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**CITY SECRETARY
DALLAS, TEXAS**

City of Dallas

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

Public Notice

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POSTED CITY SECRETARY
DALLAS, TX



Workforce, Education, and Equity Committee

September 9, 2024

9:00 AM

2023 CITY COUNCIL APPOINTMENTS

COUNCIL COMMITTEE	
ECONOMIC DEVELOPMENT Atkins (C), Narvaez (VC), Arnold, Bazaldua, Ridley, Stewart, West	GOVERNMENT PERFORMANCE AND FINANCIAL MANAGEMENT West (C), Blackmon (VC), Mendelsohn, Moreno, Resendez
HOUSING AND HOMELESSNESS SOLUTIONS Moreno (C), Mendelsohn (VC), Gracey, West, Willis	PARKS, TRAILS, AND THE ENVIRONMENT Stewart (C), Moreno (VC), Arnold, Bazaldua, Blackmon, Narvaez, West
PUBLIC SAFETY Mendelsohn (C), Stewart (VC), Atkins, Moreno, Willis	QUALITY OF LIFE, ARTS, AND CULTURE *Ridley (C), Resendez (VC), Bazaldua, Blackmon, Gracey, Schultz, Willis
TRANSPORTATION AND INFRASTRUCTURE Narvaez (C), Gracey (VC), Atkins, Mendelsohn, Resendez, Schultz, Stewart	WORKFORCE, EDUCATION, AND EQUITY *Arnold (C), *Schultz (VC), Bazaldua, Blackmon, Resendez, Ridley, Willis
AD HOC COMMITTEE ON ADMINISTRATIVE AFFAIRS Atkins (C), Mendelsohn, Moreno, Ridley, Stewart	AD HOC COMMITTEE ON GENERAL INVESTIGATING AND ETHICS Mendelsohn (C), Gracey, Johnson, Schultz, Stewart
AD HOC COMMITTEE ON JUDICIAL NOMINATIONS Ridley (C), Resendez, West	AD HOC COMMITTEE ON LEGISLATIVE AFFAIRS Mendelsohn (C), Atkins, Gracey, Narvaez, Stewart
AD HOC COMMITTEE ON PENSIONS Atkins (C), Blackmon, Mendelsohn, Moreno, Resendez, Stewart, West, Willis	AD HOC COMMITTEE ON PROFESSIONAL SPORTS RECRUITMENT AND RETENTION Gracey (C), Blackmon, Johnson, Moreno, Narvaez, Resendez, Schultz

(C) – Chair, (VC) – Vice Chair

* Updated:6/28/24

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

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This City Council Workforce, Education, and Equity Committee meeting will be held by video conference and in the Council Chambers, 6th Floor at City Hall. The public may attend the meeting virtually; however, City Hall is available for those wishing to attend the meeting in person. The Workforce, Education, and Equity Committee will be broadcast live on Spectrum Cable Channel 16 (English) and 95 (Spanish) and online at bit.ly/cityofdallastv. The public may also listen to the meeting as an attendee at the following video conference

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m5a65530a1f2dc83cda58adecc2ed764f>

Call to Order

MINUTES

- A. [24-2870](#) Approval of the August 12, 2024 Workforce, Education, and Equity Committee Meeting Minutes

Attachments: [Minutes](#)

BRIEFING ITEMS

- B. [24-2862](#) Reintroduction of the Workforce, Education, and Equity Committee Goals, Scope, and Action Plans and Next Steps
[Dr. Lindsey Wilson, Director, Office of Equity and Inclusion; Jessica Galleshaw, Director, Office of Community Care; Nina Arias, Director, Department of Human Resources]

Attachments: [Presentation](#)

- C. [24-2868](#) Upskilling Pilot Program September 2024 Update and Next Steps
[Nina Arias, Director, Department of Human Resources; Sonya Batts, Manager, Department of Human Resources; Heather Wood, Training Manager, Department of Human Resources; Laura Dizien, Senior Training Specialist, Department of Human Resources]

Attachments: [Presentation](#)

BRIEFING MEMOS

- D. [24-2863](#) Office of Equity and Inclusion - Update on Workshop for Possible Creation of Human Rights Task Force
[Christopher Graves, Human Rights Officer, Office of Equity and Inclusion]

Attachments: [Memorandum](#)

- E. [24-2864](#) Dallas Youth Commission Update on Youth Civic Awareness Week, August 2024
[Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: [Memorandum](#)

- F. [24-2875](#) Upcoming Office of Community Care Agenda Items for Early Childhood and Out of School Time Services Program Contracts
[Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: [Memorandum](#)

- G. [24-2878](#) Update on the Procurement for American Rescue Plan Act Redevelopment Funds Garden Box Kits
[Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: [Memorandum](#)

ADJOURNMENT

EXECUTIVE SESSION NOTICE

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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]
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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 #: 24-2870

Item #: A.

Approval of the August 12, 2024 Workforce, Education, and Equity Committee Meeting Minutes

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, AUGUST 12, 2024

24-0019

WORKFORCE EDUCATION & EQUITY COMMITTEE
CITY COUNCIL CHAMBER, CITY HALL/VIDEO CONFERENCE
COUNCILMEMBER CAROLYN KING ARNOLD, PRESIDING

PRESENT: [7] Arnold, Schultz (**9:12 a.m.), *Resendez, *Bazaldua (**9:06 a.m.),
Blackmon, Willis, Ridley

ABSENT: [0]

The meeting was called to order at 9:00 a.m. with a quorum of the committee present.

The meeting agenda, posted in accordance with Chapter 551, "OPEN MEETINGS," of the Texas Government Code, was presented.

After all business properly brought before the committee had been considered, the meeting adjourned at 10:58 a.m.

Chair

ATTEST:

City Secretary Staff

Date Approved

The agenda is attached to the minutes of this meeting as EXHIBIT A.

The actions taken on each matter considered by the committee are attached to the minutes of this meeting as EXHIBIT B.

The briefing materials for this meeting are filed with the City Secretary's Office as EXHIBIT C.

***Note: Members of the Committee participated in this meeting by video conference.**

**** Note: Indicates arrival time after meeting called to order/reconvened.**

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, AUGUST 12, 2024

EXHIBIT A

RECEIVED

2024 AUG-8 AH 11:21

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Puf,fc Notice

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Workforce, Education, and Equity Committee

August 12, 2024

9:00 AM

2023 CITY COUNCIL APPOINTMENTS

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Call to Order

MINUTES

- A. 24-2459 Approval of the June 10, 2024 Workforce, Education, and Equity Committee Meeting Minutes

Attachments: Minutes

BRIEFING ITEMS

- B. 24-2461 Update on the City's School Crossing Guard Program
[David Pughes, City Marshal, City Marshal's Office and Tameka Williams, Manager, City Marshal's Office]

Attachments: Presentation

- C. 24-2463 Update on Transportation & Public Works Department (TPW) Commercial Driver License (CDL) Program
[Ghassan Khankarli, Ph.D., P.E., Director, Department of Transportation & Public Works, Jacob McCarroll, Program Administrator, Department of Transportation & Public Works, and Don Spear, MBA, SHRM-SCP, Manager, Department of Transportation & Public Works]

Attachments: Presentation

BRIEFING MEMORANDUMS

- D. 24-2491 Workforce, Education and Equity Committee Proposed 2025 Legislative Priorities / Update
[Carrie Rogers, Director, Office of Governmental Affairs]

Attachments: Memorandum

- E. 24-2486 Upcoming Agenda Item from Office of Community Care for Housing Opportunities for Persons with AIDS (HOPWA) Program Second Renewal [Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: Memorandum

- F. 24-2487 Upcoming Agenda Item from Office of Community Care to Accept Additional Grant Funds from Texas Department of Criminal Justice (TDJC) for FY25 [Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: Memorandum

- G. 24-2488 Upcoming Agenda Item from Office of Procurement Services and Office of Community Care for the Purchase of Garden Box Kits [Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: Memorandum

- H. 24-2489 Upcoming Agenda Item from Office of Community Care for an Interlocal Agreement with Dallas County to Provide Housing Assistance for Persons with HIV/AIDS [Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: Memorandum

- I. 24-2490 Upcoming Agenda Item from Office of Community to Accept a Grant from Texas Department of State Health Services for the Texas Lactation Support After-Hours Hotline [Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Attachments: Memorandum

FORECAST

- J. 24-2464 Workforce, Education, and Equity Committee Forecast

Attachments: Forecast

ADJOURNMENT

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MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, AUGUST 12, 2024

EXHIBIT B

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

AUGUST 12, 2024

Item A: Approval of the June 10, 2024 Workforce, Education, and Equity Committee Meeting Minutes

Councilmember Willis moved to adopt the minutes as presented.

Motion seconded by Councilmember Ridley and unanimously adopted. (Bazaldua, Schultz absent when vote taken)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

AUGUST 12, 2024

BRIEFING ITEMS

Item B: Update on the City's School Crossing Guard Program

The following individuals briefed the committee on the item:

- David Pughes, City Marshal, City Marshal's Office;
- Tameka Williams, Manager, City Marshal's Office; and
- Donzell Gipson, Assistant City Manager, City Manager's Office

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

AUGUST 12, 2024

BRIEFING ITEMS

Item C: Update on Transportation & Public Works Department (TPW) Commercial Driver License (CDL) Program

The following individual briefed the committee on the item:

- Don Spear, MBA, SHRM-SCP, Manager, Department of Transportation & Public Works

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

AUGUST 12, 2024

BRIEFING MEMOS

- Item D: Workforce, Education and Equity Committee Proposed 2025 Legislative Priorities/Update
- Item E: Upcoming Agenda Item from Office of Community Care for Housing Opportunities for Persons with AIDS (HOPWA) Program Second Renewal
- Item F: Upcoming Agenda Item from Office of Community Care to Accept Additional Grant Funds from Texas Department of Criminal Justice (TDJC) for FY25
- Item G: Upcoming Agenda Item from Office of Procurement Services and Office of Community Care for the Purchase of Garden Box Kits
- Item H: Upcoming Agenda Item from Office of Community Care for an Interlocal Agreement with Dallas County to Provide Housing Assistance for Persons with HIV/AIDS
- Item I: Upcoming Agenda Item from Office of Community to Accept a Grant from Texas Department of State Health Services for the Texas Lactation Support After-Hours Hotline

The committee discussed the items.

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

AUGUST 12, 2024

FORECAST

Item J: Workforce, Education, and Equity Committee Forecast

The committee discussed the item.

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, AUGUST 12, 2024

EXHIBIT C



City of Dallas

Update on the City's School Crossing Guard Program

**Workforce, Education, and Equity
Committee**

August 12, 2024

David Pughes, City Marshal
Tameka Williams, Manager
City Marshal's Office
City of Dallas



- Prior to 2012 the Dallas Police Department operated and managed the school crossing guard program
- From 2012 to 2018 Dallas County Schools managed and operated the school crossing guard program
- In 2018 the City of Dallas took over the responsibility of providing school crossing guards





- Required by State Law

LOCAL GOVERNMENT CODE CHAPTER 343 MUNICIPAL PROVISION OF SCHOOL CROSSING GUARDS

- Municipalities with a population of more than 1.3 million
- The employment, training, equipping, and location of school crossing guards by a political subdivision is a governmental function



Current Contract



- June 28, 2023, Dallas City Council approved a new service contract for crossing guard services
- Awarded to All City Management Services Inc.
- Three-year term not to exceed \$23, 928, 072



All City Management Services



Current Contract



- All City Management Services
- Hires the crossing guards
- Trains the crossing guards
- Provides the necessary equipment
- Supervises and manages the crossing guards
- Addresses complaints received regarding crossing guards



ACMS

All City Management Services



School Crossing Guards



Provide crossing guard services for elementary schools within the city limits

- 8 Independent School Districts
- 9 Private schools
- 514 crossing guards
- 286 intersections



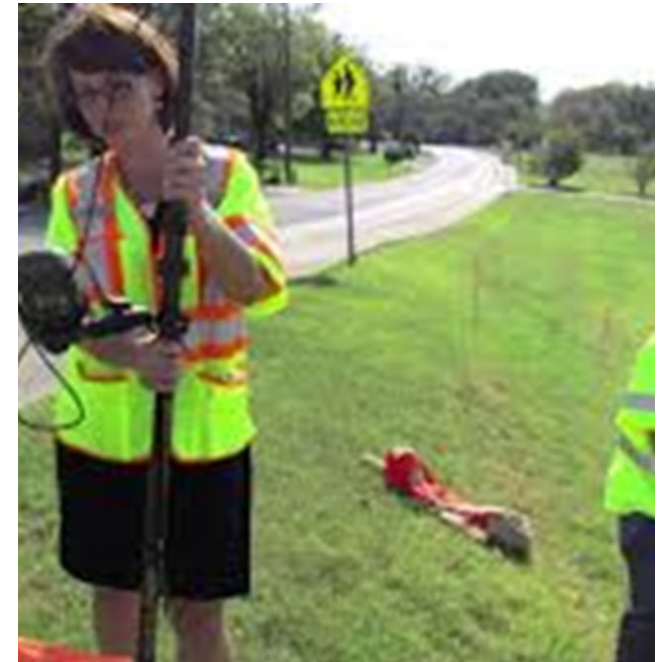
New Crossing Guard Requests



Requests for crossing guards come in from various sources including 311

The need for a crossing guard is determined by:

- 20 or more unsupervised elementary students crossing
- Students are crossing 4 or more lanes
- Transportation department conducts needs study



Crossing Guards



- There are currently 514 school crossing guards employed
- Rate of pay is \$17.85 per hour
- All crossing guards work a 2-hour shift in the morning and a 2-hour shift upon school release



Reimbursements



- Fines and fees collected to be used for crossing guard funding
- Parking violation: \$5.00
- Violation in school zone: \$25.00
- County registration fee: \$1.50
- Jury Duty Donation: \$6.00



Annual Cost and Reimbursements



- FY 2023-24 Forecast
Cost of crossing guard program: \$7,976,024.00

Revenue Category	Final Year 2023-2024
Child Safety - Vehicle Registrations	\$ 1,703,442.00
Child Safety - Court Costs	\$ 137,792.00
Jury Duty Donations	\$ 12,000.00
TRN - Parking Violation Fine	\$ 500,000.00
Total Revenue	\$ 2,353,234.00

- Forecast Balance: \$5,622,790.00





City of Dallas

Update on the City's School Crossing Guard Program

**Workforce, Education, and Equity
Committee**

August 12, 2024

David Pughes, City Marshal
Tameka Williams, Manager
City Marshal's Office
City of Dallas



City of Dallas

Transportation & Public Works Department (TPW) CDL Program

**Workforce, Education,
and Equity Committee
August 12, 2024**

Ghassan “Gus” Khankarli, Ph.D., P.E., Director
Jacob McCarroll, Program Administrator
Don Spear, MBA, SHRM-SCP, Manager
Department of Transportation & Public Works
City of Dallas

Presentation Overview



- Purpose
- Background/History
- TPW CDL Program
- By the Numbers
- Other Benefits
- Next Steps



Purpose



- This presentation is designed to provide the Workforce, Education, and Equity Committee with information about the TPW CDL Program and to address any questions the Committee may have.



Background/History



- The Federal Motor Carrier Safety Administration (FMCSA) set Entry-Level Driver Training (ELDT) regulations in 2022, requiring formal training for entry-level drivers.
 - This applies to those seeking to:
 - Obtain a Class A or Class B CDL for the first time;
 - Upgrade an existing Class B CDL to a Class A CDL; or
 - Obtain a school bus (S), passenger (P), or hazardous materials (H) endorsement for the first time.



Background/History



- Before ELDT, employees were on their own.
 - No formal training program was required.
 - Employees could practice on the equipment, if there was time.
 - Employees scheduled with DMV when they were ready to test.
 - Failed probation if CDL was not obtained within six months.



