WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

Thursday, June 12, 2014
8:00 a.m. – 10:00 a.m.

NOTE: DIFFERENT MEETING LOCATION
Ventura County Office of Education
5100 Adolfo Road (Salon C), Camarillo

ANNUAL MEETING AGENDA

8:00 a.m. **1.0 CALL TO ORDER AND AGENDA REVIEW** Mike Soules

8:05 a.m. **2.0 PUBLIC COMMENTS** Mike Soules

Procedure: The public is welcome to comment. Public comment cards are available at the meeting sign-in table. All comments not related to items on the agenda may be made at the beginning of the meeting only.

8:10 a.m. **3.0 WIB CHAIR'S COMMENTS** Mike Soules

8:20 a.m. **4.0 2014 WIB AWARDS** Brian Gabler

Youth Opportunity Award
OmniUpdate, Camarillo

Youth Opportunity Award
Santa Clara Valley Wellness Foundation, Santa Paula

Collaborative Action Award
Rotary Club of Simi Sunrise

Collaborative Action Award
Simi Valley Chamber of Commerce

Collaborative Action Award
Society of Hispanic Professional Engineers, Ventura County

Champion for Prosperity Award
Lilly Rudolph, City of Ventura

Champion for Prosperity Award
VSolvit, Thousand Oaks

8:55 a.m. **5.0 CONSENT ITEMS** Mike Soules

5.1 Approve Workforce Investment Board Minutes: April 24, 2014
5.2 Receive and File: WIB Committee Reports
5.3 Approve WIB and Executive Committee Meeting Dates: 2014-2015

9:00 a.m. **6.0 ACTION ITEMS**

6.1 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve the Workforce Investment Act (WIA) Preliminary Budget Plan for Program Year 2014-2015 — Mike Soules

6.2 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve a Recommendation that the Board of Supervisors Approve Contracts for Workforce Investment Act (WIA) Comprehensive Youth Programs Provided by the Boys and Girls Clubs of Greater Oxnard and Port Hueneme ($475,000), PathPoint ($475,000), and Ventura Adult and Continuing Education ($260,000) from July 1, 2014 through June 30, 2015 — Mike Soules

6.3 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve the Appointment of Tiffany Morse to the Youth Council for a Three-Year Term — Zahid Shah

9:15 a.m. **7.0 VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT PLAN: 2013-2017** — Cheryl Moore, WIB Members

7.1 State and Federal Updates

- High-Performance Board Certification by California WIB
- EDD Regional Economic Analysis Profiles
- California WIB: New Performance Requirements for WIBs
- Congress: Workforce Innovation Opportunity Act (WIOA)

7.2 WIB Regional Partnerships and Opportunities

- Career Pathways Trust Grants in Ventura County
- Innovative Manufacturing Communities Partnership: Advanced Manufacturing Partnership of Southern California
- Los Angeles Region WIB Collaboration
- Workforce Collaborative of California's Central Coast

7.3 WIB Planning Meeting Follow-up

- Wall Notes and Priorities
- WIB Committee Year-End Reviews and Next Steps

9:45 a.m. **8.0 ON THE CALENDAR** — Mike Soules

- August 28, 2014 (8:00 a.m.-10:00 a.m.)
  WIB Meeting: Ventura County Office of Education, Camarillo
- September 2-4, 2014
  CWA Conference: Meeting of the Minds in Monterey
- September 11, 2014 (8:00 a.m.-12:30 p.m.)
  Jobs for Our Future: Ventura College

9:50 a.m. **9.0 WIB MEMBER COMMENTS** — WIB Members

10:00 a.m. **10.0 ADJOURNMENT** — 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. For more information, please visit the Workforce Investment Board website at www.wib.ventura.org..

WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

MINUTES
April 24, 2014

Residence Inn by Marriott at River Ridge
2101 W. Vineyard Avenue, Oxnard, CA

WIB Members Present

Mike Soules, Chair	Mark Fegley	Alex Rivera
Sandy Werner, Vice Chair	Martel Fraser	Zahid Shah
Vic Anselmo	Iris Ingram	Tony Skinner
Gerhard Apfelthaler	Teresa Johnson	Bruce Stenslie
Sarah Asbury	Mary Navarro-Aldana	Ed Summers
Joan Baldarrama	Bernardo M. Perez	Jesus Torres
Will Berg	Bill Pratt	Tavi Udrea
Victor Dollar	Hugh J. Ralston	Celina Zacarias
Jim Faul	Roger Rice	

WIB Members Absent

Rodney Cobos	Gregory Liu	Kimberly Nilsson
Brian Gabler	Cdr. Scott Loeschke	Nancy Williams
Victoria Jump	Paul Matakiewicz	

WIB Administration Staff

Cheryl Moore, Executive Director	Jennifer Harkey	Theresa Salazar Vital
Talia Barrera	Tracy Johnson	
Patricia Duffy	Richard McNeal	

Guests

Tim Allison (Tri-Counties Central Labor Council)	Heidi Hayes (theAgency)
Nancy Ambriz (CSD/WIA)	Sally Harrison (County of Ventura Executive Office)
Greg Barnes (Los Robles Hospital)	Paula Hodge (College of the Canyons)
Karen Blufer (theAgency)	Brad Hudson (Congresswoman Brownley)
Bill Gallaher (Ventura County BOS #5)	Lynn Jacobs (Ventura Affordable Homes)

1.0 CALL TO ORDER AND AGENDA REVIEW

At 8:12 a.m., WIB Chair Mike Soules called the meeting to order. No changes were made to the meeting agenda.

2.0 PUBLIC COMMENTS

No public comments

3.0 WIB CHAIR'S COMMENTS

Mike Soules welcomed two new WIB members: Gerhard Apfelthaler, Dean of the Graduate School of Management at California Lutheran University, and Mark Fegley, Senior Vice President of Deckers Outdoor Corporation.

Mr. Soules extended thanks to recent interview guests on the WIB's monthly Workforce Wednesday radio broadcast on KVTA 1590-AM. In March, WIB members Rodney Cobos and Tony Skinner talked about valuable apprenticeships and the wide range of career opportunities in the trades. In April, Healthcare Committee member Greg Barnes and WIB member Sandy Werner discussed great career opportunities in the constantly changing world of healthcare.

Mr. Soules thanked Jim Faul, Tavi Udrea, and Sandy Werner for joining him in representing the WIB at the National Association of Workforce Boards (NAWB) 2014 Forum in Washington D.C. on March 29 – April 1, 2014. Keynote speakers included Arianna Huffington, President of the Huffington Post, the U.S. Secretary of Labor Thomas Perez, and Oklahoma Governor Mary Fallin. The Ventura County WIB was selected to present a workshop on "Engaging Champions for Regional Workforce Development," and the team received very positive feedback. (A copy of the presentation was provided in the meeting packet.)

The WIB members and WIB staff in attendance at the NAWB Forum also had meetings with staff members from the offices of Representative Julia Brownley, Representative Lois Capps, and Representative Buck McKeon. In addition, the Ventura County group participated a regional meeting (Southern California WIBs) with staff to Senator Barbara Boxer. Mr. Soules indicated that there is a high level of respect for Cheryl Moore, both in California and in Washington D.C. Tavi Udrea noted that other WIBs are impressed with the how the Ventura County WIB functions and the quality of staff leadership.

On behalf of the WIB, Mr. Soules thanked WIB Management Assistant, Tracy Johnson, and Program Assistant, Jennifer Harkey, for their excellent work and great customer service in honor of Administrative Professionals week. Also, the WIB extended best wishes to Jennifer Harkey, who had accepted a promotion in the Human Services Agency to do community outreach.

4.0 CONSENT ITEMS

4.1 Approve Workforce Investment Board Minutes: February 27, 2014
4.2 Receive and File: WIB Committee Reports

WIB Vice Chair Sandy Werner commented on the Executive Committee report, including an update on Workforce Investment Act (WIA) One-Stop programs and services presented by the Community Services Department/WIA Program Manager, Nancy Ambriz. Ms. Werner also called attention to the action items for WIA Youth Program evaluations and the postponement of the WIA Preliminary Budget Plan for the upcoming Program Year 2014-2015, which would be discussed during agenda item 6.0.

Motion to approve the Consent Items: Zahid Shah
Second: Will Berg
Abstain: Mike Soules and Teresa Johnson
Motion approved

5.0 WIB COMMITTEE SPOTLIGHT

On behalf of WIB Outreach Committee Chair, Brian Gabler, Cheryl Moore presented an overview of the Ventura County Grows Business (VCGB) initiative, which builds on the original WIB business outreach campaign developed in partnership with WIB contractor, theAgency. For the May-June 2014 campaign, employer testimonials were recorded and featured in radio spots, television ads, and on the VCGB website: www.venturacountygrowsbusiness.com. Other components of the outreach strategy included Workforce Wednesday radio interviews, Workforce

Update articles, Facebook and website updates, mailers, e-blasts, and flyers. Messaging emphasized the collaboration in support of Ventura County businesses through services from America's Job Center of California (AJCC), the Economic Development Collaborative-Ventura County, the Small Business Development Center, and other partners. The purpose is to drive employers to an "all-in-one-place" website from which to access a wide range of no-cost and low-cost business services in Ventura County, thereby supporting business retention and growth.

6.0 EXECUTIVE COMMITTEE UPDATE

- High-Performing Board: The California Workforce Investment Board (CWIB) had provided an opportunity for WIBs to reapply for High-Performing Board (HPB) status. As decided at the WIB meeting on February 27, 2014, WIB staff contacted CWIB for more information and was informed that a reapplication could be submitted by April 1, 2014 (and at three other times before the end of 2014). WIB Chair Mike Soules supported a staff recommendation to move quickly to meet the first deadline. A final decision from CWIB was expected by May 1, 2014.

- California Career Pathways Trust Grant: Cheryl Moore indicated that the WIB had provided data and research, facilitated collaboration, participated in planning discussions, and provided letters of support for Career Pathways Trust grant applications. Four different proposals, including the Ventura Unified School District (VUSD), the Oxnard Union High School District (OUHSD), the Ventura County Community College District (VCCCD), and the South Central Regional Consortium (SCRC) had been submitted at different levels of funding. Collaboration within the education community had opened doors to many opportunities that could be implemented with or without the funding. Notification of grant recipients was expected in May 2014.

