



CITY OF LONG BEACH

DEPARTMENT OF HUMAN RESOURCES

R-13

333 West Ocean Boulevard 13th Floor • Long Beach, CA 90802

DEBORAH R. MILLS
DIRECTOR

February 11, 2014

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to execute all documents with the State of California to receive \$226,150 in Workforce Investment Act / National Emergency Grant (NEG) funds to operate a Healthcare training program; execute an agreement with initiative partners in an amount totaling \$202,911; execute any needed subsequent amendments; and increase appropriations in the Community Development Grants Fund (SR 150) in the Department of Human Resources (HR) by \$68,922. (Citywide)

DISCUSSION

Pacific Gateway administers job training programs and business services delivered by the Career Transition Center, Harbor WorkSource Center, Torrance Career Center, and selected community-based organizations to assist local residents in acquiring skills leading to employment in high demand occupations by local employers.

Local job opportunities in demand occupations are largely addressed through industry sector strategies that link together business needs, local workforce skills gaps, and training strategies. Our local Workforce Investment Board (WIB) continues its priority focus on jobs strategies in nine key sectors, of which Healthcare is primary.

In November 2013, Pacific Gateway submitted a grant request to the State of California seeking funds to support a healthcare program that would train approximately 45 individuals in healthcare occupations. Pacific Gateway was approved for \$226,150 in support of its strategy for an anticipated term of January 1, 2014 through March 31, 2015.

In support of this program design, Pacific Gateway collaborated with existing partners Long Beach Community College District and Long Beach Memorial Medical

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Center/Miller Children’s Hospital Long Beach (LBMMC/MCHLB) to design, develop, and implement a multi-occupation training program to meet existing and emergent workforce needs at the hospital and other medical centers in the region. This includes training programs for Front Office Assistants and Medical Assistants that incorporate On-the-Job Training components, in which Pacific Gateway and LBMMC/MCHLB jointly share costs of participant wages. Each participant will complete 8-14 weeks of combined classroom and clinical training, with every eligible participant completing the training activities offered full-time-equivalent employment with an average starting hourly wage of \$14.35 for Front Office Assistants and \$16.00 for Medical Assistants. Agreements for services through this project are requested as follows:

Entity	Focus of Training/ Healthcare Occupation	Amount	Term
Long Beach Memorial Medical Center/Miller Children’s Hospital	<ul style="list-style-type: none">• Medical Assistants• Front Office Assistants• On-the-Job Training	\$145,580	1/1/2014 – 3/30/2015
Long Beach Community College District	<ul style="list-style-type: none">• Curriculum development for Medical Assistants and Front Office Assistants• Medical Office Introductory Training	\$57,331	1/1/2014 – 3/30/2015

Pacific Gateway will use the remaining \$23,239 for grant oversight and management activities.

This matter was reviewed by Deputy City Attorney Gary J. Anderson on January 8, 2014 and by Budget Management Officer Victoria Bell on January 15, 2014.

TIMING CONSIDERATIONS

City Council action is requested on February 11, 2014, in order to facilitate processing of required documents.

FISCAL IMPACT

National Emergency Grant (NEG) grants are funded by the Workforce Investment Act (WIA). Pacific Gateway will receive up to \$226,150 in WIA/NEG funds and \$13,072 of the grant amount is currently budgeted in the Community Development Grants Fund (SR 150) in the Department of Human Resources (HR). Pacific Gateway has identified programming expenses in the amount of \$68,922 for FY 14 that is currently unbudgeted. An appropriation increase of \$68,922 is requested as part of the recommended action. The remaining amount of \$144,156 will be appropriated during FY 2015. Approval of this recommendation will result in employment preparation, placement, and retention services to approximately 45 dislocated workers.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



DEBORAH R. MILLS
DIRECTOR OF HUMAN RESOURCES

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APPROVED:



PATRICK H. WEST
CITY MANAGER