



WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

EXECUTIVE COMMITTEE MEETING

Thursday, November 20, 2014
7:30 a.m. - 9:30 a.m.

VCCF Nonprofit Center (Community Room)
4001 Mission Oaks Blvd., Camarillo, CA

AGENDA

7:30 a.m.	1.0 Call to Order and Agenda Review	Mike Soules
7:32 a.m.	2.0 Public Comments Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.	Mike Soules
7:35 a.m.	3.0 WIB Chair Comments	Mike Soules
7:40 a.m.	4.0 Consent Items 4.1 Approve Executive Committee Minutes: October 9, 2014 4.2 Receive and File: WIB Committee Reports	Mike Soules
7:45 a.m.	5.0 Finance Report <ul style="list-style-type: none">• PY 2014-15 Financial Status Report: October 2014• 25% Training Expenditures	Theresa Salazar Vital
7:55 a.m.	6.0 Performance Update <ul style="list-style-type: none">• PY 2013-14 State Performance Report• PY 2014-15 Quarterly Reports: Rapid Response	Theresa Salazar Vital
8:10 a.m.	7.0 Action Items 7.1 Recommendation to Approve the Program Year 2014-2015 Workforce Investment Act (WIA) Evaluation/Reporting Process 7.2 Recommendation that the Executive Committee Ratify a Workforce Investment Board (WIB) Research Sponsorship for the 2015 Ventura Civic Alliance State of the Region Report, in the amount of \$10,000	Cheryl Moore

8:20 a.m.	8.0 Ventura County Regional Strategic Workforce Development Plan <ul style="list-style-type: none"> WIB Regional Partnerships <ul style="list-style-type: none"> Career Pathways Trust Grants: WIB Sector Committees AB 86: Adult Education Consortium AMP SoCal: Pillar Committees South Central Coast Regional Collaborative of Community Colleges Workforce Collaborative of California's Central Coast Los Angeles/Ventura County WIB Region Meetings Workforce Innovation and Opportunity Act (WIOA) 	Patricia Duffy Theresa Salazar Vital Talía Barrera Richard McNeal Cheryl Moore Cheryl Moore Cheryl Moore
	9.0 WIB Administration	
9:00 a.m.	<ul style="list-style-type: none"> Priorities for WIB Meetings <ul style="list-style-type: none"> December 18, 2014 	Mike Soules
9:15 a.m.	<ul style="list-style-type: none"> <ul style="list-style-type: none"> February 26, 2015 April 30, 2015 June 18, 2015 On the Calendar <ul style="list-style-type: none"> <u>December 10-11, 2014</u> California Workforce Association Board of Directors <u>January 18, 2015</u> Release of WIOA Guidelines 	Cheryl Moore
9:20 a.m.	10.0 Committee Member Comments	Committee Members
9:30 a.m.	11.0 Adjournment <ul style="list-style-type: none"> <u>Next Meeting</u> January 8, 2015 (7:30 a.m.-9:30 a.m.) VCCF Nonprofit Center (Community Room) 4001 Mission Oaks Blvd., Camarillo, CA 	Mike Soules

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Investment Board of Ventura County staff at (805) 477-5306, at least five days prior to the meeting. TTY line: 1-800-735-2922.



WIB Executive Committee
October 9, 2014

MINUTES

Meeting Attendees

Executive Committee

Mike Soules, Chair
Sandra Werner, Vice Chair
Alex Rivera, Immediate Past Chair
Victor Dollar
Zahid Shah
Tony Skinner

WIB Administration

Talia Barrera
Elizabeth Isnec
Tracy Johnson
Richard McNeal
Cheryl Moore
Theresa Salazar Vital

Guests

Nancy Ambriz (HSA Community
Services Department/WIA)
Yvonne Jonason (Employment
Training Panel)

1.0 Call to Order and Agenda Review

Mike Soules called the meeting to order at 7:36 a.m. No changes were made to the agenda.

2.0 Public Comments

Yvonne Jonason, Economic Development Analyst from the California Employment Training Panel (ETP), described ETP opportunities to assist employers with funding for job training.

3.0 WIB Chair Comments

- Mike Soules congratulated Hugh J. Ralston on his new role in Fresno and expressed thanks for his outstanding contributions to the WIB since 2004. Mr. Soules indicated that the new Resource Development Committee Chair would be announced in the near future.
- Mr. Soules and Sandy Werner commented on the value of attending the California Workforce Association Meeting of the Minds Conference in September 2014. The Ventura County WIB had been featured as part of a panel presentation on community colleges, describing the productive working relationship between Deputy Sector Navigators and the WIB sector committees. Mr. Soules expressed thanks to Ms. Werner and to other WIB members Vic Anselmo and Teresa Johnson who had joined them at the conference.

4.0 Consent Items

- 4.1 Approve Executive Committee Minutes: August 14, 2014
- 4.2 Receive and File: WIB Committee Reports

Cheryl Moore noted that the Manufacturing Committee report included confirmation that the Biomedical Device Manufacturing Certificate Program had been approved—the first two-campus (Moorpark College and Ventura College) certificate program in the California Community College system. Committee members Subash Karkare (Moorpark College), Scot Rabe (Ventura College), and Chair Bill Pratt were commended for their hard work and determination to make the certificate program a reality.

Motion to approve the Consent Items: Alex Rivera
Second: Mike Soules
Abstentions: Victor Dollar and Zahid Shah
Motion carried

5.0 Performance Update

Nancy Ambriz provided an overview of Community Services Department/WIA activities and challenges in Program Year (PY) 2013-2014. Describing a time of transition, she commented on major changes in the state software system, increased performance measures and higher goals, higher expenditure targets for training, a greater focus on priority sector jobs, continued movement toward service and outcome alignment with the Employment Development Department (EDD) and other partners, and the importance of technical assistance and quality control to ensure compliance.

Ms. Ambriz reported that adult and dislocated worker enrolled services had exceeded program enrollment goals, training goals were met, and Rapid Response services had been provided. (See the attached diagram and report for more information.)

Ms. Ambriz also commented on the pending transition from requirements under the Workforce Investment Act to those under the new Workforce Innovation and Opportunity Act, effective July 1, 2015. She noted the greater focus on employer services, rebranding and outreach as America's Job Center of California (AJCC), and aligned partnerships with EDD Job Services, the Department of Rehabilitation, Temporary Assistance for Needy Families (TANF), and CalWORKs. The State was still working to configure the new CalJOBS system to generate Common Measures and other reports essential for program operations and performance.

Ms. Ambriz indicated that the WIB's business outreach initiatives had been successful in attracting employers to a record number of on-the-job training opportunities and helping to achieve job placement goals. Executive Committee members commented on the importance of investing in employer outreach at the national level, emphasizing that comprehensive and consistent messaging on a broad scale would help to raise awareness and engagement at the local level.

6.0 Finance Update

2014-2015 Preliminary WIA Budget Plan Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2014-2015, dated September 19, 2014, and reflecting year-to-date expenditures from July 1, 2014 to August 31, 2014. The status of expenditures at 16% into the fiscal year was:

<u>WIA Core Funds</u>	<u>2014-2015 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,676,695	281,179	11%
Adult	2,065,101	275,720	13%
Youth	2,174,153	281,396	13%
Rapid Response	467,272	51,385	11%
<u>WIA Non-Core Funds</u>			
Workforce Accelerator	150,000	11,304	8%

The State requires WIBs to spend a minimum of 80% of the 2014-15 Adult, Dislocated Worker, and Youth WIA grant allocations and 100% of the 2014-15 Rapid Response allocation by June 30, 2015. Another federal requirement is that at least 30% of Youth funds must be expended for out-of-school youth.

WIA Training Expenditures

The summary of WIA training expenditures, as of August 31, 2014, indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (25% FY 12-14, FY 13-15, and FY 14-16) and against WIA grants across the overlapping federal two-year grant cycles.

	Grant FY 12-14	Grant FY 13-15	Grant FY 14-16
Total Adult and Dislocated Worker Formula Fund Allocations	4,503,559	4,346,991	4,092,349
Training Expenditure Requirement	1,125,890 25%	1,086,748 25%	1,227,705 25%
Formula Fund Training Expenditures	921,243	786,198	69,326
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	562,187	420,156	30,659
• Maximum Allowed Leveraged Resources (10%)	450,356	434,699	409,235
Total Leveraged Resources Used Towards Training Expenditures	450,356	420,156	30,659
• Total Amount Spent on Training	1,371,599	1,206,354	99,985
• % of Training Requirement Met (Final goal = 100%)	122%	111%	8%

7.0 Action Items

Action Items 7.1 and 7.2 were recommended following the completion of the FY 2013-2014 year-end close in August 2014. Final budget numbers included actual carryover and actual uncommitted funds by funding category. Post-close grant balances would affect the 2014-2015 Preliminary WIA Budget Plan that the WIB had approved in June 2014.

