



WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

HEALTHCARE COMMITTEE MEETING

Friday, September 12, 2014
8:00 a.m. - 9:30 a.m.

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

AGENDA

8:00 a.m.	1.0 Call to Order and Agenda Review	Martel Fraser
8:02 a.m.	2.0 Public Comments <u>Procedure:</u> 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.	Martel Fraser
8:05 a.m.	3.0 Approval of Minutes: July 11, 2014	Martel Fraser
	4.0 Ventura County Regional Strategic Workforce Development Plan	
8:10 a.m.	• Clinical Lab Science Field Experience Update	Dawn Neuman
8:15 a.m.	• MLT and Clinical Lab Scientist Cross Regional Industry and Educational Advisory Meeting	Patricia Duffy
8:25 a.m.	• Career Pathways Update	Cheryl Moore
8:35 a.m.	• Healthcare Work Readiness Skills Categories	Patricia Duffy
9:20 a.m.	• Workforce Innovation and Opportunity Act (WIOA)	Cheryl Moore
9:25 a.m.	5.0 Committee Member Comments	Committee Members
9:30 a.m.	6.0 Adjournment <u>Next Meeting</u> November 14, 2014 (8:00 a.m. – 9:30 a.m.) VCCF Nonprofit Center (Community Room) 4001 Mission Oaks Blvd., Camarillo	Martel Fraser



WIB Healthcare Committee Meeting **July 11, 2014**

MINUTES

Meeting Attendees

Committee Members

Teresa Johnson* (Acting Chair)
Greg Barnes*
John Cordova
Ed Gonzales*
Cindy Jordan
Paul Matakiewicz*
Tiffany Morse
Dawn Neuman

WIB Staff

Richard McNeal
Theresa Salazar Vital

Guests

Kim Hoffmans (Moorpark College)
Debbie Newcomb (Ventura College)
Vivian Pettit (Community Services
Department/WIA)

**WIB Member*

1.0 Call to Order and Agenda Review

Acting Chair Teresa Johnson called the meeting to order at 8:08 a.m. and asked Committee members for self-introductions. No changes were made to the agenda.

2.0 Public Comments

No comments

3.0 Approval of Minutes: May 9, 2014

Motion to approve: Greg Barnes
Second: Tiffany Morse
Motion carried

4.0 2013-2014 Year-End Review and Insights

A discussion of the Committee's 2013-2014 accomplishments and insights elicited a number of comments on the changing business, economic, and community conditions in the healthcare field and the need to keep the jobs/education matrix current to meet those conditions. The full report will be provided to the WIB on August 28, 2014.

5.0 Ventura County Regional Strategic Workforce Development Plan

- Clinical Lab Science Field Experience Program: Dawn Newman reported that the project is temporarily delayed because several hospitals have not submitted some or all of the necessary state paperwork for hospital laboratory certification. She hopes that this issue will be resolved in the near future.
- Certification of Medical Assistants: John Cordova updated the Committee on the new challenge of medical expense reimbursements to healthcare providers for the services of new and current Medical Assistants. Because of changes in reimbursement policies, there is increasing pressure for employers to require that their Medical Assistants be certified.

Such certification is possible through the community colleges and might be accommodated through the WIB's incumbent worker training program.

- Eligible Training Provider List (ETPL): Richard McNeal described the purpose of the California ETPL and the benefits for prospective job seekers. As soon as possible, relevant healthcare courses in the community colleges, especially the nursing courses, need to be added to the ETPL to allow access for WIA-funded clients. Kimberly Hoffmans and Debbie Newcomb agreed to follow-up with their respective colleges regarding ETPL entries.

6.0 Committee Member Comments

Teresa Johnson suggested adding self-introductions to 1.0. Call to Order and Agenda Review.

7.0 Adjournment

The Committee adjourned by acclamation at 9:45 a.m.