Background/History



- The Impact of ELDT Regulations
 - Options included (1) hiring only employees with a CDL, (2) hiring outside vendors, or (3) creating our own ELDT program
 - **Option one** would provide us with little to no opportunity to compete in the marketplace for drivers with CDL license
 - **Option two** provides significant logistical and funding challenges to address the shortage/turnover of drivers with a CDL license
 - **Option three** is what was chosen, and we have an outstanding support team in our Street Operations division that:
 - Researched the requirements
 - Completed the application process
 - Registered us as a private training provider for the City of Dallas





Service First:

- Delivering Responsive and Proactive service that meets the needs of Dallas residents
- Program built to ensure succession planning and continuity of operation



By the Numbers



Since its inception in October 2022:

- Cost per Student per class \$4500
- Total Enrollment 165 to date
- Total Graduates 125 to date
- Participating Departments
 - Aviation (AVI)
 - Dallas Water Utilities (DWU)
 - Equipment and Fleet Management (EFM)
 - Public Works (PBW) (Now Transportation & Public Works - TPW)
 - Park and Recreation (PKR)
 - Transportation (TRN) (Now Transportation & Public Works - TPW)

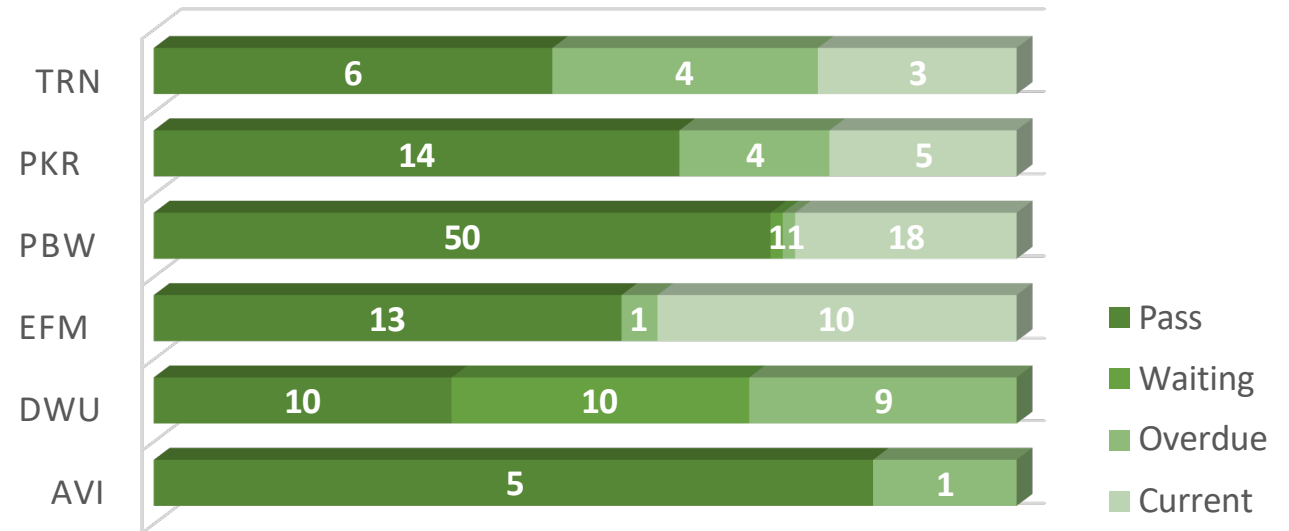


By the Numbers



• Enrollment by Department

- TRN 13
- PKR 23
- PBW 70
- EFM 24
- DWU 29
- AVI 6
- Total Enrollment 165



	AVI	DWU	EFM	PBW	PKR	TRN
■ Pass	5	10	13	50	14	6
■ Waiting		10		1		
■ Overdue	1	9	1	1	4	4
■ Current			10	18	5	3



By the Numbers



- Estimated Costs by Department

- TRN \$58,067
- PKR \$102,735
- PBW \$312,672
- EFM \$107,202
- DWU \$84,868
- AVI \$26,800

Note: TPW has not received reimbursements and considers the figures above as cost savings to the department.



Other Benefits



- Better Trained Employees
- Upskilling and retention
- Commitment to Safety
- Fewer vacancies in CDL Career Path
- Improved responsiveness



Next Steps



- Work with Risk Management to set the framework for potential collaboration with NCTCOG member organizations
- Complete the Third-Party Testing Provider Application to provide internal behind-the-wheel testing
- Smith System Driver Trainer on staff
- Look for opportunities to provide Remedial Training to employees that have accidents





Discussion





City of Dallas

Transportation & Public Works Department (TPW) CDL Program

**Workforce, Education,
and Equity Committee
August 12, 2024**

Ghassan “Gus” Khankarli, Ph.D., P.E., Director
Jacob McCarroll, Program Administrator
Don Spear, MBA, SHRM-SCP, Manager
Department of Transportation & Public Works
City of Dallas

Memorandum



CITY OF DALLAS

DATE July 1, 2024

TO Carrie Rogers, Director, Office of Government Affairs

SUBJECT **Workforce, Education and Equity Committee Proposed 2025 Legislative Priorities / Update**

As the City of Dallas continues preparation for the 89th Texas Legislature and 119th Congress, both set to convene in 2025, the Workforce, Education and Equity Committee worked with the Office of Government Affairs and stakeholders to develop the City's legislative programs for consideration.

The Workforce, Education and Equity Committee agenda included a discussion of state and federal legislative priorities on [December 11, 2023](#) and [June 10, 2024](#).

At the request of the Chair of the Ad Hoc Committee of Legislative Affairs, a memo dated December 20, 2023, was submitted on behalf of the Workforce, Education and Equity Committee to the Ad Hoc Committee on Legislative Affairs for consideration in the 2025 state and federal legislative programs.

Following are the items being advanced to the full City Council for consideration at a legislative briefing planned in the fall.

- Protect constitutional home-rule authority against attempts to reduce local control. **(Both)**
- Protect immunization requirements for vulnerable populations. **(State)**
- Protect and strengthen the Office of the Long-Term Care Ombudsman. **(State)**
- Protect the rights of all vulnerable communities, including LGBTQIA+ individuals, seniors, and refugees. **(Both)**
- Increase funding for the Department of Family and Adult Protective Services. **(Both)**
- Expand funding and eligibility for Supplemental Nutrition Assistance Program and Women, Infants and Children Program benefits. **(Both)**
- Support funding and resources for local government services for immigrants and humanitarian responses. **(Both)**
- Support legislation that expands resources for foster and post foster children. **(Both)**
- Support legislation to eliminate criminal history inquiries during hiring process. **(Both)**
- Support post incarceration programs and re-entry services. **(Both)**
- Support legislation that protects workplace safety ethics. **(Both)**
- Support legislation that promotes proper mental and physical healthcare for all. **(Both)**

- Support for Public School Funding to only support Public Schools (lobby with partnership thru school districts) **(State)**
- Support to specify that funds from the Texas Lottery be used for Public Schools (lobby with partnership thru school districts) **(State)**
- Support amendments to SB4 that increase funding options for local governments **(State)**
- Support for Higher Education and removal of Diversity, Equity, and Inclusion prohibitions **(State)**
- Support for Child Care access and funding **(Both)**
- Support for fight against Fentanyl and other addictive drugs **(Both)**
- Support for restrictions on evictions and other housing issues **(Both)**

In addition to the items above, we urge legislative efforts include maintaining existing funding streams at both the state and federal levels.

We know additional items may arise between now and the start of the next legislative session, and we understand City Councilmembers can bring forward items as desired through the Ad Hoc Committee on Legislative Affairs at any time.

Should you have any questions or comments regarding state or federal legislative priorities, please contact Carrie Rogers, Director of Government Affairs, at Carrie.Rogers@dallas.gov.

Sincerely,

Carolyn King Arnold
Chairwoman, Workforce, Education and Equity Committee
Council District 4

c:	Kimberly Bizzor Tolbert, City Manager (I)	Alina Ciocan, Assistant City Manager
	Mark Swann, City Auditor	Donzell Gipson, Assistant City Manager (I)
	Billierae Johnson, City Secretary	Robin Bentley, Assistant City Manager (I)
	Preston Robinson, Administrative Judge	Jack Ireland, Chief Financial Officer
	Dominique Artis, Chief of Public Safety (I)	Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
	Dev Rastogi, Assistant City Manager	Directors and Assistant Directors
	M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager	Office of Government Affairs

Memorandum



CITY OF DALLAS

DATE August 9, 2024

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

SUBJECT **Upcoming Agenda Item from Office of Community Care for Housing Opportunities for Persons with AIDS (HOPWA) Program Second Renewal**

On August 28, 2024, the following Office of Community Care item will be considered by City Council:

Item 24-2365: Authorize the last of two one-year renewal options to the contracts with Housing Opportunities for Persons with AIDS (HOPWA) Programs, with a term beginning on October 1, 2024 through September 30, 2025, with: (a) Health Services of North Texas, Inc. for Emergency/Tenant Based Rental Assistance in the amount of \$848,322.00; (b) Open Arms, Inc. d/b/a Bryan's House for Housing Placement and Other Support Services (childcare services) in the amount of \$106,820.00; (c) Legacy Counseling Center, Inc. for Facility Based Housing Services (Cottage) in the amount of \$240,429.00; (d) Legacy Counseling Center, Inc. for Master Leasing/ Emergency Voucher Services in the amount of \$677,169.00; (e) Legacy Counseling Center, Inc. for Housing Information Services in the amount of \$164,097.00 and (g) PWA Coalition of Dallas, Inc. d/b/a AIDS Services of Dallas (268632) for Emergency/Tenant Based Rental Assistance and Housing Placement and Other Support Services in an amount not to exceed \$215,691.00 & PWA Coalition of Dallas, Inc. d/b/a AIDS Services of Dallas for Facility Based Housing, Master Leasing, and Emergency Voucher Services in the amount of \$1,925,267.00.- Total not to exceed \$4,177,795.00 -Financing: U.S. Department of Housing and Urban Development Housing Opportunities for Persons with AIDS Grant Funds

SUMMARY

The U.S. Department of Housing and Urban Development ("HUD") provides grant funds through the Housing Opportunities for Persons with AIDS ("HOPWA") Program, to assist grantees in meeting the housing needs of low-income persons with HIV/AIDS and HIV-related illness and their families within the grantee's Eligible Metropolitan Statistical Area ("EMSA"). Grant funding under the HOPWA Program ("HOPWA Grant") is part of the City's HUD Consolidated Plan Budget. The Dallas EMSA includes seven counties: Collin, Dallas, Denton, Ellis, Hunt, Kaufman, and Rockwall Counties.

As the local grantee of HOPWA funds, the City of Dallas delivers a comprehensive set of housing support services to eligible residents through a combination of the Fresh Start Housing Program and its Community Centers, as well as through subrecipient agreements with nonprofit organizations selected through a competitive bidding process and an Interlocal Agreement with Dallas County Health & Human Services. Prior to FY2022-23, HOPWA subrecipient agreements were administered through the Office of

DATE August 9, 2024
SUBJECT Upcoming Office of Community Care Agenda Item - Housing Opportunities
for Persons with AIDS (HOPWA) Program Contract Renewals
PAGE 2 of 5

Homeless Solutions (“OHS”). Beginning with FY2022-23, HOPWA subrecipient agreements were transitioned to the Office of Community Care (“OCC”) in order to consolidate the HOPWA Program under one department.

This agenda item authorizes the second of two one-year renewal options funded under the FY 2024-25 HOPWA Grant. This renewal option includes a small increase in the amount of \$413,825.00 to enable the agencies to provide additional assistance under the HOPWA Program, consisting of: (1) Emergency/Tenant Based Rental Assistance; (2) Facility Based Housing, Master Leasing, and Emergency Vouchers; (3) Housing Placement and Other Support Services; (4) Housing Facilities Rehabilitation/Repair; and (5) Housing Information Services for persons living with HIV/AIDS (collectively, “Programs”). These Programs are funded under the HOPWA Grant from HUD.

BACKGROUND

In order to identify subrecipients, on March 3, 2022, the City’s Office of Procurement Services (“OPS”) issued a Request for Competitive Sealed Proposals (“RFCSP”) (#BRZ22-00018719) for OHS for HOPWA programs, providing assistance for low-income persons living with HIV/AIDS in the Dallas EMSA. The solicitation closed on April 8, 2022.

In response to the RFCSP, all proposers were recommended for award, but funding was not sufficient, in all cases, to cover the full amount requested by proposers.

On February 22, 2023, the City Council authorized one-year service contracts, with two one-year renewal options contingent on available funding, with a term beginning on October 1, 2022, with multiple providers and OCC took over administration of the FY2022-23 HOPWA contracts once they were executed.

Due to a substantial increase in the national HOPWA Grant appropriation, the City’s HOPWA Grant increased by over \$1 million, which provided additional capacity to fund renewal contracts at levels not available under the initial award. The renewal option includes an increase in the amount of \$413,825.00 to enable the agencies to provide additional assistance under the HOPWA Program as shown below.

Funding increases were applied across all projects to cover increased costs of doing business, including staff salary and benefits, occupancy, utilities, insurance, maintenance, and other costs. Emergency/Tenant Based Rental Assistance, Housing Placement, and Master Leasing activities –are receiving funding increases to sustain housing rent subsidies in the face of higher market rental rates and higher utility assistance needed by eligible residents. For these projects, the funding increases will help expand the number of residents served (within current staffing capacities). Other projects, like Facility Based Housing, are physically not able to expand their number of housing units or persons served, but they have experienced increased operating costs and are therefore also receiving increased funds in the renewal.

DATE August 9, 2024

SUBJECT Upcoming Office of Community Care Agenda Item - Housing Opportunities for Persons with AIDS (HOPWA) Program Contract Renewals

PAGE 3 of 5

Provider	Program	Initial Award FY2022-23	FY 2023 Funding Increase	Renewal Award FY2023-24
HSNT	Emergency/Tenant Based Rental Assistance	\$620,731.00	\$77,591.00	\$698,322.00
ASD	Emergency Assistance & Housing Placement	\$173,299.00	\$42,392.00	\$215,691.00
Legacy	Facility-Based Housing	\$224,700.00	\$15,729.00	\$240,429.00
Legacy	Master Leasing & Emergency Vouchers	\$604,550.00	\$72,619.00	\$677,169.00
ASD	Facility-Based Housing, Master Leasing & Emergency Vouchers	\$1,730,190.00	\$195,077.00	\$1,925,267.00
Open Arms	Supportive Services (Child Care)	\$100,000.00	\$6,820.00	\$106,820.00
Legacy	Housing Information Services	\$160,500.00	\$3,597.00	\$164,097.00
Total		\$3,613,970.00	\$413,825.00	\$4,027,795.00

On February 5, 2024, HSNT notified our office that: (1) the agency's Tenant Based Rental Assistance (TBRA) project is projected to be overbudget by \$150,000 by the end of the contract term, and (2) the agency's Short-Term Rent, Mortgage, and Utility (STRMU) Assistance project is currently out of funds and unable to assist new clients. For FY2023-24 due to substantial need, the City's HOPWA Grant for Health Services of North Texas increased by \$150,000.00 which provided additional capacity to fund contract at levels not available under the initial award. The renewal option includes an increase in the amount of \$150,000.00 to enable the agencies to provide additional assistance under the HOPWA Program as shown below.

Provider	Program	FY 2023 Totals	FY 2023 Funding Increase	Renewal Award FY2023-24
HSNT	Emergency/Tenant Based Rental Assistance	\$698,322.00	\$150,000.00	\$848,322.00
ASD	Emergency Assistance & Housing Placement	\$215,691.00	\$0.000.00	\$215,691.00
Legacy	Facility-Based Housing	\$240,429.00	\$0,000.00	\$240,429.00
Legacy	Master Leasing & Emergency Vouchers	\$677,169.00	\$0,000.00	\$677,169.00
ASD	Facility-Based Housing, Master Leasing & Emergency Vouchers	\$1,925,267.00	\$0,000.00	\$1,925,267.00
Open Arms	Supportive Services (Child Care)	\$106,820.00	\$0,000.00	\$106,820.00
Legacy	Housing Information Services	\$164,097.00	\$0,000.00	\$164,097.00

	Total	\$4,177,795.00	\$150,000.00	\$4,177,795.00
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Under the HOPWA grant, the key performance indicator is based on households served, although all projects also report on housing stability and access to care outcomes. Performance year-to date for the FY2023-24 HOPWA contract is shown below.