- Advanced Manufacturing Partnership of Southern California (AMP SoCal): Working in collaboration with the office of Congresswoman Julia Brownley, the WIB had joined a new regional consortium, AMP SoCal. Launched as a four-county effort (Los Angeles, Orange, San Diego, and Ventura) to retain and grow a robust manufacturing sector in Southern California, AMP SoCal submitted a competitive application to the U.S. Department of Commerce for designation as a priority aerospace and defense region. Twelve designations would be announced in late May 2014. Designated areas would receive coordinated support for regional manufacturing sector strategies from 11 federal agencies with $1.3 billion available in federal economic development assistance. Cheryl Moore thanked the business, education, and economic development partners in Ventura County who had responded to her request for letters of commitment in a short turnaround time.

- Five-Year Budget Plan Summary: WIB Resource Development Committee Chair Hugh J. Ralston called attention to the WIB Budget Plan Summary, in preparation for approving a budget in June 2014 for the 2014-2015 Fiscal Year (FY). The summary provided a five-year overview of the WIB budget from fiscal years 2010-2011 through 2014-2015. The State had indicated that the revenue for the Adult, Dislocated Work and Youth categories will be declining in 2014-2015. The Rapid Response funding had not been determined yet. Mr. Ralston explained that the WIB budget currently includes a management reserve of ten percent; however, if expenditures continue according to the 2013-2014 plan, as projected today, there would be a significant deficit in the coming fiscal year. The Resource Development Committee recommended bringing this discussion to the WIB to outline a context for balancing the budget for FY 2014-2015.

  Cheryl Moore clarified that the WIB operates on a Fiscal Year budget cycle from July to June. The amount of funding indicated on the current draft WIA Preliminary Budget for 2014-2015

was accurate for the Adult, Dislocated Worker and Youth categories, however, the Rapid Response funds were estimated. Ms Moore explained that every year the WIB approves a preliminary budget in June to be able to begin expending funds in July. After the year-end close for the previous year is completed in July/August, the new budget is updated and reconsidered by the WIB for modification and approval. During the year, the Executive Committee discusses an updated Financial Status Report at each meeting and reviews quarterly evaluations for each contracted provider.

Taking the decrease in revenue into consideration, WIB members asked questions and discussed options for reducing spending in 2014-2015. By consensus, the WIB decided to request that WIB staff present a balanced budget proposal to the WIB on June 12, 2014, for review and approval.

- WIB Member Appreciation: Mike Soules thanked WIB members for their active engagement and support for workforce development in Ventura County. He also asked WIB members to share their ideas, have informed discussions, and help to drive the WIB forward strategically.

7.0 WIB ANNUAL PLANNING DISCUSSION

Mike Soules emphasized the importance of the annual planning process and how this strategic activity is vital for the WIB to accomplish the goals. WIB members were encouraged to be thoughtful, candid—and have fun.

To frame the discussion, Cheryl Moore provided an update on the business, adult, youth and system alignment goals in the *Ventura County Regional Strategic Workforce Development Plan 2013-2017* (Plan). Reference materials provided were the Plan outline, the new California WIB performance measures, the Ventura County Occupational Employment Data and Growth Projections spreadsheet for each WIB priority sector (Clean/Green, Healthcare, Manufacturing), the Ventura County Career Education Pathways matrix, a copy of the recent WIB presentation at the National Association of Workforce Boards conference on "Engaging Regional Champions for Workforce Development," and the WIB Workforce Pipeline diagram.

WIB members brainstormed in small groups, posted best ideas, debriefed with the larger group, and identified priorities/recommendations for follow up by the appropriate WIB committees. The Wall Notes (attached) summarize the feedback generated in response to three questions:

1) How can the WIB, working with regional partners, engage more businesses in the up-front preparation of our workforce?
2) How can the WIB, working with regional partners, facilitate the regional development of career pathways, credentials, certificates, and apprenticeships?
3) How can the WIB, working with regional partners, build private/public sector collaboration for the regional alignment, braiding, and sustainability of workforce development programs and systems?

8.0 ON THE CALENDAR

June 3, 2014 (10:30 a.m.-11:00 a.m.)
WIB Study Session with the Board of Supervisors
County of Ventura Hall of Administration
800 South Victoria Avenue, Ventura

June 12, 2014 (8:00 a.m.-10:00 a.m.)
2014 WIB Awards at the WIB Annual Meeting
Ventura County Office of Education
5100 Adolfo Road (Salon C), Camarillo, CA

9.0 WIB MEMBER COMMENTS

Mike Soules and WIB members expressed sincere thanks to Victor Dollar and the Residence Inn staff for providing facilities, refreshments, and great customer service for a second WIB meeting this year.

10.0 ADJOURNMENT

Motion to adjourn at 11:13 a.m.: Jim Faul
Second: Sandy Werner
Motion approved unanimously

Next WIB Meeting
June 12, 2014 (8:00 a.m.-10:00 a.m.)
Ventura County Office of Education
5100 Adolfo Road (Salon C), Camarillo, CA

WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

PLANNING MEETING: WALL NOTES
April 24, 2014

To begin the 2014-2017 planning discussion, WIB members received an update on the business, adult, youth and system alignment goals in the *Ventura County Regional Strategic Workforce Development Plan 2013-2017* (Plan). Reference materials provided were the Plan outline, the new California WIB performance measures, the Ventura County Occupational Employment Data and Growth Projections spreadsheet for each WIB priority sector (Clean/Green, Healthcare, Manufacturing), the Ventura County Career Education Pathways matrix, a copy of the recent WIB presentation at the National Association of Workforce Boards conference on "Engaging Regional Champions for Workforce Development," and the WIB Workforce Pipeline diagram.

WIB members brainstormed in small groups, posted best ideas, debriefed with the larger group, and identified priorities/recommendations (indicated by *) for follow up by the appropriate WIB committees. Below is a summary of the feedback generated in response to three questions:

1) How can the WIB, working with regional partners, engage more businesses in the up-front preparation of our workforce?
2) How can the WIB, working with regional partners, facilitate the regional development of career pathways, credentials, certificates, and apprenticeships?
3) How can the WIB, working with regional partners, build private/public sector collaboration for the regional alignment, braiding, and sustainability of workforce development programs and systems?

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1. Engage More Businesses in the Up-Front Preparation of Our Workforce

Strengths and Opportunities

- WIB strategy is working
- Strengthen promotion of existing programs
- Tie into business customer needs
- Do a WIB higher education survey
- Leverage existing trade and professional organizations
- Have committees for more industry sectors

Challenges and Barriers

** • Simplify the message. What does the WIB do? For whom? And how?
* • High school and college training at different levels
- WIB Manufacturing Committee raises visibility of needs
- Recognition
- Lack of buy-in
- Need for more focus on business groups

Key Players and Roles

******* • Top human resources executives/managers in the county
*** • Partner with AB 86 – Ventura County Adult Education Consortium
* • Elected officials

Ideas for Action

- ****** Be a conduit for better business & education
- **** Social media outreach
- ** Rotary, Kiwanis. Chambers
- On city business license permits: need to show # employees with click/link to WIB
- Chambers click to WIB website and link with resources (*e.g.,* VACE)
- Survey on education/training needs (credentials, certifications, training, etc.)
- Ventura County School Boards Association: get on agenda; use WIB as "bridge"
- Get on association agendas
- Connect businesses with training partners, and business needs with training opportunities
- Planning grants
- Email blasts for interns

Next Steps

- ********** Create a WIB "presenters" group (speakers bureau)
- * Create WIB Ambassador Program

2. Facilitate the Regional Development of Career Pathways, Credentials, Certificates, and Apprenticeships

Strengths and Opportunities

- *** Be a conduit between business & education
- * Industry sectors, professional associations and VCOE career pathways
- WIB & higher education survey

Challenges and Barriers

- ** K-12 career awareness
- Funding – Actual? Partner? Catalyst?
- Use a common language (e.g. what is AB 86?)
- Lack of community; silos
- K-12 career awareness
- Regulatory issues

Key Players and Roles

- *** Local chamber partner shows value (apprenticeships & training)
- ** Convene the appropriate working committee including CTE, coordinators, regional deputy sector navigator, chamber, integrated corporate partners to identify & implement career pathways
- * School districts, labor unions, professional associations & business

Ideas for Action

- ********* WIB certification (aligned with strategic priorities)
- ******** Community mapping "Who is doing what?"
- **** WIB "sanctioned" quality
- ** Convene CTE advisors and determine professional certification standard
- National work readiness credentials

Next Steps

- ******* Publicize credentials and apprenticeships
- ***** Convene stakeholders to develop consistency and communications
- * Contact counselors (help them)
- * Invest in Grow Ex. Programs

3. Build Private-Public Sector Collaboration for Regional Alignment, Braiding and Sustainability of Workforce Development Programs and Systems

Strengths and Opportunities

- Proven results
- Diversity of stakeholders

Challenges and Barriers

- ** Lack of financial resources; competing priorities; lack of awareness of existing resources
- * Hard for individual employer to fund training
- Less restrictions on the funding—legislative change

Key Players and Roles

- * Elected officials and school boards
- Everyone (business, non-profits, education, students, professional/labor organizations)

Ideas for Action

- ********** Mapping of programs/funding/initiatives/sponsors
- **** Collective impact backbone organization
- *** Comprehensive communication plan (different audiences)
- ** Expand WIB model; expand definition to include time & talent; develop corporate resources pool
- ** See what others are doing
- * Professional development collaborative
- Make WIB a resource for grantsmanship

Next Steps

- ********** Focus on implementation – Get it done!
- ***** Association that puts into the system gets the workers
- *** Links on other sites to our website
- *** Develop a comprehensive list of assets and resources
- ** Building improved/expanded communications plan
- * Industry association to educate re: training benefits