Next Meeting

September 12, 2014

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

2013-2014 YEAR-END REVIEW

Workforce Investment Board of Ventura County

WIB HEALTHCARE COMMITTEE

2013-2014 Members

WIB Members: Martel Fraser, Chair (United Food and Commercial Workers, Local 770), Celina Zacarias, Vice Chair (California State University, Channel Islands), Greg Barnes (Los Robles Hospital and Medical Center), Teresa Johnson (Ventura Adult and Continuing Education), Paul Matakiewicz (Service Employees International Union, United Healthcare Workers), Sandra Werner (Simi Valley Hospital)

Other Members: John Cordova (College of the Canyons, Deputy Sector Navigator), Ed Gonzales (St. John's Regional Medical Center), Carol Higashida (Moorpark College), Cindy Jordan (Vista Cove Care Center), John Braden-Kaneski (Ventura County Health Care Agency), Diany Klein (Community Memorial Health System), Sandra Melton (Ventura College), Tiffany Morse (Ventura County Office of Education), Dawn Neuman (California State University, Channel Islands), John Tannaci (California Lutheran University), Brett Watson (Camarillo Healthcare Center)

Committee Accomplishments

In support of the WIB's *Ventura County Regional Strategic Workforce Development Plan 2013-2017*, and in alignment with the California WIB Health Workforce Development Council, the WIB Healthcare Committee:

- Identified potential business and patient care impacts of the Affordable Care Act (ACA), including areas that could result in the most significant long-term changes in healthcare workforce needs: home healthcare, mental health and substance abuse. Discussed the ACA shift in focus from acute care to wellness and prevention, resulting in significant changes to business strategies and delivery models.
- Developed a two-year action plan to create a diverse pipeline of workers to fill healthcare positions in Ventura County and to engage business, economic development, education, labor, government and community-based organizations to work together to address shortages in healthcare.
- Continued to refine and analyze the WIB's Ventura County Occupational Employment Data and Growth Projections: Healthcare. Identified jobs, wages, employment growth projections, growth/replacement job potential, hard-to-fill occupations, and priorities for workforce education and training. Updated the healthcare spreadsheet on the WIB website, posted for easy public access and data sorting.
- Made substantial progress, with the assistance of Dawn Neuman and CSUCI, in preparing a joint application for a self-sustaining Clinical Laboratory Scientist (CLS) field experience program for a consortium of four local hospitals. This work included research and coordination to facilitate hospital preparations for the CLS lab certification process and the revision of a handbook originally prepared by the Ventura County Medical Center. The plan is to submit a combined application for certification for what will be the first consortium approach to CLS certification in the state.
- Identified high-demand healthcare workforce development priorities which focus on jobs requiring a lower level of education. Although many lower-skilled jobs do not necessarily pay a living wage, the Committee noted that such jobs are valuable as entry points for a wide range of career paths. Job requirements include fundamentals of employability, basic IT skills, problem solving, and teamwork.

2013-2014 YEAR-END REVIEW

Workforce Investment Board of Ventura County

WIB HEALTHCARE COMMITTEE

Committee Accomplishments (Continued)

- Reviewed new healthcare reform certification requirements for Medical Assistants (MA) and discussed the rising demand to train both new job seekers and incumbent workers to ensure timely MediCare compliance by healthcare providers. In partnership with the Deputy Sector Navigator, considered cross-regional collaboration for community college workshops to prepare workers and job seekers for MA certification.
- Provided input for the development of the healthcare components of the K-14 Industry Sector Pathways (Ventura County Office of Education) inventory of career readiness programs, certificates, credentials, and apprenticeships. Posted Word and Excel versions on the WIB website for public access and to facilitate information sorting.
- In working with local and regional partners, provided research, planning, collaboration, and facilitation of discussions which helped to create a foundation in support of economic plans, community workforce development initiatives, and grant applications (including two Career Pathways Trust education grants awarded in Ventura County).
- Provided messaging and bullet points for Committee members to use/adapt in communicating the purpose and direction of the WIB and the Healthcare Committee.
- Broadened the Committee with the addition of new representatives and new agencies.

Insights

- As the new healthcare law takes effect, the Committee may need to shift focus periodically to take account of new challenges and new job categories: e.g., a new emphasis on mental health and home care rather than hospital admissions.
- Because of advances in technology and the increasing need to control costs, there is continuing downward pressure on salaries at all job levels, from top to bottom, and the continuing elimination of jobs that can be automated.
- Since the most in-demand jobs in this County tend to be entry-level and do not offer a wage commensurate with the local cost of living, there is an ongoing challenge to create and sustain career ladders that will encourage continued education and upward mobility.
- The Committee needs to add representatives from mental health, home health and assisted living.