Provider	Program	Activity	Households Served		Progress %	Target %
			23-24 Goal	23-24 Actual		
HSNT	Emergency/Tenant Based Rental Assistance	STRMU	20	14	75%	70%
		TBRA	45	41	75%	91%
ASD	Emergency Assistance & Housing Placement	STRMU	11	15	60%	127%
		Placement	28	14	60%	54%
Legacy	Facility-Based Housing	Facility	26	14	75%	54%
Legacy	Master Leasing & Emergency Vouchers	Master Lsg	50	30	75%	60%
		EV	10	2	75%	20%
ASD	Facility-Based Housing, Master Leasing & Emergency Vouchers	Facility	142	142	60%	100%
		Master Lsg	18	18	60%	100%
		EV	9	7	60%	78%
Open Arms	Supportive Services	Child Care	8	4	50%	50%
Legacy	Housing Information Svcs	Hsg Info	175	122	75%	70%

The FY 24-25 Budget and Households to be Served are listed below. Goals were contingent upon the increase of rental rate cost.

Provider	Program	Activity	Households Served	
			24-25 Goal	FY24-25 Funds
HSNT	Emergency/Tenant Based Rental Assistance	STRMU	16	\$848,322.00
		TBRA	42	
ASD	Emergency Assistance & Housing Placement	STRMU	20	\$215,691.00
		Placement	10	
Legacy	Facility-Based Housing	Facility	20	\$240,429.00
Legacy	Master Leasing & Emergency Vouchers	Master Lsg	40	\$677,169.00
		EV	5	
ASD	Facility-Based Housing, Master Leasing & Emergency Vouchers	Facility	158	\$1,925,267.00
		Master Lsg	18	
		EV	9	
Open Arms	Supportive Services	Child Care	8	\$106,820.00

DATE August 9, 2024
 SUBJECT Upcoming Office of Community Care Agenda Item - Housing Opportunities
 for Persons with AIDS (HOPWA) Program Contract Renewals
 PAGE 5 of 5

Legacy	Housing Information Svcs	Hsg Info	170	\$164,097.00
Total				\$4,177,795.00

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@dallas.gov.



M. Elizabeth (Liz) Cedillo-Pereira
 Assistant City Manager

- c:
- Kimberly Bizer Tolbert, City Manager (I)
 - Tammy Palomino, City Attorney
 - Mark Swann, City Auditor
 - Biliera Johnson, City Secretary
 - Preston Robinson, Administrative Judge
 - Dominique Artis, Chief of Public Safety (I)
 - Dev Rastogi, Assistant City Manager
 - Alina Ciocan, Assistant City Manager
 - Donzell Gipson, Assistant City Manager (I)
 - Robin Bentley, Assistant City Manager (I)
 - Jack Ireland, Chief Financial Officer
 - Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
 - Directors and Assistant Directors

Memorandum



CITY OF DALLAS

DATE August 9, 2024

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

SUBJECT **Upcoming Agenda Item from Office of Community Care to Accept Additional Grant Funds from Texas Department of Criminal Justice (TDCJ) for FY25**

On August 14, 2024, the following Office of Community Care agenda item will be considered by City Council:

File ID: 24-2300: Authorize the **(1)** acceptance of additional grant funds from the Texas Department of Criminal Justice (TDCJ) (Contract No. 696-TC-24-24-L046, Modification No. M-003) in the amount of \$250,000.00 for re-entry services to individuals being released from TDCJ who are returning to the City of Dallas to be provided from September 1, 2024 through August 31, 2025; **(2)** the receipt and deposit of grant funds from TDCJ for the FY 2024-2025 program allocation in an amount not to exceed \$250,000.00 in the TDCJ Re-Entry Services Program Fund; **(3)** increase in appropriations in an amount not to exceed \$250,000.00 in the TDCJ Re-Entry Services Program Fund; **(4)** the creation of a compliance position to complete required grant activities; and **(5)** the execution the agreement and all terms, conditions and documents required by the contract - Not to exceed \$250,000.00 from \$500,000.00 to \$750,000.00 - Financing: TDCJ Re-Entry Services Program Fund

Background

This item represents the acceptance of \$250,000.00 in additional funding for the Texas Department of Criminal Justice contract to support re-entry services for the period of September 1, 2024, through August 31, 2025. On June 26, 2024, Council authorized the extension of the Interlocal Agreement and acceptance of funding for FY25 and additional funding. This item represents additional added funding for FY25 programming.

The Reentry Services Program was established by the Texas State Legislature to support projects in Dallas and Houston that strive to support individuals being release from TDCJ facilities and returning to the Dallas or Houston area. This project has been supported through appropriations in the 84th, 86th, 87th, and now the 88th Texas State Legislative Session in 2023. Funding was once again appropriated within the budget for the Texas Department of Criminal Justice (TDCJ) to enter into an agreement with the City of Dallas to establish and operate a program for reentry services to individuals released from TDCJ facilities who are returning to the Dallas area. The City of Dallas may enter into agreements with non-profit entities, faith-based organizations, community groups and the private sector for the provision of services.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

DATE August 9, 2024

SUBJECT **Upcoming Agenda Item from Office of Community Care to Accept Additional Grant Funds from Texas Department of Criminal Justice (TDJC) for FY25**

On April 27, 2016, the City Council authorized the acceptance of a grant from the Texas Department of Criminal Justice (Contract No. 696-TC-16-17-L063), to develop and operate a pilot program for re-entry services for the period September 1, 2015, through August 31, 2017; and execution of the grant agreement by Resolution No. 16-0635.

On January 22, 2020, the City Council authorized the acceptance of a grant from the Texas Department of Criminal Justice (Contract No. 696-TC-20-21-L098, to develop and operate a pilot program for reentry services for the period September 1, 2019, through August 31, 2021; and execution of the grant agreement by Resolution No. 20-0207.

On November 8, 2023, the City Council authorized the acceptance of a grant from the Texas Department of Criminal Justice (TDCJ) (Contract No. 696-TC-24-24-L046) in the amount of \$500,000.00 for re-entry services to individuals being released from TDCJ who are returning to the City of Dallas area for the period September 1, 2023, through August 31, 2024 by Resolution No. 23-1569

On June 26, 2024, the City Council authorized an extension of the interlocal agreement Texas Department of Criminal Justice (TDCJ) through August 1, 2025, and the acceptance and the acceptance of an additional \$750,000.00 by Resolution 21-0978.

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@dallas.gov



M. Elizabeth (Liz) Cedillo-Pereira
Assistant City Manager

- c:
- | | |
|---|--|
| Kimberly Bizer Tolbert, City Manager (I) | Alina Ciocan, Assistant City Manager |
| Tammy Palomino, City Attorney | Donzell Gipson, Assistant City Manager (I) |
| Mark Swann, City Auditor | Robin Bentley, Assistant City Manager (I) |
| Biliera Johnson, City Secretary | Jack Ireland, Chief Financial Officer |
| Preston Robinson, Administrative Judge | Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I) |
| Dominique Artis, Chief of Public Safety (I) | Directors and Assistant Directors |
| Dev Rastogi, Assistant City Manager | |

Memorandum



CITY OF DALLAS

DATE August 9, 2024

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

SUBJECT **Upcoming Agenda Item from Office of Procurement Services and Office of Community Care for the Purchase of Garden Box Kits**

On August 14, 2024, the following Office of Community Care agenda item will be considered by City Council:

File ID: 24-2204: Authorize an eighteen-month service contract for the distribution of in-home garden kits to provide residents with a recurring supply of fresh grown produce for the Office of Community Care - Bellcam Group, most advantageous proposer of four - Not to exceed \$200,000.00 - Financing: ARPA Redevelopment Fund (subject to annual appropriations)

Background

This item authorizes a contract for the purchase of garden box kits for distribution to residents in targeted communities. Residents will be able to submit an application to receive a garden box kit delivered to their home with sufficient materials to grow produce for 6 months. This project is supported by ARPA Redevelopment Fund, previously Coronavirus State and Federal Fiscal Recovery Funds. The Garden Box Kit project aims to impact food insecurity and promote healthy food consumption by creating a consistent source of supplemental produce in the home.

The Garden Box Kit project was piloted in 2021 as a part of the City's initial pandemic response programs. The project was well-received and distributed garden box kits to more than 200 households in communities determined at highest risk, including those with higher caseloads, with higher concentrations of older adults and zip codes identified by reviewing the Community Health Needs Assessment. The cost per Garden Box Kit, ranges between \$106 and \$181 depending on size, includes all fees, with the vendor responsible for direct mailing or delivery to the client. The program distributed in-home garden kits to provide residents with a recurring supply of fresh grown produce, shipped via contactless delivery. Our goal is to serve approximately 250 to 500 residents over 2 to 3 phases, depending on demand and the number of applications received, ultimately reaching between 500 and 1,000 residents. According to the program evaluation, more than 90% of recipients said the garden kit was easy or very easy to set up and more than half stated having no experience with gardening. The top benefits of the program, according to respondents, were direct food access (88%), nutritious meals (77%), ongoing supply of produce (74%), learning a new skill (71%), helping with mental wellness (63%), and spending less on expensive grocery items like produce (62%).

DATE August 9, 2024

SUBJECT **Upcoming Agenda Item from Office of Procurement Services and Office of Community Care for the Purchase of Garden Box Kits**

For this project, we sought garden box kits that are easy to set up and require minimal space so that individuals with little to know gardening experience would be able to participate. The vendor was identified via a formal procurement process managed by the Office of Procurement Services using a Request for Bids model. A total of 4 responses were received and the contract is being awarded to the lowest bidder.

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@dallas.gov.



M. Elizabeth (Liz) Cedillo-Pereira
Assistant City Manager

c:

Kimberly Bizer Tolbert, City Manager (I)	Alina Ciocan, Assistant City Manager
Tammy Palomino, City Attorney	Donzell Gipson, Assistant City Manager (I)
Mark Swann, City Auditor	Robin Bentley, Assistant City Manager (I)
Biliera Johnson, City Secretary	Jack Ireland, Chief Financial Officer
Preston Robinson, Administrative Judge	Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Dominique Artis, Chief of Public Safety (I)	Directors and Assistant Directors
Dev Rastogi, Assistant City Manager	

Memorandum



CITY OF DALLAS

DATE August 9, 2024

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

SUBJECT **Upcoming Agenda Item from Office of Community Care for an Interlocal Agreement with Dallas County to Provide Housing Assistance for Persons with HIV/AIDS**

On August 28, 2024, the following Office of Community Care item will be considered by City Council:

Item 24-2170: Authorize an Interlocal Agreement in the amount of \$2,824,600.00 with Dallas County on behalf of Dallas County Health and Human Services to provide scattered site housing assistance for persons with HIV/AIDS for the period October 1, 2024 through September 30, 2025 - Not to exceed \$2,824,600.00 - Financing: U.S. Department of Housing and Urban Development Housing Opportunities for Persons with AIDS Grant Funds

Background

This agenda item authorizes an ILA with Dallas County Health and Human Services to continue providing a HOPWA short-term rent, mortgage, and utility program and long-term tenant based rental assistance program, including associated administrative costs. Because HOPWA Grant Funds may be expended for eligible purposes within three years of HUD's award, remaining FY 2022-23 funds are included in this year's Interlocal Agreement ("ILA") with Dallas County Health and Human Services.

This ILA was funded by FY 2023-24 HOPWA Grant Funds which was available beginning October 1, 2023 and was contingent upon HU D's approval of the City's FY 2023-24 Action Plan, and execution of grant agreements with HUD, and unspent FY 2022-23 HOPWA Grant Funds.

Dallas County Health and Human Services has a long-established history of administering HOPWA program funds, with the organizational capacity to continue providing scattered site housing assistance to eligible persons without disruption, including a full-time HOPWA manager, three full-time HOPWA caseworkers, and a full-time HOPWA clerk, all provided through HOPWA funding. In addition, the County is the administrative agency for other local area organizations eligible for HIV/AIDS grant funding and, as such, has collaborative relationships with HIV/AIDS service providers across the Dallas Eligible Metropolitan Statistical Area. For these reasons, Dallas County Health and Human Services is recommended for funding to continue providing scattered site housing assistance services to eligible persons residing primarily in Dallas County. To ensure eligible persons across the Dallas Eligible Metropolitan Statistical Area have

DATE August 9, 2024
SUBJECT **Upcoming Office of Community Care Agenda Item – Dallas County
Emergency/Tenant-Based Rental Assistance**
PAGE **2 of 2**

access to the full continuum of HOPWA eligible activities, the City intends to enter into additional project sponsor agreements with entities that provide additional eligible activities (e.g., facility-based housing, housing information services, housing placement, and support services) or that provide scattered site housing assistance to eligible individuals outside of Dallas County. Dallas County Health and Human Services expects to serve 310 households annually through this agreement.

Since approximately 1993, through ILAs with the City of Dallas, Dallas County Health and Human Services has provided HOPWA scattered site housing assistance, comprised of Tenant-Based Rental Assistance (“TBRA”), Short-Term Rent/Mortgage/Utility (“STRMU”) Emergency Assistance, supportive services, and administrative costs, to eligible persons primarily residing in Dallas County.

The TBRA Program includes long-term rental assistance (with a utility allowance) that an eligible person may use at a housing unit of his or her choice. This assistance is portable, and moves with the client, similar to the Housing Choice Voucher program, within the Dallas Eligible Metropolitan Statistical Area. STRMU Emergency Assistance is designed to prevent homelessness, and includes short-term rent, mortgage, and utility payments for up to 21 weeks in any 52-week period. HOPWA clients receiving scattered site housing assistance also receive housing support services through case managers, who ensure that clients have access to other services, such as medical care, transportation, legal services, and food pantry.

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@dallas.gov.



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Assistant City Manager

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Memorandum



CITY OF DALLAS

DATE August 9, 2024

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

SUBJECT **Upcoming Agenda Item from Office of Community to Accept a Grant from Texas Department of State Health Services for the Texas Lactation Support After-Hours Hotline**

On August 14, 2024, the following Office of Community Care agenda item will be considered by City Council:

File ID: 24-2301: Authorize the **(1)** acceptance of a grant from Texas Department of State Health Services for the Texas Lactation Support After-Hours Hotline Grant (Contract No. HHS001465500001) in the amount of \$400,000.00 to fund after-hours lactation support services for the Women, Infants, and Children Program for the period September 1, 2024 to August 31, 2025; **(2)** receipt and deposit of grant funds in the Texas Lactation Support After-Hours Hotline Fund; **(3)** establishment of appropriations in an amount not to exceed \$400,000.00 for Texas Lactation Support After-Hours Hotline Fund; and **(4)** execution of the grant agreement with Texas Department of State Health Services and all terms, conditions, and documents required by the agreement, approved as to form by the City Attorney – Not to exceed \$400,000.00 – Financing FY25 Texas Lactation Support After-Hours Hotline Fund

Background

This item authorizes the acceptance of \$400,000.00 to manage and support the Texas Lactation Support After-Hours Hotline (TSLAH). The TSLAH is a no-fee assistance service for lactating mothers to receive assistance and support. TSLAH services include after-hours lactation support, triage, referral, resource sharing and the provision of general and clinical breastfeeding information through telephone counseling provided by International Board-Certified Lactation Consultants (IBCLCs). Services can be offered in multiple languages.

This type of lactation support is widely accepted as an effective strategy to promote positive health outcomes for both mothers and their babies. The purpose of this partnership is to provide high-quality access to after- hour support services in order to address common barriers to breastfeeding and to promote higher breastfeeding rates and exclusivity, over longer periods of time. According to the Centers for Disease Control and Prevention’s most recent Breastfeeding Report Card, 85.9% of Texas babies born in 2017 were ever breastfed. However, that rate significantly declines to 55.1% at 6 months and 31.3% at 12 months. Additionally, the number of Breastfed infants receiving formula before 2 days of age is 22.5%, almost a quarter of the population (CDC 2020). Data from

DATE August 9, 2024

SUBJECT **Upcoming Agenda Item from Office of Community to Accept a Grant from Texas Department of State Health Services for the Texas Lactation Support After-Hours Hotline**

Pacify, an established provider of these services, shows that this type of support contributes to a 13% increase in prenatal visits and a 23% increase in postpartum care.