The Executive Committee considered a recommendation from the Resource Development Committee for the use of Youth Management Reserve funds and revisions to the 2014-2015 Preliminary WIA Budget Plan (including allocation of uncommitted funds to the Special Projects category for further discussion). Committee members reviewed background information, asked questions, and agreed with the recommendation that the WIB approve a revised budget plan at the WIB meeting on October 23, 2014.

7.1 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve the Use of Workforce Investment Act (WIA) Youth Funds in Management Reserve to Augment Comprehensive WIA Youth Contract Funds in Program Year 2014-2015

Motion to approve: Victor Dollar
Second: Tony Skinner
Motion carried unanimously

7.2 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve an updated 2014-2015 Workforce Investment Act (WIA) Budget Plan

Motion to approve: Zahid Shah
Second: Alex Rivera
Motion carried unanimously

8.0 Ventura County Regional Strategic Workforce Development Plan

The Executive Committee received and discussed updates related to the following:

- Workforce Innovation and Opportunity Act (WIOA): The federal guidelines were in development, with planned release of a draft document in mid-January 2015. On October 10, 2014, WIB/WIA staff participated in a Department of Labor (DOL) Region 6 (multiple states, including California) working meeting to provide suggestions and feedback to DOL for the development of the guidelines.
- AMP SoCal Pillar Committees: The Advanced Manufacturing Partnership of Southern California (AMP SoCal) had launched its Pillar Committee structure and would begin meetings in October-November 2014. In addition to having a seat on the AMP SoCal Executive Board, each of the four counties (Los Angeles, Orange, San Diego, and Ventura) would be expected to have representation on the six Pillar Committees, with report-outs to a coordinating group in each county. In Ventura County, the coordinating group will be the WIB Manufacturing Committee. In addition, WIB staff will be working on volunteer recruitment for the Pillar Committees (Workforce and Training, Supplier Networks, Research and Innovation, Infrastructure and Site Development, Trade and International Development, and Operations Improvement and Capital Access).
- Other Regional Partnerships
 - Workforce Collaborative of California's Central Coast: Opportunities for potential California WIB Slingshot projects were under discussion.
 - Los Angeles/Ventura County WIB Region Meetings: Meetings of the seven WIB Executive Directors in Los Angeles now include Ventura County, for a total of eight WIBs. The LA County WIB Chair has invited all WIB Chairs and Executive Directors to a meeting on October 31, 2014, to discuss the potential for regional collaboration. Sandy Werner and Cheryl Moore will represent the Ventura County WIB.
 - South Central Coast Regional Collaborative of Community Colleges (SCCRC): SCCRC is comprised of eight community colleges in San Luis Obispo, Santa Barbara, Ventura, and northern Los Angeles counties. WIB staff Richard McNeal and Patricia Duffy participate in SCCRC meetings. The SCCRC Deputy Sector Navigators have strong working relationships with the WIB sector committees (Clean/Green, Healthcare, and Manufacturing). In addition, SCCRC has a grant application pending.
 - California Career Pathways Trust Grants: To help support the need for a business/education connection for curriculum and program development, the three WIB sector committees will include time on selected meeting agendas to provide a neutral platform for discussion of specific issues. Meeting attendees will include other businesses and educators, and discussions will be focused and facilitated.

9.0 WIB Administration

- WIB Activities

September 2-4, 2014

California Workforce Association Conference

September 11, 2014

Jobs for Our Future Regional Event

October 3, 2014

Manufacturing Roundtable of Ventura County: Manufacturing Day

- On the Calendar

October 23, 2014 (8:00 a.m.-10:00 a.m.)

WIB Meeting: Presentations by AMP SoCal and Career Pathways

October 31, 2014

Los Angeles/Ventura County Regional Meeting

WIB Chairs and Executive Directors

October-November, 2014

Initial Meetings of AMP SoCal Pillar Committees

10.0 Committee Member Comments

- Manufacturing Day 2014: Alex Rivera expressed appreciation to event chair Tavi Udrea and to seven manufacturers in Ventura County (Alcoa Fastening Systems, Amgen, Dynamic Automation, Haas Automation, Kinamed, and Milgard Manufacturing) for opening their doors to more than 300 students from 10 schools in five counties on October 3, 2014. Sponsored by the Manufacturing Roundtable of Ventura County (MRVC), in partnership with the WIB Manufacturing Committee and the Ventura County Office of Education, Manufacturing Day 2014 introduced career opportunities to students, teachers, counselors, and school administrators.
- Jobs for Our Future: Committee members thanked Mike Soules for being a featured speaker on education and training at the Jobs for Our Future regional event on September 11, 2014. Other speakers were Lucy Dunn (Orange County Business Council), Kish Rajan (California GoBiz), John Ratzenberger (*Made in America* television program), and Harold Edwards (Limoneira).
- Career Readiness: Mr. Soules announced that Corwin had co-published a new book with the Ontario Principals Council and Learning Forward, *“Good to Great to Innovate Recalculating the Route to Career Readiness, K-12+”* by Lyn Sharratt and Gale Harild.

11.0 Adjournment

Mike Soules adjourned the meeting at 9:13 a.m.

Motion to adjourn: Zahid Shah

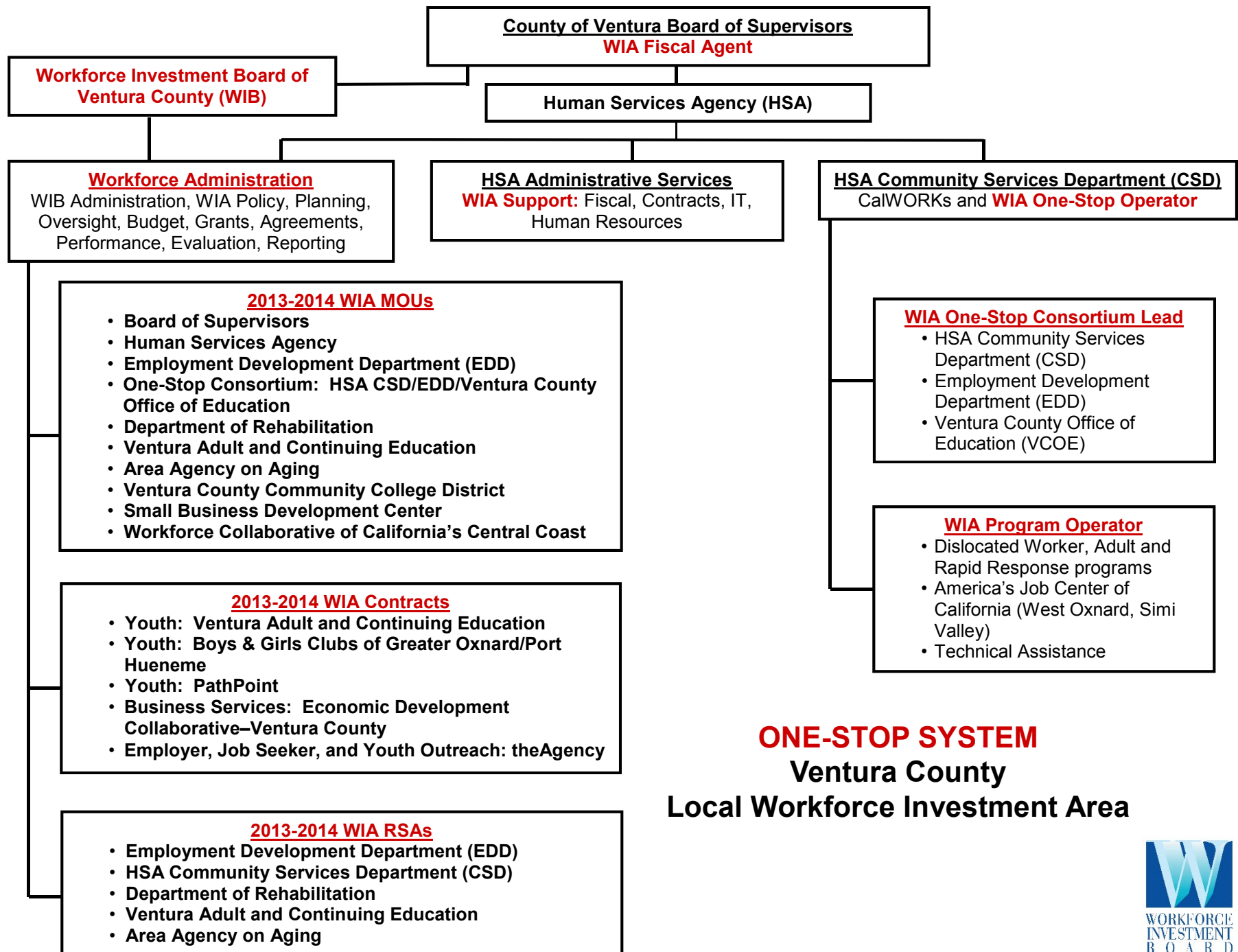
Second: Sandy Werner

Motion carried unanimously

Next Meeting

November 20, 2014 (7:30 a.m.-9:30 a.m.)

