforce development outside of the school; and
- Overlay the Mayor's Workforce Development Taskforce Report recommendations with the WEE Committee priorities.

Informational only.

**B. Equity (Internal): Consider an Amendment to the Dallas City Code to Create a Commission on Disabilities**

**Presenters:** Liz Cedillo-Pereira, Chief of Equity and Inclusion, City Manager's Office

**Action Taken/Committee Recommendation(s):** Chief Cedillo-Pereira provided an overview of the provisions in the draft amendment. The Committee made the following recommendations:

- Consider a broader Commission on Human Rights that addresses issues in specific communities, including the disability and LGBTQ communities

- Establish a non-voting technical advisory body that mirrors the language in the draft amendment related to purpose, composition, duties, and responsibilities, with the addition of no more than six staff appointed members to serve on a non-voting technical advisory body
- Allow the Mayor to have one appointee on the non-voting technical advisory body
- When thinking about disability, encompass issues beyond mobility issues, such as HIV/AIDS

Chair Schultz stated she will issue a memorandum to seek further input from the Mayor, City Council, staff, and members of the public. This item will be brought back to the WEE Committee for consideration at the next scheduled meeting.

### **C. Education/Workforce (External): Overview of Childcare Services in Dallas**

**Presenters:** Christina Hanger, CEO, Dallas Afterschool

**Action Taken/Committee Recommendation(s):** Ms. Hanger provided information and data on the benefits of afterschool programming, the impact of the COVID-19 pandemic on afterschool programming in Dallas, participation of Dallas families in afterschool programming by race/ethnicity, barriers to accessing afterschool programming in Dallas (including cost), and resources that providers need. Chair Schultz requested the total number of children in Dallas enrolled in childcare or afterschool programs and the costs for childcare services in whole (not just afterschool programs). Committee members discussed and asked questions about the correlation between location of jobs and location of afterschool services, transportation as a barrier to accessing afterschool services, the state of afterschool or childcares services for 3 and 4 year old children, afterschool programs for charter schools, what areas in the city have afterschool programs closed since the COVID-19 pandemic, what factors contribute to low participation rates at the middle-school level, what factors contribute to the low participation rates of African American and Latinx children in afterschool programs, if recreation center programming can be added to the afterschool program heat map, how the City can support Dallas Independent School District and other school districts, and the plan to address disparities among communities of color. Informational only.

## **BRIEFING MEMOS**

### **D. Equity (External): Recommend Approval of an Upcoming Office of Procurement Services Agenda Item: Coronavirus Aid, Relief, and Economic Security (CARES) Act CDBG Driver of Poverty - Childcare Program**

**Presenters:** Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Jessica Galleshaw, Director, Office of Community Care

**Action Taken/Committee Recommendation(s):** Director Galleshaw provided a summary of upcoming City Council agenda items childcare programs. Committee members requested information about the procurement scoring process and the request for proposal. A motion was made to recommend the item to the City Council for approval. The motion passed with five in favor and two opposed.

Motion made by: CM Paula Blackmon

Motion seconded by: DMPT Jaime Resendez

## **BRIEFING ITEMS**

### **E. Equity (External): American Rescue Plan Act (ARPA) Equitable Investment Framework**

**Presenters:** Liz Cedillo-Pereira, Chief of Equity and Inclusion, City Manager's Office; Genesis D. Gavino, Resilience Officer, Office of Equity and Inclusion; Dr. Lindsey Wilson, Equity Officer, Office of Equity and Inclusion; Dr. Priscylla Bento, Policy Manager, Office of Equity and Inclusion

**Action Taken/Committee Recommendation(s):** Staff provided an overview of the Equitable Investment Framework, which embeds equity principles into the allocation of federal and local ARPA funds to address the impact of the COVID-19 pandemic and historical inequities on disproportionately impacted communities in order to build community resilience. Chair Schultz asked whether the framework takes into consideration the work

being done by external partners and the overall scope of the problems or disparities in question. She also requested that in future briefings, staff provide a slide on the whole problem in question and the City's role in addressing the problem. Chief Liz requested the Committee members to reach out to staff for any specific feedback on the framework. Informational only.

Adjourn (10:57 a.m.)

**APPROVED BY:**

**ATTESTED BY:**

---

**Jaynie Schultz, Chair**  
**Workforce, Education, and Equity Committee**

---

**Sommer Iqbal, Coordinator**  
**Workforce, Education, and Equity Committee**

DRAFT



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

---

**File #:** 21-2205

**Item #:** 2.

---

Equity (Internal): Consider an Amendment to the Dallas City Code to Create a Commission on Disabilities

# Memorandum



CITY OF DALLAS

DATE November 6, 2021

TO Honorable Mayor and Members of the City Council

SUBJECT **Commission on Disabilities**

Pursuant to Chair Schultz's request, this memorandum serves as a follow up to the October 12, 2021 Workforce, Education, and Equity (WEE) Committee's discussion regarding the creation of a Commission on Disabilities.