Workforce Investment Board of Ventura County

June 12, 2014

WIBVC COMMITTEE REPORTS

- Executive Committee
- Clean/Green Committee
- Healthcare Committee
- Manufacturing Committee
- Membership Committee
- Outreach Committee
- Resource Development Committee
- Youth Council

BUILDING OUR FUTURE WORKFORCE
WORKFORCE INVESTMENT BOARD
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Phone: 805-477-5342 • Fax 805-477-5386
www.wib.ventura.org

WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

FROM: **MIKE SOULES, CHAIR**
EXECUTIVE COMMITTEE

DATE: **JUNE 12, 2014**

SUBJECT: **EXECUTIVE COMMITTEE REPORT**

The Executive Committee met on June 2, 2014. In attendance were WIB Executive Committee members Mike Soules (Chair), Alex Rivera (Immediate Past Chair), Victor Dollar, Brian Gabler, Bill Pratt, Hugh J. Ralston, and Zahid Shah; WIB staff Patricia Duffy, Richard McNeal, Cheryl Moore, and Theresa Salazar Vital; and guests Nancy Ambriz (Community Services Department//WIA), Bruce Stenslie (Economic Development Collaborative-Ventura County) and Steve Thompson (Ventura Adult and Continuing Education). The following topics were discussed:

Chair Comments

Mike Soules commended and thanked WIB members and other public/private sector partners in Ventura County for their collaboration, hard work, advocacy, and commitments of support that resulted in recent recognition for the region. He also expressed appreciation to the office of Congresswoman Brownley for supporting WIB participation in a new regional consortium, the Advanced Manufacturing Partnership of Southern California (AMP SoCal). Announced last week:

- Two California Career Pathways Trust Grant awards: (1) Oxnard Union High School District and (2) a regional consortium of school districts, adult education, and community colleges, with the Ventura County Community College District as the lead applicant

- U.S. Department of Commerce designation of Southern California (Los Angeles, Orange, San Diego, and Ventura counties, working together as AMP SoCal) as a national priority region for investments in advanced manufacturing for aerospace and defense

2013-2014 WIA Budget Plan and Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2013-2014, dated May 20, 2014, and reflecting year-to-date expenditures from July 1, 2013 to April 30, 2014. (See attached.) The status of expenditures at 83% into the fiscal year was:

WIA Core Funds	2013-2014 Plan	YTD Expended	% Expended vs. Plan
Dislocated Worker	2,805,773	1,927,196	69%
Adult	2,247,497	1,611,894	72%
Youth	2,285,092	1,768,529	77%
Rapid Response	537,884	389,635	72%

The State usually requires WIBs to spend a minimum of 80% of the 2013-14 Adult, Dislocated Worker, and Youth WIA grant allocations and 100% of the 2013-14 Rapid Response allocation by June 30, 2014. However, the State was considering waivers of those WIA expenditure requirements and could make an exception to allow all unspent/uncommitted 2013-14 WIA grant allocations to be carried over into Fiscal Year 2014-15. The WIB staff will continue to monitor the contracts and special projects to ensure that funds are spent as required.

WIA Training Expenditures

The summary of WIA training expenditures, as of April 30, 2014, indicated spending against the required 25% Adult/Dislocated Worker training expenditure target and against WIA grants across the overlapping federal two-year grant cycles:

	2012-2014 Grants		2013-2015 Grants
	Spent in FY 12-13	Spent in FY 13-14	Spent in FY 13-14
Total Adult and Dislocated Worker Formula Fund Allocations	4,503,559		4,346,991
Training Expenditure Requirement	1,125,890		1,086,748
Formula Fund Training Expenditures	656,813	198,330	538,473
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	562,187		312,657
• Maximum Allowed Leveraged Resources (10%)	450,356		434,699
Total Leveraged Resources Used Towards Training Expenditures	450.356		312,657
• Total Amount Spent on Training	1,305,499		851,130
• % of Training Requirement Met (Final goal = 100%)	116%		78%

Federal Budget Update

Funding for 2014-2015 Dislocated Worker, Adult, and Youth allocations had been confirmed and included in the proposed WIA Preliminary Budget Plan; Rapid Response funding had not been announced by the State. Allocations for 2013-2014 and 2014-2015 are:

	2013-2014 WIA Allocation	2014-2015 WIA Allocation	% Change
Dislocated Worker	$ 2,454,783	$ 2,262,662	-7.8%
Adult	1,892,208	1,829,687	-3.3%
Youth	2,054,472	1,995,263	-2.9%
Rapid Response	445,934	TBD	TBD
Total	**$ 6,847,397**	**$ 6,087,612** *(+ Rapid Response)*	**TBD**

Performance Update

Committee members reviewed, discussed, and asked questions about quarterly performance and evaluation outcomes for determining program success.

- *WIA Performance Report (Attachment A)*: Adult, Dislocated Worker, and Youth during Program Year (PY) 2013 – 2014 Third Quarter (Q3) period of July 1, 2013 to March 31, 2014:

  - Community Services Department/WIA (CSD/WIA) cumulative Q3 new enrollments are at 152 Adults or 205% of plan to actual. New Adult enrollments include 33 participants transferred to CSD from the Ventura Adult and Continuing Education (VACE) contract that ended on September 30, 2013. New Dislocated Worker (DW) enrollments are at 112 or 108% of plan to actual. CSD lists 262 total cumulative Adult enrollments with 236 or 90% of participants receiving training services. Total cumulative Dislocated Worker enrollments are at 188 with 143 or 76% of participants receiving training services. CSD met all evaluation factors approved by the Executive Committee for successful WIA outcomes:

    - Meet a minimum of 75% of total new enrollments (Adult at 205% and DW at 108%)
    - All audit and monitoring findings are resolved or in resolution (no findings)
    - All Common Measures outcomes meet State approved WIB goals (all outcomes exceeded)
    - All Common Measures outcomes meet 100% success rate (all rates exceeded)

  - The cumulative number of Universal clients, through Q3 for the Ventura County America's Job Center of California system, is at 18,327. Executive Committee members were informed that, because of policy restrictions for the new CalJOBs system, Universal clients can no longer be captured and reported.

  - Youth Council evaluated PY 2013-2014 Q3 performance for Youth Contractors (Ventura Adult and Continuing Education, Boys and Girls Clubs of Greater Oxnard and Port Hueneme, and PathPoint). Youth performance outcomes are provided to Executive Committee members as information and for 2nd year contract renewal action.

- *Common Measures:* No major concerns were identified. The Ventura County WIB and program operator performance success rates for Adult, Dislocated Worker, and Youth are on target to meet PY 2013-2014 fourth quarter (Q4) end of year State approved WIB goals.

- *Performance Comparison*: Cumulative report of enrollments, universal clients, training services, contract expenditures, cost per participant, In-kind contributions and Common Measures performance as additional information for:

  - PY 13-14 Q3 July 1, 2013 through March 31, 2014
  - PY 12-13 Q3 July 1, 2012 through March 31, 2013

- *Required Rapid Response Activities – Fourth Quarter (Q4)*: Conducted cumulative (April 1, 2013 through March 31, 2014) on-site layoff/closure planning meetings and/or employee orientations with 13 unique employers who reported layoffs for 1,238 workers; 391 of these impacted employees attended Rapid Response orientations. The cumulative number of Adult and Dislocated Worker enrollments who received Rapid Response activities:

2013-2014 Enrollments	Plan New Unique	Actual New Unique [Rapid Response Activities]
Adults	74	119 [3]* [4]**
Dislocated Workers (DW)	104	112 [85]* [30]**

**Reflects outcomes based on a narrowly defined scope assessed at the participant level (WIA Application)*

***Reflects outcomes based on a broader definition of enrolled customer's employer at application and the employers receipt of Rapid Response information and services. Tracking of future outcomes is pending availability of data in JTA replacement system (New CalJobs).*

Executive Committee members were informed that, because the Virtual One-Stop System (VOS) has been discontinued with the implementation of New CalJOBS, Adult and DW enrollment numbers from Rapid Response activities can no longer be captured and reported.

- *Allowable Rapid Response Activities – Third Quarter (Q3):* Economic Development Collaborative - Ventura County (EDC-VC) reported cumulative (October 1, 2013 through March 31, 2014 including activity through May 16, 2014) activities for 11 at-risk businesses with 10 or more at-risk workers to help prevent the loss of 565 at-risk jobs. EDC-VC retained 87 jobs after completion of all employer services and at six weeks retention. Three hundred and thirty-four at-risk workers were provided Incumbent Worker Training (IWT) with non-Workforce Investment Act (WIA) or WIA funding in Manufacturing-related jobs. EDC-VC met the majority of evaluation factors approved by the Executive Committee for successful WIA outcomes:

  - Minimum of 75% of program year plan for:
    - Employers served (achieved 110%)
    - Jobs Retained (achieved 223%)
    - Incumbent Workers Trained (achieved 341%)
    - Contract Expenditures (achieved 60%)
    - In-kind Expenditures (achieved 109%)
  - Minimum of 4 on a 5 Point Scale for Average Customer Satisfaction:
    - Average Customer Satisfaction at 4.75
  - All audit and monitoring findings are resolved or in resolution (monitoring results in process)
  - All Common Measures meet State approved WIB goals (IWT only and not applicable for PY 2013-14)
  - All Common Measures outcomes meet 100% success rate (IWT only and not applicable for PY 2013-14)

  Executive Committee members were informed that WIA funded IWT enrollments in the new CalJOBS system are in process and that EDC-VC expects to fully expend contract funds by June 30, 2014. This is the third and final EDC-VC contract under the WIB procurement. A new procurement for Business Retention – Layoff Aversion Services (RFP #RR1415) closes May 29 for contract start date of July 1, 2014.

Action Items

The Executive Committee considered background information, asked questions, and discussed each of the following items before taking action. The meeting packet included background information on the action items and is available on the WIB website: www.wib.ventura.org.