VCCF Nonprofit Center, Camarillo, CA



ONE-STOP SYSTEM
Ventura County
Local Workforce Investment Area



WIA Program

Executive Summary PY 13-14

A Year of Transition/Change

- BESD to CSD
- VOS to CalJobs – May 5th (Work in Process – reports, functionality)
- WIA towards an Integrated Service Delivery System
- Job & Career Center to American Job Center of California
- County software transition to the Cloud (MS 365)
- Performance Goals – Increased Measures

Federal/State Performance Goals

Met/exceed performance goals in all areas: state/federal measures and local enrollment goals

Universal Services

- Public Access to employment/career resources: (computer access, copiers, fax, phones, job listings, training information and many resources);
- 18,327 visits (3/31/2014); estimated 24,183 for the year.
- Career Workshops: Power of VOS/CalJobs; Winning Interviews; Resumes that Sell; Interview Skills; Busqueda de Trabajo: **81 Workshops** and **565** job seekers/customers participated.

Adult/Dislocated Worker: (Enrolled Services)

CSD exceeded program enrollment goals by 144.3% with 257 new unique, 260 carryovers, 33 contractor transfers for enrolled total of 550

Focus on Training with WIA funding prioritized to provide training in WIB priority sectors: manufacturing, healthcare and Clean/Green.

Training Goals Met -Moving in the right direction – training with a focus on training.

- 97 On-The-Job Training (OJTs) Agreements (WIA all time record!)
- 160 Individual Training Accounts (ITAs)
- Met/Exceeded Training Expenditure Goal 115%

No. in Training Sectors (Bureau of Labor Statistics Defined) -

Top Training Sectors: Professional, Scientific and Technology: 35%; Administrative Services & Support: 25%; Manufacturing: 22%; Accommodation & Food Service: 1% Construction 4%; Healthcare & Social Assistance: 5%; Other Services: 1%, Real Estate 2%; Transportation: 5%

Rapid Response Services

11 employers and 1209 impacted workers.

* (March 31) 76% of Enrolled customers from employers who received Rapid Response;

* (March 31) 27% of enrolled customers were referral from Rapid Response event.

Technical Assistance:

Quality Control Certification – WIA contractor applications

Files/Document management for youth contractors

Training opportunities for contractors

Contractor Support – WIA QC/Certify Application Eligibility

Moving Forward: WIOA-Evolving System

- WIOA – July 1, 2015
- Continue to Meet/Exceed Common Measures performance
- Focus on Employer Services (Front/Center of WIOA)
- Key Partnerships per WIOA – EDD Job Services, Department of Rehab; TANF
- Integrated Service Delivery System Initiative (ISD): CSD/State EDD and CalWorks;
- Continuous Improvement (Employer Surveys, Job Seeker Surveys)
- Policies and Program Procedures – Update to reflect new regulations

Augment Employer Services – Premier Broker of Employment Services: “Total Solutions for Hiring Needs”

- Account Executive Services – continued employer engagement
- Labor Exchange System – Direct Job Match
- Customized Training
- On-The-Job Training
- Strategic Employer Engagement (Staff participating in WIB Committees, Chambers, EAC and first annual employer signature event)
- Targeted Recruitments – state partnership
- Development of Employer “Tool kit”

America’s Job Center of California

- Outreach materials reflecting AJCC
- Partner relationships – Career Workshops, Employer Recruitments; Career Academies
- Facility of WOJCC – Update look/flow
- Integrated Service Delivery Model - ISD Initiatives – TAA, Rapid Response, Lobby; Joint Training, Career Workshops; Employer Targeted Recruitment; Career Academies.



Executive Committee
Workforce Investment Board of Ventura County
November 20, 2014

WIB COMMITTEE REPORTS

- Clean/Green Committee
- Healthcare Committee
- Manufacturing Committee
- Membership Committee
- Outreach Committee
- Youth Council

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TO: EXECUTIVE COMMITTEE

**FROM: VICTOR DOLLAR, CHAIR
CLEAN/GREEN COMMITTEE**

DATE: NOVEMBER 20, 2014

SUBJECT: CLEAN/GREEN COMMITTEE REPORT

The Clean/Green Committee will meet on Friday, November 21, 2014, from 8:00 a.m. to 9:30 a.m., at the Ventura County Community Foundation, 4001 Mission Oaks Blvd., Camarillo. The Clean/Green Committee report for that meeting will be provided at the Workforce Investment Board meeting on December 18, 2014.

If you have questions or need more information, please call me at (805) 856-9500, or contact Patricia Duffy at (805) 477-5350, email Patricia.Duffy@ventura.org

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TO: EXECUTIVE COMMITTEE

**FROM: CELINA ZACARIAS, VICE CHAIR
HEALTHCARE COMMITTEE**

DATE: NOVEMBER 20, 2014

SUBJECT: HEALTHCARE COMMITTEE REPORT

The WIB Healthcare Committee met on November 14, 2014. Attending the meeting were Committee members Celina Zacarias (Vice Chair), Greg Barnes, Paul Matakiewicz, Tiffany Morse, Dawn Neuman, Michelle Reynolds; WIB member Bill Pratt; WIB staff Talia Barrera, Patricia Duffy, Richard McNeal and Cheryl Moore; and guests Kirsta Andrew (Westlake High School), Kari Appleford (Fillmore High School) Nasim Bahadorani (Ventura County Public Health), Giselle Bice (Simi Valley Adult Ed. & Career Institute), Linda Bednarski (Nordhoff High School), Linette Brammer (Career Education Center-CEC), Loredana Carson (Ventura County Adult Education Consortium), Rebecca Chandler (Ventura County Office of Education-VCOE), Darcy Duffy (Foothill Technology High School), Mike Etchart (VCOE), Anthony Fubon (CEC), Oscar Gutierrez (VCOE), Tammy Harter (SVUSD), Marybeth Jacobsen (Workforce Education Coalition), Camille Jauregui (CEC), Debi Kehoe (VCOE), Tony Luboff, Debbie Newcomb (Ventura College), Vivian Pettit (Community Services Department/WIA), Julia Pugh (Simi Valley High School), Mary Anne Rooney (Ventura County Civic Alliance/Alliance for Linked Learning), Jim Rose (Oxnard Union HSD), Su-Lin Rubalcava (VCOE), Jennifer Rogstad (Westlake High School), Stephanie Santos (Cope Health Solutions), Alisa Speidel (Simi Valley High School), Catherine Sube (Santa Paula High School) Wendy Trafton (VCOE), and Sharon Woolley (Ventura County Community College District). The following is a summary of topics discussed:

Ventura County Regional Strategic Workforce Development Plan

- Clinical Lab Scientist (CLS) Field Experience Program: Dawn Neuman reported on the success of the participating hospitals to meet the CLS application paper work deadline of October 15, 2014. Dawn thanked the Healthcare Committee members for their support and assistance in meeting the deadline. The goal is to have local CLS labs certified in mid-2015 to enable faculty at California State University, Channel Islands to plan for students in the Fall 2015 semester.
- Healthcare Work Readiness Skills Categories: Greg Barnes and Paul Matakiewicz reported on the completion of the draft of the Healthcare Work Readiness Skills Categories Chart. The Healthcare Committee members reviewed the chart and agreed to follow up with any additions or changes they might have. Revisions will be reviewed at the next Committee meeting, posted on the WIB website for community reference, and updated as appropriate.
- Health and Science/Medical Technology Pathways Standards: Industry Advisory and Steering Committee Discussion: The WIB Healthcare Committee provided a platform for facilitating employer feedback to support the Career Pathways Trust Grants in developing curriculum aligned with the healthcare industry needs. The Healthcare Committee members and guests broke into three pathway groups: Biotechnology Pathway, Patient Care Pathway and the

Administrative Services Pathway. The groups had facilitated discussions and responded to questions on curriculum pathway standards. Forty educators and industry partners participated in the discussions.

The next meeting of the Healthcare Committee will be on January 9, 2015, at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo, CA

If you have questions or need more information, please call me at (805) 437-8920, or contact Patricia Duffy at (805) 477-5350, e-mail Patricia.Duffy@ventura.org.

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TO: EXECUTIVE COMMITTEE

**FROM: BILL PRATT, VICE CHAIR
MANUFACTURING COMMITTEE**

DATE: NOVEMBER 20, 2014

SUBJECT: MANUFACTURING COMMITTEE REPORT

The Manufacturing Committee will meet on Wednesday, December 10, 2014, from 8:00 a.m. to 9:30 a.m., at the Ventura County Community Foundation, 4001 Mission Oaks Blvd., Camarillo. The Manufacturing Committee report for that meeting will be provided at the Workforce Investment Board meeting on December 18, 2014.