The draft ordinance that the WEE Committee will consider on November 8, 2021 makes the following revisions to the draft ordinance considered on October 12, 2021:

- Addition of a non-voting technical resource panel, and
- Requires all 15 voting members of the Commission on Disabilities be residents of the city and either be persons with disabilities or be committed to the community of disabled persons.

Future consideration may be given to the creation of a Human Rights Commission, which would expand the reach of the Commission on Disabilities and other committees, boards, commissions, and task forces designed to advance, equity, inclusion, and belonging in Dallas.

The Commission on Disabilities will be staffed by the Office of Equity and Inclusion – Human Rights Division. Staff can provide a list of recommended subject matter experts to the non-voting technical resource panel upon request.

If you require additional information, please reach out to me or LaToya Jackson, Human Rights Officer, Office of Equity and Inclusion.

Liz Cedillo-Pereira  
Chief of Equity and Inclusion

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billerae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Kimberly Bizer Tolbert, Chief of Staff to the City Manager  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
Directors and Assistant Directors

ORDINANCE NO. \_\_\_\_\_

An ordinance amending Chapter 2, "Administration," of the Dallas City Code by amending Article XXI-a; creating a commission on disabilities; providing functions, terms, and meetings of the commission on disabilities; providing definitions; providing duties and responsibilities of the commission on disabilities; providing a saving clause; providing a severability clause; and providing an effective date.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That Article XII-a, "Reserved," of Chapter 2, "Administration," of the Dallas City Code is amended to read as follows:

**"ARTICLE XXI-a.**  
**COMMISSION ON DISABILITIES [RESERVED].**

**SEC[§]. 2-152.1.                    COMMISSION ON DISABILITIES - CREATED;**  
**FUNCTION; TERMS; MEETINGS.**

(a) There is hereby created a commission on disabilities, which shall be an advisory body of 15 members. Each city council member shall have one appointment to the commission on disabilities. The mayor shall appoint the chair from among the members, subject to confirmation by the city council, and the full city council shall appoint the vice-chair.

(b) All members shall be appointed for an initial term to expire on \_\_\_\_\_. Thereafter, nominations shall begin in \_\_\_\_\_ and each subsequent odd-numbered year, and members shall serve a two-year term beginning on October 1.

(c) All voting members of the commission on disabilities shall be residents of the city.

(d) All voting members of the commission on disabilities shall share a commitment to the goals of the commission on disabilities and shall either be persons with disabilities or be committed to the community of disabled persons.

(e) Members shall be broadly representative of the disabled community at large, without dominance by any single disability group.

(f) The commission on disabilities shall meet at least six times a year and may hold additional meetings at the call of the chair.

**SEC. [THRU] 2-152.2.**

**DEFINITION.**

In this article, DISABILITY means the same as the term is defined in the Americans With Disabilities Act of 1990, as amended.

**SEC. 2-152.3.**

**DUTIES AND RESPONSIBILITIES.**

(a) The commission on disabilities shall be responsible for advising and making recommendations to the mayor, city council, city manager, department directors, and the individual designated by the mayor to head the mayor's initiative on disabilities on issues pertaining to the full spectrum of needs, rights, and privileges of people with disabilities.

(b) The subjects to be addressed by the commission on disabilities include, but are not be limited to:

(1) Developing programs to provide employment opportunities for people with disabilities.

(2) Developing programs to address accessibility issues.

(3) Developing community-based programs to enhance the quality of life for Dallas residents who have disabilities.

(4) Developing programs to address the issues pertaining to alcoholism and drug abuse.

(5) Developing programs to take full advantage of all federal, state and local funding opportunities.

(6) Developing programs to insure adequate housing for people with disabilities.

(7) Developing programs to insure accessible communications for people with disabilities.”

**SEC. 2-152.4**

**TECHNICAL RESOURCE PANEL.**

(a) There is hereby created a technical resource panel to be comprised of eight members appointed by the city council to serve as non-voting technical members of the commission on disabilities.

(1) The technical resource panel is not a board or commission subject to Chapter 8 of this code or Chapter XXIV, Section 13 of the city charter.

(2) The city manager may nominate members of the first technical resource panel, as recommended by the Office of Equity and Inclusion for approval by the full council.

(3) Following the initial appointments, future technical resource panel members may be nominated by the city manager, as recommended by the Office of Equity and Inclusion, through consultation with the commission on disabilities, for approval by the full council.

(b) Each member of the technical resource panel shall be an individual with at least four years of experience in disability matters and shall share a commitment to the goals of the commission on disabilities. Additionally, appointments to the panel must, to the extent possible, be representative of the ethnic diversity of the city.