CLEAN/GREEN WORK READINESS: INFRASTRUCTURE SKILLS CATEGORIES
Workforce Investment Board of Ventura County

EXAMPLE FOR HEALTHCARE
COMMITTEE DISCUSSION

SAFETY	MATH CONCEPTS	MEASUREMENTS	HAND AND POWER TOOLS
<ul style="list-style-type: none">• General workplace safety• Electrical safety including Lock-out/Tag-out procedures• Worker safety• Equipment safety• Climbing/ladder safety• Power tool safety• Safety data sheets• OSHA10• First aid/CPR/AED	<ul style="list-style-type: none">• Multiplication, division, addition and subtraction of fractions• Combined operations of fractions and mixed numbers• Algebraic operations of addition, subtraction and multiplication• Ratios and proportions• Table of decimal equivalents and combined operations of decimals• Degree of precision, tolerance and clearances	<ul style="list-style-type: none">• Standards• Units of measurement• Tape measure use• Measuring for cutting materials• Basic layout (surveying)• Mass and weight measurement• Measuring fluids• Measuring solid materials (sand, cement, etc.)	<ul style="list-style-type: none">• Tape measures, squares and levels• Basic hand tools – saws, hammers, screw drivers, wrenches• Power tools – saws, drills, screwdrivers• Pneumatic drills and nail guns• Powder actuated tools• Laser equipment
SUSTAINABILITY AND QUALITY	BLUEPRINT CONCEPTS	EMPLOYABILITY SKILLS	COMPUTER SKILLS
<ul style="list-style-type: none">• Sustainable work processes:<ul style="list-style-type: none">○ Conservation○ Reuse○ Recycle○ Repurpose○ Reduce○ Economy of use/right-sizing• Importance of individual – do it right the first time• Continuous process improvement for green purposes	<ul style="list-style-type: none">• Introduction basic construction drawings• Basic blueprint reading• Understanding different drawing types:<ul style="list-style-type: none">○ Civil○ Electrical○ Mechanical○ Repair/renovation○ New construction	<ul style="list-style-type: none">• Basics of interviewing• Work ethic• Oral communication• Written communication• Time management• Task prioritization• Worker, supervisor, manager etiquette and protocol basics• Basic company policy understanding	<ul style="list-style-type: none">• Excel• Word• OS basics• Computer navigation• Computer security• Computer etiquette• Viewer basics, PDF, CAD, jpg, png, bmp, TIFF, Solid Works, etc.• File extension basics



CLEAN/GREEN WORK READINESS: ESSENTIAL SKILLS CATEGORIES
Workforce Investment Board of Ventura County

BASICS OF QUALITY CONTROL	EMPLOYABILTY SKILLS	COMPUTER SKILLS
<ul style="list-style-type: none">• Know processes, as applicable, per business• Basic quality methodology and inspection techniques• Importance of individual responsibility – to do it right the first time• Manufacturing theory and quality control• Lean manufacturing and quality control• Knowledge of regulations and systems processes• Knowledge of waste management – waste reduction advantages• Certification and best practices	<ul style="list-style-type: none">• Initiative• Basics of interviewing• Work ethic• Communication skills• Continuous improvement skills• Basic company policy understanding• Time management• Task prioritization• Worker, supervisor, manager etiquette and protocol basics• Opportunities for work experience – applications of skills in work settings• Apprenticeships- knowledge sustainable career pathways and paid training opportunities	<ul style="list-style-type: none">• Microsoft Excel• Microsoft Word• Microsoft Access• Operating System basics• Computer navigation• Computer security• Computer etiquette• ERP basics• Viewer basics like PDF, CAD, jpg, png, bmp, TIFF, Solid Works, etc.• File extension basics• Basic programming

The Workforce Innovation and Opportunity Act – July 22, 2014

The Workforce Innovation and Opportunity Act (WIOA) will help job seekers and workers access employment, education, training, and support services to succeed in the labor market and match employers with skilled workers they need to compete in the global economy. Congress passed WIOA, the first legislative reform of the public workforce system in more than 15 years, by a wide bipartisan majority. In doing so, Congress reaffirmed the role of the American Job Center (AJC) system, a cornerstone of the public workforce investment system, and brought together and enhanced several key employment, education, and training programs. In recent years over 20 million people annually turn to these programs to obtain good jobs and a pathway to the middle class. WIOA continues to advance services to these job seekers and employers.

