

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, APRIL 10, 2023

23-0019

WORKFORCE EDUCATION & EQUITY COMMITTEE
CITY COUNCIL CHAMBER, CITY HALL/VIDEO CONFERENCE
COUNCILMEMBER JAYNIE SCHULTZ, PRESIDING

PRESENT: [7] Schultz, Thomas, Moreno (**9:11 a.m.), *Resendez (**9:17 a.m.), Narvaez (**9:06 a.m.), Blackmon, McGough

ABSENT: [0]

The meeting was called to order at 9:02 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 10:18 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 are attached to the minutes of this meeting 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, APRIL 10, 2023

EXHIBIT A

RECEIVED

2023 APR -6 PM 7: 23

**CITY SECRETARY
DALLAS, TEXAS**

City of Dallas

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

Public Notice

230311

POSTED CITY SECRETARY
DALLAS, TX



Workforce, Education, and Equity Committee

April 10, 2023

9:00 AM

(For General Information and Rules of Courtesy, Please See Opposite Side.)

(La Información General Y Reglas De Cortesía Que Deben Observarse

Durante Las Asambleas Del Consejo Municipal Aparecen En El Lado Opuesto, Favor De Leerlas.)

2022 CITY COUNCIL APPOINTMENTS

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

(C) – Chair, (VC) – Vice Chair

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

General Information

The Dallas City Council regularly meets on Wednesdays beginning at 9:00 a.m. in the Council Chambers, 6th floor, City Hall, 1500 Marilla. Council agenda meetings are broadcast live on bit.ly/cityofdallastv and on Time Warner City Cable Channel 16. Briefing meetings are held the first and third Wednesdays of each month. Council agenda (voting) meetings are held on the second and fourth Wednesdays. Anyone wishing to speak at a meeting should sign up with the City Secretary's Office by calling (214) 670-3738 by 5:00 p.m. of the last regular business day preceding the meeting. Citizens can find out the name of their representative and their voting district by calling the City Secretary's Office.

Sign interpreters are available upon request with a 48-hour advance notice by calling (214) 670-5208 V/TDD. The City of Dallas is committed to compliance with the Americans with Disabilities Act. **The Council agenda is available in alternative formats upon request.**

If you have any questions about this agenda or comments or complaints about city services, call 311.

Rules of Courtesy

City Council meetings bring together citizens of many varied interests and ideas. To insure fairness and orderly meetings, the Council has adopted rules of courtesy which apply to all members of the Council, administrative staff, news media, citizens and visitors. These procedures provide:

- That no one shall delay or interrupt the proceedings, or refuse to obey the orders of the presiding officer.
- All persons should refrain from private conversation, eating, drinking and smoking while in the Council Chamber.
- Posters or placards must remain outside the Council Chamber.
- No cellular phones or audible beepers allowed in Council Chamber while City Council is in session.

"Citizens and other visitors attending City Council meetings shall observe the same rules of propriety, decorum and good conduct applicable to members of the City Council. Any person making personal, impertinent, profane or slanderous remarks or who becomes boisterous while addressing the City Council or while attending the City Council meeting shall be removed from the room if the sergeant-at-arms is so directed by the presiding officer, and the person shall be barred from further audience before the City Council during that session of the City Council. If the presiding officer fails to act, any member of the City Council may move to require enforcement of the rules, and the affirmative vote of a majority of the City Council shall require the presiding officer to act." Section 3.3(c) of the City Council Rules of Procedure.

Información General

El Ayuntamiento de la Ciudad de Dallas se reúne regularmente los miércoles en la Cámara del Ayuntamiento en el sexto piso de la Alcaldía, 1500 Marilla, a las 9 de la mañana. Las reuniones informativas se llevan a cabo el primer y tercer miércoles del mes. Estas audiencias se transmiten en vivo por la estación de bit.ly/cityofdallastv y por cablevisión en la estación *Time Warner City Cable* Canal 16. El Ayuntamiento Municipal se reúne en el segundo y cuarto miércoles del mes para tratar asuntos presentados de manera oficial en la agenda para su aprobación. Toda persona que desee hablar durante la asamblea del Ayuntamiento, debe inscribirse llamando a la Secretaría Municipal al teléfono (214) 670-3738, antes de las 5:00 pm del último día hábil anterior a la reunión. Para enterarse del nombre de su representante en el Ayuntamiento Municipal y el distrito donde usted puede votar, favor de llamar a la Secretaría Municipal.

Intérpretes para personas con impedimentos auditivos están disponibles si lo solicita con 48 horas de anticipación llamando al (214) 670-5208 (aparato auditivo V/TDD). La Ciudad de Dallas se esfuerza por cumplir con el decreto que protege a las personas con impedimentos, *Americans with Disabilities Act*. **La agenda del Ayuntamiento está disponible en formatos alternos si lo solicita.**

Si tiene preguntas sobre esta agenda, o si desea hacer comentarios o presentar quejas con respecto a servicios de la Ciudad, llame al 311.

Reglas de Cortesía

Las asambleas del Ayuntamiento Municipal reúnen a ciudadanos de diversos intereses e ideologías. Para asegurar la imparcialidad y el orden durante las asambleas, el Ayuntamiento ha adoptado ciertas reglas de cortesía que aplican a todos los miembros del Ayuntamiento, al personal administrativo, personal de los medios de comunicación, a los ciudadanos, y a visitantes. Estos reglamentos establecen lo siguiente:

- Ninguna persona retrasará o interrumpirá los procedimientos, o se negará a obedecer las órdenes del oficial que preside la asamblea.
- Todas las personas deben abstenerse de entablar conversaciones, comer, beber y fumar dentro de la cámara del Ayuntamiento.
- Anuncios y pancartas deben permanecer fuera de la cámara del Ayuntamiento.
- No se permite usar teléfonos celulares o enlaces electrónicos (*paggers*) audibles en la cámara del Ayuntamiento durante audiencias del Ayuntamiento Municipal

"Los ciudadanos y visitantes presentes durante las asambleas del Ayuntamiento Municipal deben de obedecer las mismas reglas de comportamiento, decoro y buena conducta que se aplican a los miembros del Ayuntamiento Municipal. Cualquier persona que haga comentarios impertinentes, utilice vocabulario obsceno o difamatorio, o que al dirigirse al Ayuntamiento lo haga en forma escandalosa, o si causa disturbio durante la asamblea del Ayuntamiento Municipal, será expulsada de la cámara si el oficial que este presidiendo la asamblea así lo ordena. Además, se le prohibirá continuar participando en la audiencia ante el Ayuntamiento Municipal. Si el oficial que preside la asamblea no toma acción, cualquier otro miembro del Ayuntamiento Municipal puede tomar medidas para hacer cumplir las reglas establecidas, y el voto afirmativo de la mayoría del Ayuntamiento Municipal precisará al oficial que este presidiendo la sesión a tomar acción." Según la sección 3.3 (c) de las reglas de procedimientos del Ayuntamiento.

Handgun Prohibition Notice for Meetings of Governmental Entities

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

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

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

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

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

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

The City Council Workforce, Education, and Equity Committee meeting will be held by videoconference and in the Council Chambers, 6th Floor at City Hall.

The public is encouraged to attend the meeting virtually; however, City Hall is available for those wishing to attend the meeting in person following all current pandemic-related public health protocols.