(c) Members of the technical resource panel are not required to be residents of the city or qualified voters in the city.

(d) Members of the technical resource panel shall serve two-year terms and are subject to the same conflict of interest and confidentiality restrictions that are applicable to members of the commission on disabilities. Members of the technical resource panel are subject to forfeiture of membership on the same basis as members of the commission on disabilities.

(e) Members of the technical resource panel shall attend and fully participate in all meetings and deliberations of the commission on disabilities, including closed sessions, but shall not be entitled to vote as members of the commission on disabilities.

(f) The technical resource panel shall use its expertise and experience in disability matters to assist the commission on disabilities to the fullest extent possible in the review of all issues coming before the commission on disabilities.

(g) The technical resource panel does not have any oversight responsibility or oversight authority with respect to the commission on disabilities.

(h) Nothing in this section prohibits the commission on disabilities from seeking additional outside technical expertise and advice as necessary.”

SECTION 2. That Chapter 2 of the Dallas City Code shall remain in full force and effect, save, and except as amended by this ordinance.

SECTION 3. That any act done or right vested or accrued, or any proceeding, suit, or prosecution had or commenced in any action before the amendment or repeal of any ordinance, or part thereof, shall not be affected or impaired by amendment or repeal of any ordinance, or part thereof, and shall be treated as still remaining in full force and effect for all intents and purposes as if the amended or repealed ordinance, or part thereof, had remained in force.

SECTION 4. That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

SECTION 5. That this ordinance shall take effect immediately from and after its passage and publication in accordance with the provisions of the Charter of the City of Dallas, and it is accordingly so ordained.

APPROVED AS TO FORM:

CHRISTOPHER J. CASO, City Attorney

By \_\_\_\_\_  
Assistant City Attorney

Passed \_\_\_\_\_



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

---

**File #:** 21-2204

**Item #:** 3.

---

Equity (External): Recommend Approval of an Upcoming Office of Procurement Services and Office of Community Care Agenda Item - CARES CDBG Drivers of Poverty Programs

[Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Jessica Galleshaw, Director, Office of Community Care]

# Memorandum



CITY OF DALLAS

DATE November 4, 2021

TO Honorable Chair and Members of the Workforce, Education and Equity Committee

SUBJECT **Upcoming Office of Community Care and Office of Procurement Services  
Agenda Item – November 10, 2021**

The following Office of Community Care (OCC) and Office of Procurement Services items will be considered by City Council on the November 10, 2021 Agenda:

**File ID: 21-2004:** Authorize a one-year subrecipient agreement to provide essential needs, and economic and financial stability support services to low-to-moderate income residents impacted by the COVID-19 pandemic for the Office of Community Care – CitySquare in the amount of \$715,363.80, Friendship West Baptist Church in the amount of \$458,250.00, Services of Hope Entities, Inc. in the amount of \$246,132.00, and The Chocolate MINT Foundation in the amount of \$100,000.00, most advantageous proposer of seven – Total not to exceed \$1,519,745.80 – Financing: 2020 CARES Act Relief CDBG #3 Fund

## **Background**

In 2020, the City of Dallas received a third allocation of CDBG funding from the CARES act to be used for services responding to the COVID 19 pandemic, titled CV-COVID-19. A total of \$1,95M was allocated for a variety of client services programming, titled the “CDBG Drivers of Poverty”, within which \$1,519,745.80 was allocated to the Client Assistance Program specifically to provide essential items and services to individuals who have been economically impacted because of the COVID-19 pandemic and the remainder to child care services. The City of Dallas Office of Community Care (OCC) was seeking multiple Subrecipients through a Request for Proposal (RFP) to offer several service types, all aimed at supporting economic stabilization and financial stability.

## **Procurement**

The City of Dallas Office of Community Care (OCC) sought agencies through a request for proposal process to serve as subrecipients for the purpose of administering the CV-COVID-19 Drivers of Poverty Program throughout Dallas city limits to residents economically impacted because of the COVID-19 pandemic. The program targets low-income clients who are among the identified populations highlighted by the 2017 Mayor’s Task Force on Poverty. Service Types sought included Client Assistance Programs that provide 1) food and other essentials, 2) transportation assistance, 3) health care financial assistance and services, and 4) mental health financial assistance and services.

The Evaluation Committee individually scored each service category, as provided below. Awards are based on scoring rank within a service category by target population.