- **Approved a Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve the Workforce Investment Act (WIA) Preliminary Budget Plan for Program Year 2014-2015**

- **Approved a Recommendation that the Board of Supervisors Approve a Contract with theAgency to Provide Workforce Investment Act (WIA) Outreach Services from July 1, 2014 through June 30, 2015, in an Amount Not to Exceed $150,000 (RFP# WO1415)**

- **Approved a Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve a Recommendation that the Board of Supervisors Approve Contracts for Workforce Investment Act (WIA) Comprehensive Youth Programs Provided by the Boys and Girls Clubs of Greater Oxnard and Port Hueneme ($475,000), PathPoint ($475,000), and Ventura Adult and Continuing Education ($260,000) from July 1, 2014 through June 30, 2015**

- **Approved a Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve a WIB and WIB Executive Committee Meeting Calendar for Program Year 2014-2015**

Ventura County Regional Strategic Workforce Development Plan 2013-2017: Update

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

- Workforce Innovation and Opportunity Act (WIOA): Workforce development and reauthorization of the 1998 Workforce Investment Act (WIA) are now priorities for Congress. WIOA is the result of a bipartisan, bicameral effort that will be considered first by the Senate and then by the House. The expectation is that the bill will move relatively quickly through the approval process, with implementation planned for July 1, 2015.

- California WIB – New Performance Measures: Although originally planned for implementation on July 1, 2014, the new California performance measures and reporting requirements for local WIBs (in addition to WIA standards) are still in development. No date for the official launch has been provided.

- Regional Economic Analysis Profiles: The Employment Development Department (EDD) has issued a new California map which identifies clusters of local WIBs for regional workforce and economic data reporting and analysis. The Ventura County WIB is shown as being part of two large regions: (1) Monterey, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz, and Ventura counties; and (2) Los Angeles, Orange, Riverside, San Bernardino, and Ventura counties. How the regional information will be used, or if regional data will impact the outcomes of individual WIBs, has not been announced.

- WIB Regional Collaboration: Executive Committee members and WIB staff commented briefly on examples of collaborative regional initiatives and opportunities: California Career Pathways Trust Grant projects in Ventura County; Advanced Manufacturing Partnership of Southern California (four counties: Los Angeles, Orange, San Diego, Ventura); WIBs of Los Angeles County (new collaboration of multiple Los Angeles WIBs which includes Ventura County);

Workforce Collaborative of California's Central Coast (Monterey, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz, and Ventura counties); South Central Consortium of Community Colleges (Deputy Sector Navigators); California WIB subcommittees on manufacturing, healthcare and performance; and California Economic Summit action teams on workforce and manufacturing.

Board of Supervisors

Mike Soules encouraged Executive Committee members to attend the annual WIB presentation/study session with the Board of Supervisors, from 10:30 a.m. to 11:30 a.m., on June 3, 2014, at the County of Ventura Hall of Administration in Ventura.

The next meeting of the Executive Committee is scheduled for June 26, 2014, from 7:30 a.m. to 9:30 a.m., at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo.

If you have questions or need more information, please call me at (805) 410-7753, or contact Cheryl Moore at (805) 477-5306, email cheryl.moore@ventura.org.

BUILDING OUR FUTURE WORKFORCE

WORKORCE INVESTMENT BOARD
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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

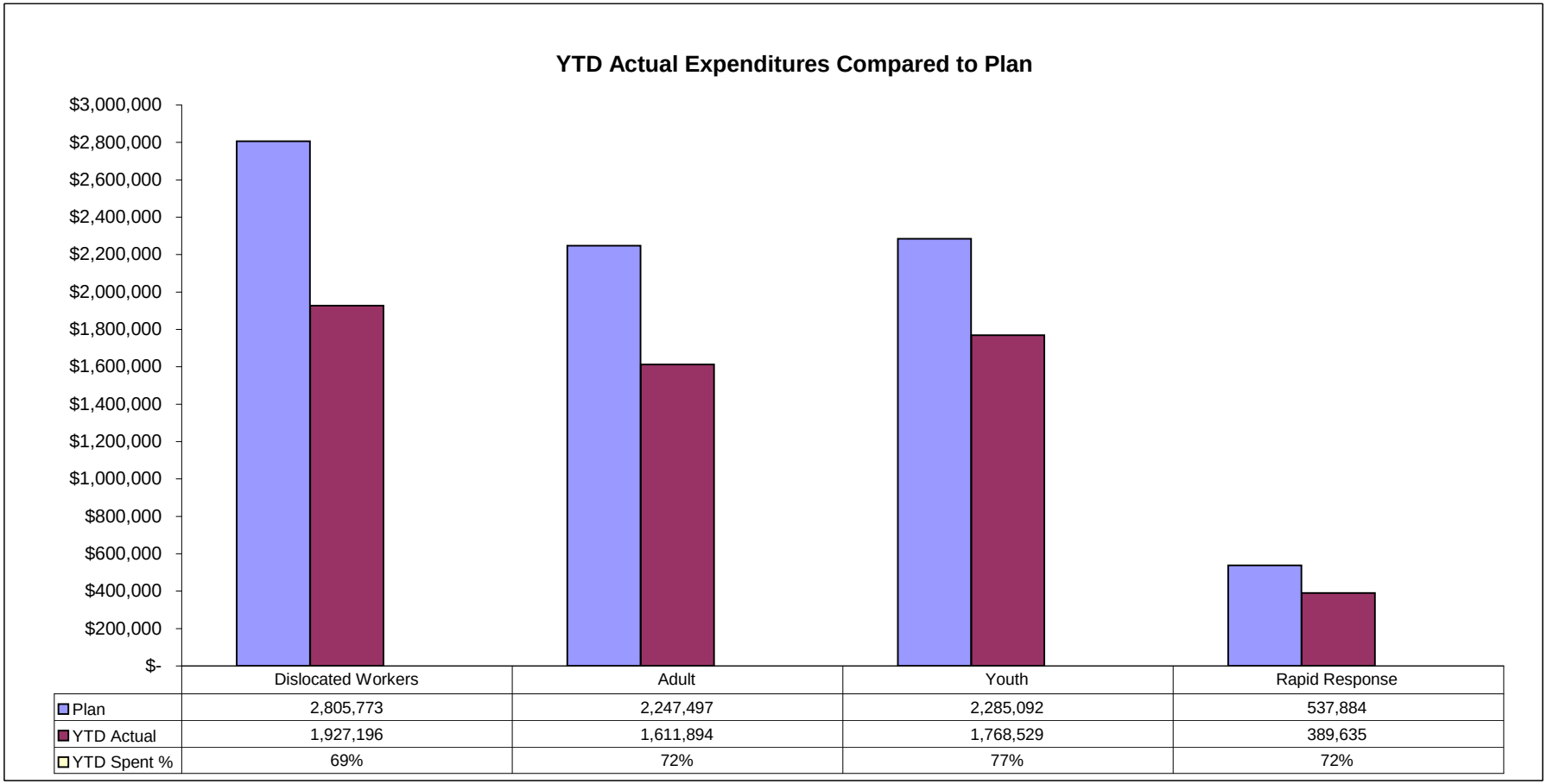
FINANCIAL STATUS REPORT for FISCAL YEAR 2013-2014

Year to Date Expenditures from 07/01/13 to 4/30/2014 (83% into the Fiscal Year)

Submitted on: ***May 20, 2014***

WIA Financial Status Report for Fiscal Year 2013 - 2014

Year to Date Expenditures from 07/01/13 to 4/30/2014 (83% into the Fiscal Year)



	Dislocated Workers	Adult	Youth	Rapid Response
Plan	2,805,773	2,247,497	2,285,092	537,884
YTD Actual	1,927,196	1,611,894	1,768,529	389,635
YTD Spent %	69%	72%	77%	72%

WIA Financial Status Report for Fiscal Year 2013 - 2014

Year to Date Expenditures from 07/01/13 to 4/30/2014 (83% 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	1,612,204	1,186,229	74%	914,630	490,171	54%	278,939	250,797	90%	2,805,773	1,927,196	69%	878,577
Adult	1,171,369	965,906	82%	852,691	497,550	58%	223,437	148,439	66%	2,247,497	1,611,894	72%	635,603
Youth	428,258	327,318	76%	1,629,659	1,243,513	76%	227,175	197,698	87%	2,285,092	1,768,529	77%	516,563
Rapid Response	162,149	144,216	89%	322,261	202,185	63%	53,474	43,233	81%	537,884	389,635	72%	148,250
Others:					-			-					
Total WIA Grants	**$ 3,373,980**	**$ 2,623,669**	**78%**	**$ 3,719,242**	**$ 2,433,418**	**65%**	**$ 783,025**	**$ 640,167**	**82%**	**$ 7,876,247**	**$ 5,697,254**	**72%**	**$ 2,178,993**

Submitted on: *May 20, 2014*

VCFMS Plus Estimated Accrued Expense for Fiscal Year 2013- 2014

Year to Date Expenditures from 07/01/13 to 4/30/2014 (83% 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	1,097,968	88,261	1,186,229	461,141	29,030	490,171	225,768	25,029	250,797	1,784,876	142,320	1,927,196
Adult	921,812	44,094	965,906	455,919	41,631	497,550	134,049	14,390	148,439	1,511,779	100,115	1,611,894
Youth	312,164	15,154	327,318	1,056,291	187,222	1,243,513	178,404	19,294	197,698	1,546,860	221,669	1,768,529
Rapid Response	131,703	12,513	144,216	155,146	47,038	202,185	34,429	8,804	43,233	321,279	68,356	389,635
OTHERS:												
-	-	-	-	-	-	-	-	-	-	-	-	-
										-	-	-
Total WIA Grants	**$ 2,463,647**	**$ 160,022**	**$ 2,623,669**	**$ 2,128,497**	**$ 304,921**	**$ 2,433,418**	**$ 572,650**	**$ 67,517**	**$ 640,167**	**$ 5,164,794**	**$ 532,459**	**$ 5,697,254**