The following videoconference link is available to the public to listen to the meeting and Public Affairs and Outreach will also stream the City Council Workforce, Education, and Equity Committee on Spectrum Cable Channels 16 (English) and 95 (Spanish) and at [bit.ly/cityofdallastv](https://cityofdallas.tv):

<https://dallascityhall.webex.com/dallascityhall/j.php?MTID=m14509ec6f1e655dac80a64ffc553348b>

Call to Order

MINUTES

1. [23-951](#) Approval of the March 7, 2023 Workforce, Education, and Equity Committee Meeting Minutes

Attachments: [Minutes](#)

ACTION ITEM

2. [23-952](#) Consideration of Committee Recommendation to Council Regarding Proposed Resolution: Confronting and Combating Antisemitism in Our Communities
Action Requested: Recommendation of Proposed Resolution for Council's Consideration and Adoption
[Dr. Lindsey Wilson, Director, Office of Equity and Inclusion]

Attachments: [Resolution](#)

BRIEFING ITEMS

- A. [23-953](#) Education (Internal): Dallas Youth Commission Update Regarding FY 21-22 and FY 22-23 Strategic Plan and Dallas Youth Scholarship [Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office; Taylor Moody, Youth Commission Director, City of Dallas; Ricardo Corpus, Chair, Dallas Youth Commission, City of Dallas; Arran Davis, 2nd Vice Chair, Dallas Youth Commission, City of Dallas]

Attachments: [Presentation](#)

- B. [23-956](#) Equity (Internal): Language Access Efforts in the City of Dallas
[Dr. Lindsey Wilson, Director, Office of Equity and Inclusion; Nina Arias, Director, Human Resources; Adriana Portillo, Language Access Coordinator, Office of Equity and Inclusion; Gonzalo Reyes, Supervisor of Translation, Communication, Outreach, & Marketing]

Attachments: [Presentation](#)

BRIEFING MEMORANDUMS

- C. [23-957](#) Workforce (Internal): Small Business Center Workforce Development Day Labor Center Update
[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office]

Attachments: [Memorandum](#)

- D. [23-958](#) Workforce (Internal): Small Business Center Workforce Development Upskilling Dallas Grant Update
[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office]

Attachments: [Memorandum](#)

- E. [23-959](#) Education (Internal): Updates on Educational Partnerships for Upskilling City of Dallas Employees
[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office]

Attachments: [Memorandum](#)

- F. [23-1023](#) Equity (Internal): Upcoming Office of Community Care Agenda Item - Amendment to Dallas County Housing Opportunities for Persons with AIDS Interlocal Agreement - April 26, 2023
[M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager, City Manager's Office]

Attachments: [Memorandum](#)

ADJOURNMENT

EXECUTIVE SESSION NOTICE

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

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

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, APRIL10, 2023

EXHIBIT B

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

APRIL 10, 2023

Item 1: Approval of the March 7, 2023 Workforce, Education, and Equity Committee Meeting Minutes

Councilmember Blackmon moved to adopt the minutes as presented.

Motion seconded by Councilmember Thomas and unanimously adopted. (Moreno, Resendez, Narvaez absent when vote taken)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

APRIL 10, 2023

ACTION ITEM

Item 2: Consideration of Committee Recommendation to Council Regarding Proposed Resolution: Confronting and Combating Antisemitism in Our Communities
Action Requested: Recommendation of Proposed Resolution for Council's Consideration and Adoption

The following individuals briefed the committee on the item:

- Liz Cedillo-Pereira, Assistant City Manager, City Manager's Office;
- Dr. Lindsey Wilson, Director, Office of Equity and Inclusion

Councilmember Thomas moved to forward the item to city council.

Motion seconded by Councilmember Blackmon and unanimously adopted. (Moreno, Resendez, Narvaez absent when vote taken)

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

APRIL 10, 2023

BRIEFING ITEMS

Item A: Education (Internal): Dallas Youth Commission Update Regarding FY 21-22 and FY 22-23 Strategic Plan and Dallas Youth Scholarship

The following individuals briefed the committee on the item:

- Liz Cedillo-Pereira, Assistant City Manager, City Manager's Office;
- Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office;
- Taylor Moody, Youth Commission Director, City of Dallas;
- Ricardo Corpus, Chair, Dallas Youth Commission, City of Dallas; and
- Arran Davis, 2nd Vice Chair, Dallas Youth Commission, City of Dallas.

Councilmember Blackmon moved to forward the item to city council.

Motion seconded by Deputy Mayor Pro Tem Narvaez and unanimously adopted.

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

APRIL 10, 2023

BRIEFING ITEMS

Item B: Equity (Internal): Language Access Efforts in the City of Dallas

The following individuals briefed the committee on the item:

- Dr. Lindsey Wilson, Director, Office of Equity and Inclusion;
- Nina Arias, Director, Human Resources;
- Adriana Portillo, Language Access Coordinator, Office of Equity and Inclusion; and
- Gonzalo Reyes, Supervisor of Translation, Communication, Outreach, & Marketing

OFFICIAL ACTION OF THE CITY COUNCIL COMMITTEE

APRIL 10, 2023

BRIEFING MEMORANDUMS

- Item C: Workforce (Internal): Small Business Center Workforce Development Day Labor Center Update
- Item D: Workforce (Internal): Small Business Center Workforce Development Upskilling Dallas Grant Update
- Item E: Education (Internal): Updates on Educational Partnerships for Upskilling City of Dallas Employees
- Item F: Equity (Internal): Upcoming Office of Community Care Agenda Item - Amendment to Dallas County Housing Opportunities for Persons with AIDS Interlocal Agreement - April 26, 2023

The committee discussed the items.

MINUTES OF THE CITY COUNCIL COMMITTEE
MONDAY, APRIL 10, 2023

EXHIBIT C



City of Dallas

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

Agenda Information Sheet

File #: 23-953

Item #: A.

Education (Internal): Dallas Youth Commission Update Regarding FY 21-22 and FY 22-23 Strategic Plan and Dallas Youth Scholarship

[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office; Taylor Moody, Youth Commission Director, City of Dallas; Ricardo Corpus, Chair, Dallas Youth Commission, City of Dallas; Arran Davis, 2nd Vice Chair, Dallas Youth Commission, City of Dallas]



City of Dallas

**Dallas Youth Commission
Update Regarding FY 21-22 and
FY 22-23 Strategic Plan and
Dallas Youth Scholarship
Workforce, Education and
Equity Committee
April 10, 2023**

Kimberly Bizer Tolbert, Deputy City Manager
Taylor Moody, Youth Commission Director
Ricardo Corpus, Chair, Dallas Youth Commission
Arran Davis, 2nd Vice Chair, Dallas Youth Commission

Overview



- Mission
- Structure & Active Commissioners
- Fiscal Year Budget 20-23
- All- America City Award & FY 21-22 At a Glance
- Project Highlights
 - District 6 Community Closet
 - Dallas Youth Magazine
 - Town Hall for Teens
- FY 22-23 Strategic Plan & Looking Forward
- Proposed Action
- Next Steps



Mission

- The Dallas Youth Commission (YC) aims to inspire Dallas youth to become lifelong leaders actively engaged in civic affairs, public policy, and advocacy. Originally founded in 1994, the Youth Commission provides a much-needed voice for students here in Dallas with the purpose to address and advocate for issues and bring impactful change to the community.
- We work hand in hand with city officials, departments, and organizations to create and promote our initiatives - whether it be environmentally or civically.
- Additional information about the Youth Commission can be found [here](#)



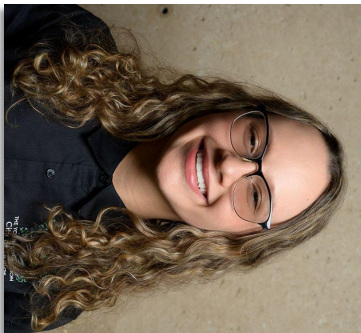


Structure & Active Commissioners

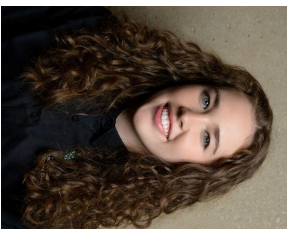
The Dallas Youth Commission is comprised of a group of 15 civically engaged and diverse youth located in the City of Dallas.