DATE November 4, 2021

SUBJECT **Upcoming Office of Community Care and Office of Procurement  
Services Agenda Item – December 8, 2021**

<b>Food and Other Essentials</b>				
<b>Agency</b>	<b>Rank by Score</b>	<b>Score</b>	<b>Category 1</b>	<b>% Request Awarded</b>
<b>CitySquare</b>	1	98	\$369,270.00	100%
<b>Chocolate Mint Factory</b>	2	94	\$100,000.00	100%
<b>Hope Supply Co.</b>	3	92.5	\$460,000.00	0%
<b>Services of Hope</b>	4	90	\$225,000.00	0%
<b>Goodr Foundation</b>	5	77.5	\$255,000.00	0%

<b>Transportation</b>				
<b>Agency</b>	<b>Rank by Score</b>	<b>Score</b>	<b>Category 1</b>	<b>% Request Awarded</b>
<b>CitySquare</b>	1	98	\$50,000.00	100%

<b>Healthcare Access to Services</b>				
<b>Agency</b>	<b>Rank by Score</b>	<b>Score</b>	<b>Category 1</b>	<b>% Request Awarded</b>
<b>CitySquare</b>	1	98	\$296,093.80	100%

<b>Healthcare – Community Mental Health Services</b>				
<b>Agency</b>	<b>Rank by Score</b>	<b>Score</b>	<b>Category 1</b>	<b>% Request Awarded</b>
<b>Friendship West Baptist Church</b>	1	97.5	\$458,250.00	100%

<b>Overcoming Barriers</b>				
<b>Agency</b>	<b>Rank by Score</b>	<b>Score</b>	<b>Category 1</b>	<b>% Request Awarded</b>
<b>Services of Hope</b>	1	90	\$246,132.00	100%
<b>BALANCE</b>	2	86	\$416,150.00	0%

The RFP was advertised on April 29, 2021 and May 6, 2021. A pre-conference was held on May 4, 2021 and submissions were due on May 27, 2021. Proposals were scored by a panel of 4.

- Budget and Management Services/Grant Administration – 1
- Office of Community Care - 2
- Office of Economic Development - 1

<b>Date</b>	<b>Actions</b>
<b>April 29, 2021</b>	RFP posted via Bonfire
<b>April 30, 2021</b>	Outreach – 901 invitations sent

DATE November 4, 2021  
SUBJECT **Upcoming Office of Community Care and Office of Procurement  
Services Agenda Item – December 8, 2021**

<b>May 27, 2021</b>	RFP closed and submissions due
<b>July 1, 2021</b>	Application scoring completed
<b>September 22, 2021</b>	Notification of funding award
<b>December 8, 2021</b>	Council authorization of contract

Each organization will begin implementation of programming and services once contract negotiations have been finalized.

Should you have any questions or need any additional information, please contact myself or Jessica Galleshaw, Director of Office of Community Care, at 214-670-5113 or [Jessica.Galleshaw@dallascityhall.com](mailto:Jessica.Galleshaw@dallascityhall.com).



Kimberly Bizer Tolbert  
Chief of Staff to the Manager

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billieae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

---

**File #:** 21-2203

**Item #:** 4.

---

Workforce Development (External): Recommend Approval of an Upcoming Office of Procurement Services Council Agenda Item - CDBG Workforce Training for COVID-impacted Individuals - United Way of Metropolitan Dallas and Oak Cliff Empowered, Inc.

[Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Heather Lepeska, Assistant Director, Office of Economic Development]

# Memorandum



CITY OF DALLAS

DATE November 5, 2021

TO Honorable Members of the Workforce, Education and Equity Committee

SUBJECT **Upcoming Office of Procurement Services Council Agenda Item #37: CDBG Workforce Training for Covid-impacted Individuals - United Way of Metropolitan Dallas and Oak Cliff Empowered, Inc.**

The following Office of Procurement Services item will be considered by the City Council on the November 10, 2021 Agenda:

**Item Number 37:** Authorize a two-year subrecipient agreement for certified skills training, workforce training, and education services for employment opportunities in regional high demand industries to re-skill or up-skill City of Dallas residents for the Small Business Center – United Way of Metropolitan Dallas in the amount of \$2,249,830.45 and Oak Cliff Empowered, Inc. in the amount of \$749,943.45, most advantageous proposers of eight– Not to exceed \$2,999,773.90 – Financing: 2020 CARES Act Relief CDBG #3 (subject to annual appropriations)

## **Background**

In May 2021, the City issued an RFP seeking non-profit providers to provide proposals for certified skills training, workforce training, and/or education for employment opportunities in regional high demand industries to re-skill or up-skill City of Dallas residents that have been financially impacted by COVID-19 and who are members of low- and moderate-income (“LMI”) households (defined as households at 80% or below Area Median Family Income). Responses were instructed to include a collaborative partnership among workforce systems including employers that enable COVID-19 impacted LMI individuals to attain new skills leading to employment, but no employment requirements were included due to funding limitations.

