

Memorandum



CITY OF DALLAS

DATE October 4, 2019

TO Honorable Mayor and Members of the City Council

SUBJECT **Upcoming Agenda Item #13, October 8, 2019 –Senior Employment Initiative Program**

The following Office of Community Care (OCC) item will be considered by City Council on the October 8, 2019 Agenda:

Authorize a one-year service contract, with two one-year renewal options, to provide employment assistance to low-and moderate-income seniors as part of the City of Dallas' Senior Services Employment Initiative Program with Dallas County Community College District, on behalf of Mountain View College, most advantageous proposer of four – Not to exceed \$137,280.00 – Financing: General Fund (subject to appropriations)

The Senior Services Employment Initiative Program provides seniors 60 years and older with employment assistance and training to obtain and maintain employment. According to the National Institute on Retirement Security, almost 40 million households (with a head of households between the ages of 25 and 64) have \$4.3 trillion dollars fewer in savings than they should have for retirement. With the gap in retiring savings, many seniors need to work beyond the traditional age of retirement. Changing needs from employers and lack of needed skill sets has made it increasingly important for seniors to seek training and assistance in obtaining employment.

On July 12, 2019, a Request for Proposal (RFP) was sent out by the Office of Procurement Services (BC19-00010981) for the Senior Services Employment Initiative Program. This program is needed, to help those seniors who seek job skills training to obtain or maintain a job, and that pay a livable wage. Four proposals were submitted, and an evaluation committee recommended funding for Mountain View College's Senior Force program proposal.


The Senior Force Initiative seeks to train and employ those over age 60 by preparing them for a transitioning workplace with a need for technological skills that increases every year. The Senior Force is necessary to re-engage and prepare adult seniors, for employability in the current workforce. Mountain View College will provide six-training classes for senior adult participants to prepare them for job placement in a transitioning workforce. The classes will be completed in a four-week training format before job placement assistance. These classes include Customer Service Frontline Fundamentals, Help Desk Call & E-Mail Essentials, Introduction to Computers, Introduction to Word Processing, Introduction to Spreadsheets and Microsoft Excel, and Employability for Seniors/Combined – Resume Writing/Interview Skills/Redefining Your Career & Understanding Your New Industry/Skills Assessment.

Mountain View College offers employment assistance to all participants upon the completion of the Senior Force Initiative. Each participant will receive a Continuing Education Skills Award, and a Continuing Education transcript with completed hours. They will track participants for up to 90 days post placement.

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The Senior Service Employment Initiative Program supports Doman 5 of the Age Friendly Dallas Plan which aims to establish an age-friendly community that provides ways older people can, if they choose to, work for pay, volunteer their skills, and be actively engaged in community life. The Age Friendly Dallas was supported by the Senior Affairs Commission and approved by City Council on May 22, 2019.

Should you have any questions or concerns, please contact myself or Jessica Galleshaw, Director of Office of Community Care.



Nadia Chandler Hardy
Assistant City Manager and Chief Resilience Officer

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| T.C. Broadnax, City Manager | Joey Zapata, Assistant City Manager |
| Chris Caso, City Attorney (Interim) | Michael Mendoza, Chief of Economic Development and Neighborhood Services |
| Mark Swann, City Auditor | M. Elizabeth Reich, Chief Financial Officer |
| Bilierae Johnson, City Secretary | Laila Alequresh, Chief Innovation Officer |
| Preston Robinson, Administrative Judge | Liz Cedillo-Pereira, Chief of Equity and Inclusion |
| Kimberly Bizer Tolbert, Chief of Staff to the City Manager | Directors and Assistant Directors |
| Majed A. Al-Ghafry, Assistant City Manager | |
| Jon Fortune, Assistant City Manager | |