If you have questions or need more information, please call me at (805) 384-2748, or contact Talia Barrera at (805) 477-5341, email Talia.Barrera@ventura.org

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TO: EXECUTIVE COMMITTEE

**FROM: ZAHID SHAH, CHAIR
MEMBERSHIP COMMITTEE**

DATE: NOVEMBER 20, 2014

SUBJECT: MEMBERSHIP COMMITTEE REPORT

The Committee met on October 28, 2014. In attendance were Committee members Zahid Shah (Chair), Ed Summers (Vice Chair), Tim Allison and Sarah Asbury (phone); WIB staff Talia Barrera and Cheryl Moore. The following includes topics discussed at the meeting and updated information:

Appointments and Reappointments

- Reappointments: Committee reviewed attendance and WIB engagement for ten current WIB members whose terms would end between February and July 2015. Those determined to be in good standing and eligible for reappointment will receive letters between December 2014 and June 2015. Letters will be mailed to the candidates asking for their interest and to update their resumes before being considered for nomination for reappointment to a three-year term by the Board of Supervisors.
- Appointments: Committee members discussed the recruitment of potential candidates for future appointment nominations. Participation on sector committees continues to provide a good introduction to the work of the WIB prior to consideration of a possible recommendation for WIB appointment.

Ventura County Regional Strategic Workforce Development Plan

Cheryl Moore provided an update on the status of the reauthorization of the Workforce Innovation and Opportunity Act (WIOA). Reauthorization will focus more on aligning workforce development programs with sector, regional, economic development and education initiatives and providing youth programs which focus more on out-of-school youth. WIOA will take effect on July 1, 2015, with draft guidelines and requirements expected to be issued in January 2015.

The next Membership Committee meeting is scheduled for December 2, 2014, from 3:30 p.m. to 5:00 p.m. at the Human Services Agency, 855 Partridge Drive, Ventura.

If you have questions or need more information, please call me at (805) 207-3957, or contact Talia Barrera at (805) 477-5341, email talia.barrera@ventura.org.

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TO: EXECUTIVE COMMITTEE

**FROM: BRIAN GABLER, CHAIR
OUTREACH COMMITTEE**

DATE: NOVEMBER 20, 2014

SUBJECT: OUTREACH COMMITTEE REPORT

The next meeting of the Outreach Committee is scheduled for November 19, 2014, from 8:30 a.m. to 10:00 a.m., at the office of the Economic Development Collaborative-Ventura County, 1601 Carmen Drive, #215, Camarillo. The agenda items will include updates on employer, job seeker, youth, and general marketing and outreach activities and planning for the redesign and development of a new and improved WIB website.

The Outreach Committee report for that meeting will be provided at the next Workforce Investment Board meeting on December 18, 2014.

If you have questions or need more information, please call me at (805) 583-6701, or contact Talia Barrera at (805) 477-5341, email talibarrera@ventura.org.

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TO: EXECUTIVE COMMITTEE

**FROM: TONY SKINNER, CHAIR
YOUTH COUNCIL**

DATE: NOVEMBER 20, 2014

SUBJECT: YOUTH COUNCIL REPORT

The Youth Council met on November 5, 2014. Attending the meeting were Council members Tony Skinner (Chair), Sean Bhardwaj, Matt Cassaro, Linda Fisher-Helton, Claudia Harrison, Marnie Melendez, Cristina Miranda, Tiffany Morse, Mary Navarro-Aldana, Archie Scott and Ed Summers; WIB staff Patricia Duffy, Richard McNeal, Cheryl Moore and Theresa Salazar Vital; and guests Jeffrey Albaugh (Ventura Adult and Continuing Education), Phil Bohan (HSA/Contracts), Mariana Cazares (Boys and Girls Clubs of Greater Oxnard and Port Hueneme), Teresa Johnson (Ventura Adult and Continuing Education), Juan Mercado (California Conservation Corps), Michael Napolitano (PathPoint) and Omar Zapata (Boys and Girls Clubs of Greater Oxnard and Port Hueneme). The following topics were discussed at the meeting:

Public Comments

Richard McNeal introduced Juan Mercado, from the California Conservation Corps and announced the California Workforce Association Youth Conference in Long Beach on January 27-29, 2015. Dr. McNeal also confirmed future meeting locations for the Youth Council: December at the Human Services Agency (HSA), January cancelled, and, beginning in February 2015, the alternation between VCCF Nonprofit Center (VCCF) and HSA (February at the VCCF, March at HSA, April at VCCF, etc.).

Transition from WIA to WIOA Youth Programs: Certificates and Credentials

- Discussion began with a consideration of the meaning of the terms “certificate” and “credential” in the current Workforce Investment Act (WIA) and the new Workforce Innovation and Opportunity Act (WIOA), the conclusion of which was the assumption that the new language (“attainment of a recognized postsecondary credential”) indicates a basic continuity between WIA and WIOA.
- The Council summarized the types of certificates used thus far to meet the Youth Common Measure “Attainment of a Degree or Certificate.”
- A basic problem was identified: The U.S. has a widely varied education and training system that provides multiple routes to educational and career advancement and a diverse multi-layered credentialing marketplace of degrees, certificates, certifications and licenses offered by a wide variety of institutions. But there are no generally recognized underlying definitions, standards and mechanisms of quality assurance. This fragmented credentialing system causes confusion on the part of students, job-seekers, workers and education and training providers. In other words, we have to make do with a difficult situation.

- A wide-ranging discussion generated the following issues and concerns:
 - Programs and credentials need to meet employer needs.
 - A key problem is the amount of time needed to achieve a certificate: shorter vs. longer
 - The requirement for a 70% entered employment rate for training providers may limit unduly the number of available providers and thereby challenge us to meet the needs of clients).
 - A focus on specific jobs could flood the market with unemployable trainees.
 - The length of registered apprenticeships (usually 5 years) is inconsistent with the purpose of the WIA/WIOA; and credentials for these programs are available only for the first two years and not for the next three years. Could more levels of certificates be established?
 - We need to define just who our appropriate clients are: probably a focus on the most challenged (not mid-level job seekers) and on those clients who can actually finish programs.
 - Long-term training is more difficult for younger clients.
 - We need to accommodate “life happenings” (the discrepancy between program requirements and the reality of peoples’ situations).
 - Career pathways are a good preventive intervention (fewer disconnected youth).
 - National bodies should approve credentials, where possible.
 - Defining success is difficult because of the multitude of definitions; local consistency should be a goal.
 - WIA outcomes can be met through apprenticeships.
 - The cost of apprenticeship programs is met by the unions; the State pays for books. Can the WIB pay for boots and tools?
 - The California Conservation Corps can qualify people for local jobs.
 - We need to debunk the myth that spending less money on more people is good.
 - Entry into a program does not mean that the program will be a good fit either for the client or for the program. How do we suitably re-direct people?
 - Bilingualism is increasingly a job requirement.
 - Providers should consider serious screening of candidates referred to jobs: help with resumes, coaching, mock interviews, presentation, etc.: employers need evidence of success.
 - Two new rules for youth (75% of funds to be spent for older youth; 20% of funds to be spend specifically on training) will have a significant impact on providers and their programs.
- Next Steps: Tony Skinner volunteered to partner with WIB staff on the following:
 1. Provide an inventory of the eight local apprenticeship programs and the relevant contacts to the providers of WIA youth services.
 2. A local pre-apprenticeship program of the building and constructions trades is already approved by the Department of Labor (DOL). Align the program with the curriculum and scheduling of the community colleges.
 3. Before publication of DOL’s rules for WIOA, inform the DOL of the inconsistency between the length of registered apprenticeships (usually 5 years) and the purposes of WIA/WIOA.

The next meeting of the Youth Council is scheduled for December 3, 2014, from 3:00 p.m. to 4:30 p.m., at the Human Services Agency, 855 Partridge Drive (Pepper Tree Room), Ventura.

If you have questions or need more information, please call me at (805) 642-2149, or contact Richard McNeal at (805) 477-5344, email richard.mcneal@ventura.org.