Proposers were asked to develop a workforce training program that included the following key activities and characteristics:

- Work Readiness/Employability Skills training to include:
  - Appearance/Dress
  - Attitude and Body Language
  - Attendance and Punctuality
  - Communication and Following Instructions
  - Dependability/ Responsibility
  - Time Management
  - Decision Making and Problem Solving
  - Leadership and Motivation
  - Financial Knowledge and Management

DATE November 5, 2021  
SUBJECT Upcoming Office of Procurement Services Council Agenda Item #37: CDBG Workforce Training for Covid-impacted Individuals - United Way of Metropolitan Dallas and Oak Cliff Empowered, Inc.

- Strong linkages between academic instruction and occupational education that lead to recognized post-secondary and/or industry recognized credentials and are aligned with in-demand industries and occupations in the region.
- Exposure to employment opportunities through activities such as job shadowing, internships, and pre-apprenticeship programs, by connecting with employers, apprenticeship programs and in-demand industry sectors and occupations available in the local and regional labor markets.
- Reflect recognized human development principles that emphasize the cognitive, social, and behavioral competencies that help individuals succeed.

Three million dollars in CARES Act CDBG funding has been identified for this program; CDBG funds can only be used for workforce training and related services.

Original submissions were scored by the evaluation committee for any amount up to \$3,000,000.00. There were eight submissions originally. The evaluation committee was made up of three members with representatives from Budget and Management Services (BMS), Office of Community Care (OCC) and Office of Economic Development (ECO). The review committee ranked the initial eight proposals. These scores led to a short list, and the top three proposers (United Way of Metropolitan Dallas, Workforce Solutions of Greater Dallas, and Oak Cliff Empowered, Inc.) were invited to present to the review committee.

In an effort to fully fund multiple awards, staff requested revised Program Narratives and Program Budgets at 25% and 75% of \$3,000,000.00 from shortlisted suppliers. These submissions were then rescored under the same evaluation criteria by the remaining two evaluation committee members, ECO and BMS.. The OCC staff previously involved with the procurement is no longer with the City.

The following suppliers are recommended for funding: United Way (\$2,249,830.45) as the highest scoring proposers and Oak Cliff Empowered (\$749,943.45) as the sole vendor at that funding amount. The amount of \$2,999,773.90 listed on the award concurrence reflects \$3,000,000 in funding, less advertising costs.

A brief summary of the recommended final submissions follows:

### **United Way of Metropolitan Dallas**

Coalition of IT training partners including Goodwill Industries, NPower and PerScholas. CDBG funds will allow for an additional 665 individuals to be trained in IT fields over the two-year period. They expect 66% of participants to become credentialed and 65% employed. Cost per trainee is approximately \$3,383.

### **Oak Cliff Empowered, Inc**

Oak Cliff Empowered is proposing a continuation of its current Oak Cliff Works program, training Patient Care Technicians (PCT) in partnership with Methodist Hospital. They are proposing to train 7 cohorts of 25 people each for a total of 175 students. Of those

DATE November 5, 2021  
SUBJECT Upcoming Office of Procurement Services Council Agenda Item #37: CDBG Workforce Training for Covid-impacted Individuals - United Way of Metropolitan Dallas and Oak Cliff Empowered, Inc.

students, they indicate that 130 will be eligible for PCT employment, 60% will be certified and 75% will maintain ongoing employment. Cost per trainee is approximately \$4330.

The list and scores of all proposers is below:

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>
-------------------------	-----------------------	---------------------

**Short-listed Proposers**

**Group 1**

*United Way of Metropolitan Dallas	1800 North Lamar St. Dallas, TX 75202	90.50
Workforce Solutions Greater Dallas	500 North Akard St. Suite 3030 Dallas, TX 75201	83.50

**Group 2**

*Oak Cliff Empowered., Inc.	400 South Zang Blvd. C-59 Dallas, TX 75203	82.50
-----------------------------	--	-------

**Remaining Proposers**

Inspiring Tomorrow's Leaders	8828 North Stemmons Fwy. Suite 507 Dallas, TX 75247	56.00
Transcend Stem Education	1341 West Mockingbird Ln. Suite 1000W Dallas, TX 75247	55.33
Zan Wesley Holmes Jr.	2606 Martin Luther King Blvd. Community Outreach Center Suite 202 Dallas, TX 75215	53.33
Dress for Success Dallas	5580 Peterson Ln. Suite 155 Dallas, TX 75240	52.00
GSHA Quality Services Suite 300	455 Eisenhower Pkwy.	42.00

DATE November 5, 2021  
SUBJECT Upcoming Office of Procurement Services Council Agenda Item #37: CDBG Workforce Training for Covid-impacted Individuals - United Way of Metropolitan Dallas and Oak Cliff Empowered, Inc.