Ricardo Corpus
DISTRICT 1
CHAIR



Andrea Mercado-Cruz
DISTRICT 14
VICE CHAIR



Keira Ruibal
DISTRICT 2



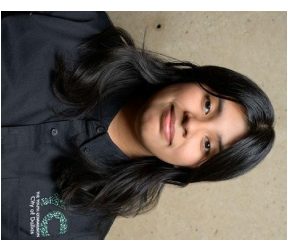
Myles Sturns-Thomas
DISTRICT 3



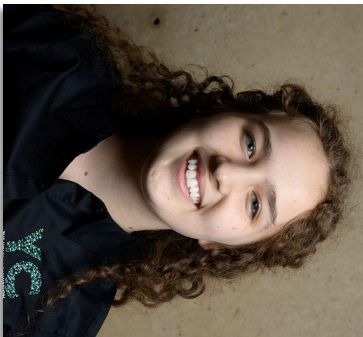
Reginald Compton
DISTRICT 4



Melanie Rojas
DISTRICT 5



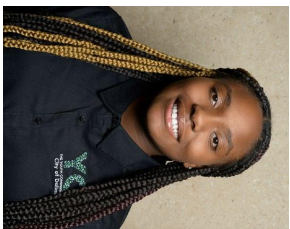
Margarita Hernandez
DISTRICT 6



Arran Davis
DISTRICT 9



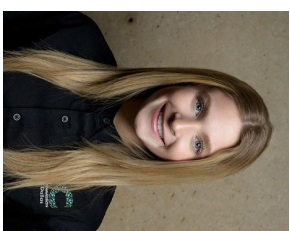
Alexi Felton
DISTRICT 7



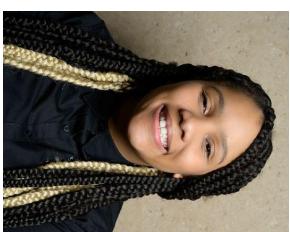
Malajah Hawthorne
DISTRICT 8



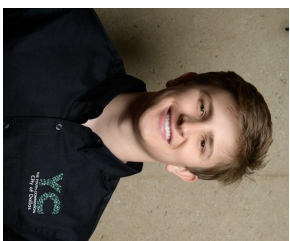
Simon Cohen
DISTRICT 11



Rachel Jennings
DISTRICT 12



Chloe Hawkins
DISTRICT 13



Hilton Sampson
DISTRICT 15

SECRETARY

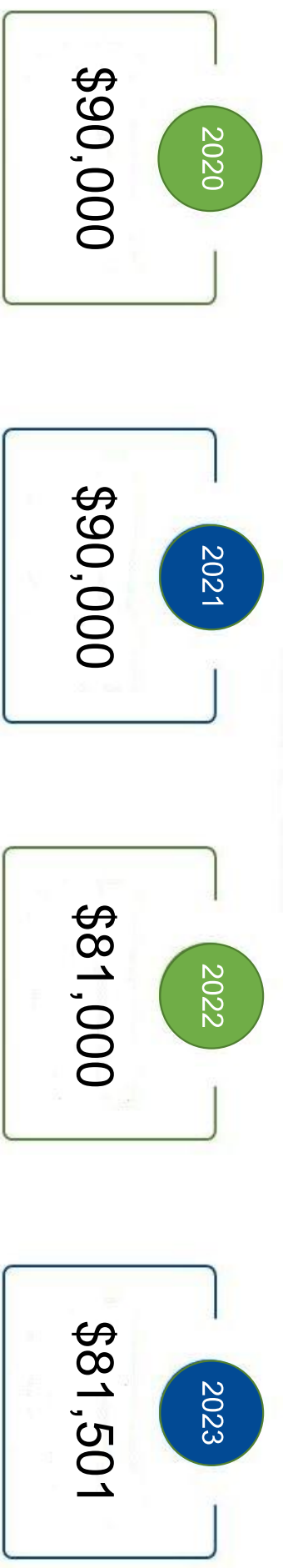
*District 10 is currently vacant.





Fiscal Year Budget 20-23

Each fiscal year, the YC Budget has been fully exhausted with exception of FY21 due to the Covid 19 Pandemic.



*The approved budgets for FY20-23 do not include staff expenses to support the YC.



All-America City Award



- Dallas was recently named one of the 2023 All-America City Finalists – A Program of the National Civic League
- The theme this year was Creating Thriving Communities through Youth Engagement
- 74th All-America City Awards will be hosted Denver, Colorado, June 9-11, 2023



Dallas, TX

2★0★2★3

All-America City Finalist

www.nationalcivicleague.org





FY 21-22 At a Glance

100

Hours of Service

Through their Teens For Dallas Grant Initiative with CAO, The Dallas Youth Commission completed over 100 hours of community service with grant awardees.

6

Town Halls

The Commissioners collaborated between their districts to host 6 separate town halls with themes such as environmental justice, higher education, and arts and culture.

55

Students Highlighted

On May 31st, the Dallas Youth Commission held the Dallas Youth Spotlight to highlight students that have stood out and excelled, in their first back to normal school year after Covid.

32

Partnerships

Collaborated and coordinated with over 20 external organizations and 12+ city departments such as DPD, OEQS, OCC, OWC, CES and OEI on various youth initiatives and projects.



Partnerships



City of Dallas



UNIVERSITY OF
TEXAS
ARLINGTON



Austin Youth Council



LEAGUE OF WOMEN VOTERS
OF DALLAS



DALLAS
INDEPENDENT SCHOOL DISTRICT



American
Heart
Association®



NLC
NATIONAL
LEAGUE
OF CITIES



dallas **water utilities**
city of dallas



Dallas
Park & Recreation



HEALTHY
FUTURES
OF TEXAS



north texas alliance
to reduce unintended
pregnancy in teens



Community Closet & Gold Award Project



- In support of the City's Period Access Dallas Initiative,
 - Commissioner Margarita Hernandez opened the first Community Closet at Pinkston High School in District 6 and has since provided over 200 students with necessary hygiene items.
 - Commissioner Arran Davis worked alongside District 9 students to complete the Girl Scout Gold Award Project which aimed to aid 100 in-need youth unsheltered and in foster care with feminine hygiene products.
 - Commissioner Chloe Hawkins will be opening another closet this year at Thomas Jefferson High School.



Dallas Youth Magazine



- In August 2022, the Dallas Youth Magazine Committee produced its very first edition!
- With work from talented, local youth, the committee created a 12-article magazine with the help of the City of Dallas' Communications & Marketing department.
- Over 50,000 copies were printed, and approximately 40,000 were distributed directly to DISD high schools.