BUILDING OUR FUTURE WORKFORCE

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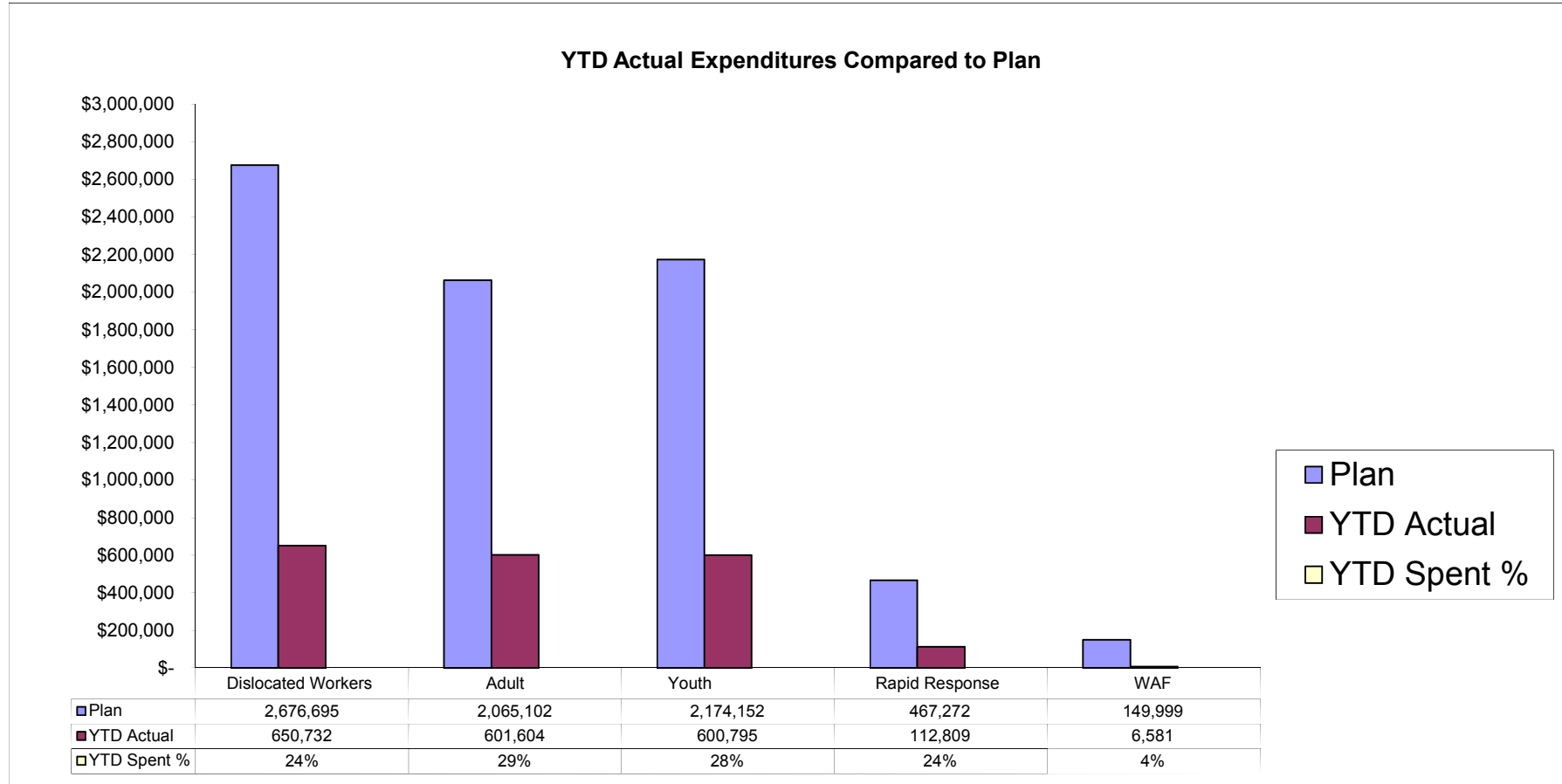


FINANCIAL STATUS REPORT for FISCAL YEAR 2014-2015

Year to Date Expenditures from 07/01/14 to 10/31/2014 (33% into the Fiscal Year)

Submitted on: October 18, 2014

WIA Financial Status Report for Fiscal Year 2014 - 2015
Year to Date Expenditures from 07/01/14 to 10/31/2014 (33% into the Fiscal Year)



WIA Financial Status Report for Fiscal Year 2014 - 2015												
Year to Date Expenditures from 07/01/14 to 10/31/2014 (33% into the Fiscal Year)												
Name of Grants	Salaries and Benefits			Direct Program/WIB Special Projects			Other Operating Expenses			Total		
	Plan	YTD Actual	%	Plan	YTD Actual	%	Plan	YTD Actual	%	Plan *	YTD Actual	Plan Balance
Core Grants:												
Dislocated Worker	1,452,002	424,345	29%	935,752	136,832	15%	288,941	89,554	31%	2,676,695	650,732	2,025,964
Adult	1,187,945	383,344	32%	654,125	147,108	22%	223,033	71,152	32%	2,065,102	601,604	1,463,498
Youth	482,209	162,189	34%	1,457,133	369,908	25%	234,810	68,699	29%	2,174,152	600,795	1,573,357
Rapid Response	245,480	79,791	33%	174,938	20,750	12%	46,853	12,268	26%	467,272	112,809	354,462
Others:												
WAF	6,364	2,847	45%	93,517	54	0%	50,118	3,680	7%	149,999	6,581	143,418
Total WIA Grants	\$ 3,374,000	\$ 1,052,516	31%	\$ 3,315,465	\$ 674,653	20%	\$ 843,755	\$ 245,353	29%	\$ 7,533,220	\$ 1,972,521	\$ 5,560,699
									#####			

Submitted on: October 18, 2014

VCFMS Plus Estimated Accrued Expense for Fiscal Year 2013- 2014 Year to Date Expenditures from 07/01/14 to 10/31/2014 (33% into the Fiscal Year)												
	Salaries and Benefits			Direct Program/Client Expenses			Other Operating Expenses			Total		
	Paid	Accrued	YTD Total	Paid	Accrued	YTD Total	Paid	Accrued	YTD Total	Paid	Accrued	YTD Total
CORE GRANTS:												
Dislocated Worker	405,057	19,288	424,345	60,146	76,686	136,832	46,914	42,640	89,554	512,117	138,615	650,732
Adult	365,919	17,425	383,344	104,949	42,159	147,108	37,274	33,878	71,152	508,142	93,462	601,604
Youth	154,817	7,372	162,189	243,470	126,437	369,908	35,988	32,710	68,699	434,275	166,520	600,795
Rapid Response	76,164	3,627	79,791	(45,698)	66,448	20,750	6,427	5,841	12,268	36,893	75,916	112,809
OTHERS:												
WAF	2,847	-	2,847	(8,060)	8,114	54	1,928	1,752	3,680	(3,285)	9,866	6,581
										-	-	-
Total WIA Grants	\$ 1,004,804	\$ 47,712	\$ 1,052,516	\$ 354,808	\$ 319,845	\$ 674,653	\$ 128,530	\$ 116,822	\$ 41,930	\$ 1,488,142	\$ 484,380	\$ 1,972,521

WIA Training Activity Summary (Expended and Leveraged)

(based on annual report "Summary of Leveraged Resources - Attachment 6 - page 35 of WSD12-3)

Year to Date Expenditures from 07/01/14 to 10/31/2014 (33% into the Fiscal Year)

Rpt Line #	Program Year Funding and Traing Expenditures	FY 12-14 Grant Due 10/01/14	FY 13-15 Grants Due 10/01/15	14-16 Grants (Due 10/1/16)
4)	Adult and Dislocated Worker Formula Fund Allocations	4,503,559	4,346,991	4,092,349
5)	Training Expenditures Required	1,125,890	1,086,748	1,023,087
	<i>Training Expenditures % Required</i>	25%	25%	25%
6)	Formula Fund Training Expenditures	921,243	786,198	189,253
	Leveraged Resources			
	- Total Leveraged Resources	562,187	420,156	86,440
	- Maximum Allowed Leveraged Resources (10%)	450,356	434,699	409,235
7)	- Total Leveraged Resources Used Towards Training Expenditures	450,356	420,156	86,440
8)	Total Amount Spent On Training (should equal/exceed Line 5)	1,371,599	1,206,354	275,692
	% of Training Requirement Met (final goal is 100%)	122%	111%	27%

9)	Leveraged Resources Detail (notes)			
	(a) Pell Grant	116,771	233,994	14,965
	(b) Programs Authorized by the Workforce Investment Act (VETP)	200,457	0	0
	(c) Trade Adjustment Assistance (EDD)	129,548	20,130	0
	(e) Match Fund from Employers, and Industry Associations (OJT 50%)	115,411	166,031	71,475
	Total	562,187	420,156	86,440
	Legends/Coding for Source/Type of Leveraged Resources: 9a) = Pell Grant 9b) = Programs Authorized by the Workforce Investment Act (specify) 9c) = Trade Adjustment Assistance 9d) = Dept of Labor National Emergency Grants 9e) = Match funds from employers, industry, and industry associates (specify) 9f) = Match funds from joint labor-management trusts (specify) 9g) = Employment Training Panel grants			

NOTES:


Early in the year, the "% of Training Requirement Met..." shown above may appear to "understate" the degree to which the organization is actually accomplishing its planned training goals (i.e. the organization is likely doing better than it looks here). This is because the training expenditures shown in this report do NOT include costs related to two areas of current year training activities that are in the current year Plan:

- 1) Current year training activities (in current year Plan) that have been paid with prior year grant funds
- 2) Current year training activities (in current year Plan) that have been committed to but not yet paid

FY 2014-15 WIA Budget Plan (Approved on 6/12/14, Update on 10/23/14)									
Future Budget Impact: (1) Revised Allocations-Continuing Appropriations Resolution 2015-WSIN14-12, (2) Revised Mgmt Reserve, (3) EDC-VC contract reduction, (4) Special Project action-State of Region Report			Dislocated Worker	Adult	Youth	Rapid Response	WAF Project	FY 14-15 Plan w/Rollover	Year to Date Expenditures from 07/01/14 to 10/30/14 (25% into the Fiscal Year)
Revenue Projection:									
1	FY14-15 Grants (WSIN13-52 and WSIN13-70)		2,262,662	1,829,687	1,995,263	396,711	150,000	6,634,323	
2	FY14-15 Mgmt Reserve:DW 8%,Adult 6.5%,Youth 6.5%		(181,013)	(118,930)	(129,692)			(429,635)	
3	Balance rolled over from prior year grants:							-	
4	FY13-14 Mgt Reserve		94,399	85,418	154,870			334,687	
5	Additional balances from FY12-13 and prior		31,147	26,429	97,912	37,161	-	192,649	
6	Additional rollover - Salaries Savings/(Overage)		277,500	5,300	10,300	400	-	293,500	
7	Overhead Saving/(Overage)		-	15,967				15,967	
8	FY13-14 EDC-VC Business Srvs					10,000	-	10,000	
9	FY 13-14 Unspent Contracts/Misc		92,000	71,230	45,500	23,000	-	231,730	
10	ITA/OJT Committed in FY13-14 spent in FY14-15		100,000	150,000				250,000	
11	Total Available Grants to be Spent		2,676,695	2,065,101	2,174,153	467,272	150,000	7,533,221	
12	Grants %		35.5%	27.4%	28.9%	6.2%	2.0%	100.0%	
13	CSD FTEs Assigned to the programs		12.30	10.20	2.60	1.90		27.00	
14	% Direct FTES Allocated to Grants		45.6%	37.8%	9.6%	7.0%	0.0%	100.0%	
15	% Admin Staff Allocated to Grants		36.0%	28.0%	28.0%	8.0%	0.0%	100.0%	
16	Expenditure Projection:							-	
17	Salaries and Benefits:							-	
18	CSD 2,508,000		1,142,533	947,247	241,511	176,709	-	2,508,000	1,047,942 42%
19	WIB Administration 859,636		309,469	240,698	240,698	68,771	6,364	866,000	4,574 1%
20	Subtotal Salaries and Benefits		1,452,002	1,187,945	482,209	245,480	6,364	3,374,000	1,052,516 31%
21	Direct Expenses:							-	
22	Grant Specific Contracts							-	
23	EDC-VC Business Services 13-14 Extension							-	
24	EDC-VC Business Services					125,000	-	125,000	17,493 14%
25	Boys and Girls Club: Core Program				523,300			523,300	121,446 23%
26	Pathpoint: Core Program				523,300			523,300	137,453 26%
27	VACE Core Program				308,300			308,300	88,268 29%
28	Cost/benef analysis (ROI) emsi 3/13 repc -		-	-	-	-	-	-	
29	Special Projects		62,230	17,362	1,201	30,666		111,459	- 0%
30	Subtotal - Contracted Program Expense		62,230	17,362	1,356,101	155,666	-	1,591,359	364,660 23%
31	Client Expenses:							-	
32	ITA / OJT (24% cash+ 10% leverage)		610,321	373,140				983,461	105,884 11%
33	ITA / OJT Committed in 13-14 to be spent in 14-15		100,000	150,000				250,000	150,000 60%
34	Others/ChildCare/Trans - JTA		84,307	77,821	-			162,128	7,551 5%
35	Universal Clients (now charged in oh/admin)		-	-	-			-	-
36	Subtotal - Client Expense		794,628	600,961	-	-	-	1,395,589	263,435 19%
37	Other Allocated/Contracted Expenses							0%	
38	Geographic Solutions 24,828		-	-	-	-	24,828	24,828	- 0%
39	WAF Grant Facilitator 58,616						58,616	58,616	-
40	Outrch/Mktg: theAgency 150,000		47,000	12,500	76,500	14,000	-	150,000	36,007 24%
41	Outreach -WIB 30,000		11,257	8,224	8,658	1,861	-	30,000	8,897 30%
42	WIB Expense - Non Staff 20,000		7,505	5,483	5,772	1,241	-	20,000	500 3%
43	Program Outreach-CSD 30,000		11,257	8,224	8,658	1,861	10,073	40,073	645 2%
44	Kiosk 5,000		1,876	1,371	1,443	310	-	5,000	508 10%
45	Contract Labor Mkt Study -		-	-	-	-	-	-	0
46	Subtotal - other allocated expense 318,444		78,895	35,801	101,032	19,272	93,517	328,517	46,558 14%
47	Subtotal- Program/Clients Expenses		935,752	654,125	1,457,133	174,938	93,517	3,315,465	674,653 20%
48	Total Direct Program Expense		2,387,755	1,842,070	1,939,342	420,418	99,881	6,689,465	1,727,169 26%
49	Overhead/Administration:		36%	28%	29%	5.78%	1.99%	100.00%	0%
50	Communication/Voice/data 75,000		26,771	20,653	21,743	4,339	1,495	75,000	22,406 30%
51	A Insurance 19,725		7,041	5,432	5,718	1,141	393	19,725	6,575 33%
52	Facilities Maint. 89,000		31,768	24,508	25,802	5,148	1,774	89,000	18,545 21%
53	Membership and dues 12,000		4,283	3,304	3,479	694	239	12,000	11,795 98%
54	Education allowance 5,000		1,785	1,377	1,450	289	100	5,000	417 8%
55	A Indirect cost recovery(County A87) 6,917		2,469	1,905	2,005	400	138	6,917	2,306 33%
56	A Books and Publication 3,000		1,071	826	870	174	60	3,000	(1,554) -52%
57	Office Equipment/Supplies & Furniture// 26,000		9,281	7,160	7,538	1,504	18,538	44,020	7,974 18%
58	A Mail Center - ISF 5,000		1,785	1,377	1,450	289	100	5,000	4,277 86%
59	A Purchase Charges - ISF 4,000		1,428	1,101	1,160	231	80	4,000	1,712 43%
60	A Copy Machine - ISF 15,000		5,354	4,131	4,349	868	299	15,000	3,820 25%
61	A Stores - ISF 300		107	83	87	17	6	300	354 118%
62	A Information Tech - ISF 5,000		1,785	1,377	1,450	289	100	5,000	2,203 44%
63	A Computer Services Non ISF 25,000		8,924	6,884	7,248	1,446	498	25,000	2,083 8%
64	Building Lease/Rental 85,000		30,340	23,406	24,642	4,917	1,694	85,000	30,233 36%
65	A Storage Charges - ISF 5,000		1,785	1,377	1,450	289	100	5,000	1,835 37%
66	Mileage Reimb. - Staffs only 25,000		8,924	6,884	7,248	1,446	5,498	30,000	9,241 31%
67	Conference and Seminars - Staffs 15,000		5,354	4,131	4,349	868	8,299	23,000	2,803 12%
68	Conference and Seminars - WIB Staffs 20,000		7,139	5,507	5,798	1,157	399	20,000	1,632 8%
69	Misc. Travel - Staffs only 15,000		5,354	4,131	4,349	868	299	15,000	10,672 71%
70	A Fiscal/HR/BTD/ET (HSA) 350,000		124,768	96,379	101,468	20,247	7,138	350,000	103,624 30%
71	Other Admin Services 4,000		1,428	1,101	1,160	231	2,873	6,793	2,399 35%
72	Subtotal Overhead 809,942		288,941	223,033	234,810	46,853	50,118	843,755	245,353 29%
73			-	-	-	-	-	-	
74	Planned Total Grant Expenses		2,676,695	2,065,102	2,174,152	467,272	149,999	7,533,220	1,972,521 26%
75	A Admin Rate for State Reporting		7%	7%	7%	7%	6%	7%	
76	Admin Rate (State Reported + Other)		11%	11%	11%	10%	33%	11%	
77									

California WIA Program Year 2013 Annual Report Tables

Table O - Local Performance

	Total Participants Served	Adults	18141	
		Dislocated Workers	232	
		Youth	386	
ETA Assigned # 6130 Ventura County WIB	Total Exiters	Adults	16915	
		Dislocated Workers	121	
		Youth	333	
		Negotiated Performance Level	Actual Performance Level	Success Rate
Entered Employment Rate	Adults	72.0%	79.2%	110%
	Dislocated Workers	75.0%	80.2%	107%
Retention Rate	Adults	81.0%	85.9%	106%
	Dislocated Workers	84.0%	92.8%	110%
Average Earnings	Adults	\$13,251	\$14,369	108%
	Dislocated Workers	\$16,000	\$18,772	117%
Placement in Employment or Education	Youth (14-21)	70.0%	71.3%	102%
Attainment of Degree or Certificate	Youth (14-21)	60.0%	80.7%	135%
Literacy or Numeracy Gains	Youth (14-21)	60.5%	78.5%	130%

Total participants served are clients in the program between July 1, 2013 and June 30, 2014.