Ann Arbor, MI 48108

Should you have any questions or need any additional information, please contact me.



Kimberly Bizzor Tolbert  
Chief of Staff to the Manager

c: T.C. Broadnax, City Manager  
Chris Caso, City Attorney  
Mark Swann, City Auditor  
Billieae Johnson, City Secretary  
Preston Robinson, Administrative Judge  
Majed A. Al-Ghafry, Assistant City Manager

Jon Fortune, Assistant City Manager  
Joey Zapata, Assistant City Manager  
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services  
M. Elizabeth Reich, Chief Financial Officer  
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion  
Directors and Assistant Directors



# City of Dallas

1500 Marilla Street  
Council Chambers, 6th Floor  
Dallas, Texas 75201

## Agenda Information Sheet

---

**File #:** 21-2201

**Item #:** A.

---

Workforce Development (Internal): FreshStart Employment Program Overview and Update  
[Kimberly Bizer Tolbert, Chief of Staff, City Manager's Office; Kim Benn, Manager - Business, Small Business Center]

# Overview and Update FreshStart Employment Program

Kimberly Bizer Tolbert, Chief of Staff  
Kim Benn, Program Manager  
Louis Adams, Senior Program Case Manager



**Values of Service:** Empathy | Ethics | Excellence | Equity



# Agenda



History and Overview.....	3
Why the FreshStart Program.....	4
Recidivism Data.....	5
Best Practices Re-entry Programs vs Employment.....	6
Program Partners.....	7
Current Participating City Departments .....	8
Target City position classifications.....	9
Employment Process .....	10
Employment Process - Eligibility Criteria .....	11
Employment Process – Background Checks .....	12
Employment Process - Criminal Background Checks.....	13
Case Management Services.....	14
Performance Metrics .....	15
FreshStart Employment Hire/Offer Data from9Present(10/2021).....	16
FreshStart Employment Separation Data from 2019-Present (10/2021).....	17
Demographics .....	18
Next Steps .....	19
Appendix .....	20
Ongoing Focus .....	21



# FreshStart History and Overview



- Established in 2018 to support hard-to-employ individuals achieve full-time employment opportunities within the City of Dallas
- Program incorporates wrap around services, including case management, job readiness, skills training, job placement, and self-sufficiency resources
- Eligibility criteria guides the participants through each phase of the program to become “work ready” and stably employed
- Partnerships include non-profits, faith-based organizations, education and workforce agencies
- Program is currently housed under the new Small Business Center, Workforce Development division.



# Why the FreshStart Program?



- Interrupt the reoccurrence of recidivism
- Advocate and champion for individuals returning to their communities from incarceration, and others that are underrepresented and/or economically challenged
- Support program participants with coordinated programs that provide training and other comprehensive wraparound services such as (case management, budgeting skills, job skills training and soft skills, etc.)



# Recidivism Data



Demographics	Nationally	Statewide (TDCJ)	Dallas County
Incarcerated Population	332,915,073	250,000 163,000 (State) 55,000 (Local) 27,000 (Federal)	5,669 (MTD)
Released back to community	650,000	5,729	145 (MTD)
Recidivism Rate	45%	20.3-44.3%	42.32 (MTD)

- [https://www.justice.gov/archive/fbci/progmenu\\_reentry.html#:~:text=Over%2010%2C000%20exprisoners%20are%20released%20from%20America%E2%80%99s%20state,rearrested%20%20%20within%20three%20years%20of%20release.](https://www.justice.gov/archive/fbci/progmenu_reentry.html#:~:text=Over%2010%2C000%20exprisoners%20are%20released%20from%20America%E2%80%99s%20state,rearrested%20%20%20within%20three%20years%20of%20release.)
- <https://www.dallascounty.org/departments/criminal-justice/jail-population.php>



# Best Practices Re-entry Programs vs Employment



## TEXAS CITIES

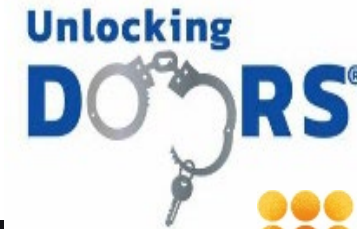
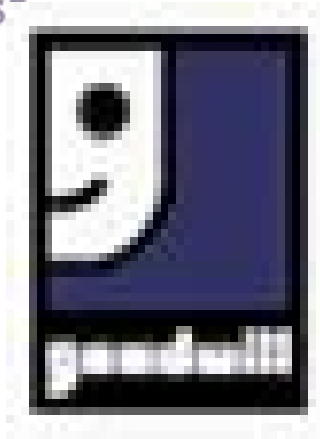
Components	City of Dallas	City of Desoto	City of Houston	City of Austin	City of San Antonio	City of Lubbock
Re-entry Program	✓	✓	✓	✓	✓	✓
Re-entry Employment Program (Hires program participants)	✓	N/A	N/A	N/A	N/A	N/A