The funding awarded will enable the Dallas WIC program to enter an agreement with a vendor to provide these services, which serve as a compliment to lactation and breastfeeding support services that are provided in WIC clinics, thus making this important support available and accessible 24-hours per day, 7 days per week.

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.



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Directors and Assistant Directors

WORKFORCE, EDUCATION, & EQUITY COMMITTEE FORECAST

TITLE		DEPARTMENT	
		Internal	External
MONDAY, SEPTEMBER 9, 2024, 9:00 A.M.			
BRIEFING ITEMS	Talent Acquisition Center	Human Resources/Civil Service	
	Utilities and Efforts on MWBE Opportunities (Oncor, TXU, Atmos, Spectrum)	Budget and Management Services	
	Youth Outreach Unit	Dallas Police Department	
BRIEFINGS BY MEMORANDUM	WEE Two-Month Forecast	City Manager's Office	
TUESDAY, OCTOBER 15, 2024, 9:00 A.M.			
BRIEFING ITEMS	Career Series Update	Human Resources	
	Dallas County MWBE Opportunities		Dallas County
	Library Education Options (Partners)	Library's	
	Equity Performance Measures Overview - FY24-25	Office of Equity and Inclusion	
BRIEFINGS BY MEMORANDUM	WEE Two-Month Forecast	City Manager's Office	



City of Dallas

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

Agenda Information Sheet

File #: 24-2862

Item #: B.

Reintroduction of the Workforce, Education, and Equity Committee Goals, Scope, and Action Plans and Next Steps

[Dr. Lindsey Wilson, Director, Office of Equity and Inclusion; Jessica Galleshaw, Director, Office of Community Care; Nina Arias, Director, Department of Human Resources]



City of Dallas

**Review of the Workforce,
Education, and Equity
Committee Scope and
Action Steps**

**Workforce, Education and
Equity Committee
September 9, 2024**

Dr. Lindsey Wilson, Director
Jessica Galleshaw, Director
Nina Arias, Director
Danielle Thompson, Director



*Building a **safe**, **vibrant**, and **growing** Dallas by transforming our foundational structure to become a more **livable**, **sustainable**, and **fiscally sound** city with **strong aligned systems** at its **core**.*

REQUIRES EQUITY!



WEE Committee Focus Areas



Workforce:

- Assess and fill in gaps to ensure middle-skilled jobs in Dallas are filled to create a future-proof workforce
- Make the City of Dallas the premiere public service employer

Education:

- Work in partnership with educational institutions to prepare a diverse workforce

Equity:

- Integrate equity into the city's policies, programs and initiatives through the Racial Equity Plan
- Collaborate with anchor institutions/partners to close disparities in equity and inclusion



*Focus of Workforce, Education and Equity
in the upcoming year:*

Why, Who, What, When, Where & How?

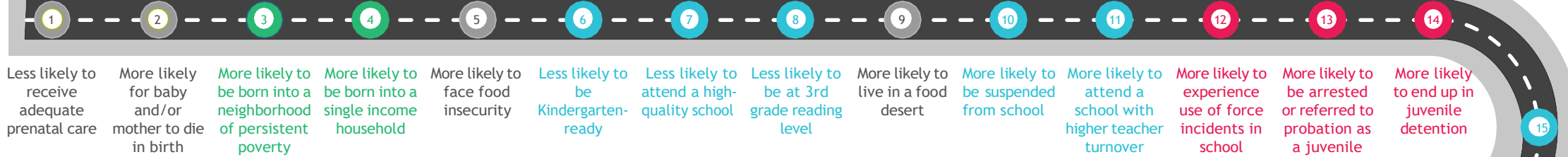


The Why... Closing Disparities



Birth

Adolescence

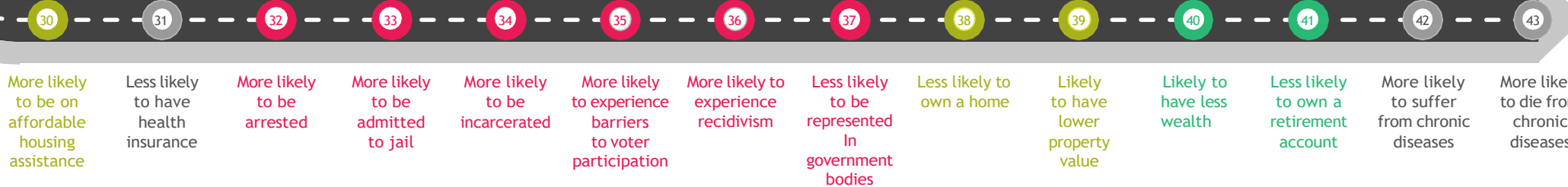


Early Adulthood

Becoming an Adult



Adulthood



- Economic
- Education
- Housing
- Criminal justice/gov.
- Health



The How...



FOUNDATION: REP	PLANS & POLICIES	CITYWIDE APPROACH
Big Audacious Goals	Racial Equity Plan (REP)	Economic Case for Equity in Dallas
Department Progress Measures	Dallas Housing Policy 2033 (DHP33)	Operationalization of Equity Tools
	Economic Development Policy (EDP)	Strategic Resource Allocation
	Bond Program	Accountability Structures
	Language Inclusive	





Operationalizing Equity



Empathy



Ethics



Equity



Engagement



Excellence

Across All City of Dallas
Departments



OEI Technical Assistance and Support

Tools and Resources

Equity Atlas, Equity Indicators Report,
Equity Impact Assessment

Processes Procedures and Outcomes

Racial Equity Plan, Budgeting for Equity,
Equity Symposium

Grants and National Partnerships

Government Alliance on Racial Equity,
National League of Cities, Public
Finance Initiative



Office of Equity and Inclusion and WEE



OEI's mission is to advance equity, inclusion, and social justice so all Dallasites can thrive.

REVISIT GOALS TO ALIGN WITH BIG AUDACIOUS GOALS IN THE REP

- **Partnerships:** Over a dozen philanthropic and education leaders gathered to drive towards actionable solutions and key initiatives
- **Economic Growth:** Business Case for Equity in Dallas Report
- Secured a grant and technical support to address inequities in fines and fees, partnering with OCC and DAS
- **Integration of Environmental Justice:** Incorporated into the Equity Indicators report and focus area for the Symposium

INCREASE PROGRAM ACCESS AND ADDRESS DISPARITIES IN EQUITY PRIORITY AREAS

- **Informed Citywide Policy and Plans:** ie. Housing and Neighborhood Revitalization's Equity Strategy Target Areas
- **2024 BOND Grant:** Awarded a grant and used Equity-Driven Data (EIA) to encourage a process that would support communities with the greatest need
- Identified and address disparities through strategic civic engagement
- **Realigned the Budgeting for Equity Process** to focus on equity priority areas

Progress towards WEE Goals & Impact



Equitable Service Delivery:



Inclusive Services for Dallas Residents

Fair Housing

Educate the community on fair housing practices

Investigate Fair Housing discrimination complaints

Enforce federal laws to ensure equal access

Human Rights

Ensure equal access to city services for residents with disabilities

Enforce anti-human trafficking

Support Commission on disabilities

Welcoming Communities and Immigrant Affairs

Advance Language Access and Dallas Welcoming Strategic Plan

Provide citizenship legal services and resources

Elevate Veterans Affairs Commission



Office of Community Care



Updated Mission: To serve as the City's social and human services hub for all Dallas residents, in all stages of life, with engagement, empowerment and care, through the delivery of impactful services.



WIC

Nutrition counseling, breastfeeding support, food benefits, grant compliance

Community Care Social Services + Children and Youth

Info and referral, client assistance, contract oversight, ECOST, HOPWA, administration of services + Children and Youth

Community Centers

MLK & WDMC, nonprofit partners, events, MLK Board + Food Equity

Financial Empowerment

Financial Empowerment Centers, VITA, Re-Entry, Drivers of Poverty + Day Labor and Re-Entry Expansion

Age Friendly

Senior Help Line, Age Friendly, Senior Affairs Commission, senior services

Vital Statistics

Records retention, records issuance, State Liaison, funeral home relations

ARPA Programs

Contract management, compliance, service delivery

Administration / Budget and Finance

Grants and financial management, fiscal compliance, purchasing – operational support budgeted in service units



Office of Community Care



The Office of Community Care provides services to Dallas residents in all stages of their lives.

Older Adults

Age-Friendly Dallas is a community that is accessible to residents of all ages. It is designed to support the needs of older adults.

Families

To help support youth, families can access support through various services and programs, like mental health services, financial empowerment centers, food security, and reentry services.

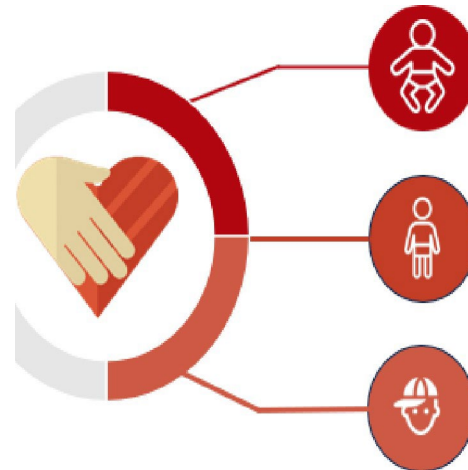


Infants & young children

Infants and young children up to age 3 can receive various critical services that support early development such as the WIC program.

Children & youth

Children and teens have access to educational and wellness services, talent development programs or higher education and specialized programs like Arts Centers.



Early childhood: The City of Dallas, through our youngest residents through our WIC program, childcare subsidies, early literacy and math, and partners with the State to provide our community centers and other community sites.

Tool-aged child and youth care: Programs citywide, like the Dallas Children's Center, are hosted by Office of Arts and Culture and Park and Recreation youth sports leagues, youth programming at all various sites and subsidies for after-school programming and other services.

Youth with a promise: Numerous programs are available to reach underserved adults at various community sites. The City strategically engages youth through the Youth Commission and Calle, the Advisory Council, and offers enrollment in the workforce through various population, including our young, diverse youth.



Progress towards WEE Goals:

- **Grants** – Received Community Innovation and Outreach grant for WIC, seeking Round 2 CIAO grant, seeking Digital Equity Act funding, seeking Bureau of Justice Assistance funding
- **Youth** – Realignment of department organizational model and to create a Youth and Children Focus, transition of Youth Commission and College Advisory Council, aims to launch collaborative youth programming and partnerships
- **Digital Divide** – continued implementation of Digital Navigators programming, opportunities to target key populations
- **Public Safety Alignment** – realignment of social services for safety, NLC and Lone Star Justice Alliance partnerships for Youth Safety
- **Evictions** – Continued administration of available rental assistance funding, referral partnerships with OEI Eviction Assistance Initiative and legal aid organizations, affordable housing referrals
- **Food Equity** - Using Community Innovation and Outreach (CIAO) grant funds from Food Research and Action Center, WIC conducted strategic engagement and outreach in identified communities with lower participation rates relative to estimated WIC-eligible population.
- **Re-entry and Empowerment** - Using feedback from community-based providers of re-entry services, OCC identified an opportunity to strengthen alignment between our Financial Empowerment Centers and re-entry partners. OCC received additional \$500k from TDCJ for re-entry during 2023-2025 biennium, alignment of all services focused on re-entry and justice-impacted residents.



Human Resources



Internal workforce opportunities for City employees

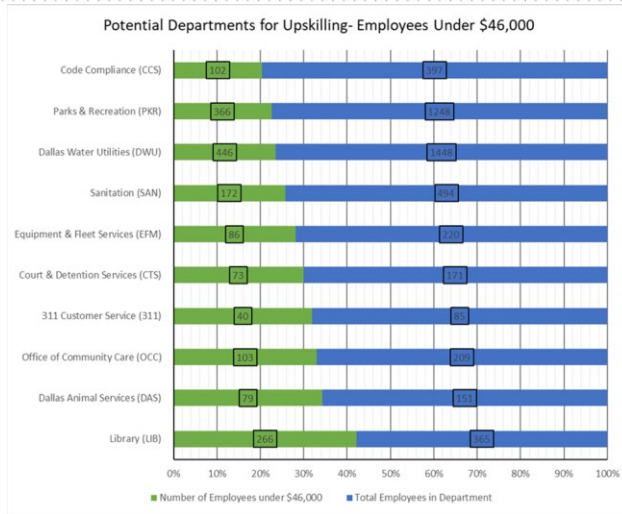
- Partnered with Information & Technology Services to deliver bi-weekly, hands-on training for the Upskilling Pilot Program in the Transportation department.
- Worked with Dallas Public Library on leadership training, launching an Emerging Leaders & Mentor Program and three career series initiatives.
- Collaborated with the Office of Community Care and WIC to establish a Mentorship and Leadership Academy.
- Teamed up with educational partners on the "Workforce Wednesday" monthly webinar, engaging 1,973 employees across 37 departments in FY24 (average of 164 attendees per session).
- Initiated a Department of Labor Apprenticeship for Heavy Equipment Mechanics with the Sanitation department.
- Launched a CDL-A talent pipeline in collaboration with South Dallas Driving Academy and Dallas Water Utilities/Stormwater.
- Created a Workforce Development & Upskilling Pilot Program SharePoint site, with 318 views since its June launch.
- Fostered cross-department mentorship opportunities with Dallas Water Utilities, Office of Community Care, Human Resources, and the City Attorney's Office.

External Partnerships

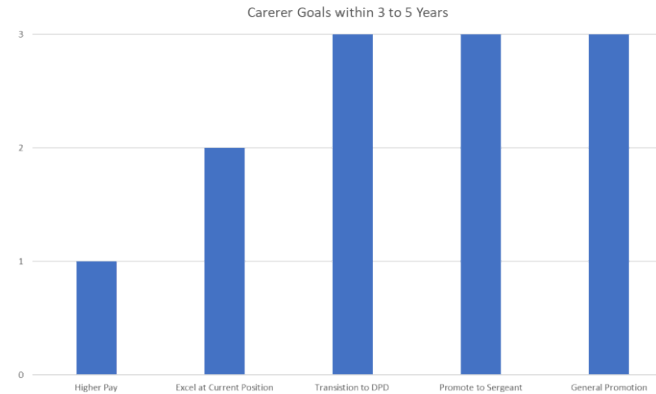
- Workforce Dallas and the City of Dallas teamed up with the common goal to upskill low-wage workers for higher-paying jobs. This work aims to meet immediate employment needs while fostering long-term career growth, reducing poverty, and improving quality of life in Dallas.
- Partnerships with local and national educational institutions to provide the city's employees with opportunities to further their education by earning a GED, certification, or associate's, bachelor's or master's degree in-class or on-line where available - <https://dallascityhall.com/departments/humanresources/Pages/Educational-Partners.aspx>



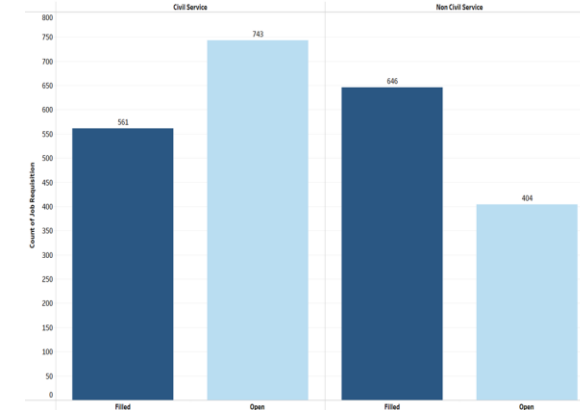
Human Resources – Workforce Data



Security Officers took an in-person survey on July 24, 2024, to discuss career goals, growth, and upskilling opportunities.



Filled and open requisitions in Civil Service versus Non-Civil Service from February 15 to May 31, 2024.