HIGHLIGHTS OF WIOA REFORMS TO THE PUBLIC WORKFORCE SYSTEM

Aligns Federal Investments to Support Job Seekers and Employers:

At the State level, WIOA establishes unified strategic planning across “core” programs, which include Title I Adult, Dislocated Worker and Youth programs; Adult Education and Literacy programs; the Wagner-Peyser Employment Service; and Title I of the Rehabilitation Act programs.

Strengthens the Governing Bodies that Establish State, Regional and Local Workforce Investment Priorities:

WIOA streamlines membership of business-led, state and local workforce development boards. The Act emphasizes the role of boards in coordinating and aligning workforce programs and adds functions to develop strategies to meet worker and employer needs.

Helps Employers Find Workers with the Necessary Skills:

WIOA emphasizes engaging employers across the workforce system to align training with needed skills and match employers with qualified workers. The Act adds flexibility at the local level to provide incumbent worker training and transitional jobs as allowable activities and promotes work-based training, for example by increasing on-the-job training reimbursement rates to 75 percent. The law also emphasizes training that leads to industry-recognized post-secondary credentials

Aligns Goals and Increases Accountability and Information for Job Seekers and the Public:

WIOA aligns the performance indicators for core programs, and adds new ones related to services to employers and postsecondary credential attainment. Performance goals must reflect economic conditions and participant characteristics. It makes available data on training providers’ performance outcomes and requires third party evaluations of programs.

Fosters Regional Collaboration to Meet the Needs of Regional Economies:

WIOA requires states to identify economic regions within their state, and local areas are to coordinate planning and service delivery on a regional basis.

Targets Workforce Services to Better Serve Job Seekers:

WIOA promotes the use of career pathways and sector partnerships to increase employment in in-demand industries and occupations. To help local economies target the needs of job seekers, WIOA allows 100 percent funds transfer between the Adult and Dislocated Worker programs. WIOA adds basic skills deficient as a priority category for Adult services. WIOA also focuses Youth program services to out-of-school youth. The Act strengthens services for unemployment insurance claimants. It also merges WIA core and intensive services into a new category of career services, clarifying there is no required sequence of services. The Act allows Governors to reserve up to 15 percent of formula funds for activities such as innovative programs.

Improves Services to Individuals with Disabilities:

WIOA increases individuals with disabilities’ access to high-quality workforce services to prepare them for competitive integrated employment. It requires better employer engagement and promotes physical and programmatic accessibility to employment and training services for individuals with disabilities. Youth with disabilities receive extensive pre-employment transition services to obtain and retain competitive integrated employment. It creates an Advisory Committee on strategies to increase competitive integrated employment for individuals with disabilities.

The Workforce Innovation and Opportunity Act

HIGHLIGHTS CONTINUED

Supports Access to Services: To make services easier to access, the WIOA requires co-location of the Wagner-Peyser Employment Service in AJCs and adds the Temporary Assistance for Needy Families program as a mandatory partner. WIOA establishes dedicated funding from AJC partner programs to support the costs of infrastructure and other shared costs that support access to services. It asks the Secretary of Labor to establish a common identifier for the workforce system to help workers and employers find available services. In addition, WIOA allows local areas to award pay for performance contracts so providers of services get paid for results. It also allows direct contracts to higher education institutions to provide training.

STAKEHOLDER ENGAGEMENT AND TECHNICAL ASSISTANCE

DOL, in coordination with the U.S. Departments of Education (ED) and Health and Human Services (HHS), is working diligently to ensure that states and local areas, other grantees, and stakeholders are prepared for implementation of WIOA. DOL will provide technical assistance, tools, and resources to States and local areas through the WIOA Resource Page (www.doleta.gov/WIOA), Webinars, and virtual and in-person discussions.

DOL will actively engage stakeholders in the implementation of WIOA. Opportunities to provide input will be communicated through the WIOA Resource Page.

WIOA PROGRAMS

WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.