FY 2013-14 WIA Budget Plan V-091713

			Dislocated Worker	Adult	Youth	Rapid Response	FY 13-14 Pre Plan w/ Rollover	Year to Date Expenditures from 07/01/13 to 4/30/2014 (83% into the Fiscal Year)	
1		**Revenue Projection:**							
2		FY13-14Grants (Per WSIN12-57 05/08/13)	**2,454,783**	**1,892,208**	**2,054,472**	**445,934**	**6,847,397**		
3		FY13-14 Management Reserve	(94,399)	(85,418)	(154,870)		**(334,687)**		
4		Balance rolled over from prior year grants:					**-**		
5		FY12-13 Mgt Reserve	251,140	199,216	108,217		**558,573**		
6		Additional rollover - Salaries Savings/(Overage)	78,000	72,000	163,000	(8,300)	304,700		
7		Overhead Saving/(Overage)	45,000	31,000	(2,500)	3,000	76,500		
8		FY12-13 EDC-VC Business Srvs				96,000	96,000		
9		FY 12-13 Unspent Contracts (year end0)	1,250	58,491	116,773	1,250	177,764		
10		ITA/OJT Committed but spent in FY 13-14	70,000	80,000			**150,000**		
11		**Total Available Grants to to be Spent**	**2,805,774**	**2,247,497**	**2,285,092**	**537,884**	**7,876,247**		
12		*Grants %*	*35.6%*	*28.5%*	*29.0%*	*6.8%*	***100.0%***		
13		CSD FTEs Assigned to the programs	14.00	10.00	2.00	1.00	27.00		
14		*% Direct FTES Allocated to Grants*	*51.9%*	*37.0%*	*7.4%*	*3.7%*	***100.0%***		
15		% Admin Staff Allocated to Grants	*36.0%*	*28.0%*	*28.0%*	*8.0%*	***100.0%***		
16		**Expenditure Projection:**							
17		**Salaries and Benefits:**							
18		CSD 2,508,000	*1,300,444*	*928,889*	*185,778*	*92,869*	**2,507,980**	1,951,639	78%
19		WIB Administration 866,000	311,760	242,480	242,480	69,280	**866,000**	672,030	78%
20		**Subtotal Salaries and Benefits**	**1,612,204**	**1,171,369**	**428,258**	**162,149**	**3,373,980**	**2,623,669**	78%
21		**Direct Expenses:**	0.4778	0.3472	0.1269	0.0481			
22		Grant Specific Contracts							
23		EDC-VC Business Services 12-13 Extension				21,384	**21,384**	21,384	100%
24		EDC-VC Business Services 13-14				130,800	**130,800**	77,935	60%
25		Boys and Girls Club: Core Program			575,000		**575,000**	439,466	76%
26		Pathpoint: Core Program			575,000		**575,000**	494,684	86%
27		VACE Adult 12-13 Extension: Youth 13-14		58,491	379,000		**437,491**	284,836	65%
28		Cost/benef analysis (ROI) emsi 3/13 report				7,000	**7,000**	-	
29		Special Projects					**-**	-	
30		**Subtotal - Contracted Program Expense**	**-**	**58,491**	**1,529,000**	**159,184**	**1,746,675**	**1,318,305**	75%
31		Client Expenses:					**-**		
32		ITA/Education ** 25% (25%$ / 0%Lev)	608,983	516,907			**1,125,890**	583,772	52%
33		ITA Committed in 12-13 to be spent in 13-14	70,000	80,000			**150,000**	150,000	100%
34		OJT/Education ** 25% (25%$ / 0%Lev)							
35		OJT Committed in 12-13 to be spent in 13-14							
36		Others/ChildCare/Trans - JTA	***105,383***	***97,277***	5,000		**207,660**	75,898	37%
37		Client Supports - Work Keys					**-**	-	
38		Universal Clients	11,005	8,254	8,254		**27,513**	7,577	28%
39		Youth Expansion -Santa Clara (Goodwill)					**-**		
40		Youth Expansion-Oxnard ends 9/30/2012 (Goodwill)	**30.8%**	**23.7%**	**22.6%**	**22.9%**	**100%**		
41		**Subtotal - Client Expense**	**795,372**	**702,438**	**13,254**	**0**	**1,511,064**	**817,247**	54%
42		Other Allocated/Contracted Expenses	26%	20%	19%	35%	**1**		
43		Geographic Solutions 97,387	34,086	29,215	24,347	9,739	**97,387**	81,156	83%
44		Outrch/Mktg: theAgency 224,616	40,955	26,146	28,799	128,716	**224,616**	174,272	78%
45		Outreach -WIB 50,000	17,812	14,268	14,506	3,415	**50,000**	18,629	37%
46		WIB Expense - Non Staff 20,000	7,125	5,707	5,802	1,366	**20,000**	14,699	73%
47		Program Outreach-CSD 50,000	17,500	15,000	12,500	5,000	**50,000**	7,214	14%
48		Kiosk 5,000	1,781	1,427	1,451	341	**5,000**	1,896	38%
49		Contract Labor Mkt Study 14,500	-	-	-	14,500	**14,500**	-	
50		Subtotal - other allocated expense 461,503	119,258	91,762	87,405	163,077	**461,503**	297,865	65%
51		**Subtotal- Program/Clients Expenses**	**914,630**	**852,691**	**1,629,659**	**322,261**	**3,719,242**	**2,433,418**	65%
52		**Total Direct Program Expense**	**2,526,835**	**2,024,060**	**2,057,917**	**484,410**	**7,093,222**	**5,057,087**	**71%**
53		**Overhead/Administration:**	36%	29%	29%	7%	**100%**		
54		Communication/Voice/data 75,000	26,717	21,401	21,759	5,122	**75,000**	54,094	72%
55	A	Insurance 19,725	7,027	5,629	5,723	1,347	**19,725**	16,437	83%
56		Facilities Maint. 89,000	31,705	25,396	25,821	6,078	**89,000**	87,117	98%
57		Membership and dues 12,000	4,275	3,424	3,481	820	**12,000**	11,642	97%
58		Education allowance 5,000	1,781	1,427	1,451	341	**5,000**	417	8%
59	A	Indirect cost recovery(County A87) -	-	-	-	-	**-**	-	
60	A	Books and Publication 3,000	1,069	856	870	205	**3,000**	4,856	162%
61		Office Equipment/Supplies & Furnitu 16,000	5,700	4,566	4,642	1,093	**16,000**	15,903	99%
62	A	Mail Center - ISF 5,000	1,781	1,427	1,451	341	**5,000**	4,136	83%
63	A	Purchase Charges - ISF 4,000	1,425	1,141	1,160	273	**4,000**	3,473	87%
64	A	Copy Machine - ISF 15,000	5,343	4,280	4,352	1,024	**15,000**	13,145	88%
65	A	Stores - ISF 300	107	86	87	20	**300**	282	94%
66	A	Information Tech - ISF 5,000	1,781	1,427	1,451	341	**5,000**	1,141	23%
67	A	Computer Services Non ISF 25,000	8,906	7,134	7,253	1,707	**25,000**	4,162	17%
68		Building Lease/Rental 85,000	30,280	24,255	24,661	5,805	**85,000**	66,829	79%
69	A	Storage Charges - ISF 5,000	1,781	1,427	1,451	341	**5,000**	4,503	90%
70		Mileage Reimb. - Staffs only 15,000	5,343	4,280	4,352	1,024	**15,000**	18,694	125%
71		Conference and Seminars - Staffs 15,000	5,343	4,280	4,352	1,024	**15,000**	3,005	20%
72		Conference and Seminars - WIB Sta 20,000	7,125	5,707	5,802	1,366	**20,000**	9,572	48%
73		Misc. Travel - Staffs only 15,000	5,343	4,280	4,352	1,024	**15,000**	9,443	63%
74	A	Fiscal/HR/BTD/ET (HSA) 350,000	124,681	99,873	101,544	23,902	**350,000**	309,904	89%
75		Other Admin Services 4,000	1,425	1,141	1,160	273	**4,000**	1,413	35%
76		**Subtotal Overhead 783,025**	**278,939**	**223,437**	**227,175**	**53,474**	**783,025**	**640,167**	82%
77		WIB Special Projects (to be determined)	-	-	-	-	**-**		
78		**Planned Total Grant Expenses**	**2,805,773**	**2,247,497**	**2,285,092**	**537,884**	**7,876,247**	**5,697,254**	72%
79	A	Admin Rate for State Reporting	3%	3%	3%	4%	**3%**		
80		Admin Rate (State Reported + Other)	10%	10%	10%	10%	**10%**		
81		**Work in Progress: Grant Balances**	**0**	**(0)**	**(0)**	**(0)**	**(1)**		

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 07/01/13 to 4/30/2014 (83% into the Fiscal Year)

Rpt Line #	Program Year Funding and Traing Expenditures	12-14 Grants (Due 10/1/12) Spent in FY 12-13	12-14 Grants (Due 10/1/12) Spent in FY 13-14	13-15 Grants (Due 10/1/15)
4)	Adult and Dislocated Worker Formula Fund Allocations	4,503,559		4,346,991
5)	Training Expenditure Requirement	1,125,890		1,086,748
6)	Formula Fund Training Expenditures	656,813	198,330	538,473
	Leveraged Resources			
	- Total Leveraged Resources	562,187		312,657
	- Maximum Allowed Leveraged Resources (10%)	450,356		434,699
7)	- Total Leveraged Resources Used Towards Training Expenditures	450,356		312,657
8)	Total Amount Spent On Training (should equal/exceed Line 5 by end of grant)	1,305,499		851,130
	% of Training Requirement Met (final goal is 100%)	**116%**		**78%**

9)	**Leveraged Resources Detail (notes)**			
	(a) Pell Grant	116,771		193,883
	(b) Programs Authorized by the Workforce Investment Act (VETP)	200,457		-
	(c) Trade Adjustment Assistance (EDD)	129,548		20,130
	(e) Match Fund from Empoyers, and Industry Associations (OJT 50%)	115,411		98,644
	Total	**562,187**		312,657
	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			

Workforce Investment Board (WIB) of Ventura County - WIA Performance Report Program Year 2013 – 2014: Third Quarter (Q3) July 1, 2013 to March 31, 2014

TOTALS FOR VENTURA COUNTY

	Adult Enrollments	Dislocated Worker Enrollments	Youth Enrollments	Total Enrollments (Adult/DW Training Services)	Core Self Service (Universal Customers)
ALL PROVIDERS	262	188	364	814 (379)	18,327 (Q3)

Community Services Department (CSD)

Enrollments	Plan New Unique	Actual New Unique	Plan to Actual	Total Enrollments *	Adult & DW Training Services	Enrollments with Training
Adult	74	152 *	205%	262 *	236 *	90%
Dislocated (DW) Workers	104	112	108%	188 **	143	76%

***** Program Year (PY) 2013-2014 new unique enrollments, PY 2012-2013 carry-in participants and 33 VACE participants transferred to CSD on10/01/13. VACE WIA Adult contract extension ended 9/30/13.