Town Hall for Teens



- Dallas Youth Commission was proud to collaborate with the North Texas Alliance to Reduce Unintended Pregnancy in Teens to host a Town Hall for Teens in October – an event that educated 150 youth about the importance of inclusive wellness education, safety, and more via one-on-one discussions and a Q&A panel.



National League of Cities



Looking Ahead



- The Youth Commission has two primary goals to increase engagement with school-age students:
- More inclusive collaboration with our schools, including ISDs, Charters, Private and Home school programs
 - More district-specific events throughout the year



FY 22-23 Strategic Plan



- In order to create more impactful and intentional events and opportunities for youth in Dallas, the Dallas Youth Commission established the following committees and project priorities for FY 22-23.

Committee Name	Committee Description
Arts & Culture Advocacy	Chair – Reginald Compton Priority Project – Youth Arts Spotlight
Branding Committee	Chair – Andrea Mercado Priority Project – All Teens Everywhere Podcast
Dallas Youth Magazine	Chair – Arran Davis Priority Project – Dallas Youth Magazine
Dallas Youth Scholarship	Chair – Ricardo Corpus Priority Project – Dallas Youth Scholarship
Young Entrepreneurship Academy	Chairs – Malajah Hawthorne & Alexi Felton Priority Project – Young Entrepreneurship Academy



FY 22-23 Strategic Plan continued



DISTRICT SPECIFIC EVENTS WITH CITY COUNCIL

In an effort to foster greater relationship building and engagement in each district represented, the Youth Commission:

- Will work with their respective Council Member to identify specific issues as it relates to youth in their respective districts.
- Develop and coordinate targeted events in partnership with their respective Council Member that engages and benefits students and their parents.
- Develop a plan of action for engagement of youth in each district that will culminate in an annual Council meet and greet with the youth of the district.

TEXAS STATE-WIDE YOUTH CONFERENCE & NORTH TEXAS SUMMIT

- The Youth Commission will collaborate with state-wide youth innovators, creators, builders and leaders among the major cities in Texas.
- These leaders will come together to address opportunities and best practices for youth to promote advocacy, economic prosperity, and development.
- The Texas Youth Advisory Conference convened in Dallas in February 2023.

YOUTH COMMUNITY & SKILL DEVELOPMENT WORKSHOPS

The Youth Commission will encourage civic engagement amongst youth, as well as aid in developing their leadership skills:

- Help Council Offices identify youth in their district who may be ideal candidates to participate in young leadership workshops, as well as potential nominees for the Youth Commission.
- Work with respective council members to build citywide community youth affinity groups that specifically work with public safety officers on youth programming and needs.
- Work with strategic partners who can provide guidance, training, and resources for students for skill development and potential employment.
- Providing youth in Dallas with employability and job opportunities will repel youth from crime and anti-community activities and boost overall community growth.



Proposed Dallas Youth Scholarship



- The Dallas Youth Scholarship is a proposed city-wide scholarship opportunity available for High School seniors who live in Dallas County.
- The Dallas Youth Scholarship aims to promote the pursuit of higher education by providing financial assistance to overachieving students.
- A goal prize pool of \$30,000 where 1st place receives \$15,000, 2nd place \$10,000 and 3rd place \$5,000.
- Unlike traditional scholarships, DYS is entirely led by and operated by youth.
- The Dallas Youth Commission will be in charge of reviewing applicants and selecting finalists.



Proposed Criteria - Dallas Youth Scholarship



- Applicant must live or attend school in Dallas County
- Applicant must have a ≥ 3.2 unweighted GPA
- Applicant must be involved in at least one after school activity
- Applicant must have ≥ 10 hours of community service in the current calendar year
- Applicant must be pursuing higher education or vocational school



Proposed Timeline



- **April 10, 2023** – Dallas Youth Commission presents Dallas Youth Scholarship to the WEE Committee
- **April 26, 2023** – City council approves Dallas Youth Scholarship
- **April 27, 2023** – Youth Commission publicizes scholarship, applications open.
- **May 18, 2023** – Application deadline
- **June 2023** – Finalists are publicly announced.
- **July 2023** – Finalist ceremony at City Hall & podcast feature.



Recommendation



- Dallas Youth Commission recommends the Workforce Education & Equity Committee support the creation of the Dallas Youth Scholarship Program for implementation in FY 2023.



Next Steps



- WEE Committee feedback
- Council Action
 - Approval of the Dallas Youth Scholarship at the April 12, 2023 City Council Agenda Meeting





City of Dallas

**Dallas Youth Commission
Update Regarding FY 21-22 and
FY 22-23 Strategic Plan and
Dallas Youth Scholarship
Workforce, Education and
Equity Committee
April 10, 2023**

Kimberly Bizzor Tolbert, Deputy City Manager
Taylor Moody, Youth Commission Director
Ricardo Corpus, Chair, Dallas Youth Commission
Arran Davis, 2nd Vice Chair, Dallas Youth Commission



City of Dallas

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

Agenda Information Sheet

File #: 23-956

Item #: B.

Equity (Internal): Language Access Efforts in the City of Dallas

[Dr. Lindsey Wilson, Director, Office of Equity and Inclusion; Nina Arias, Director, Human Resources; Adriana Portillo, Language Access Coordinator, Office of Equity and Inclusion; Gonzalo Reyes, Supervisor of Translation, Communication, Outreach, & Marketing]



City of Dallas

Language Access Efforts in City of Dallas

Workforce, Education & Equity Committee
April 10, 2023

Dr. Lindsey Wilson, Director
Office of Equity & Inclusion
Nina Arias, Director
Human Resources

Adriana Portillo, Language Access Coordinator
Office of Equity & Inclusion
Gonzalo Reyes, Supervisor of Translation
Communication, Outreach, & Marketing

Presentation Overview

- Language Access Timeline
- Background and Demographics
- Language Skill Assignment Pay
- Interpretation and Translation Services
- Trainings & REP Investment: Community Ambassador
- Next Steps



Language Access Timeline



Welcoming Communities and Immigrant Affairs established

Racial Equity Plan is adopted and centers the expansion of language access across all city departments

Welcoming Taskforce was created and co-develop the Welcoming Dallas Strategic Plan

Dallas becomes the first Certified Welcoming City in Texas

Language Access Coordinator is hired with Office of Equity and Inclusion

1987

2018

2020

2017

2019

2022

Language Skill Assignment Pay program is established

The Welcoming Dallas Strategic Plan is unanimously adopted by Dallas City Council

Communication, Outreach, and Marketing established the first Language Access Center for Success to standardize language translation of documents



Racial Equity Plan Alignment



Department Progress Measures Office of Equity and Inclusion.4

By December 2023, **all City departments will adopt language access protocols** to ensure a process for residents to effectively communicate with city staff and receive information in their preferred language [All Depts].



Big Audacious Goal Environmental Justice 2.10

Provide better community understanding and engagement through **improved language access** and increased engagement with historically disadvantaged communities during City decision making processes.



All 15 language inclusive DPMs and BAGs can be found in the REP or Exhibit A

Ongoing Efforts



- **Multi-department efforts** and needs are unique
- **More education** on Language Access is needed
- **Role and expectations** of employees who have Language Skill Assignment Pay
- **Centralized** budget/invoicing system
- **Decentralized** coordination system





Background and Demographics

1





What is Language Access?