WIOA authorizes the Job Corps, YouthBuild, Indian and Native Americans, and Migrant and Seasonal Farmworker programs, in addition to the core programs.

EFFECTIVE DATES FOR IMPLEMENTATION

President Barack Obama signed WIOA into law on July 22, 2014.

In general, the Act takes effect on July 1, 2015, the first full program year after enactment, unless otherwise noted. The State Unified Plans and Common Performance Accountability provisions take effect July 1, 2016. The U.S. Department of Labor (DOL) will issue further guidance on the timeframes for implementation of these changes.

DOL will issue proposed regulations reflecting the changes in WIOA soon after enactment.

WIOA RESOURCE PAGE

Visit www.doleta.gov/WIOA to learn more about WIOA and access relevant guidance and technical assistance tools and resources developed by the U.S. Department of Labor's Employment and Training Administration (ETA). All relevant guidance will also be posted on the ETA Advisory Website (<http://wdr.doleta.gov/directives/>) Please email your questions to DOL.WIOA@dol.gov or contact your ETA regional Office.

Workforce Education Coalition

INDUSTRY TOUR

Health Science Careers

A COLLABORATION OF CHAMBER PARTNERS

The Chamber of Commerce Workforce Education Coalition, in partnership with Simi Valley Unified School District, Simi Valley Adventist Hospital and the Simi Valley Education Foundation, toured thirteen high school students through three healthcare facilities.

Students heard from professionals about occupations that require training ranging from entry level certificates to advanced degrees. They learned first-hand what types of training are important to career pathways and where to get training.



Aspen Imaging Center

TOUR STOPS

Aspen Imaging Center: Students learned about career paths for MRI, CT scan, mammography, x-ray, and ultrasound technicians plus radiologists

Regional Child Development Center: Students were exposed to career paths for pediatric occupational and physical therapy, and speech pathology.

Simi Valley Adventist Hospital: Students explored career paths for certified nurse assistants, EMT, paramedic, registered nurse (including emergency room, cardiac catheterization lab, gastroenterology) and medical doctor/surgeon.



Simi Valley Hospital

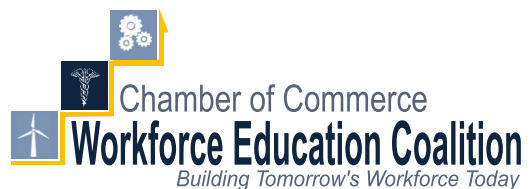
STUDENT COMMENTS

"I learned a lot about radiology, cardiology, X-rays, mammograms and things I had never learned about before. It's good experience to explore all sorts of careers in the medical field."

"I've learned there are a lot more steps in becoming a cardiologist. It's going to be harder than I thought, but this has inspired me."

"For some of us, it's a process of elimination, so exploring it is valuable I enjoyed touring the children's hospital today and seeing the speech and occupational therapists."

"I want to do surgery in the ER. Today, I got a feel for what it's like to be in a hospital and even what it feels like to dress as a surgeon. I didn't know about how you put a catheter into someone. We saw a video of someone putting it into a vein, and it was interesting."



STEM-ERSION '14

3-DAY PROJECT-BASED LEARNING PROGRAM

Educator summer immersion into
local manufacturing industry with
emphasis on applied STEM learning
with product design

Simi Valley, CA

June 17-19, 2014

PROGRAM BENEFITS:

- * Educators visit local manufacturers and spend time on the plant floor.
- * Education and business leaders speak about the workforce and economy
- * Project-based learning with "make-it and take-it" component
- * Cross-curricular discussions leading to pathway exploration and development



Summer STEM! *Manufacturing Industry Exposure*

HOW IT WORKS:

Teachers are given a \$450 stipend to participate in a 3-day workshop.

In this training they will learn about the inner workings of manufacturing and how math and science skills are used on the shop floor as well as how the formulas, theories, and concepts they teach are put to use in the workplace.

They will also gain access to valuable community resources.

Teachers commit to:

- ◆ Attend the 3-day workshop on June 17-19, 2014
- ◆ Complete workshop evaluation
- ◆ Implement fall classroom project based on workshop
- ◆ Complete classroom project evaluation



Simi Valley Chamber of Commerce
40 W. Cochran Street, #100
Simi Valley, CA 93065
805-526-3900