*** *** Program Year (PY) 2013-2014 new unique enrollments and PY 2012-2013 carry-in participants

COMMON MEASURES OUTCOMES

ADULT

	ENTERED EMPLOYMENT				EMPLOYMENT RETENTION				AVERAGE EARNINGS			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Earnings & Clients
VC WIB	72.00	80.11	111.2%	141/176	81.00	87.50	108.0%	126/144	13,251	13,932.42	105.1%	$1,588,295.31 /114
CSD	72.00	78.06	108.4%	121/155	81.00	86.84	107.2%	99/114	13,251	14,474.77	109.2%	$1,331,679.28 /92
VACE	72.00	95.24	132.2%	20/21	81.00	90.00	111.1%	27/30	13,251	11,664.37	88.0%	$256,616.03 /22

DISLOCATED WORKER

	ENTERED EMPLOYMENT				EMPLOYMENT RETENTION				AVERAGE EARNINGS			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Earnings & Clients
VC WIB	75.00	80.15	106.8%	105/131	84.00	93.81	111.6%	106/113	16,000	17,546.85	109.6%	$1,649,404.30 /94
CSD	75.00	80.00	106.6%	104/130	84.00	94.59	112.6%	105/111	16,000	17,546.85	109.6%	$1,649,404.30 /94
VACE	75.00	100.0	133.3%	1/1	84.00	50.00	59.5%	1/2	n/a	n/a	n/a	n/a

VC WIB: Ventura County Workforce Investment Board
Goal: LWIA Final Performance Goals for PY 2013-2014 (WSD 13-6, December 10, 2013)
Success Rate: Actual performance divided by goal. Less than 80% at end of program year = failed performance
Clients: Numerator = Only clients with a positive outcome. Denominator = All clients included in the outcome

- Entered Employment, Employment/Education Placement & Degree/Certificate Attainment: Clients leaving the program between October 1, 2012 and September 30, 2013
- Average Earnings & Retention: Clients leaving the program between April 1, 2012 and March 31, 2013
- Literacy and Numeracy: Clients in the program between July 1, 2013 and June 30, 2014

Workforce Investment Board (WIB) of Ventura County - WIA Performance Report Program Year 2013 – 2014: Third Quarter (Q3) July 1, 2013 to March 31, 2014

YOUTH TOTALS FOR VENTURA COUNTY

Ventura Adult and Continuing Education (VACE)

Enrollments	Plan New Unique	Actual New Unique	Plan to Actual	Total Enrollments	WIA Core Funding	Actual/Plan to Actual	In-Kind
Youth	55	39	71%	53 *	$379,000	$203,244/54%	Plan: $485,366
				Cost Per Participant	$5,493 **	$3,834 ***	Actual: $65,331
							Plan to Actual: 13%

Boys and Girls Clubs of Greater Oxnard and Port Hueneme (BGC)

Enrollments	Plan New Unique	Actual New Unique	Plan to Actual	Total Enrollments	WIA Core Funding	Actual/Plan to Actual	In-Kind
Youth	118	136	115%	170 *	$575,000	$394,533/75%	Plan: $469,965
				Cost Per Participant	$3,758 **	$2,320 ***	Actual: $235,092
							Plan to Actual: 50%

PathPoint (PPT)

Enrollments	Plan New Unique	Actual New Unique	Plan to Actual	Total Enrollments	WIA Core Funding	Actual/Plan to Actual	In-Kind
Youth	103	106	103%	141 *	$575,000	$423,990/81%	Plan: $70,500
				Cost Per Participant	$4,167 **	$3,007 ***	Actual: $53,830
							Plan to Actual: 76%

***** Program Year (PY) 2013-2014 new unique enrollments and PY 2012-2013 carry-in participants
****** WIA Core Funding divided by PY 2013-2014 plan new unique enrollments and PY 2012-2013 carry-in enrollments
******* Actual Paid and Accrued Funding divided by total enrollments

COMMON MEASURES OUTCOMES

YOUTH

	EMPLOYMENT OR EDUCATION PLACEMENT				DEGREE OR CERTIFICATE ATTAINMENT				LITERACY AND NUMERACY GAIN			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients
VC WIB	70.00	70.79	101.1%	206/ 291	60.00	81.33	135.5%	183/ 225	60.50	73.77	121.9%	45/61
CSD	70.00	80.95	115.6%	17/21	60.00	100.00	166.6%	24/24	n/a	n/a	n/a	n/a
BGC	70.00	67.26	96.0%	113/ 168	60.00	83.90	139.8%	99/118	60.50	84.62	139.8%	22/26
PPT	70.00	75.32	107.6%	58/77	60.00	71.43	119.0%	45/63	60.50	72.73	120.2%	8/11
VACE	70.00	72.00	102.9%	18/25	60.00	75.00	125.0%	15/20	60.50	62.50	103.3%	15/14

VC WIB: Ventura County Workforce Investment Board
Goal: LWIA Final Performance Goals for PY 2013-2014 (WSD 13-6, December 10, 2013)
Success Rate: Actual performance divided by goal. Less than 80% at end of program year = failed performance
Clients: Numerator = Only clients with a positive outcome. Denominator = All clients included in the outcome
- Entered Employment, Employment/Education Placement & Degree/Certificate Attainment: Clients leaving the program between October 1, 2012 and September 30, 2013
- Average Earnings & Retention: Clients leaving the program between April 1, 2012 and March 31, 2013
- Literacy and Numeracy: Clients in the program between July 1, 2013 and June 30, 2014

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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **CLEAN/GREEN COMMITTEE REPORT**

The Clean/Green Committee met on April 25, 2014 and June 6, 2014. In attendance at the April meeting were Victor Dollar (Chair), John Brooks, F. Paul Chounet, Rebekah Evans, Dave Fleisch, Teresa Johnson, Valeria Makarova, Tiffany Morse, Sharon Woolley. WIB staff Talia Barrera, Patricia Duffy and Cheryl Moore, Jennifer Harkey; and guests Olivia Cancino (Oxnard City Corps), Eric Humel (Oxnard City Corps), Margaret Lau (Allan Hancock College/DSN) and Alan Young (A. Young Group).

In June, meeting participants included Kimberly Nilsson (Acting Chair), John Brooks, F. Paul Chounet, Rebekah Evans, Dave Fleisch, Paul Grossgold, Margaret Lau, Wayne Pendrey and Sharon Woolley; WIB staff Patricia Duffy and Cheryl Moore; and guests Brad Hudson (Office of Congresswomen Julia Brownley) and Eric Humel (Oxnard City Corps). Below is a summary of topics discussed at one or both of the meetings:

Committee Spotlight: Oxnard City Corps

Eric Humel and Olivia Cancino explained how the non-profit offers training and service learning projects for career pathways. Volunteers get involved in hands-on service learning projects and then move into a part-time or full-time job. The projects allow students to experience different jobs in local agencies as they look for a career. College graduates may not always have the work experience needed to get a job but they do have the education in the industry, so Oxnard City Corps also takes those students to give them the opportunity to gain experience in the field. The students assist with the website and updating materials to increase their skills.

Oxnard City Corps employee, Olivia Cancino, described her experience of joining as a volunteer while attending high school, with an interest in environmental studies. She completed her college degree in biology while working on the Oxnard Recycled Water Program, which focuses on sustainable systems for water conservation to maintain and restore Oxnard's natural habitat.

Committee members asked questions and discussed potential projects. Mr. Humel explained that Oxnard City Corps has completed projects throughout Ventura County and in other areas, so they are not limited to the City of Oxnard.

Green Certifications

John Brooks reported on the working draft of the Recommended Environmental Programs "Green" Certification List. Committee members expressed their appreciation to Mr. Brooks for initiating the inventory process and discussed ways to research and add a wide range of content in a user-friendly, flexible format. Included would be identifying the value of a certification as it relates to the industry job. Consideration would be given to classifying the industry certifications into three or more categories; 1) Required Certification 2) Desired Certification or 3) Other. As the certification list is

developed, the Committee agreed to seek industry validation of the document and perspective on the business value of the certifications.

Ventura County Regional Strategic Workforce Development Plan

- Infrastructure Work Group: Work group members presented a new, "general" Clean/Green Readiness Soft Skills Categories outline (attached) for the basic skills needed for a sustainability certification program and expressed the need to identify courses available and gaps. John Brooks and Dave Fleisch stressed the importance of integrating sustainability curriculum into K-12 education. Committee members discussed the need for more outreach services to make employers aware of the importance of sustainable practices in businesses.

- Services Work Group: Valeria Makarova helped the Committee to understand "clean/green" more clearly by preparing an informative literature review which included an explanation of the five categories of sustainability skills needed.

  Teresa Johnson discussed the Ventura Adult and Continuing Education (VACE) training offered to older youth in the Workforce Investment Act (WIA) program at VACE. Ms Johnson described the National Work Readiness certificate, which includes soft skills. Ms. Johnson also explained the WorkKeys National Certification which helps students to learn applied math, science, technology and focuses on job ready skills. Committee members agreed that soft skills need to be tied into the basic skills needed to get people into jobs, especially at the entry level for many industries. The focus should begin with high school students.

  Rebekah Evans reported on the group's recent work to develop a draft of readiness skills for the hospitality industry. She also discussed the Ventura County Lodging Association efforts to encourage hotels to go green and also support hospitality education.

- Staffing Services Research: Talia Barrera reported that there are many staffing services programs in Ventura County which provide training to job-seekers at no cost, and they might be willing to do the same for youth as well. Local staffing services use the Virtual One-Stop system to obtain information on potential candidates that have previously registered at the Job & Career Centers. Committee members asked questions regarding the services provided by these companies. Ms Barrera noted that local staffing services offer computer training and transportation for temporary staff. Committee members also discussed the availability of online training, such as Lynda.com, Skillsoft, and Learning Express Library.