Language access - means providing Limited English Proficient (LEP) people with reasonable access to the same services as English-speaking individuals.



History of Language Access



Title VI of the Civil Rights Act of (1964)

Prohibits discrimination based on race, color, or national origin from any program receiving federal funds



Lau v. Nichols No. 72-6520 Supreme Court of the United States 414 U.S 56 (1974)

“National origin” covers limited English proficiency



Executive Order 13166 (2000)

Improving Access to Services for Persons with Limited English Proficiency



Executive Order 13985 (2021)

Advancing Racial Equity and Support for Underserved Communities Through the Federal Government



City of Dallas Language Diversity



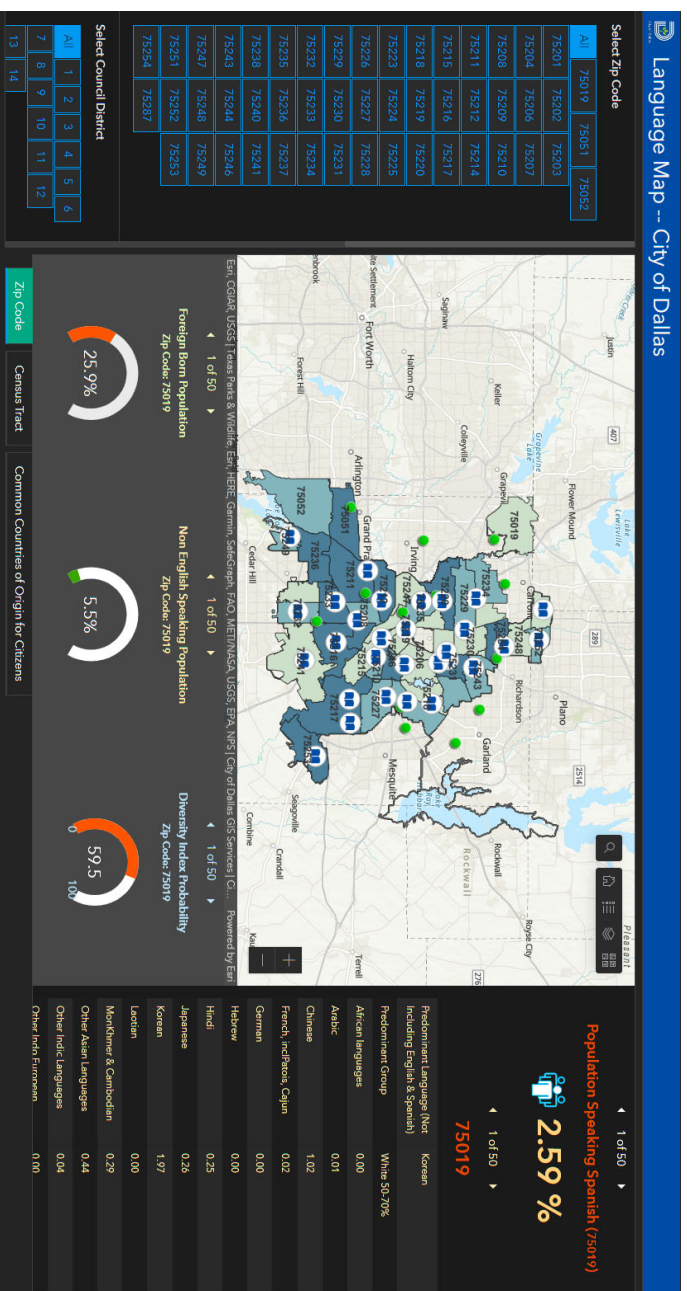
- 1 in 4 Dallas residents are born outside the U.S.
- 42% of Dallas residents speak a language other than English at home
 - 36% speak Spanish
 - Over 90 languages spoken in the City

Top Languages other than English in City of Dallas	
	Spanish
	Vietnamese
	Chinese (simplified)
	Korean
	Amharic
	French
	Arabic
	Swahili
	Burmese
	Hindi



Language Map

An interactive tool that helps users identify the languages spoken by people in the area.



[Language Map – City of Dallas Link](#)



2

Language Skill Assignment Pay (LSAP)

Human Resources



AD 3-37 Language Skills Assignment Pay



The City provides an additional monthly payment to employees who speak another language, that meet certain criteria

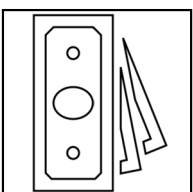
Employees provide COD residents needed oral speaking and listening services in another language

Supports the City of Dallas's Racial Equity Plan goal of being a welcoming city to residents and employees of all languages, races, and ethnicities.

Enables the City of Dallas to be at the forefront of recognizing the value of employee language skills in conducting business and providing services along the continuum of language access services.

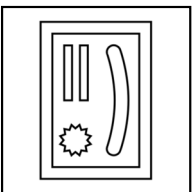
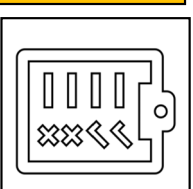


AD 3-37 Language Skills Assignment Pay



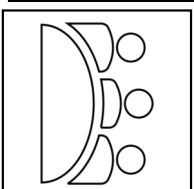
Compensates employees who meet the requirements for LSAP

Ensures that employees are in specified positions with a documented business need for oral and listening skills for identified languages



Certifies employees meet the qualifications for LSAP

Recognizes that official interpretation and translation are coordinated through Communication, Outreach and Marketing (COM) and Office of Equity and Inclusion (OEI)

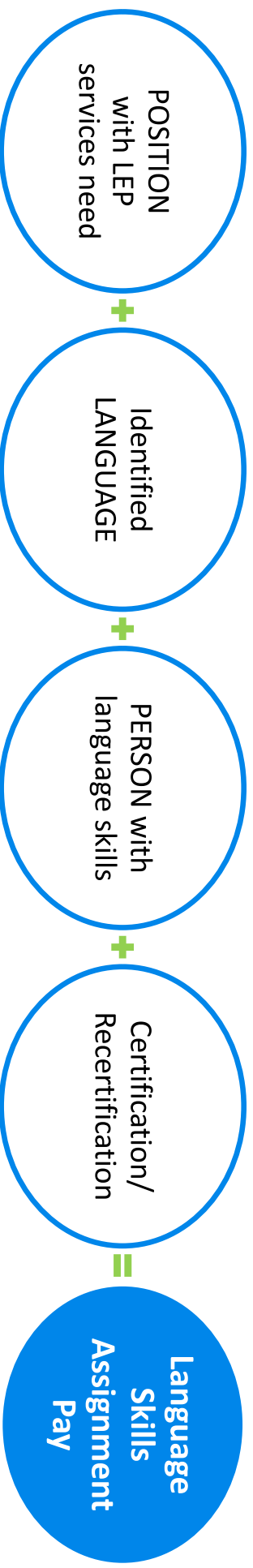


Language Skills Assignment Pay



Language Skills Assignment Pay is **language**, **position** and **person** dependent:

- The **language** is classified as an “identified language” to support people with limited English Proficiency (LEP) as approved by department directors
- The **position** documents the need for services to support people with LEP
- A **person** in a position eligible for LSAP must be certified for oral language proficiency prior to receiving the pay and receive periodic recertification