Total exiters include clients leaving the program during the period from April 1, 2013 to March 31, 2014. The cohort for entered employment rates is October 1, 2012 through September 30, 2013. The average earnings and retention measures are based on the clients leaving the program between April 1, 2012 and March 31, 2013.

The cohort for placement in employment or education and attainment of a degree or certificate measures is October 1, 2012 through September 30, 2013.

The literacy and numeracy cohort is July 1, 2013 through June 30, 2014

Name of Reporting LWIA (may use 3-alpha code):

VTA

ATTACHMENT 1

LWIA Lead RR Contact Person:

Fred Garcia

Email address:

fred.garcia@ventura.org

Telephone Number:

(805) 204-5165

Date submitted:

10/20/2014

Fax Number:

(805) 382-6554

Quarter Ending:

9/30/2014

INSTRUCTIONS: Activities reported on the RR 121 Report are those relating to on-site visits in response to layoffs or closures, as defined by the CWIB. Reportable on-site visits include WARN and non-WARN events. The RR 121 Report form must be completed to report visits by LWIA staff when conducting on-site layoff/closure planning meetings and/or orientations with 10 or more affected workers ONLY. Planning meetings are for information only and will not be used in the calculation of the dislocation-based formula funding factor. Complete a separate line item entry for each on-site visit occurring on different days, locations, or employers. Complete a single line item entry if multiple sessions are conducted on the same day, at a single location, and for a single employer with the note of how many multiple orientations were made that day. The RR 121 Report must be completed quarterly and submitted via e-mail by the 20th of the monthly following the quarter end to the assigned Regional Advisor, with a "cc" to the LWIA Administrator. For example, submit the 03/31 report by 04/20.

Date of Visit	Reason for On-Site Visit: Planning (Plan) or Orientation (OR)	Was more than one orientation conducted per day? Y/N	If multiple orientations per day, how many?	Company Name	Street Address	City	Zip Code	Date of Layoff that Caused Visit	Total number of affected employees	Number of affected employees who actually attended orientation	Comments
4/1/2014	Plan			Dignified Transition Solutions	One Baxter Way	Westlake Village	91362	5/16/2014	82	0	
4/1/2014	Plan			Select Staffing	One Baxter Way	Westlake Village	91362	5/16/2014	101	0	
4/8/2014	Ort	Yes	2	Bank of America	1757 Tapo Canyon Road	Simi Valley	93063	4/30/2014	75	49	
4/9/2014	Ort			Pride Industries	CBC Base Bldg 19 43rd Street	Port Hueneme	93041	4/11/2014	12	1	
4/14/2014	Plan			Camarillo Carwash	4007 Adolfo Rd	Camarillo	93012	4/14/2014	25	0	
4/15/2014	Ort	Yes	2	Corelogic	1757 Tapo Canyon Road	Simi Valley	93063	3/31/2014	40	34	
4/16/2014	Ort	Yes	2	Corelogic	1757 Tapo Canyon Road	Simi Valley	93063	3/31/2014	41	38	
4/18/2014	Plan			Microsemi	1000 Avenida Acaso	Camarillo	93012	4/22/2014	34	0	
4/21/2014	Ort	Yes	3	Dignified Transition Solutions	One Baxter Way	Westlake Village	91362	5/16/2014	82	57	
4/22/2014	Ort			Camarillo Carwash	4007 Adolfo Rd	Camarillo	93012	4/20/2014	25	13	
4/23/2014	Ort			Microsemi	1000 Avenida Acaso	Camarillo	93012	4/22/2014	34	24	
5/1/2014	Plan			Bank of America	400 National Way	Simi Valley	93065	6/22/2014	120	0	
5/1/2014	Plan			Dignified Transition Solutions	One Baxter Way	Westlake Village	91362	8/29/2014	100	0	
5/19/2014	Ort	Yes	2	Bank of America	400 National Way	Simi Valley	93065	6/22/2014	120	74	
5/20/2014	Ort	Yes	3	Select Staffing	One Baxter Way	Westlake Village	91362	8/29/2014	100	51	
5/30/2014	Plan			New French Bakery	4231 Transport Street	Ventura	93003	7/23/2014	90	0	
6/10/2014	Ort	Yes	2	New French Bakery	4231 Transport Street	Ventura	93003	7/23/2014	90	13	
6/24/2014	plan	no		MBDA	5701 Lindero Canyon #4	Westlake Village	91362	7/11/2014	15	0	
7/2/2014	Plan	no		Thermasol	2255 Union Place	Simi Valley	93062	8/11/2014	21	0	
7/14/2014	Ort	no		MBDA	5701 Lindero Canyon #4	Westlake Village	91362	7/11/2014	15	11	
7/2/2014	Plan	no		Verizon	1800 Solar Drive	Oxnard	93030	7/18/2014	152	0	
7/17/2014	Plan	no		Bank of America	400 National Way	Simi Valley	93065	7/17/2014	30	0	
7/18/2014	Ort	no		Verizon	1800 Solar Drive	Oxnard	93030	7/18/2014	152	4	
7/22/2014	Ort	no		Bank of America	400 National Way	Simi Valley	93065	7/22/2014	30	21	
8/5/2014	Ort	no		Adventist Media Center	101 W. Chochran Street	Simi Valley	93065	10/31/2014	42	25	
9/4/2014	Plan	no		Bank of America	400 National Way	Simi Valley	93065	10/23/2014	36	0	
9/17/2014	Ort	no		Bank of America	400 National Way	Simi Valley	93065	10/23/2014	36	15	

Layoff Aversion 122 Report

Name of Reporting Local Area: VTA
 Local Area Contact Person: Theresa Salazar Vital
 Email address: theresa.vital@ventura.org
 Telephone Number: (805) 477-5343
 Fax Number: (805) 477-5386

ATTACHMENT 4

Date Submitted: 10/20/2014
 Quarter Ending: 9/30/2014

INSTRUCTIONS: Activities reported on the Layoff Aversion 122 Report are those relating to business visits by Local Workforce Investment Area (local area) staff to conduct business outreach activities and/or layoff aversion activities during any stage of the business cycle. Activities reported on this form are those relating to business visits when an activity or resource is introduced, planned, or involves follow-up or wrap-up of a prior activity. It is important that local area staff consider and document how layoff aversion activities will result in a positive outcome before allocating resources. For completion of the layoff aversion activity, documentation from the business receiving service is required to be submitted for validation of outcomes (retained at the local area).

Date of Employer Contact	Reason (drop-down menu)	Type of Contact (drop-down)	Industry Sector Code/Title (drop down)	Local Area Priority Sector? Yes/No (drop down)	Company Name	Street Address	City	Zip Code	What business area of need was addressed? (drop down) - explain "other" in Comments	Did layoff aversion activity result in successful outcome? Yes/No (drop down)	Number of jobs saved by layoff aversion activity	Testimonial letter/ documentation of jobs saved provided by employer? Yes/No (drop down)	Comments
7/9/2014	Investigative issues and discuss layoff aversion options	On-site	72= Accommodation and Food Services	Yes	Sossy's BBQ	3140 D Newbury Road	Newbury Park, CA	91320	Market Analysis	Yes	15	Yes	
7/15/2014	Investigative issues and discuss layoff aversion options	On-site	31-33= Manufacturing	Yes	Copy Court	2540 E. Vineyard Ave.	Oxnard, CA	93036	Financial Issues	Yes	5	Yes	



WIB EXECUTIVE COMMITTEE EVALUATION/REPORTING PROCESS
PROGRAM YEAR (PY) 2014–2015
APPROVAL DATE: _____

PURPOSE

Establish criteria for successful Workforce Investment Act (WIA) Adult, Dislocated Worker and Rapid Response outcomes and for contract renewal/extension consideration.