## OTHER CITIES

Components	City of Dallas	City of New Orleans	City of Philadelphia	City of Baltimore	City of Los Angeles	City of San Chicago
Re-entry Program	✓	✓	✓	✓	✓	✓
Re-entry Employment Program (Hires program participants)	✓	N/A	N/A	N/A	N/A	✓



# Program Partners



# Current Participating City Departments



Dallas Water  
Utilities

Parks &  
Recreation

Sanitation  
Services

311

Public  
Works

Code  
Compliance



# Target City position classifications



- Laborer B
- Laborer IIC
- Truck Driver II
- Seasonal Maintenance Worker
- Customer Service Agent



# Employment Process



- City Departments work with Human Resources to create inventory of positions available for program clients
- FreshStart case management team provides job readiness/training sessions and pre-employment services
- Participants receive support throughout the application and interview process
- Case managers provide ongoing follow-up, monitoring, and other referral services during first year of employment
- Background check process timeframe shorten

EMPLOYMENT



# Employment Process - Eligibility Criteria



- FreshStart clients are considered eligible, by meeting all criteria below:
  - Must be at least 18 years of age
  - Considered by pre-assessment and referral
  - Released from incarceration a minimum of one (1) year ago (if applicable)
  - Have other arrests on criminal background report (without incarceration)
  - A minimum of 6 months stable housing
  - Have attended training or job readiness workshop, or agrees to attend required training
  - Apply via the City of Dallas Employment site for “FreshStart” tagged positions
  - Have sufficient relevant work experience
  - Have entry-level relative work experience/or no work experience
  - Must be coachable and/or willing to learn



# Employment Process – Background Checks



- The COD modified its employment eligibility criteria to accommodate FreshStart participants with infractions by:
  - Reducing wait time from release to employment eligibility
  - Allowing deferred adjudication to be considered
  - Allowing all misdemeanors
  - Allowing certain felony offenses to be considered on a case-by-case basis
  - Reducing education requirement from HS Diploma to a minimum of 8th-grade education
  - Removing related work experience requirement to no work experience required



# Employment Process - Criminal Background Checks



## CURRENT

- All misdemeanors are welcomed
- Non-violent felonies will be considered on a case-by-case basis
- All aggravated cases of any type and other violent felonies **will not be considered**
- Pending cases will not be considered until the case is dissolved

## PROPOSED

- Misdemeanors and Non-aggravated Misdemeanor crimes **(Change from 1 Year to NO Waiting Period)**
- Felony Charges – Non-Aggravated – **(Change from 1 Year Waiting Period to 6 month Waiting Period)**
- Felony Charges - Aggravated **(Change from 3 year Waiting Period to Require a 1-year minimum Waiting Period with Re-entry)**
- Other Felony Charges – **(Change from NOT Eligible to Require a 3-year minimum Waiting Period with Re-entry)**



# Case Management Services



Services Provided	City of Dallas	Texas Workforce Solutions
Job Readiness and training		✓
Provide regular check-ins with employees for the first year of employment	✓	
Provide emotional support, practical advice and help solve any issues that may arise	✓	
Provide emotional support, practical advice and help solve any issues that may arise	✓	
Advice on dealing with potential personality disputes, handling supervisor feedback and criticism and otherwise navigating the social environment of their new professional life.	✓	