LSAP Implementation Plan



Verification

- Verify the department continues to need each language
- Verify that all employees currently receiving LSAP meet the department criteria by position
- Verify that the employee uses the language

Education

- Complete the training for use of LSAP and receive the certification form
- Certify all employees as appropriate to certify eligibility for language pay

Registration

- Enter the training completion and certification information into Workday
- Enter certification renewal date (two or five years depending on proficiency level)

Continuation

- Provide annual review of use of LSAP through the performance evaluation process
- Recertify through HR recertification process before certification expires
- If changing job, hiring manager must agree to the LSAP and confirm the department criteria





3

Interpretation and Translation Services

Communication, Outreach, and Marketing



Interpretation vs Translation



Translation is **written**



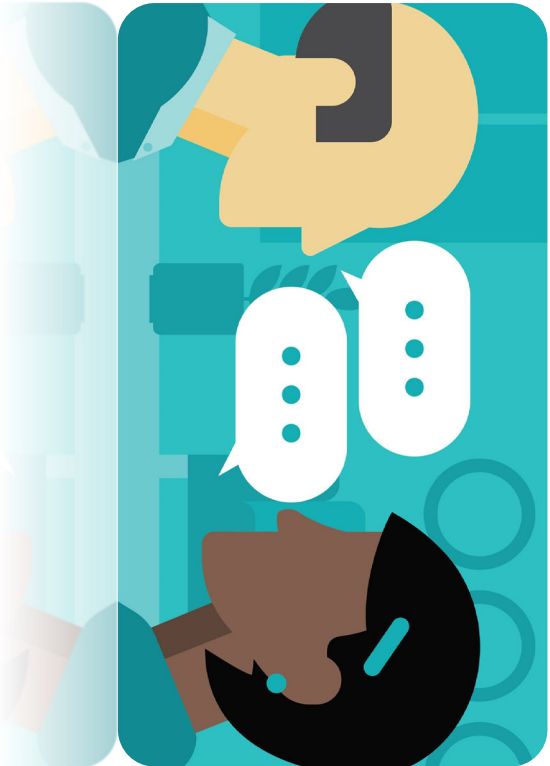
Interpretation is **oral** or
visual through
American Sign
Language



Oral Interpretation



The City of Dallas offers interpretation services for virtual and in-person events that OEI-WCIA coordinates.



- City Council Meetings
 - bit.ly/cityofdallastv
 - Channel 95
- Budget Town Halls
- Conferences and Symposiums
- City of Dallas Training
- Webinars
- Community Listening Sessions



Written Translation



COM's Language Access Center of Excellence, created in 2020 (FY21) works to engage the public in **English and Spanish**, at minimum.

In the past year, we:

- Have supported all City departments.
- Provided translations in 22 languages.
- Increased service activity by 1,675% from FY21 to FY22.

	2021	2022
Words	36,738	652,413
Languages	11	22



Written Translation



The number of languages COM has facilitated requests for doubled from FY21 to FY22.

Language Access Center translations provided in 2022

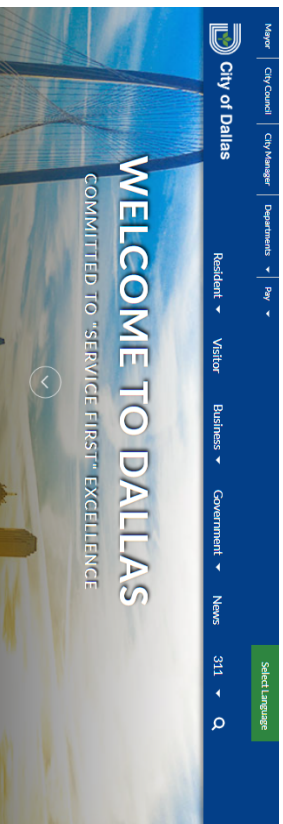
Spanish	Vietnamese	Chinese	Korean	French
Yoruba	Swahili	Hindi	Burmese	S'gaw Karen
Russian	Amharic	Arabic	Pashto	Dari
Tagalog	Somali	Ukrainian	Rohingya	French (France)
Spanish (Mexico)	Persian			



Written Translation



- Key public outreach campaigns in FY22/23:
 - Racial Equity Plan (five languages)
 - Affordable Connectivity Plan Guide
 - Give Responsibly
 - Summer of Safety
 - Opioid Response Campaign
 - Budget Book and Process
 - CECAP





4

Trainings & Community Engagement



Trainings



First Language Access Training – Code Compliance Officers

1. Interactive Language Access Training (piloted)
 - Code Compliance
 - HR Supervisor Training
 - Boards and Commissions
2. Pre-recorded Training in the Works
 - Available to all staff



REP Investment: Community Ambassador Program



Goal: To Increase Engagement, Access and Trust

- Receive feedback from immigrant communities directly on how to improve communications and outreach while also providing information on city services.
- Strengthen civic engagement
- Community input will inform language access protocols.



OEI-WCIA Outreach with DPD Unidos in Northwest Dallas



Next Steps

5



Next Steps



- Assess and develop formalized language access protocols with City Departments
- Educate and train City of Dallas Employees on available language resources
- Launch Community Ambassador program to garner community feedback that informs the City's language access efforts
- Update the language access protocols as part of the Welcoming Strategy 2.0
- Continue education, evaluation, and recertification of City of Dallas employees receiving LSAP





City of Dallas

Language Access Efforts in City of Dallas

Workforce, Education & Equity Committee
April 10, 2023

Dr. Lindsey Wilson, Director
Office of Equity & Inclusion
Nina Arias, Director
Human Resources

Adriana Portillo, Language Access Coordinator
Office of Equity & Inclusion
Gonzalo Reyes, Supervisor of Translation
Communication, Outreach, & Marketing



Language Access Specific Department Progress Measures

Department Name	Progress Measure
311 CUSTOMER SERVICE CENTER	Eliminate the wait time gap between English and Spanish speaking residents calling 311 by 3:00 minutes by the end of 2024.
311 CUSTOMER SERVICE CENTER	Increase the percent of bilingual Supervisors in the 311 Department from 0% to 30% by December 2024.
311 CUSTOMER SERVICE CENTER	Increase the percent of bilingual Customer Service Agents from 9% to 30% by December 2026.
311 CUSTOMER SERVICE CENTER	Increase the number of self-service transactions able to be completed in Spanish on the external facing web portal from 0 to 20 by December 2022 and establish the foundation for multi-language support to add additional self-service transactions in Spanish and other languages by December 2026
COMMUNICATIONS, OUTREACH, & MARKETING SERVICES	Increase views of City department-created original content in Spanish by 5-10% yearly by 2025.
COMMUNICATIONS, OUTREACH, & MARKETING SERVICES	Investment in advertising in Spanish and Asian language and Black media outlets as percentage of all departmental advertising Citywide by 2025.
COMMUNICATIONS, OUTREACH, & MARKETING SERVICES	Increase subscribers to Spanish text and social channels by 5-10% yearly by 2025
INFORMATION & TECHNOLOGY SERVICES	Redesign the City's website by December 2023 to include enhancements to the style guide for more user friendly designs and site-wide accessibility and language access improvements to ensure equitable access to resources and information. A comprehensive website audit is underway to analyze content, components, and features.
OFFICE OF COMMUNITY CARE	Vital Statistics will maintain a staffing ratio of at least 50% of full-time staff being bilingual (English plus another language) to ensure service accessibility by September 2023.
OFFICE OF EMERGENCY MANAGEMENT	Translate 100% of our digital emergency preparedness outreach materials into the five most commonly spoken languages in the City of Dallas by December 2023.
OFFICE OF ENVIRONMENTAL QUALITY & SUSTAINABILITY	Increase the number of environmental outreach materials translated into [Asian-Pacific languages] from 1 annually to 8 annually (2 per quarter) by June 2027.
OFFICE OF EQUITY & INCLUSION	By December 2023, all City of Dallas departments will adopt language access protocols to ensure a process for residents to effectively communicate with city staff and receive information in their preferred language
DATA ANALYTICS & BUSINESS INTELLIGENCE	Maintain Spanish translation on 95% of all our public facing products
OFFICE OF HISTORIC PRESERVATION	Increase number of historical preservation pieces of collateral, outreach events, education and awareness presentations/publications, in historically disadvantaged communities provided in English and Spanish from 0 to 3 by May 2025.
OFFICE OF RISK MANAGEMENT	Increase the number of trainings offered in Spanish from 14 to 18 by December 2022 and from 18 to 36 by December 2023 (if new position is approved).