- Considerations for Next Steps: Given the wide range of business needs and workforce development options in the Clean/Green industry, the Committee agreed to take a disciplined approach to action. Wall notes from the discussions included the following and will be refined at the next meeting:

  - Establish a mission statement prior to moving forward.
  - Determine next steps to build on/apply the job readiness soft skills matrix to the Clean/Green industry in general.
  - Expand the Ventura County industry cluster education matrix by including programs, certificates, and credentials offered by universities, labor unions, and others.
  - Create a handout/post information on a website for youth and job seekers that shows career pathways in clean/green-related jobs—training, certificates, apprenticeships, internships, credentials—for students to know where to go next. (Note: See www.vcjobswithafuture.org.)
  - Offer mentorships with local employers to those interested in the field.

- Convene a cross-sector meeting or webinar to help the sector committees (Clean/Green, Healthcare, Manufacturing) get up to speed on what is available in Ventura County, including what the staffing service industry offers.
- Change the term “soft skills” to “essential skills” (attached). Align and create common essential skills list across multiple industry sectors
- Get feedback from employers on industry credentials.
- Become a community voice through outreach to Chambers of Commerce, school boards and economics classes.
- Determine how to connect teachers to businesses for first-hand experience. Consider externships for teachers.
- Obtain information the Virginia model of apprenticeships.
- Find ways to connect with the Career Pathways Trust grants and continue to contribute and share the work of the committee.

Oregon’s Career Pathways

Patricia Duffy introduced a useful website established by the State of Oregon Community Colleges and Workforce Development: “Oregon Green Career Pathways” at www.oregongreenpathways.org. Committee members were encouraged to visit the website, which defines specific occupations and skills required. Each career path provides information on the local courses, certificates, and degrees available at the community colleges, as well as apprenticeship programs.

The next meeting of the Clean/Green Committee is scheduled for Friday, June 6, 2014, from 8:00 a.m. to 9:30 a.m., at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo.

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

CLEAN/GREEN READINESS: ESSENTIAL SKILLS CATEGORIES

Workforce Investment Board of Ventura County

BASICS OF QUALITY CONTROL	SOFT SKILLS	COMPUTER SKILLS
• 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 • Knowledge of regulations and systems processes • Knowledge of waste management – waste reduction advantages • Certification and best practices	• 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	• 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

DRAFT

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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

FROM: **MARTEL FRASER, CHAIR**
HEALTHCARE COMMITTEE

DATE: **JUNE 12, 2014**

SUBJECT: **HEALTHCARE COMMITTEE REPORT**

The Healthcare Committee met on May 9, 2014. Attending the meeting were Committee members Martel Fraser (Chair), Celina Zacarias (Vice Chair), Greg Barnes, Ed Gonzales, Teresa Johnson, Sandra Melton, Tiffany Morse and Brett Watson; WIB staff Patricia Duffy, Richard McNeal and Cheryl Moore; and guests Debbie Newcomb (Ventura College) and Paula Hodge (Deputy Sector Navigator-DSN, South Central Region of California Community Colleges). The following is a summary of the topics discussed:

Ventura County Regional Strategic Workforce Development Plan

- Clinical Laboratory Scientist (CLS) Field Experience

  On behalf of Committee member Dawn Neuman (CSUCI), Richard McNeal gave an update on the CLS Field Experience Program progress on laboratory certifications. Four hospitals are preparing documentation and will submit a combined application for certification (the first consortium approach to CLS certification in the State). To ensure that the documentation is completed in a timely manner, the Committee recommended that a firm deadline in September be set. In addition, a Committee member agreed to reconnect with an additional healthcare provider who might be interested in joining the group.

- New Certification of Medical Assistants

  On behalf of Committee member John Cordova (DSN, Healthcare), Paula Hodge (DSN, ICT/Digital Media) reported that community college workshops will be developed to support the certification of medical assistants. The Committee discussed the driving forces behind the need for certification of both new and incumbent workers. Medicare, for example, will no longer reimburse for medical assistants unless they are certified. Both the California Certification for medical assistants and the National Certification are accepted by Medicare.

- Healthcare Occupational Data

  Cheryl Moore reviewed the Healthcare Committee 2-Year Plan and presented latest update of the *Ventura County Occupational Employment Data & Growth Projections for Healthcare*. This version includes the top 20 in-demand occupations, identified by living wages and employment growth, and also identifies the hard-to-fill occupations and resource needs that were researched in 2012 by the WIB Allied Health Committee.

- Healthcare Workforce Development Priorities

  - Difficulty in predicting future workforce needs: The Committee discussed the challenge of long-range workforce development planning because of ongoing changes in law, policy, technology, skill demands, care delivery systems, universal access, and reimbursement requirements. An example of the sudden appearance of a "new" job is the employment of "scribes" to enter doctor notes into the electronic health records. This enables the doctor to be with the patient rather than being on the computer; however, the doctor must review and sign all such entries.

  - Value of case management positions in hospitals: Hospital stays are shorter, requiring expansion of quality aftercare. Patients need to be case managed when they leave the hospital and have a plan that insures care that will prevent the patient from being readmitted. Committee members need to discuss how these needs translate into jobs, and what range of skill levels and certifications will be needed to fill those roles.

- Considerations for the Future

  - Need ongoing communication about the challenges of meeting constantly changing business needs
  - Would benefit from education on emerging technologies
  - Need training and certifications for current and future healthcare workers (roles/skills) to keep people out of the hospital
  - Look at how to develop/connect stackable certificates within and across career pathways
  - Need to inventory certifications, apprenticeships and OJT opportunities
  - Consider forming a sub-group to focus on apprenticeship opportunities in healthcare

- Next Steps

  1. Inventory educational resources available for the top 20 jobs (living wage; projected openings; business needs) on the healthcare occupational data matrix. Build on the WIB Resource Planning Worksheet format and content developed by the Allied Health Committee in September 2012.

  2. Invite representatives from mental health, home health, and assisted living to participate in Committee discussions.

The date for next meeting of the Healthcare Committee is TBA. The meeting will be held at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo, CA

If you have questions or need more information, please call me at (805) 437-7263, or contact Richard McNeal at (805) 477-5344, email richard.mcneal@ventura.org.

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TO: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **MANUFACTURING COMMITTEE REPORT**

The Manufacturing Committee met on Wednesday, May 14, 2014, from 8:00 a.m. to 9:30 a.m., at the Ventura County Community Foundation. In attendance were Committee members Tavi Udrea (Vice Chair), Vic Anselmo, Teresa Johnson, Joe Klocko, Gregory Liu, Tiffany Morse, Alex Rivera, Scot Rabe, Bruce Stenslie, and Sharon Woolley; WIB staff Talia Barrera, Patricia Duffy, Cheryl Moore and Theresa Salazar Vital; and guest Ken Goss (MWS Wire Industries). The following is a summary of topics discussed:

Ventura County Regional Strategic Workforce Development Plan

- California Economic Summit - Advanced Manufacturing Committee: Bruce Stenslie described the work of the Summit and that Ventura County is in a good position to contribute to the direction of the manufacturing group. The Economic Development Collaborative-Ventura County (EDC-VC) and the WIB will collaborate on recommendations for substance and action. (Mr. Stenslie chairs the committee; Cheryl Moore is a member.)

- California Association for Local Economic Workforce Development (CALED): Recently elected CALED Chair, Bruce Stenslie provided a brief overview of the organization. CALED is a statewide professional organization dedicated to achieving excellence in economic development. Its membership consists of public and private organizations and individuals in economic development. One of the top priorities for CALED at this time is career readiness in manufacturing.

- Advanced Manufacturing Partnership of Southern California (AMP SoCal): Cheryl Moore reported that, working in collaboration with the office of Congresswoman Julia Brownley, the WIB had joined a new regional consortium, AMP SoCal. Launched as a four-county effort (Los Angeles, Orange, San Diego, and Ventura) to retain and grow a robust manufacturing sector in Southern California, AMP SoCal submitted a competitive application to the U.S. Department of Commerce for designation as a priority aerospace and defense region. Twelve designations would be announced in late May 2014. Designated areas would receive coordinated support for regional manufacturing sector strategies from 11 federal agencies with $1.3 billion available in federal economic development assistance.

- Manufacturing Training/Education: Joe Klocko provided an update to his April 2014 presentation on the conceptual strategy for adopting nationally recognized manufacturing certificates in California. He announced the release of an RFA which will fund $1,000-$5,000 for high school robotics programs in the region. Mr. Klocko also indicated that the Centers for Applied Competitive Technologies (CACT) has applied for a grant under the Trade Adjustment Act (TAA) which will provide additional funding to support advanced manufacturing. Centers for Applied

Competitive Technologies (CACT) will attend a state-wide event at USC for manufacturing innovation.

- Biomedical Device Certificate: Scot Rabe reported that he and Subhash Kakare are waiting for final approval of the two-campus certificate program from the state community college system. Mr. Rabe noted that several students already have inquired about the certificate.

- Manufacturing Career Pathways (Education) Workgroup: Tiffany Morse announced that the first workgroup meeting would be on May 14, 2014, and that a report would be provided at the next Manufacturing Committee meeting on June 11, 2014.

- WIB Manufacturing Readiness Skill Categories: The WIB Manufacturing Committee document is being used as foundation for developing manufacturing readiness curriculum at the high school and community college levels in Ventura County.

- Manufacturing Roundtable of Ventura County (MRVC): Tavi Udrea announced that the next MRVC meeting is scheduled for May 27, 2014, from 3:30 p.m. to 5:00 p.m., at Haas Automation in Oxnard.

- Manufacturing Employer Engagement: Talia Barrera reported that WIB Outreach Committee has targeted initiatives to engage youth and employers in manufacturing readiness. Ms Barrera shared some of the material that has been circulating around different organizations in the county, with the intent to engage youth and employers.

  Next Step: Collaborate with the MRVC and the Outreach Committee to develop ways to engage more Ventura County employers in manufacturing workforce development.