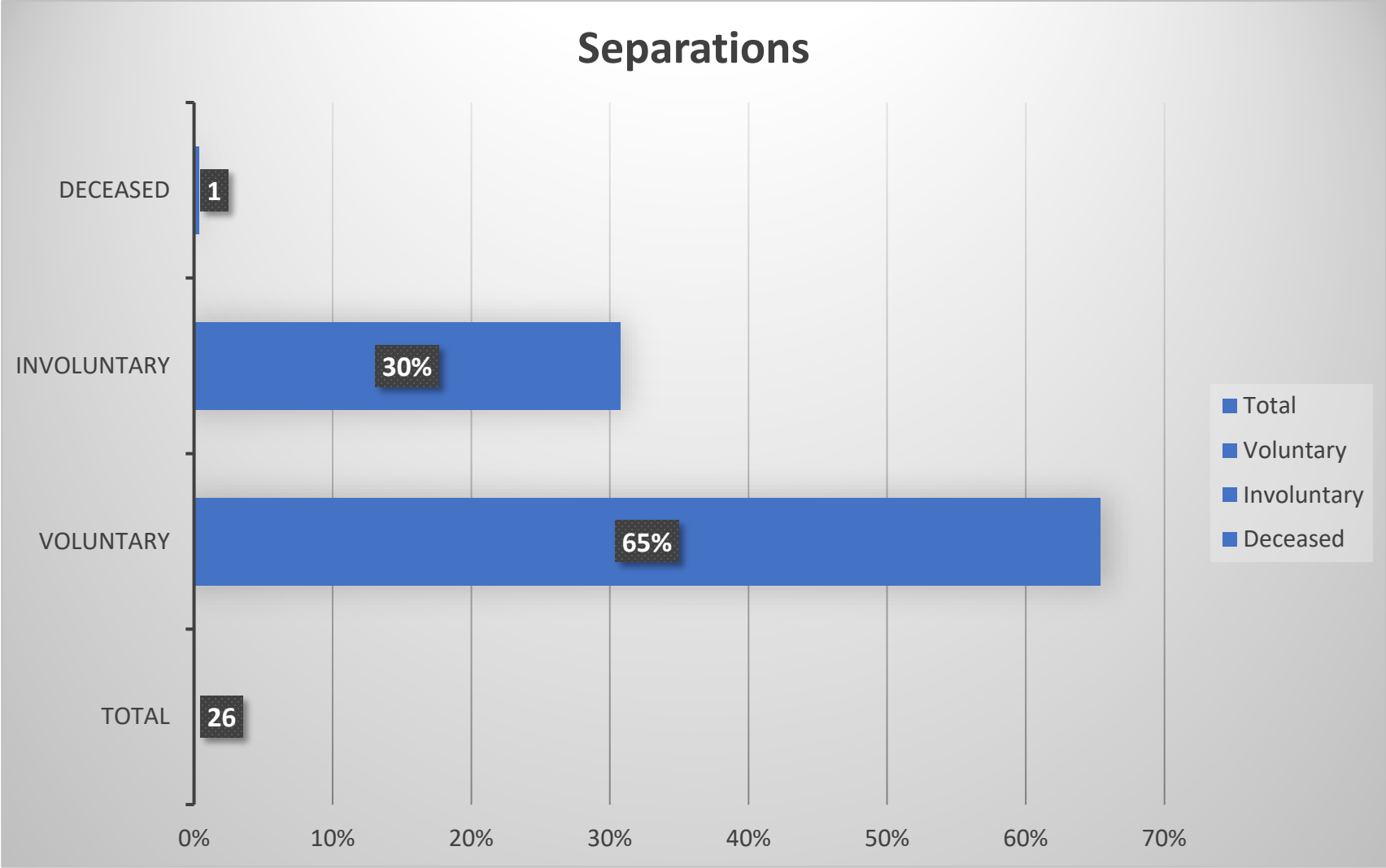
- Note: Program was stalled in April 2020 during the COVID-19 Hiring freeze*



# FreshStart Employment Data from 2019-Present (10/2021)



# FreshStart Employment Stats from 2019-Present (10/2021)



# Demographics



Male	Ages 18-35	Ages 35-55	Ages 55 & Above	% of total hires
Black	40%	54.29%	.04%	67.30%
Hispanic	50%	50%	.0%	11.54%
White	.0%	66.67%	33.33%	5.7%
<b>Men Overall</b>	<b>37.77%</b>	<b>57.78%</b>	<b>6.67%</b>	

Female	Ages 18-35	Ages 35-55	Ages 55 & Above	% of total hires
Black	<b>42.86%</b>	<b>54.14%</b>	<b>.0%</b>	<b>3.64%</b>
Hispanic	<b>100%</b>	<b>.0%</b>	<b>.0%</b>	<b>.02%</b>
White	N/A	N/A	N/A	.0%
<b>Women Overall</b>	<b>42.86%</b>	<b>57.14%</b>		



# Next Steps



Challenges	Recommendations	Implementation of improvements
Eligibility Criteria	<ul style="list-style-type: none"> <li>• Modify for best practice improvements</li> <li>• Reduce restricted charges</li> <li>• Reduce post release time</li> </ul>	<ul style="list-style-type: none"> <li>• Increase qualified participant eligibility</li> </ul>
Departmental Participation	<ul style="list-style-type: none"> <li>• Contribute positions on a continual cycle</li> <li>• Support the purpose</li> <li>• Support inclusion and belonging</li> </ul>	<ul style="list-style-type: none"> <li>• Increase number of successful hires</li> </ul>
HR/FreshStart Process	<ul style="list-style-type: none"> <li>• Support inclusion and belonging</li> </ul>	<ul style="list-style-type: none"> <li>• Improve consistency and productivity</li> <li>• Functioning within the 4E climate</li> </ul>
Internal Policy and Procedure	<ul style="list-style-type: none"> <li>• Update and present for council approval</li> </ul>	<ul style="list-style-type: none"> <li>• Function under written guidelines</li> </ul>





# Appendix



# Ongoing Focus