We leverage various data types to address workforce needs and inform decision-making:

- Demographic Data: Age, gender, ethnicity, and tenure.
- Performance and Engagement Data: Performance reviews, engagement surveys, absenteeism, and turnover rates.
- Economic and Industry Data: Labor market trends, industry trends, and economic indicators.
- Technological Data: Insights on automation, AI, and digital transformation.

Targeted Data: Specific to departments or roles, addressing skill gaps or diversity initiatives.

Survey Data: Collected via questionnaires, offering insights into employee needs and areas for improvement.

Organizational Data: Internal records (HR, performance, payroll) used to analyze trends and support data-driven decisions.





Strengthening Our Partnership: Addressing Workforce Gaps

- **Building on Success:** Leveraging our existing partnership with the Workforce Czar to address critical workforce gaps in Dallas.
- **Collaborative Approach:** Develop a joint comprehensive plan that meets the needs of our city and its residents with a focus on filling City vacancies.
- **Shared Goals:** Aligning our efforts to create a more robust, inclusive, and competitive workforce.



Office of Procurement Services (OPS)



The Office of Procurement Services (OPS), responsible for purchasing the City's purchasing of all goods and services. OPS is also composed of the Business Enterprise Hub, Contract Compliance, the Express Business Center, and City Store.

The 2019 Dallas Equity Indicators provided data showing White residents had the greatest rate of business ownership of all racial/ethnic groups in the baseline year (12.06%), followed closely by residents of other races/ethnicities (10.07%). Asian (8.90%) and Hispanic residents (8.03%) had similar business ownership rates. Black residents had the lowest business ownership rate (3.79%). This data, in addition to the Availability and Disparity Study provided the foundational statistics and research to develop the Office of Procurement Services (OPS) new services and initiatives specifically for black and brown businesses.



**Procurement
Services**



**Express
Business Center**



**City
Store**



**Business
Enterprise Hub**





Sustainable and strategic programs and policies to increase Minority and Women-owned business opportunities, access, education, and resources with the implementation of the following vendor services and initiatives:

- **Procurement Quarterly Report**– Procurement Quarterly will provide advance notice of bidding opportunities, increasing vendor submissions, encouraging M/WBE participation, providing ample time for planning and preparing competitive bids and proposals and increasing accountability.
- **Vendor Debriefs**– OPS facilitated meeting, where the evaluators and vendors meet to review and discuss the proposals strengths and the areas to be developed. Providing a forum to learn the factors that hindered the successful awarding of the solicitation is invaluable to businesses that are systematically disenfranchised, discriminated against, and historically discouraged from participation in City contracts.
- **Meet and Greet Sessions** – Introductory meetings where firms can share and even demonstrate their products and services. Staff explains how to do business with City, reviews the procurement quarterly report to identify specific opportunities for that company while also familiarizing them with procurement processes and City resources available to them.
- **Master Class Series** – The six-month series was created to strengthen effective working relationships, education, and intensive departmental technical assistance by City of Dallas subject matter experts and executives.
- **Local Preference Program** -The City of Dallas aims to maximize economic return in the procurement of goods and service with the Local Preference Program. The City’s Local Preference Program values the participation of companies who have their principal place of business in the City of Dallas and who hire City of Dallas residents.
- **Living Wage** -The City of Dallas implemented a living wage policy for general services contracts on November 10, 2015, by Resolution No. 15-2141. OPS adjusts the living wage for its general services contracts each year on October 1, to align with the City’s fiscal year.



Office of Procurement Services

"NEW" Business Enterprise Hub



The reimagined Business Enterprise Hub (BEH) represents the City of Dallas full investment to building a robust, streamlined ecosystem for under championed communities and businesses who contribute to Dallas' continued prosperity.

- **Mission** - Provide a sustainable ecosystem of equitable access, contract compliance and resources to empower and grow disadvantaged businesses through strategic partnerships, educational development, and meaningful transparency.
- **Service Description** - Provides resources and support for disadvantaged, local, minority, small and women-owned businesses with MWBE contract compliance, educational training, and access to growth opportunities.



Business Enterprise Hub and WEE



Inclusive Services for historically disadvantaged communities (HDC)

OPS

Educate through project participation outreach

Provide subcontractor vendor lists for upcoming projects

Advance community and partner engagement

BEH

Establish M/WBE and DBE contract goals

Investigate the validity and determine the approval/reject Good Faith Efforts (GFEs)

Educate through the Dallas Accelerator Program (DAP)

OPS & BEH

Enforce contract compliance

Provide M/WBE and DBE utilization reporting

Research new opportunities to support HDCs such as Veterans.



WEE Work Plan: Connect, Collaborate & Communicate



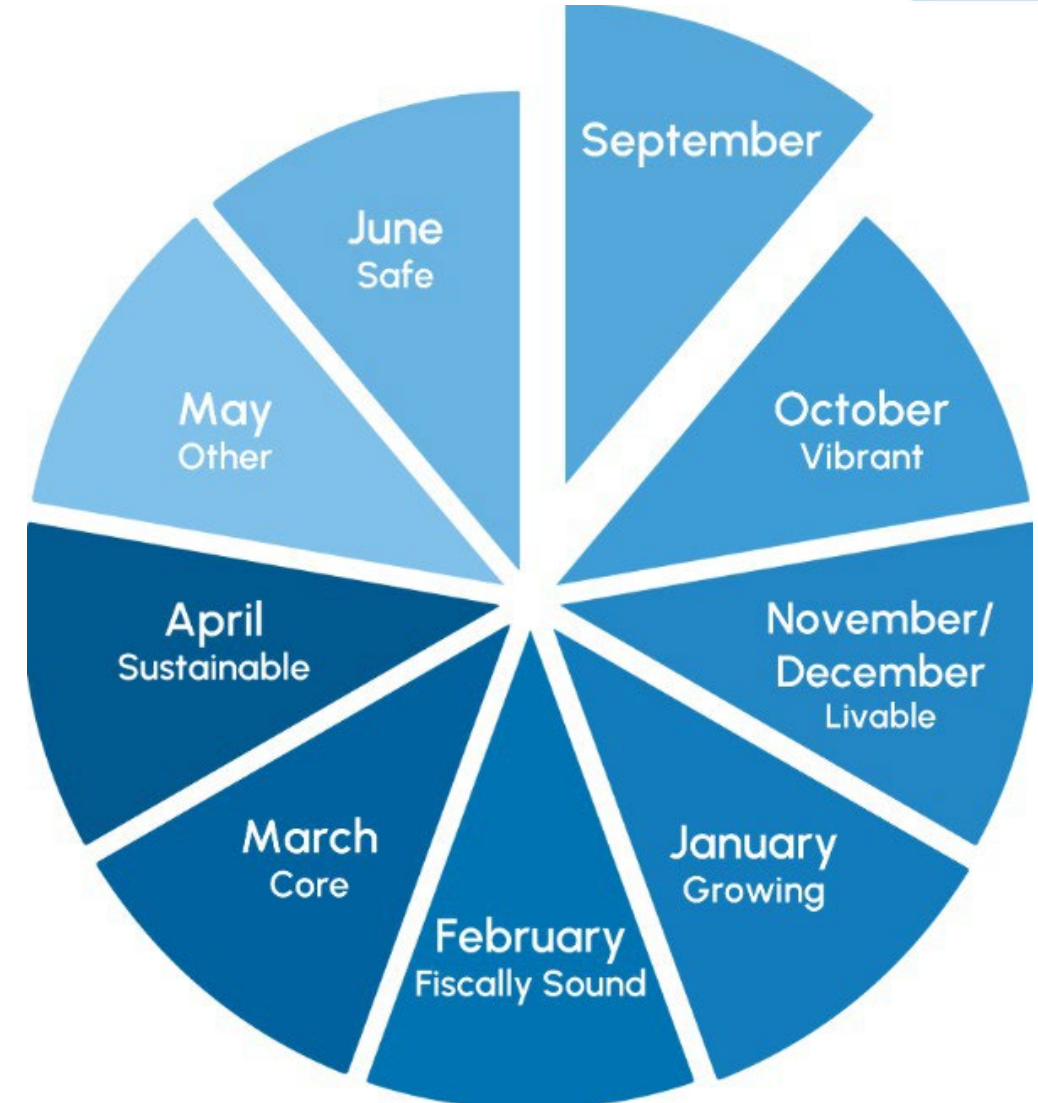
Workforce – Key depts: HR, OPS, OCC	Education - OCC +	Equity - OEI + City Portfolios	External Collaborators
<ul style="list-style-type: none"> • Collaborate with Workforce Czar convene Workforce Dallas partners to assess workforce ecosystem needs • Internal focus on upskilling across multiple departments • Advance opportunities HDCs/establish MWBE and DBE contract goals • Advance the work of DAP • Advance workforce re-entry efforts internally and externally • Advance day labor efforts 	<ul style="list-style-type: none"> • Convene multiple departments and education partners to assess education needs in the Youth Services division • Advance alignment of human and social services in all stages of life for greater impact • Support and advance Youth and College Advisory Commissions • Advance Financial Empowerment, Digital Equity & Education efforts across multiple departments and with community partners 	<ul style="list-style-type: none"> • Collaborate across City departments to continue operationalizing REP and provide TA to various portfolios • Partner with philanthropy and business community to develop Corporate Equity Council based on Economic Case for Equity Report • Support and Advance Veterans, Disability Commissions, Welcoming and Human Rights Task Forces 	<ul style="list-style-type: none"> • Community Engagement • Anchor Institutions • Non-Profit Agencies • Philanthropy • Private Sector



WEE Work Plan: Connect, Collaborate & Communicate



- Starting in October, WEE Committee will be briefed by each Portfolio starting with the Vibrant Portfolio
- Each department will report on respective Department Progress Measures
- Senior Leaders and Dept leaders will report on cross-departmental Big Audacious Goals
- WEE Committee will provide feedback for department measures
- Intended outcome: Measuring impact and updating REP as needed



Next Steps



- Seek WEE Committee feedback and input related to the WEE work plan
- Seek input on external stakeholders/collaborators WEE Committee would like to invite
- WEE supporting departments to draft measurable goals for this year's Committee work based on Committee feedback





City of Dallas

Review of the Workforce, Education, and Equity Committee Scope and Action Steps

**Workforce, Education and
Equity Committee
September 9, 2024**

Dr. Lindsey Wilson, Director
Jessica Galleshaw, Director
Nina Arias, Director
Danielle Thompson, Director



City of Dallas

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

Agenda Information Sheet

File #: 24-2868

Item #: C.

Upskilling Pilot Program September 2024 Update and Next Steps

[Nina Arias, Director, Department of Human Resources; Sonya Batts, Manager, Department of Human Resources; Heather Wood, Training Manager, Department of Human Resources; Laura Dizen, Senior Training Specialist, Department of Human Resources]



City of Dallas

Upskilling Pilot Program Update and Next Steps

**Workforce, Education and Equity committee
September 9, 2024**

Nina Arias, HR Director
Sonya Batts, Sr. HR Manager
Heather Wood, Training Manager
Laura Dizien, Sr. Training Specialist
Human Resources
City of Dallas

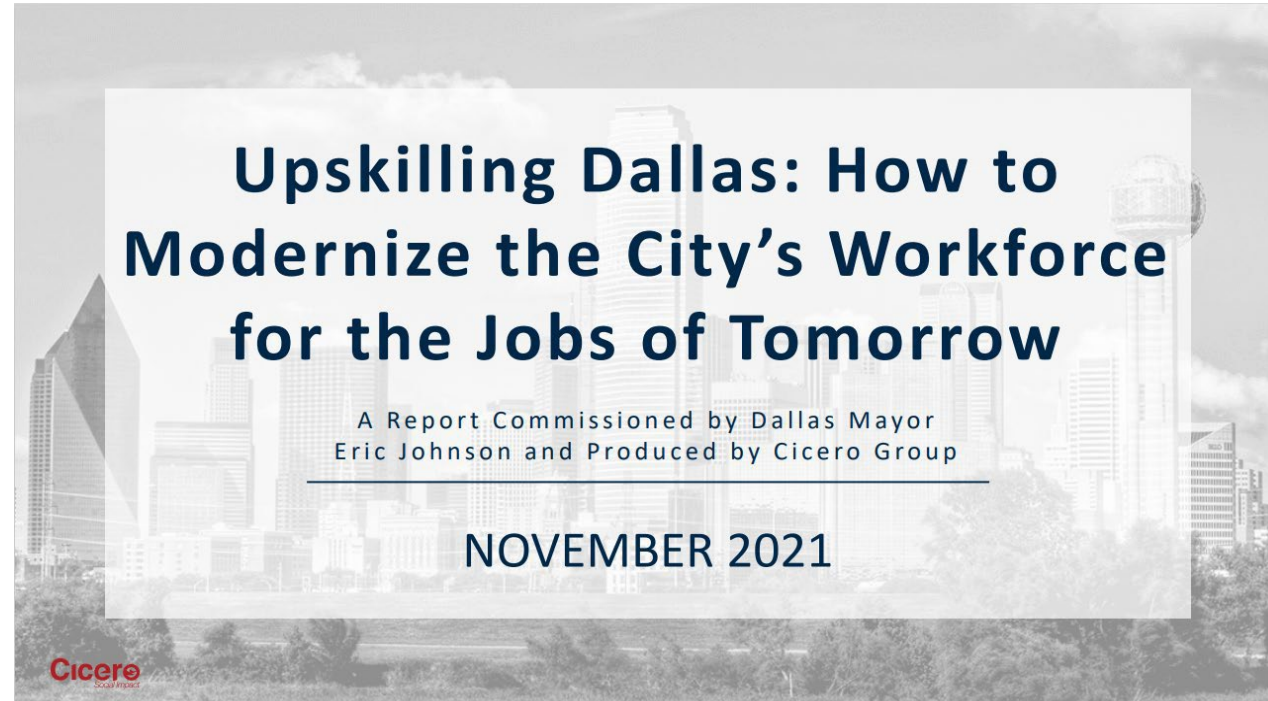
Presentation Overview



- Pilot Program Summary
- Program Update and Current Data
- Current Interest in Program
- What We Have Learned
- Resources and Cross-Departmental Collaboration
- Next Steps and Upcoming Resources



Program Background



The Upskilling Pilot program was modeled after Mayor Johnson's November 2021 Upskilling Dallas report. This report acknowledged the increasing skills gaps between the workforce and employers and the dangerous impact this gap poses on the City's growth and development.

The objective of the Upskilling Pilot program is to give COD employees the opportunity to increase their skills and ability to earn a sustainable living wage.



Benefits of Upskilling



Upskilling refers to the skill development and training of employees to unlock career growth and earning potential.