City of Dallas

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

Agenda Information Sheet

File #: 23-957

Item #: C.

Workforce (Internal): Small Business Center Workforce Development Day Labor Center Update
[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office]

Memorandum



CITY OF DALLAS

DATE April 7, 2023
Honorable Members of the Workforce, Education, and Equity Committee: Jaynie
TO Shultz (Chair), Casey Thomas (Vice-Chair), Jaime Resendez, Paula Blackmon, Jesse
Moreno, Adam McGough, Omar Narvaez
SUBJECT **Small Business Center Workforce Development Day Labor Center Update**

The purpose of this memorandum is to provide an update on the Day Labor Center Program.

The Day Labor Program will help reduce safety hazards, deter crime, promote fair wages for day/hours of work, provide an organized and safe method of engagement between laborers and employers seeking daily or hourly employment, decrease the labor gap by providing access to skilled workers, and act as a community connector of services linking local small businesses, homeowners, faith-based organizations and contractors with skilled day labor workers for employment opportunities, safeguarding fair pay and respectable working conditions.

In February, the Small Business Center (SBC) implemented the pilot program, which included the hiring of a program coordinator to continue the gathering of baseline data for future feasible location(s) for the program, in collaboration with Workforce Solutions of Greater Dallas. The Day Labor Outreach Center Coordinator is scheduled to start on March 20, 2023. SBC will continue working with Workforce Solutions of Greater Dallas and internal city departments for possible locations to pilot the program. A follow-up to provide information on deliverables and outcomes from this phase will be provided in May 2023, with a recommendation of resources needed to support a full implementation at additional sites.

Staff will be available during the Workforce, Education, and Equity Committee meeting on April 10, 2023, to respond to questions or provide additional information. In the meantime, please feel free to contact me or Joyce Williams, Director, Small Business Center at joyce.williams@dallas.gov.

Kimberly Bizor Tolbert
Deputy City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
Biliera Johnson, City Secretary
Preston Robinson, Administrative Judge
Jon Fortune, Deputy City Manager

Majed A. Al-Ghafry, Assistant City Manager
M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager
Dr. Robert Perez, Assistant City Manager
Carl Simpson, Assistant City Manager
Jack Ireland, Chief Financial Officer
Genesis D. Gavino, Chief of Staff to the City Manager
Directors and Assistant Directors



City of Dallas

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

Agenda Information Sheet

File #: 23-958

Item #: D.

Workforce (Internal): Small Business Center Workforce Development Upskilling Dallas Grant Update
[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office]

Memorandum



DATE April 10, 2023

CITY OF DALLAS

Honorable Members of the Workforce, Education, and Equity Committee: Jaynie Schultz (Chair), Casey Thomas (Vice-Chair), Jaime Resendez, Paula Blackmon, Jesse Moreno, Adam McGough, Omar Narvaez

SUBJECT **Small Business Center Workforce Development Upskilling Dallas Grant Update**

The purpose of this memorandum is to provide an update on the Upskilling Dallas grant administered by the Small Business Center. An update was provided at the February 10, 2023, WEE Committee. Due to the delays in the finalizations of the contract, the item was moved to the April 12, 2023, Council agenda.

This grant, supported by ARPA funds, provides workforce training to re-skill or up-skill City of Dallas residents that have been financially impacted by COVID-19 and addresses the skills gap in the Dallas labor market for advanced skill training. The awardees will provide training for registered behavior technicians (RBT) and industry recognized IT certified technicians in high demand areas. In addition, job readiness and employment placement services are included for all participating individuals.

The grant solicitation opened in May 2022 and closed July 2022 with six active vendor submissions who scored as follows:

Supplier	Total pts (out of 100)
Dallas College	86.67
Dallas County Mental Health and Mental Retardation Center	82
United Way of Metropolitan Dallas	78.33
Zan Wesley Holmes, Jr. Community Outreach Center	74.67
Green Careers Dallas	64
CitySquare	63

Based upon the evaluation and service needs, the Small Business Center will be recommending the following applicants for City Council action on April 12, 2023:

Vendor	Amount	Services
Dallas College	\$250,000	IT training and certification
Dallas County Mental Health and Mental Retardation Center dba Metrocare Services	\$250,000	RBT training and certification

DATE April 10, 2023
SUBJECT **Small Business Center Workforce Development Upskilling Dallas Grant**

Staff will be available during the Workforce, Education, and Equity Committee meeting on April 10, 2023, to respond to questions or provide additional information. In the meantime, please feel free to contact me or Joyce Williams, Director, Small Business Center at joyce.williams@dallas.gov.



Kimberly Bizzor Tolbert
Deputy City Manager

c: T.C. Broadnax, City Manager
Chris Caso, City Attorney
Mark Swann, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
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City of Dallas

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

Agenda Information Sheet

File #: 23-959

Item #: E.

Education (Internal): Updates on Educational Partnerships for Upskilling City of Dallas Employees
[Kimberly Bizer Tolbert, Deputy City Manager, City Manager's Office]

Memorandum



CITY OF DALLAS

DATE April 10, 2023
TO Honorable Members of the Workforce, Education, and Equity Committee: Jaynie Schultz (Chair), Casey Thomas (Vice-Chair), Jaime Resendez, Paula Blackmon, Jesse Moreno, Adam McGough, Omar Narvaez
SUBJECT **Updates on Education Partnerships for Upskilling City of Dallas Employees**

This memorandum is to provide an update to the Workforce, Education, and Equity Committee (WEE) on the City of Dallas' Educational Partnership program.

In 2019, the Human Resources Department (HR) revamped the City's Educational Partnership Program to expand strategic collaborations with institutions of higher learning. The partnerships provide financial benefits for City employees and their families such as reduced tuition, fee waivers, and reduced cost of course materials. Additionally, HR is working with the institutions to customize degree programs based on the upskilling needs of the organization.

