

**Council Meeting: April 8, 2008****SUBJECT: Request to Revise Performance Measures in the FY 2007/2008 Approved Budget for Department of Employment Development****REPORT IN BRIEF**

This report recommends Council adopt performance measure modifications for the Department of Employment Development (DED) that were approved as part of the FY 2007/2008 Adopted Budget. These modifications are requested to align services provided with grant and budget plans.

BACKGROUND

DED manages programs and services for the NOVA Job Training Consortium, a seven-city entity formed through a Joint Powers Agreement. The seven cities includes Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara, and Sunnyvale. The City of Sunnyvale administers all of NOVA's programs on behalf of the consortium cities, and has done so under the condition that non-General Fund resources are available to cover all of the associated costs. As the City, through NOVA, applies for these grants, contracts, and contributions, it determines what services and service levels will be provided through the application process. The grants are reviewed and approved by the NOVA Workforce Board. After Workforce Board approval, decisions to apply for funds must also then be approved by the Sunnyvale City Council, on behalf of the consortium cities.

DED is unique because it is funded solely from grants, contracts, and contributions. Each award is restricted to specific services and activities that can be offered and is accompanied by specific performance standards matrices. The FY 2007/2008 Adopted Budget for DED was developed during the FY 2006/2007 planning cycle and was based upon available information regarding the anticipated grants, contracts, and contributions that were expected to be available for FY 2007/2008.

Most of the NOVA grant programs and funding align with a standard 12-month fiscal cycle; however some grants are for longer periods or begin after the City's budget plans have been adopted. The City's budget system develops a 24-month plan including program performance measures.

EXISTING POLICY

The proposed performance measure modifications are consistent with the City of Sunnyvale's Socio-Economic Goal 5.1F: The City of Sunnyvale will participate in the administration of the Workforce Investment Act as a service delivery area as long as adequate Federal/State funding for the program is available, legislation remains essentially intact and the program can be cost effectively administered.

DISCUSSION

In accordance with the above-mentioned budget planning structure, operating program performance measures should be changed to correspond to actual grants and services to be provided during the fiscal year. To enable this, the following programs require modifications to their original performance measures:

Program 542 – Supplemental Grants – Staffed (measure Q2)

“Submit required HealthCare Navigator reports in an accurate and timely manner, in compliance with grant requirements.” This program ended in FY 2006/2007 with measure met and completed. Recommendation – **Delete** this measure from approved budget for FY 2007/2008.

Program 542 – Supplemental Grants – Staffed (measure P2)

“Completion of HealthCare Occupations Resource Directory by the grant target date.” This program ended in FY 2006/2007 with measure met and completed. Recommendation – **Delete** this measure from approved budget for FY 2007/2008.

Program 542 – Supplemental Grants – Staffed (measure P3)

“Additional staff is trained to perform the functions of the Disability Navigator.” This program ended in FY 2006/2007 with measure met and completed. Recommendation – **Delete** this measure from approved budget for FY 2007/2008.

Program 543 – Supplemental Grants – Managed (measure P2)

“Area veterans are provided employment and training services through the Homeless Veterans Reintegration Program (HVRP).” This program ended in FY 2006/2007 with measure met and completed. Recommendation – **Delete** this measure from approved budget for FY 2007/2008.

Program 543 – Supplemental Grants – Managed (measure P3)

“Nurses Workforce Initiative clients provided NCLEX (nursing certification test) training.” This program ended in FY 2006/2007 with measure met and

completed. Recommendation – **Delete** this measure from approved budget for FY 2007/2008.

Program 543 – Supplemental Grants – Managed (measure P4)

“Additional students enrolled in prerequisite healthcare classes at local community colleges.” This program ended in FY 2006/2007 with measure met and completed. Recommendation – **Delete** this measure from approved budget for FY 2007/2008.

Program 543 – Supplemental Grants – Managed (new measure P5)

- Software specialists are provided training services to allow transition to the aerospace and defense industries

This program’s funding, through a contract from the California Space Authority, was received after the adoption of the FY 2006/2007 Budget.

Through this program, University of California Santa Cruz Extension (UCSC) will provide a 4-month certificate program to 28 participants preparing them for jobs as software engineers in the Aerospace and Defense Industry. UCSC has developed excellent relationships with the local business community and will convene an advisory board comprised of representatives of the aerospace industry to ensure correlation of the training with industry’s workforce needs. NOVA will provide ongoing support and case management of participants, as well as assistance with job placement.

Recommendation – **Add** the measure as follows to the FY 2007/08 Adopted Budget:

Program 542 Performance Measure — Productivity:

Provide training services to software specialists that allows transition to the aerospace and defense industries.

Data Point:

- Percentage of Total Target Enrollees Who Participated in Training: 80.
- Total Number of Enrollees: 28
- Total Number of Participants: 22

The Workforce Investment Act (WIA) includes specific performance levels for this program. The act specifies that performance is ‘met’ if at least 80 % of the planned enrollments participate. The total number of planned enrollments is 28. Therefore; under WIA’s performance specifications, at least 22 enrollees must have participated in the training. If less than 22 participate, the performance would be “not met” and if more than 28 enroll and participate, the performance would be rated as “exceeds.”

FISCAL IMPACT

Approval of this report will not have a fiscal impact on the FY 2007/2008 Approved Budget. Budget modifications were submitted at the time grant funding was accepted and appropriated. However, corresponding modifications to performance measures were not included as part of that process.

PUBLIC CONTACT

Public contact was made through posting of the Council agenda on the City's official notice bulletin board and at the Senior Center and Community Center, posting of the agenda and report on the City's Web site, publication of the Council agenda in the San Jose Mercury News, and the availability of the report in the Library and the Office of the City Clerk. Copies of this report were also shared with each of the City's Boards and Commissions.

ALTERNATIVES

1. Council approves modifications of performance measures for FY 2007/2008.
2. Council does not approve modifications of performance measures and identifies other action for FY 2007/2008.
3. Other action as determined by Council.

RECOMMENDATION

Staff recommends Alternative No. 1: Council approves modifications of performance measures for FY 2007/2008.

Reviewed by:

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