Employer Advantages

- Improved retention
- Reduced skill gaps
- Increased employee engagement
- Improved recruitment
- Increased customer satisfaction

Employee Advantages

- Growth opportunities
- Greater employability
- Increased job security



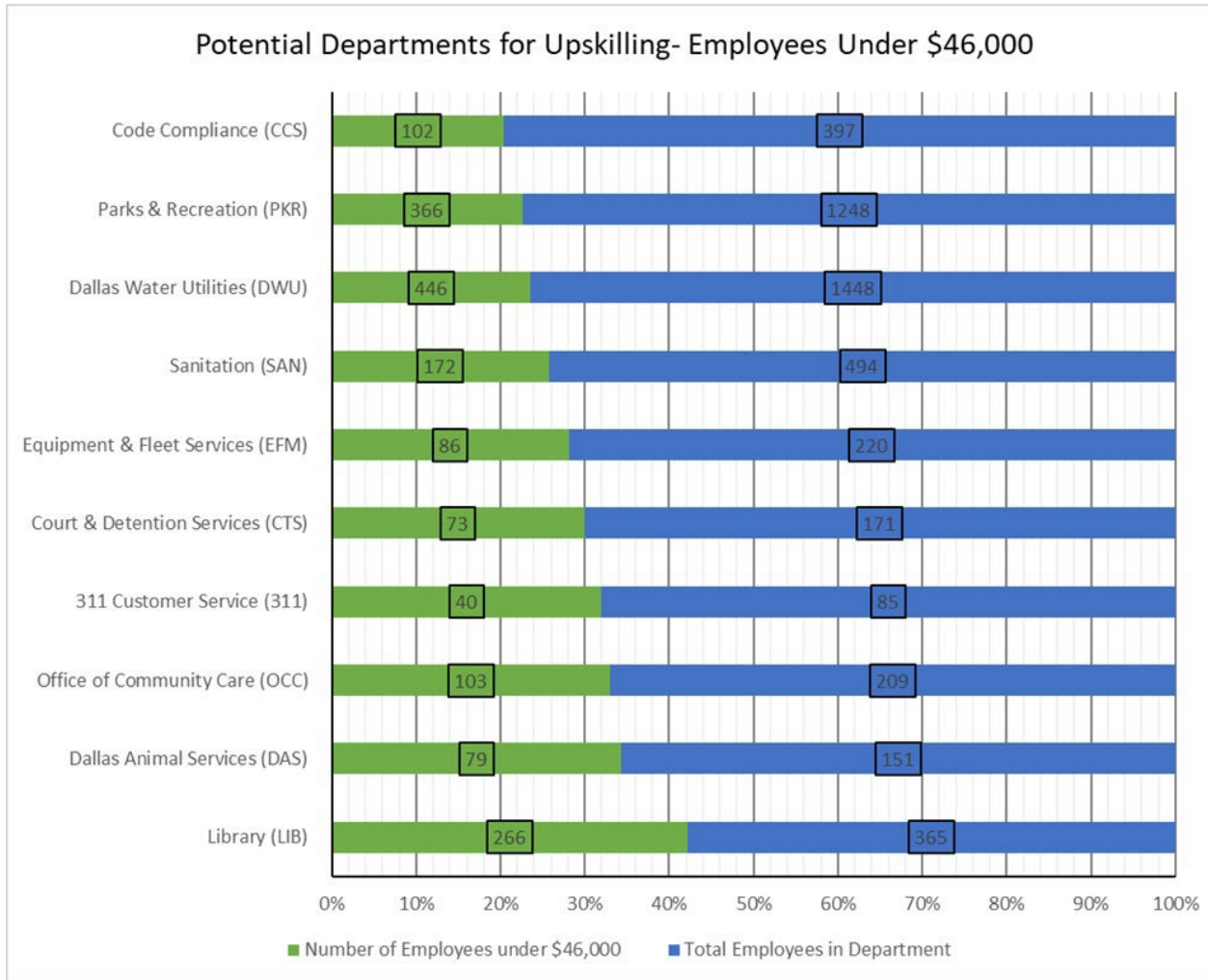
Program Objectives



- To empower employees at the City of Dallas with the knowledge and skills needed to unlock career growth.
- To cultivate a highly qualified and versatile workforce to meet future demand.
- To bridge the skills gap and enhance the employability and career opportunities of City of Dallas employees.
- To promote public service as an innovative and gratifying career with opportunities for advancement.



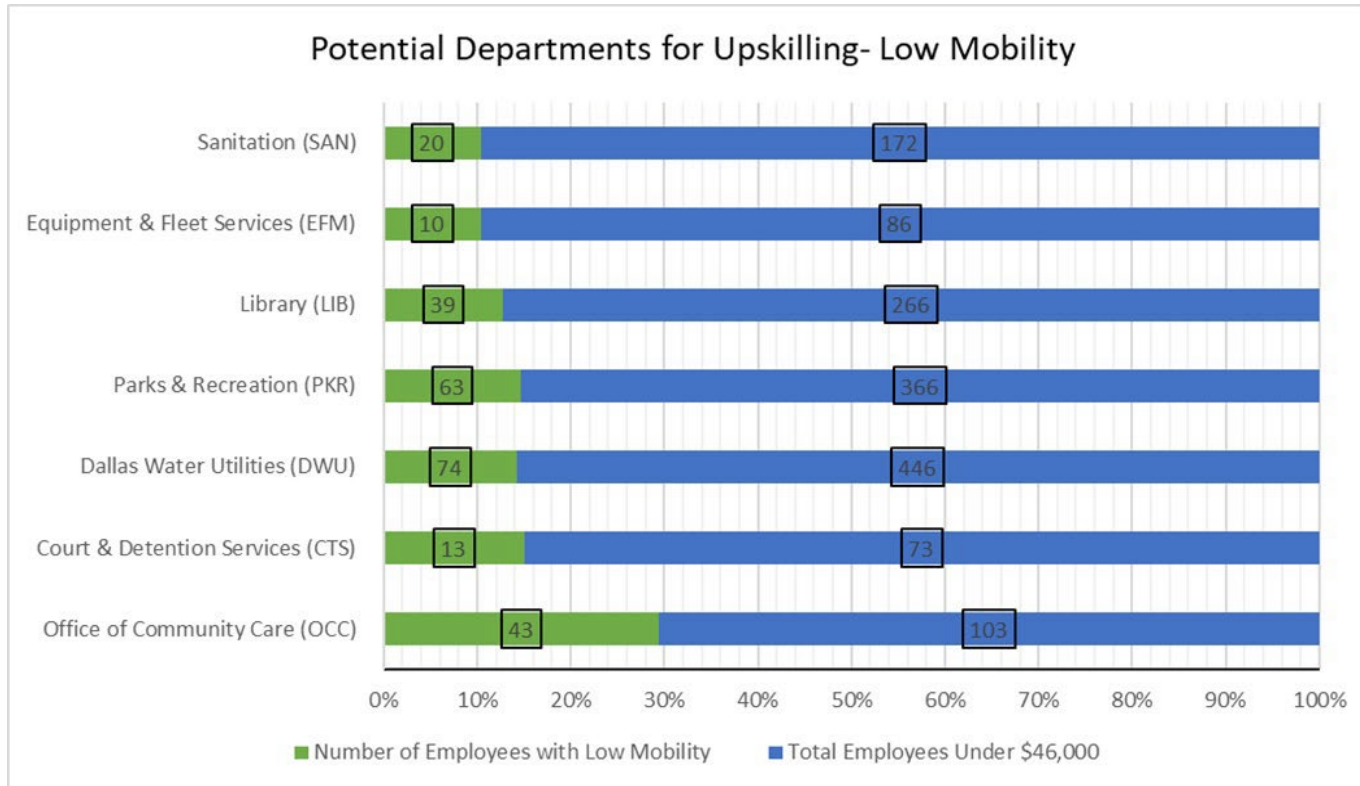
Pilot Program Background



To ensure the success of the City of Dallas Upskilling Pilot Program, it was crucial to establish partnerships with departments based on the number of employees making below the \$46,000 wage threshold. The 10 departments listed here had the highest percentage of employees making a salary below \$46,000.



Pilot Program Background



Once the 10 departments with the greatest percent of employees under the \$46,000 wage-threshold were established, those departments were filtered for low-mobility. Low-mobility is defined as employees who have been with the City for 10 or more years and are making less than \$46,000. With those factors as a consideration, we were able to narrow down the recommended 10 departments to 7 departments.



Participating Pilot Departments



Piloted departments were determined based on the number of employees making below the \$46,000 wage-threshold and council recommendation.

**Non-piloted department*





Program Update and Current Data



City Marshal's Office Update



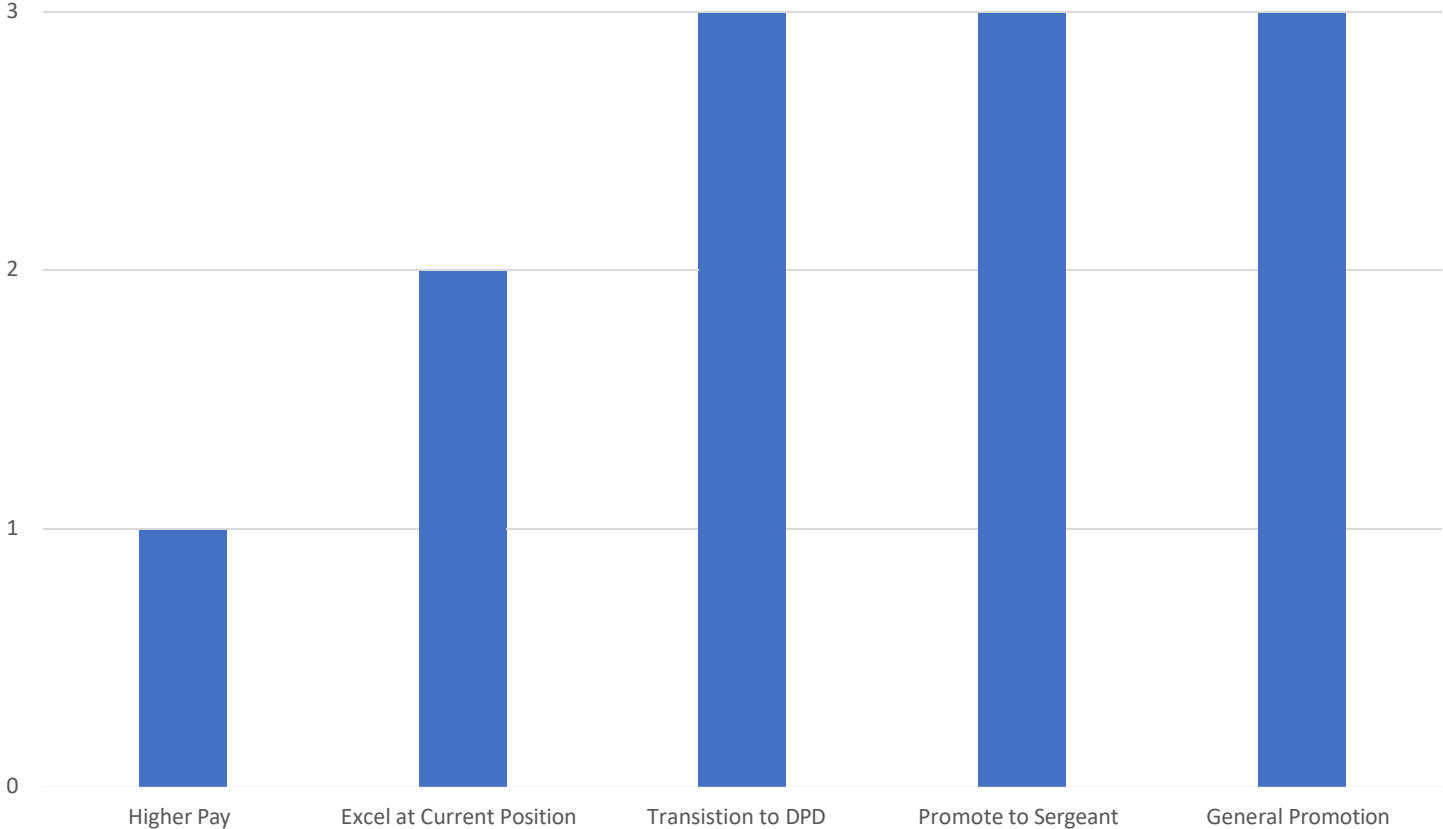
Job Profile Name	Number of Employees	Average Salary	Average Time in Position	Average Length of Service
Security Officer	34	\$44,732.67	3 years	4 years
Senior Security Officer	5	\$51,667.20	9 Years	12 years
Supervisor-Security	7	\$59,680.79	8 years	13 years
Supervisor- Security Administration	3	\$66, 712.53	5.5 years	8 years
Manager- Security	2	\$86,054.20	9 years	13 years
Security Administration	1	\$92,000.00	1 year	1 year



Career Considerations: Security Officers



Carerer Goals within 3 to 5 Years



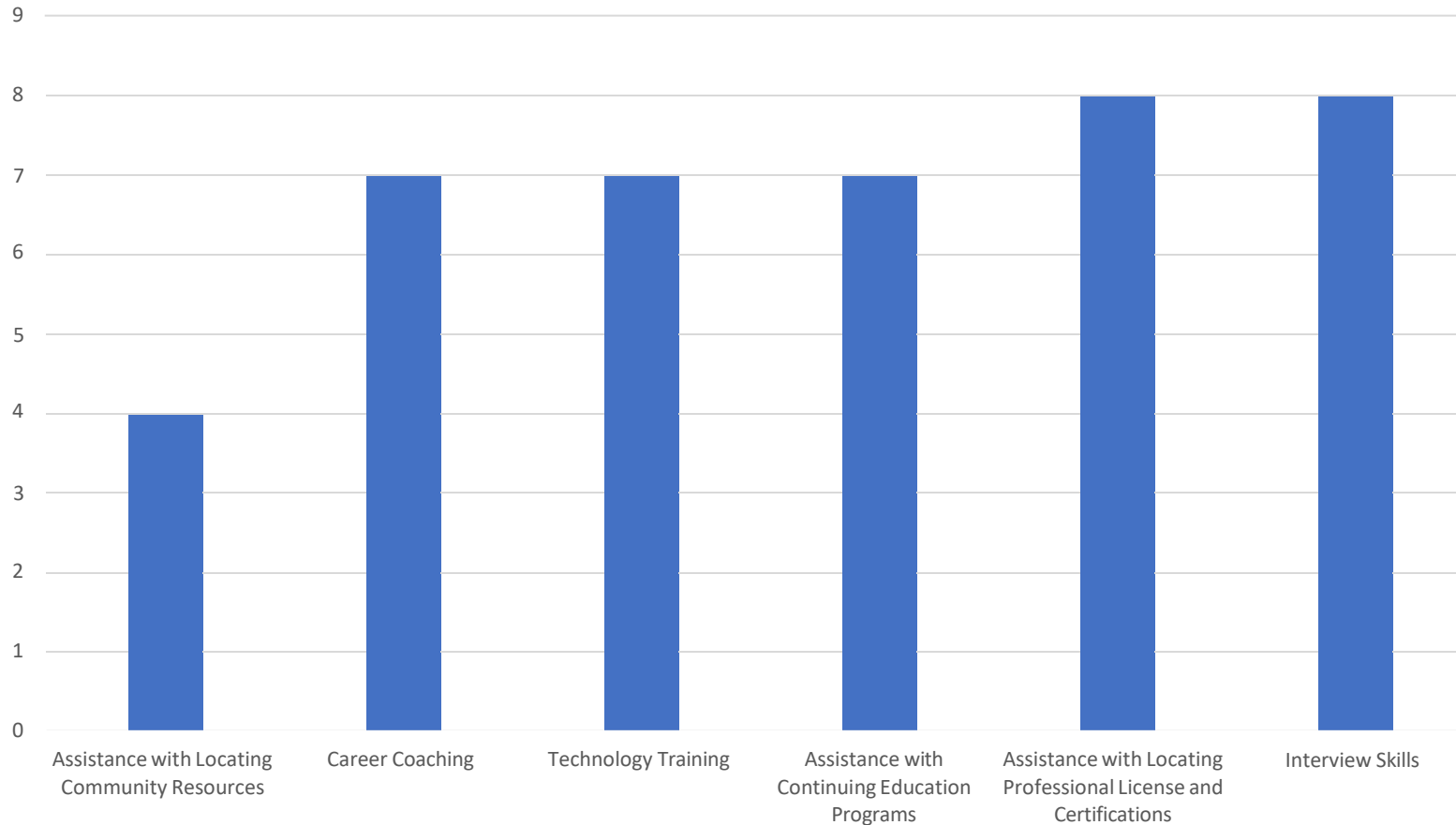
Security Officers took an in-person survey on July 24, 2024, to discuss career goals, growth, and upskilling opportunities.