Approved Educational Partnerships

To date, the city has agreements with the following four higher learning institutions:

- Amberton University
- Dallas Baptist University
- University of Phoenix
- Western Governors University

All above institutions offer undergraduate and graduate level degree plans; three of the institutions offer undergraduate and graduate level certificate programs that will allow for coursework to be applied towards a full bachelor's degree. The financial benefits vary by institution and include some of the following types of cost savings for employees and their families:

- Waived deferred payment fees and exemption from finance charges for deferred payment option
- Waived application fee and registration fees
- Waived tuition for every 6th course taken
- Waived student service fee for online courses
- Flat rate tuition for a block of courses
- Scholarship for 25% of student's total tuition each semester
- Employee can earn up to 30 hours of undergraduate credit through work experience
- Coursework is offered online and in-person

Staff continues to work on increasing the number and diversity of higher learning institutions to the Program. Negotiations are in progress with several institutions, and we currently have seven agreements under review with Dallas College, DeVry University, Texas A&M Commerce, Texas State Technical College, University of Arizona-Global Campus, University of the Incarnate Word, and The University of Texas at Dallas- MPA Program.

Tuition Reimbursement Program

Effective October 1, 2022, the City Council approved the addition of tuition reimbursement for technical and trade school coursework. Previously, tuition reimbursement only applied to coursework taken at accredited colleges and universities towards undergraduate and above degree programs. Employees that apply and are approved can be reimbursed up to \$1500 per fiscal year on a first-come, first-serve bases.

Educational Partnership College Fair

The HR Talent, Engagement and Development team hosted an Educational Partnership College Fair Tuesday, March 14, 2023, to introduce the partnerships to employees. It was held in the City Hall Lobby and Plaza from 10:00am-2:00pm. Both approved and pending Educational Partners participated in the College Fair.

The College Fair was promoted via internal communication avenues such as Citywide announcements, TCB, communication directly to department Directors and Assistant Directors, and the [Employee Experience SharePoint](#) site. A press release was also shared externally through the Communications, Outreach, and Marketing department in both English and Spanish. A summary and wrap up of the college fair will be added to the April edition of DBrief.

We will continue efforts to expand the partnerships and engage employees in taking full advantage of the opportunities to increase their skill set for promotional opportunities. In addition, the program can support our retention efforts. Staff will be available at the April 10, 2023, WEE Committee meeting to respond to questions and provide additional information as needed.

Please reach out to me or Nina Arias, HR Director at nina.arias@dallas.gov if you have any questions or concerns.



Kimberly Bizar Tolbert
Deputy City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, Interim City Attorney
Mark Swann, City Auditor
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City of Dallas

1500 Marilla Street
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Dallas, Texas 75201

Agenda Information Sheet

File #: 23-1023

Item #: F.

Equity (Internal): Upcoming Office of Community Care Agenda Item - Amendment to Dallas County Housing Opportunities for Persons with AIDS Interlocal Agreement - April 26, 2023
[M. Elizabeth (Liz) Cedillo-Pereira, Assistant City Manager, City Manager's Office]

Memorandum



CITY OF DALLAS

DATE April 10, 2023

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

SUBJECT **Upcoming Office of Community Care Agenda Item – Amendment to Dallas County Housing Opportunities for Persons with AIDS Interlocal Agreement – April 26, 2023**

On April 26, 2023, the following Office of Community Care item would be considered by City Council:

File ID:23-954: Authorize Supplemental Agreement No. 1 to the Interlocal Agreement with Dallas County on behalf of Dallas County Health and Human Services, to increase the contract amount in an amount not to exceed \$150,000.00, from \$2,273,350.00 to \$2,423,350.00, for the provision of scattered site housing assistance for persons with HIV/AIDS for the period October 1, 2022, through September 30, 2023 – Not to exceed \$150,000.00 - Financing: Housing Opportunities for Persons with AIDS Grant

BACKGROUND

This item authorizes the amendment of the ILA with Dallas County to provide additional FY2021-22 and FY2022-23 HOPWA funds to the County for Short-Term Rent/Mortgage/Utility (STRMU) Emergency Assistance. This amendment will allow the County to serve additional eligible persons residing primarily in Dallas County with STRMU Emergency Assistance to prevent homelessness.

Office of Homeless Solutions (OHS) developed and executed this Contract and worked directly with Dallas County staff on the budget, however for FY2022-2023, all HOPWA programming was centralized under the management of the Office of Community Care (OCC). OCC received the Contract once it was fully executed on December 19, 2022. The Contract budget for the FY2022-23 year included \$150,000 for STRMU assistance. This was level funding compared to the prior FY2021-22 year, but Dallas County also had \$97,420 in HOPWA CARES STRMU funding in the prior FY2021-22 year, which did not carry over to the current FY2022-23 year.

On January 30, 2023, Dallas County notified City staff that they were out of the STRMU funding for the year and would have to refer clients to the City of Dallas. Dallas County had spent (or committed to spend) an average of \$37,500 per month in the first 4 months of the contract term (serving 41 clients with an average assistance of about \$3,658 per client). An increase in rental rates also contributed to the depletion of funds. Demand for HOPWA STRMU assistance is highest at the start of each HOPWA program year because clients start over with new HOPWA STRMU caps on October 1 of each year, thus spending is typically higher in the first months of the year.

DATE April 10, 2023

SUBJECT **Upcoming Office of Community Care Agenda Item – Amendment to Dallas County Housing Opportunities for Persons with AIDS Interlocal Agreement – April 26, 2023**

OCC staff conferred with the Office of Budget regarding funding, and subsequently met with Dallas County staff about a plan of action. It was determined that there was a need to increase the contract budget for the current year. This additional funding is needed, and will be used, for the Dallas County program site to remain open for the rest of the program year and continue service clients (with the STRMU case manager already on staff). As an interim solution, a small budget revision was processed to reallocate funds into the STRMU budget line item, but those funds will need to be replenished before the end of the contract term.

The City of Dallas has received HOPWA funds since 1993 to support eligible activities within the Dallas Eligible Metropolitan Statistical Area (“Dallas EMSA”) which includes the counties of Dallas, Collin, Denton, Ellis, Hunt, Kaufman, and Rockwall. HOPWA Grant Funds are to assist grantees in meeting the housing needs of low-income persons with HIV/AIDS and HIV-related illness and their families. HOPWA Grant Funds may be expended for eligible purposes within three years of HUD’s award.

Since approximately 1993, through ILAs with the City, the County 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.

All HOPWA projects use the local Homeless Management Information System (“HMIS”) to collect client-level data for service coordination and reporting/evaluation purposes.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

On June 9, 2021, City Council adopted the FY 2021-22 HUD Consolidated Plan Budget for the U.S. Department of Housing and Urban Development Grant Funds by Resolution No. 21-0974.

On June 22, 2022, City Council adopted the FY 2022-23 HUD Consolidated Plan Budget for the U.S. Department of Housing and Urban Development Grant Funds by Resolution No. 22-1339.

On September 28, 2022, City Council authorized an Interlocal Agreement with Dallas County/Dallas County Health and Human Services to provide scattered site housing assistance for persons with HIV/AIDS for the period October 1, 2022, through September 30, 2023, by Resolution No. 22-1465.

DATE April 10, 2023

SUBJECT **Upcoming Office of Community Care Agenda Item – Amendment to
Dallas County Housing Opportunities for Persons with AIDS Interlocal
Agreement – April 26, 2023**

If you have any questions, please contact me or Office of Community Care Director,
Jessica Galleshaw, at jessica.galleshaw@dallas.gov.



M. Elizabeth Cedillo-Pereira
Assistant City Manager

c: T.C. Broadnax, City Manager
Tammy Palomino, City Attorney
Mark Swann, City Auditor
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