EFFECTIVE DATES

- July 1, 2014: Participant and Rapid Response Allowable and Layoff Aversion Required Activities
- April 1, 2014: Rapid Response Required Activities

SCOPE

Evaluation and reporting for Program Year (PY) 2014-2015 Adult, Dislocated Worker and Rapid Response programs and contracts as listed below:

- The Community Services Department (CSD/WIA)
- Economic Development Collaborative - Ventura County (EDC-VC)

EVALUATION AND REPORTING FACTORS

Quarterly reporting as listed below:

Adult and Dislocated Worker Core Grants (CSD/WIA)

- Enrollments
- Adult and Dislocated Worker Enrollments with Training Services
- Monitoring/Audits
- Common Measures
- ~~Current to prior Program Year performance~~

Rapid Response Core Grant Required Activities (CSD/WIA)

- State 121 Outcome Report
- ~~Dislocated Worker Enrollments~~
- Monitoring/Audits

Rapid Response Core Grant Allowable and Layoff Aversion Activities (EDC-VC)

- State 122 Outcome Report
- Business Services Outcome Report
- Monitoring/Audits
- ~~Common Measures~~
- Expenditures

EVALUATION AND REPORTING PROCESS

Quarterly reporting and review of outcomes as listed below. Evaluated outcomes are by the May WIB Executive Committee meeting.

a. Enrollment Plan to Actual Outcomes (CSD/WIA Adult and Dislocated Worker Programs)

- Meet a minimum of 75% of total new enrollments
- Adult and Dislocated Worker actual enrollments with training services (report only)
- ~~Current to prior Program Year performance (report only)~~

b. Monitoring/Audit Findings (All Programs and Contracts)

- All audit and monitoring findings are resolved or in resolution

c. Common Measures Plan to Actual Outcomes (CSD/WIA Adult and Dislocated Worker Programs and ~~EDC-VC WIA Incumbent Worker Enrollees~~)

- All participant outcomes meet State approved WIB goals
- All participant outcomes meet **80%** success rate
- ~~Current to prior Program Year performance (report only)~~

d. Expenditures Plan to Actual Outcomes (EDC-VC contract)

- Minimum of 75% of total contract funds expended
- Minimum of 75% of total in-kind non-WIA resources expended
- ~~25% Training Expenditures (report IWT only)~~

e. Rapid Response Outcomes (CSD/WIA Required)

- State 121 Outcome Report (report only)
- ~~Dislocated Worker Enrollments from Rapid Response Activities (report only and contingent on new CalJOBS system capacity and local workforce area reporting capability)~~

f. Rapid Response Outcomes (EDC-VC Allowable and Layoff Aversion)

- **State 122 Outcome Report (report only)**
- Minimum of 75% of program year plan for Employers Served, Jobs Retained, Incumbent Workers Trained (IWT), Contract Expenditures and In-kind Expenditures
- Average Customer Satisfaction Score is minimum of 4 on a 5 Point Scale



WIB YOUTH COUNCIL EVALUATION/REPORTING PROCESS

PROGRAM YEAR (PY) 2014 – 2015

APPROVAL DATE: _____

PURPOSE

Establish criteria for successful Workforce Investment Act (WIA) Youth outcomes and for contract renewal/extension consideration.

EFFECTIVE DATE

- July 1, 2014: Youth Participant Activities

SCOPE

Evaluation and reporting for PY 2014-2015 WIA Youth contracts as listed below:

- The Boys & Girls Clubs of Greater Oxnard and Port Hueneme
- PathPoint
- Ventura Adult and Continuing Education, Ventura Unified School District

EVALUATION AND REPORTING FACTORS

Quarterly reporting as listed below:

- Enrollments
- Monitoring/Audits
- Common Measures
- ~~• Current to prior Program Year performance~~
- Contract expenditures

EVALUATION AND REPORTING PROCESS

Quarterly reporting and review of outcomes as listed below. Outcomes are evaluated by the WIB Youth Council meeting in May.

a. Enrollment Plan to Actual Outcomes

- Meet a minimum of 75% of total new enrollments
- ~~• Current to prior Program Year performance (report only)~~

b. Monitoring/Audit Findings (All Programs and Contracts)

- All audit and monitoring findings are resolved or in resolution

c. Common Measures Plan to Actual Outcomes

- All participant outcomes meet State approved WIB goals
- All participant outcomes meet **80%** success rate
- ~~• Current to prior Program Year performance (report only)~~

d. Expenditures Plan to Actual Outcomes

- Timely expenditure of total contract funds
- Timely expenditure of total in-kind non-WIA resources expended

BUILDING OUR FUTURE WORKFORCE

WORKFORCE INVESTMENT BOARD
855 Partridge Drive • Ventura, CA 93003
Phone: 805-477-5342 • Fax 805-477-5386
www.wib.ventura.org



TO: EXECUTIVE COMMITTEE

**FROM: CHERYL MOORE
EXECUTIVE DIRECTOR**

DATE: NOVEMBER 20, 2014

**SUBJECT: RECOMMENDATION THAT THE EXECUTIVE COMMITTEE RATIFY A
WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB)
RESEARCH SPONSORSHIP FOR THE 2015 VENTURA COUNTY CIVIC
ALLIANCE STATE OF THE REGION REPORT, IN THE AMOUNT OF \$10,000**

RECOMMENDATION

Recommend that the Executive Committee ratify a Workforce Investment Board of Ventura County (WIB) research sponsorship of the 2015 Ventura County Civic Alliance State of the Region Report, in the amount of \$10,000.

DISCUSSION

As part of its ongoing outreach efforts, the WIB may contribute to research, projects, events, and/or publications which relate to workforce and economic development in Ventura County. For example, the WIB was a sponsor for the Ventura County Civic Alliance (VCCA) 2012 State of the Region Report, a publication that has been used as a reference and planning guide for Ventura County leaders in the private and public sectors for the past two years.

On October 2, 2014, the VCCA submitted an unsolicited proposal requesting that the WIB help to sponsor the research and publication of an updated, 2015 version of the Report at a cost of \$10,000. (A copy of the proposal is attached.)

In accordance with the WIB Policy on Unsolicited Proposals, the WIB Executive Director determined that the potential expense is consistent with WIA regulations and WIB priorities, that it is an appropriate sole source, that funds are available in the 2014-2015 preliminary WIA budget plan.

If you have questions or need more information, please call me at (805) 477-5305, or contact Talia Barrera at (805) 477-5341, email: talia.barrera@ventura.org

October 2, 2014

Ms. Cheryl Moore
Executive Director
Workforce Investment Board of Ventura County
855 Partridge Drive
Ventura, CA 93003

Dear Cheryl,

On behalf of the Ventura County Civic Alliance (VCCA), we invite The Workforce Investment Board of Ventura County to partner with us as a Sponsor of the 2015 State of the Region Report. Given the WIB's support of the 2013 Report, we believe you will find it valuable to join with other community leaders and help underwrite the costs of the research and the production of the updated 2013 Report.

As you know, the VCCA is focused on working with community and civic leaders across our County representing the *3Es*, the Economic, Environmental and Social Equity constituencies, to create a more livable and sustainable community and to sustain a more effective workforce who can afford to live and work in the region.

Since 2002, the State of the Region Report has been one of the most useful tools in fulfilling the VCCA mission because it fosters important community discussions while engaging and educating community leaders, elected officials, and the nonprofit community. The Report is primarily used as a resource and planning guide for Ventura County leaders, many of whom report keeping it as a reference for many years.

Given its unique value, wide distribution and expected usage, the State of the Region Report is a high-visibility opportunity for key stakeholders to help sustain the important work of the Civic Alliance.

Producing the State of the Region Report requires the ongoing support of donors who understand the value and benefit of the Alliance's work in our County. **It is our hope that the Workforce Investment Board will join the Fairburn Fund, a fund at the Ventura County Community Foundation, as a \$10,000 Research Sponsor, to assist in funding the research and production of the 2015 report.**

VCCA Executive Committee

Chair	Vice Chair	Immediate Past Chair	Program Coordinator
Kay Faulconer Boger, Ed.D.	David Maron	Sandy Smith	Emily Barany
Jerry Beckerman	Marv King	Hugh J. Ralston	Robert Warnagieris, Ed.D.
Sean Bhardwaj	Katrina Maksimuk	Stacy Roscoe	Sharon Woolley
Ron Bottorff	Charles Maxey, Ph.D.	Nancy Stehle	
Dao Doan	Tracy Perez	Tom Tarantino	

Please see enclosed sponsorship menu. We would be happy to answer any additional questions you might have about WIB's partnership with the Alliance or sponsoring the 2015 Report.

Thank you for your continued support, and for helping to raise the visibility of a healthy community, a vibrant workforce and a sustainable future for Ventura County as a priority. With your sponsorship, this Report will have an important role in shaping the discussions and strategies that the Workforce Investment Board has identified as being consistent with its mission.

Sincerely,



David Maron
*State of the Region
Report Chair*



Kay Faulconer Boger
Civic Alliance Chair



Stacy Roscoe
Interim President & CEO, VCCF

VCCA Executive Committee

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