Career Considerations: Security Officers



Development Needs



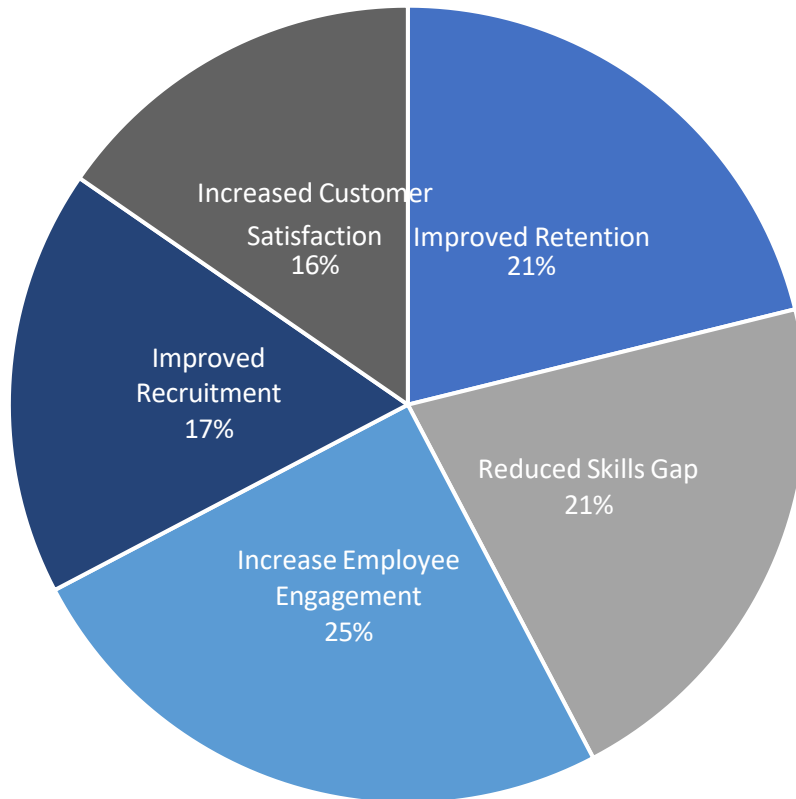
Security Officers took an in-person survey on July 24, 2024, to discuss career goals, growth, and upskilling opportunities.



Manager Survey Findings



Survey Question: I hope to see the following improvements as a result of the Upskilling Pilot Program. (check all that apply)



*Managers were asked to complete a survey after attending an information session about the Upskilling Pilot Program.
14 out of approximately 70 Survey Respondents.*



Manager Survey Findings



Survey Item: Please indicate your level of agreement with each of the following sentences.

Strongly Disagree Disagree Agree Strongly Agree

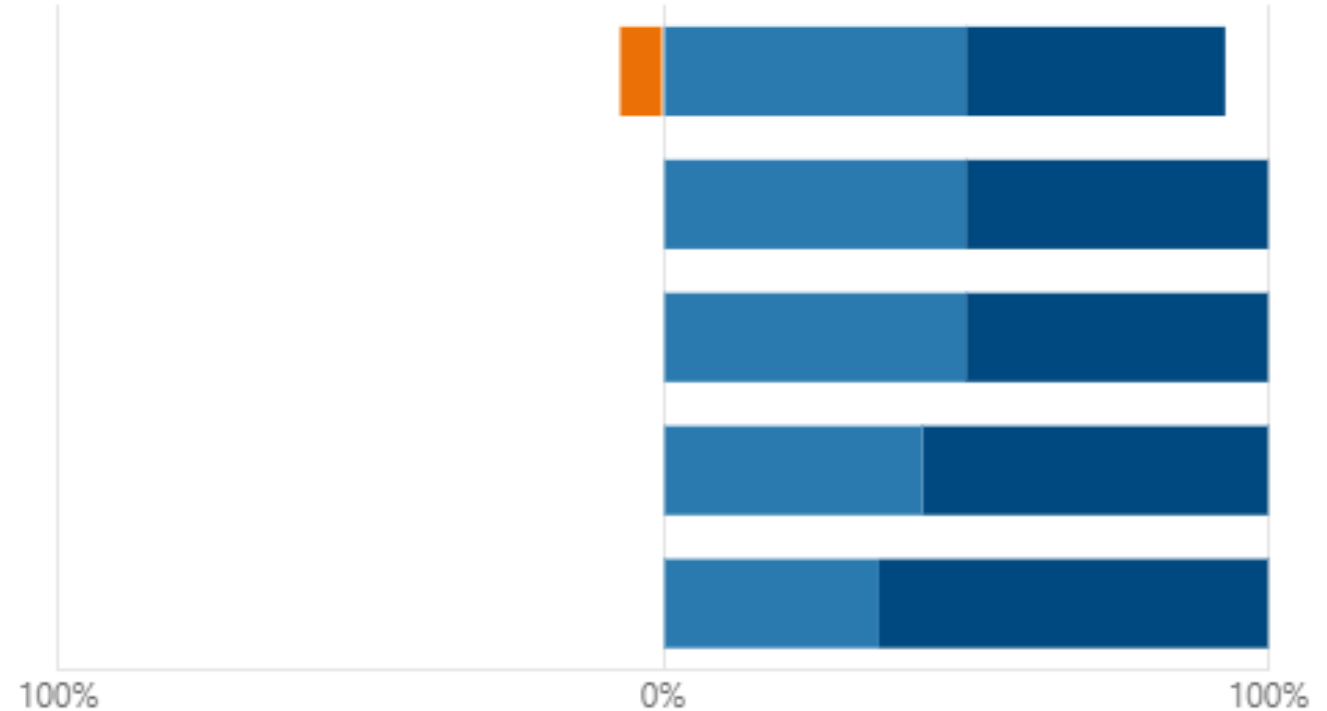
The purpose of the Upskilling Pilot Program has been communicated clearly.

The Upskilling Pilot Program will positively impact my department.

The Upskilling Pilot Program will positively impact my direct reports.

I will work collaboratively with the Upskilling project managers to upskill my participating direct reports into higher paying positions within the City of Dallas.

I will allow my employee to participate in the program during work hours. This may include training, one-on-one meetings, and job shadowing opportunities.



Manager Survey Findings



Survey Question: What concerns do you have about the Upskilling Pilot Program?

Low performing employees wanting to move up may focus on upskilling rather than current performance.

Employees will leave the City to use their skills elsewhere and make more money.

People being discouraged if they go through this process, interview, and not get the promotion.

We do not have enough openings in our department to keep the program successful.



Manager Survey Findings



Survey Question: Are there roles in your department (pay grade 7 or above) that you feel should be targeted in the upskilling program. For example, if my direct reports had _____ skill they could apply to move into _____ role.

Management Skills

Computer Skills

Communication Skills

Advanced Degrees

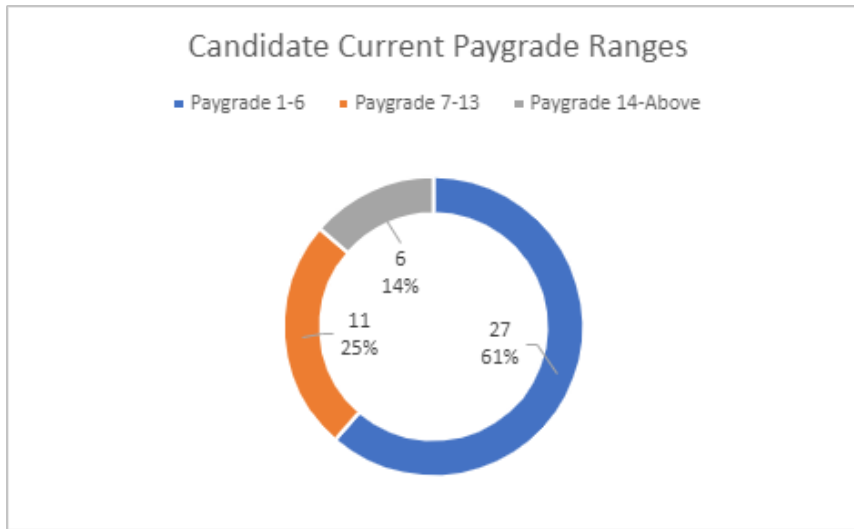
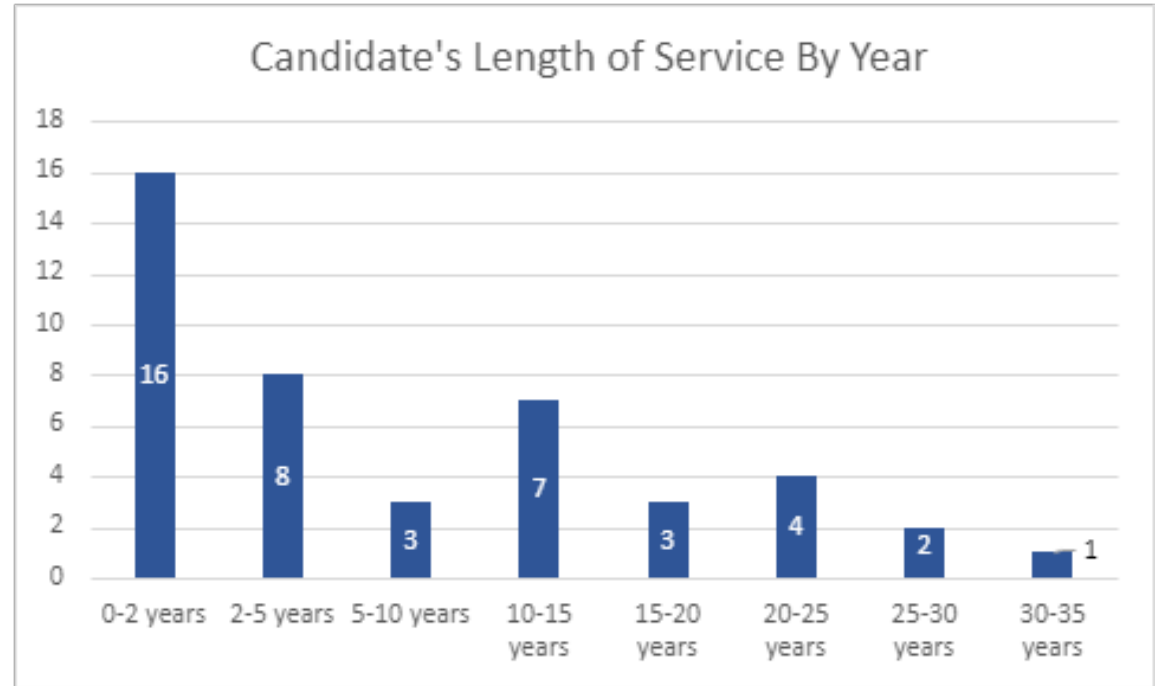
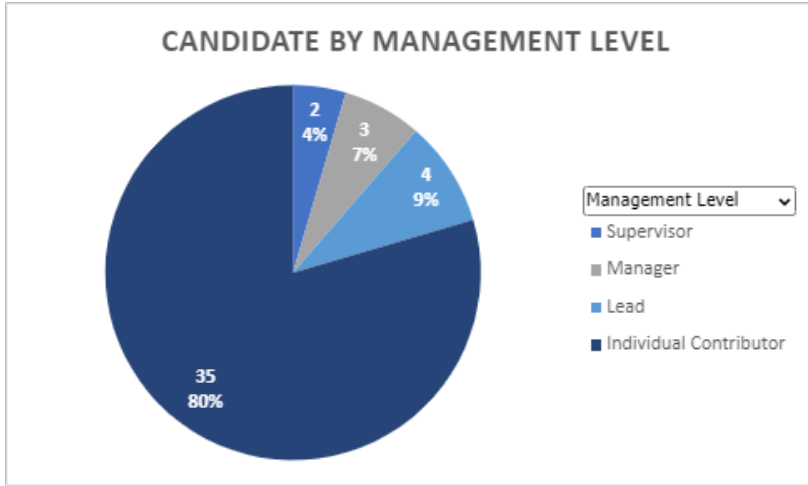




Current Interest in Program



Current Upskilling Participation Interest



Participation interest touchpoints includes SharePoint, department meetings, manager referrals, employee recommendation, and poster QR code.



Upskilling Candidate Feedback



Current participants were asked to complete a survey to gauge the impact of the program.

Survey Item: Thank you for participating in the Upskilling Pilot Program! We are grateful for your participation. Please include any additional comments or suggestions as we work to improve.

I will be attending training classes soon and working towards applying for higher paying positions within the City.

This program has helped me look at some things more professionally and how to take things head on to try to advance my career and accomplish my goals . I hope that the upskilling program will help you as it has helped me.

I hope I can progress in my job while in this program.

Through this program I was able to connect with stakeholders in other departments while also helping others interested in my current department.



Upskilling Candidate Pathways to Success



Women, Infant, and Children (WIC)

Crew Leader

Project Manager

Electrician



Upskilling Candidate Success Stories



CONGRATULATIONS!

**South Dallas Driving Academy
CDL Career Pathway
Graduation**

We are proud to announce that the South Dallas Driving Academy (SDDA) has successfully sponsored a City of Dallas employee to earn his CDL Class A license. Congratulations to all graduates on this significant milestone and career advancement!



City of Dallas



Resources and Cross-Departmental Collaborations



- Collaborated with Information and Technology Services to provide bi-weekly in-person hands on training for Upskilling Pilot Program candidates in the Transportation department.
- Collaborated with Dallas Public Library on department specific emerging leadership training. Library has also created an Emerging Leaders and Mentor program to upskill department employees and 3 career series initiatives.
- Collaborated with Office of Community Care/Women, Infant, and Children in outlining a mentorship-success and leadership academy.
- Collaborated with Educational Partners on the Workforce Wednesday monthly webinar, reaching an average of 164 employees each month/1,973 attendees across 37 departments in FY24.



Resources and Cross-Departmental Collaborations



- Collaborating with Sanitation department to begin Department of Labor Apprenticeship for a Heavy Equipment Mechanic position.
- Initiated a CDL A talent pipeline with South Dallas Driving Academy and Dallas Water Utilities, Stormwater.
- Created a Workforce Development and Upskilling Pilot Program SharePoint site in June with 318 views to date.
- Created cross-departmental connections and mentorship opportunities with Dallas Water Utilities, Office of Community Care/WIC, Human Resources, and City Attorney's Office.
- Collaborating with Transportation and Public Works CDL program.



CDL Program Comparisons



Transportation/Public Works Program

- Business Need
- Current Job Requirement
- Practice in City equipment during employee's work day
- In-person Classroom training
- Funded by Transportation/Public Works

Upskilling Development Resources

- Professional Development
- Preparation for current job opportunities
- Training on employee's own time
- Self-paced learning
- Funded by upskilling employee's department or scholarship



Upskilling Pilot Program Poster



WANT TO FURTHER YOUR SKILLS?



THE UPSKILLING PILOT PROGRAM

IS HERE TO EMPOWER, SUPPORT, AND ENHANCE EMPLOYEES'S PROFESSIONAL GROWTH BY PROVIDING:

- Training opportunities to support professional growth
- Access to information and resources for obtaining licenses/certifications
- Resources to enhance knowledge and skills to increase your potential
- And so much more!

For more information:

 Email Sr. Training Specialist Laura Dizen:
laura.dizien@dallas.gov



Upskilling Pilot Program SharePoint Site



Upskilling Pilot Program

At the City of Dallas, we recognize the importance of supporting our employees' professional growth and well-being. The Upskilling Pilot Program is designed to empower and enhance City of Dallas employees with the knowledge and skills need to increase productivity, job satisfaction, career growth, and earning potential.

The Upskilling Pilot Program is a structured program that connects City employees to City and community upskilling resources. Schedule an introductory call to learn more about the Upskilling Pilot Program

[Schedule an Introductory Call](#)

Internal Resources

[City of Dallas Career Series](#)

[Access Educational Partnerships](#)

[ITS Learning Central](#)

[Review City of Dallas Position Descriptions](#)



External Resources

[Microsoft 365 Training](#)

[Skills Enhancement Initiative \(Texas Workforce Commission\)](#)

[WorkIn Texas Learning Resource](#)

[Workforce Solutions Greater Dallas](#)

[Workforce Solutions of North Texas](#)



[/LearningCentral](#)



What We Have Learned...



Next Steps



- Implement Pending Resources:
 - Alithya- Microsoft Product Support
 - LinkedIn Learning- Integrates with Workday Learning
 - Microsoft Training through Dallas College Work Ready U program (October 2024)
 - Percipio- Enterprise-wide Training Content Provider
- Build the City of Dallas Job Description Skills Analysis Database
- Focus on supervisor development and engagement including training and a staff development toolkit



Contact Information



- Laura Dizen, Sr. Training & Development Specialist, laura.dizen@dallas.gov
- Heather Wood, Training & Development Manager, heather.wood@dallas.gov
- Sonya Batts, Sr. HR Manager, sonya.batts@dallas.gov
- Nina Arias, Director of Human Resources, nina.arias@dallas.gov





City of Dallas

Upskilling Pilot Program Update and Next Steps

**Workforce, Education and Equity committee
September 9, 2024**

Nina Arias, HR Director
Sonya Batts, Sr. HR Manager
Heather Wood, Training Manager
Laura Dizien, Sr. Training Specialist
Human Resources
City of Dallas



City of Dallas

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

Agenda Information Sheet

File #: 24-2863

Item #: D.

Office of Equity and Inclusion - Update on Workshop for Possible Creation of Human Rights Task Force
[Christopher Graves, Human Rights Officer, Office of Equity and Inclusion]

Memorandum



CITY OF DALLAS

DATE September 6, 2024

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

SUBJECT **Office of Equity and Inclusion – Human Rights Workshop Update**

Background:

This memo provides an update on the progress of the human rights workshop led by the Office of Equity and Inclusion. The Workforce, Education, and Equity (WEE) Committee proposed this workshop on June 10, 2024, following a presentation by OEI on research related to the potential creation of a formal Human Rights Commission for the City of Dallas. This proposal built upon an earlier memo to WEE dated February 12, 2024, which outlined a preliminary approach for structuring a Human Rights Commission, drawing on FIFA's draft Human Rights Framework for the 2026 World Cup host cities at that time. The June 2024 research included engagement with the Disabilities and Veteran Affairs Commission, and 18 other U.S. cities to gather best practices for the City of Dallas. The WEE Committee acknowledged the necessity of involving additional stakeholders and existing City commissions. Discussions focused on forming a community-based task force, and OEI will host a human rights workshop to identify relevant issues and strategies.

Partnering with the Dallas Sports Commission:

OEI acknowledged the significance of collaborating with the Dallas Sports Commission to align with FIFA World Cup standards, which are informed largely by the UN's Guiding Principles on Business and Human Rights as the global human rights standard for businesses. FIFA has adapted for host cities in light of local governments' role as a duty bearer to protect human rights. Being able to integrate the proposed workshop with the stakeholder engagement required for Dallas, as one of the 16 host cities for the 2026 World Cup. OEI has engaged the Executive Director of the Dallas Sports Commission to explore this collaboration, with discussions informed by FIFA's final Human Rights Framework, released publicly on July 24, 2024. This Framework focuses on three main pillars covering a range of human rights areas:

- I. **Inclusion and Safeguarding:** Focusing on both protecting vulnerable populations and ensuring a welcoming environment for all individuals.
- II. **Worker's Rights:** Focusing on uplifting workers and encouraging just working conditions.
- III. **Access to Remedy:** Ensuring any human rights issues are referred to the appropriate government agency or existing civil society organization for follow-up.

The Dallas Sports Commission welcomed the alignment efforts, with future collaborations aimed at addressing human rights issues relevant to the City of Dallas in 2026. Key focus areas will include immigrants and refugees, accessibility, homelessness, human trafficking, and other pressing concerns. This will involve working closely with existing City of Dallas contacts for these specific areas. For World Cup efforts that are directly linked to hosting, such as the International Broadcast Center, Fan Fest, and other venues under the Host Committee purview, the Dallas Sports Commission will separately engage a consultant to lead.

Plans to Structure Stakeholder Engagement for Workshop and Next Steps

Several streams of work have been identified to host the workshop in November 2024. Staff will leverage the Dallas Sports Commission’s existing World Cup partner list encompassing over 120 stakeholders previously engaged by the City during the bid process. Please find outlined phases below:

- I. Briefing the Planning Committee on progress to date and receiving direction and advice on preliminary plans before proceeding.
- II. Conducting a landscape assessment based on human rights areas identified by WEE crossed with human rights areas included in FIFA’s Framework.
- III. Designing and holding the workshop with pre-activities and facilitators to achieve the best possible consensus on the unique issues to address after de-duplicating with existing City efforts already in place.
- IV. Synthesizing stakeholder input, identifying potential strategies, and socializing results with the Planning Committee and stakeholders before finalizing actionable strategies.

The next step is for OEI to meet with stakeholders identified by WEE during the June 10, 2024, committee meeting by October. Staff are currently on track to finalize the human rights strategies by the end of December 2024. If you have any questions, please contact, Dr. Lindsey Wilson, Director of Equity and Inclusion at lindsey.wilson@dallas.gov or Christopher Graves, Human Rights Officer at christopher.graves@dallas.gov or myself at liz.cedillopereira@dallas.gov.



M. Elizabeth (Liz) Cedillo-Pereira, J.D.
Assistant City Manager

c: Kimberly Bizer Tolbert, Interim City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary

Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer

DATE September 6, 2024
SUBJECT **Office of Equity and Inclusion – Human Rights Workshop Update**
PAGE **2 of 2**

Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Dev Rastogi, Assistant City Manager

Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors



City of Dallas

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

Agenda Information Sheet

File #: 24-2864

Item #: E.

Dallas Youth Commission Update on Youth Civic Awareness Week, August 2024
[Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Memorandum



CITY OF DALLAS

DATE September 6, 2024
TO Honorable Chair and Committee Members of the Workforce, Education, and Equity Committee
SUBJECT **Dallas Youth Commission Update on Youth Civic Awareness Week**

In light of the recent transition of Youth Commission and youth programming to the Office of Community Care, OCC is pleased to provide an update on the recent Dallas Youth Commission (YC) Youth Civic Awareness Week activities. During the week of August 26th, 2024, the City's Youth Commission engaged in Youth Civic Awareness Week by focusing on expanding its outreach and raising awareness among local students about the importance of civic engagement. One of the key initiatives involved engaging with students at local football games. We are excited to report that these engagements enabled Youth Commissioners to successfully connect with approximately 576 students at the following stadiums:

- **Forester Athletic Complex**
8233 Military Pkwy.
Dallas, TX 75227
- **Franklin Stadium**
7017 Lakehurst Avenue
Dallas, TX 75230
- **Prentiss Harper Seagoville Stadium**
819 Jack Street
Dallas, TX 75253
- **Sprague Athletic Complex**
3701 Boulder Drive
Dallas, TX 75233
- **Jesse Owens Memorial Complex**
9191 S. Polk Street
Dallas, TX 75232
- **Pleasant Grove Stadium**
8228 Maddox Street
Dallas, TX 75217

These interactions allowed Commissioners to inform young people about the City Youth Commission's mission, the opportunities available for their involvement, and the importance of their voice in shaping the future of our city. The response was overwhelmingly positive, and we believe these efforts have significantly contributed to increasing awareness and interest in the Youth Commission's work. The Commissioners are currently in the process of gathering feedback from these interactions and will use the insights to inform future outreach strategies.

Thank you for your continued support of our initiatives. We look forward to discussing these developments further and exploring additional opportunities to engage youth in civic activities. Please feel free to contact me or Jessica Galleshaw, Director of the Office of Community Care, if you have any questions or should you require additional information.

Sincerely,

DATE September 6, 2024
SUBJECT **Dallas Youth Commission Update on Youth Civic Awareness Week**
PAGE **2 of 2**



M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Kimberly Bizer Tolbert, Interim City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Billierae Johnson, City Secretary
Preston Robinson, Administrative Judge
Dominique Artis, Chief of Public Safety (I)
Dev Rastogi, Assistant City Manager

Alina Ciocan, Assistant City Manager
Donzell Gipson, Assistant City Manager (I)
Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors



City of Dallas

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

Agenda Information Sheet

File #: 24-2875

Item #: F.

Upcoming Office of Community Care Agenda Items for Early Childhood and Out of School Time Services Program Contracts

[Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Memorandum



CITY OF DALLAS

DATE September 6, 2024

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

SUBJECT **Upcoming Office of Community Care Agenda Items for Early Childhood and Out-of-School Time Services Program Contracts**

On September 25, 2024, the following Office of Community Care items will be considered by City Council:

File ID: 24-2852 Authorize contracts with fully-licensed childcare providers (**Exhibit A**), and with any other fully-licensed childcare providers, pursuant to the Early Childhood and Out-of-School Time Services Program (the “ECOSTS Program”), selected by eligible parents whose income falls in the low-to moderate income range of the U.S. Department of Housing and Urban Development Area Median Income (AMI) criteria and who otherwise meet the requirements of the ECOSTS Program and execute any and all documents required by the contract, for the period of October 1, 2024 through September 30, 2025 - Not to exceed \$550,000.00 - Financing: 2024-25 Community Development Block Grant Fund

File ID: 24-2824 Authorize the second, one-year renewal options to the service contract with Vogel Alcove to provide childcare services for homeless children through the Early Childhood and Out-of-School Time Services (ECOSTS) Program for the period of October 1, 2024 through September 30, 2025 - Not to exceed \$50,000.00, from \$100,000.00 to \$150,000.00 - Financing: 2024-25 Community Development Block Grant

File ID: 24-2825 Authorize the second, one-year renewal options to the service contract with Open Arms, Inc. dba Bryan’s House to provide childcare services for special needs children through the Early Childhood and Out-of-School Time Services (ECOSTS) Program for the period of October 1, 2024 through September 30, 2025 – Not to exceed \$50,000.00 from \$100,000.00 to \$150,000.00 – Financing: 2024-2025 Community Development Block Grant Fund

Background

Collectively, these items make up the City’s Early Childhood and Out of School Time Services (ECOSTS) program by establishing contracts with providers for subsidized clients and target populations. The City’s childcare program has been in existence since the 1980s. This program has served thousands of low-moderate-income families, by providing financial assistance by way of subsidy payments to their childcare provider and contracting with local nonprofit agencies to provide childcare assistance to homeless families and children with special needs. The ECOSTS Program is funded out of the HUD Consolidated Plan Budget for U.S. Department of Housing and Urban Development Grant

DATE September 6, 2024

SUBJECT **Upcoming Office of Community Care Agenda Items for Early Childhood and Out-of-School Time Services Program Contracts**

Funds. Through the ECOSTS Program, administered by the Office of Community Care, the program promotes stability for low-to-moderate-income families within two components of the program:

1. ECOSTS Providers Program – Assist working parents and teen parents who are full-time high school students, by reducing the cost of childcare to enable them to strive for self-sufficiency. Through this program, parents are able to choose their own childcare provider. The provider has to be fully-licensed, located in the City of Dallas, and must become a vendor with the City.

The ECOSTS Program pays (see subsidy amount below) per week, per child, directly to contracted childcare providers for childcare services for working parents whose income falls in the low-to-moderate-income range of HUD Area Median Income (AMI) eligibility.

Subsidy Amounts per Age Group	
Age	Weekly Payment
0-18 months	\$175.00*
18 months - 36 months	\$150.00*
3 years – 5 years	\$125.00*
6 years - 12 years	\$100.00*
* Not to exceed the weekly childcare center's contract rate.	

2. ECOSTS Homeless/Special Needs Program - Provides funding through contracts with nonprofit agencies to provide childcare for special populations, which include childcare for special needs children, who may have physical and/or mental disabilities, and children who are homeless. The following two nonprofit agencies are the current subrecipients of the program, and the agenda items going before City Council will approve the second renewal of their contracts.

Vogel Alcove - Through their Early Education & Child Development Program, Vogel Alcove serves the homeless population in Dallas by providing free childcare for up to 135 young children daily, ages six weeks to five years old, living with their parents in local shelters. Each weekday, in a warm, nurturing environment, Vogel Alcove welcomes families without regard to race, ethnicity or religion. Licensed by the State of Texas and accredited by the National Association of Education for Young Children, Vogel Alcove operates year-round with 13 classrooms, a kitchen for daily meal preparation, a children’s library, an outdoor all-natural playground, gymnasium (for preschool children), and an indoor infant/toddler multipurpose area. Homeless children experience the caustic effects of neglect, abuse, violence, and hunger. This item will provide funding to Vogel Alcove to continue childcare for children who are homeless. Their goal is to serve 55 children and educate 50 parents on mainstream resources for the FY24-25 program year.

DATE September 6, 2024

SUBJECT **Upcoming Office of Community Care Agenda Items for Early Childhood and Out-of-School Time Services Program Contracts**

Open Arms, Inc. dba Bryan’s House - Through their Bryan’s House Medically Managed Childcare Program, Bryan’s House provides medically managed care for children with special needs. The program integrates care and onsite therapies with an academic curriculum and social-emotional learning. Children enrolled in the Program have various special needs, including physical challenges, seizure disorders, heart conditions, hearing and vision loss, brain injuries, lung disorders, Autism, Down Syndrome, and rare conditions. A full-time onsite registered nurse administers medicine and other procedures as needed, including tube feedings, pain management, drip lines, and emergency care. The Program is open year-round from 7:45 am to 6 pm, weekdays. By providing this program during the school year, as well as spring, summer, and holiday breaks, the children benefit from continuous structure, peer interaction, and crucial early development programming. This item will provide funding to Open Arms, Inc. dba Bryan’s House to continue childcare for children who have special needs. Their goal is to serve 40 children and 25 households for the FY24-25 program year.

Approximately 300 children will be served in the FY24-25 program year, through the subsidy and homeless/special needs programs.

The following chart illustrates the income range which is 30-80% of Area Median Income (AMI), as of April 2024.

<u>Family Size</u>	<u>Extremely Low</u> (30%)	<u>Low Income</u> (50%)	<u>Moderate Income</u> (80%)
1	\$23,200.00	\$38,650.00	\$ 61,800.00
2	\$26,500.00	\$44,150.00	\$ 70,600.00
3	\$29,800.00	\$49,650.00	\$ 79,450.00
4	\$33,100.00	\$55,150.00	\$ 88,250.00
5	\$36,580.00	\$59,600.00	\$ 95,350.00
6	\$41,960.00	\$64,000.00	\$102,400.00
7	\$47,340.00	\$68,400.00	\$109,450.00
8	\$52,720.00	\$72,800.00	\$116,500.00

As of July 31, 2024, 283 children has been served through the ECOSTS Program.

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@dallas.gov.

Sincerely,



DATE September 6, 2024

SUBJECT **Upcoming Office of Community Care Agenda Items for Early
Childhood and Out-of-School Time Services Program Contracts**

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Kimberly Bizer Tolbert, Interim City Manager (I)

Tammy Palomino, City Attorney

Mark Swann, City Auditor

Biliera Johnson, City Secretary

Preston Robinson, Administrative Judge

Dominique Artis, Chief of Public Safety (I)

Dev Rastogi, Assistant City Manager

Alina Ciocan, Assistant City Manager

Donzell Gipson, Assistant City Manager (I)

Robin Bentley, Assistant City Manager (I)

Jack Ireland, Chief Financial Officer

Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)

Directors and Assistant Directors



City of Dallas

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

Agenda Information Sheet

File #: 24-2878

Item #: G.

Update on the Procurement for American Rescue Plan Act Redevelopment Funds Garden Box Kits [Jessica Galleshaw, Director, Office of Community Care; Holly Holt, Assistant Director, Office of Community Care]

Memorandum



CITY OF DALLAS

DATE September 6, 2024

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

SUBJECT **Update on the Procurement for American Rescue Plan Act Redevelopment Funds Garden Box Kits**

On August 12, 2024, the Office of Community Care brought forward an item for the purchase of Garden Box Kits for discussion at the Workforce, Education and Equity Committee, which was to be discussed at Council that week. Based on feedback, it became evident that there is limited support for the project. The Office of Community Care is canceling the pending procurement process.

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@dallas.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Liz Cedillo-Pereira'.

M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager

Kimberly Bizer Tolbert, Interim City Manager (I)
Tammy Palomino, City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
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Robin Bentley, Assistant City Manager (I)
Jack Ireland, Chief Financial Officer
Elizabeth Saab, Chief of Strategy, Engagement, and Alignment (I)
Directors and Assistant Directors