Education Updates

- AB 86 Planning Grant: Teresa Johnson announced the recent award of a planning grant to a new consortium of the Ventura County Community College District (Moorpark College, Oxnard College, Ventura College) and the adult education programs (Conejo, Oxnard, Simi Valley, Ventura). Also involved in planning will be the Ventura County Office of Education, school districts, businesses, members of the community, and others. The purpose is to create a plan to align, streamline, articulate, and ensure relevance and responsiveness of educational programs, certificates, credentials, apprenticeships, and other support for Ventura County students and businesses. Successful development of the plan could lead to future funding from the State.

- Career Pathways Trust Grant: Five applications with the potential to benefit students in Ventura County had been submitted from individual educational entities and regional groups. Announcement of the grant recipients was expected in late May 2014.

The next meeting of the WIB Manufacturing Committee is scheduled for June 11, 2014, from 8:00 a.m. to 9:30 a.m., at the VCCF Nonprofit Center (Community Room), 4001 Mission Oaks Blvd., Camarillo.

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: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **MEMBERSHIP COMMITTEE REPORT**

The Committee met on May 13 2014. In attendance were Committee members Zahid Shah (Chair), Sarah Asbury, and Ed Summers; WIBVC staff Talia Barrera and Cheryl Moore. The following includes topics discussed at the meeting and updated information:

Appointments and Reappointments

- *Reappointments*: Four current WIBVC members whose terms would end between September and October 2014 were determined to be in good standing and eligible for reappointment. Letters to those WIBVC members regarding interest in possible reappointment will be mailed in June. If interested, the candidates will be asked to update their resumes before being considered for nomination for reappointment to a three-year term by the Board of Supervisors.

  Update: On June 3, 2014 the Board of Supervisors approved the following appointments for three-year terms: Tim Allison (Tri-Counties Central Labor Council), and Greg Barnes (Los Robles Regional Medical Center).

- *Recruitments:* 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 Plan. Members also considered strategies to attract and engage more employers in the Ventura County region to help develop a competitive and sustainable economy and workforce.

The next Membership Committee meeting date is TBD. The meeting will be held 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: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **OUTREACH COMMITTEE REPORT**

The Outreach Committee met on May 21, 2014. Attending the meeting were Committee members Brian Gabler (Chair), Bruce Stenslie and Victoria Jump; WIBVC staff Talia Barrera and Patricia Duffy; and guests Karen Blufer and Heidi Hayes (theAgency), and Christy Norton (CSD/WIA). The following is a summary of major topics discussed at the meeting.

CSD/WIA Monthly Event Report

Christy Norton presented the Event Summary Report for third quarter of Program Year (PY) 2013-2014. Activities included One-Stop monthly and year-to-date visits, 800 line call-ins, and Career Shops attendance. Virtual One-Stop (VOS) customer/client registrations in the third quarter totaled 1,658. In February and March CSD/WIA staff participated in the following Job and Career Center Events: CASA of Ventura County Job Search and Training Presentation, West County Employer Advisory Council, Oxnard Union High School District 29th Annual Student Career Fair, East County Employer Advisory Council, Sunrise of Simi Valley Rotary Club, and Manufacturing Roundtable of Ventura County.

Ms Norton also announced that CalJOBS, the new California workforce data and reporting system had replaced VOS in May 2014. When more information becomes available, she will provide an update to the Committee on the types of reports that can be provided in the future.

Outreach Summary Report

The Committee discussed March-May 2014 project activities as reported by theAgency and summarized below:

- Employer Outreach
  - Workforce Wednesday radio interview program (KVTA-1590 AM)
    - March 26 – Middle Skills Careers in Ventura County (Participants: Tony Skinner, Tri-Counties Building and Construction and Rodney Cobos, United Association of Plumbers and Pipefitters)
    - April 23 – How are changes in technology and the ACA impacting healthcare careers options? (Participants: Greg Barnes, Los Robles Medical Center and Sandy Werner, Simi Valley Hospital)

- Scheduled May 28 – Getting the word out about no-cost and low-cost business resources through Ventura County Grows Business (Participants: Bruce Stenslie, EDC-VC and Shane Prokup, Trupart Manufacturing)

– *Workforce Update* e-newsletter: 3/26/14 sent to 13,656 businesses with an open rate of 6% and WIB cohorts with an open rate of 32%

– Ventura County Grows Business (VCGB) Website and Facebook – March-May
  - Website – 838 visits with 5:14 average session duration & 4.34 pages/session
  - Facebook – 1,218 fans
  - 2/26 – sent to 8,042 with an open rate of 10%

– Ventura County Grows Business Spring 2014 Outreach
  - Testimonial videos- completed for: Trupart, RSI Int'l, JetAir, PBS Biotech, Agnew Multilingual, AG Machining and VSolvit
  - :30 TV – three :30 commercials were created featuring, RSI Int'l, Trupart and AG Machining
  - :60 Radio Spot – Completed
  - New ½ Page Print Ads – PCBT and San Fernando Valley Biz Journal
  - Online Banners – Chambers, KCLU, VCStar, LA Times
  - Eblasts – Target Business Owners and Commercial Real Estate Agents
    - Commercial Broker Eblast Sent 5/14 to 61 with an open rate of 37%
    - WIB/Cohort Eblast sent 5/15 to 326 with an open rate of 35.4%
  - Mailing – Commercial Real Estate Agents – mailed 5/19
  - Update tri-fold mailer
  - New postcard

– Speakers Bureau
  - Researched and prepared speakers bureau list
  - Powerpoint presentation
  - Began recruiting speakers for different engagements throughout the year

- Job Seeker Outreach

  Career Shops - Sent April workshops info out on March 10 and May workshops info on April 7. Posted March, April and May workshops on Facebook. Clips:

  - KDAR – running April workshop info
  - Camarillo Acorn – ran West Oxnard workshop info on March 14
  - Santa Paula Times – running April career shops
  - VC Reporter – ran March career shops info
  - Happenings – ran March career shops info in March issue
  - Sespe Sun – running May career workshops
  - KDAR – running May workshops info
  - Happenings – ran May workshops info in May issue
  - VC Star – ran May workshops blurb April 26
  - Santa Paula Times – running May 14 workshop info
  - VC Reporter – ran May 9 workshop info

- Other Outreach

  Prepared and Distributed Mark Fegley new board member release – April 3
  Clips: Sespe Sun, VCStar and VCReporter

- Youth Outreach in Development
  - Youth Case Studies – Continued to coordinate with Ventura Adult and Continuing Education, PathPoint, and Boys and Girls Clubs of Greater Oxnard and Port Hueneme to develop WIB program-related case histories.
  - New content for WIB youth website: www.vcjobswithafuture

The next meeting of the Outreach Committee is scheduled for July 16, 2014, from 8:30 a.m. to 10:00 a.m., at the Economic Development Collaborative-Ventura County, 1601 Carmen Drive, #215, Camarillo.

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

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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

FROM: **HUGH J. RALSTON, CHAIR**
RESOURCE DEVELOPMENT COMMITTEE

DATE: **JUNE 12, 2014**

SUBJECT: **RESOURCE DEVELOPMENT COMMITTEE REPORT**

The Resource Development Committee met on May 21, 2014. Attending the meeting were Committee members Hugh J. Ralston (Chair) and Barry Zimmerman; WIB staff Richard McNeal and Cheryl Moore; and guests Nancy Ambriz (Community Services Department/WIA), Jaime Duncan (Community Services Department) and Bill Simmons (IPRISE Communications).

Grant Report: Update

Richard McNeal commented on an updated grant report, noting the WIB's contribution to the four Career Pathways proposals that emanated from individual and regional educational institutions and discussing briefly the proposal, now under construction, for the California WIB Workforce Accelerator Grant. We will request $150,000 to expand the existing ex-offender re-entry pilot program conducted by the Community Services Department (CSD) of the Human Services Agency in partnership with the Probation Department.

Action Item

Recommendation that the Executive Committee Recommend that the Workforce Investment Board of Ventura County (WIB) Approve a Workforce Investment Act (WIA) Preliminary Budget Plan for 2014-2015

Mindful of prior discussions with the Executive Committee, the WIB staff provided a balanced preliminary budget, noting that assumptions about revenue will likely be adjusted on the basis of new information. The draft budget proposal reflects current projected revenues, together with the expected costs of staffing. The Committee discussed the basic assumptions on which the draft budget for 2014-2015 was built:

- Because of reduced WIA funding allocations and lower projected 2013-2014 carry-over funds to 2014-2015, there will be a projected overall reduction in available funds by almost $1 million from 2013-2014 to 2014-2015.
- The 2014-2015 allocation for Rapid Response funds is expected in June.
- Final carry-over amounts will be determined after the 2013-2014 year-end close is completed in July 2014.

- Staffing levels and budgeted costs for the Community Services Department/WIA and WIB Administration in 2014-2015 will remain the same as in 2013-2014.

- The 10% Management Reserve will be reduced to 6.5%:
  - 2% to continue the funding of one WIB Administration Manager position in support of the strategic plan (approved by the WIB in 2013-2014)
  - 1.5% to offset other budget plan costs

- Adult and Dislocated Worker training funds designated for ITA/Education will be budgeted at 20% rather than 25%. (Allowable leveraged training resources will be added to help meet or exceed the State performance requirement of 25% expenditure of combined Adult and Dislocated Worker funds.)

- The County of Ventura overhead/administration costs will increase.

- The prospective contract for business services will be reduced to $95,000 from $125,000.

- The contract for outreach will be reduced to $125,000 from $150,000.

- Outreach expenses for both the WIB and CSD/WIA will be reduced.

- No funds for a cost benefit analysis or a labor market study will be budgeted.

Knowing the need for an approved budget by the beginning of the fiscal year (July 1, 2014), Committee members decided to send the balanced preliminary budget to the Executive Committee for discussion and recommendation to the WIB, but emphasized that everyone needed to understand the program consequences implicit in the proposal.

Ventura County Regional Strategic Workforce Development Plan

- New California WIB Performance Measures: Although the measures are expected to take effect in Program Year 2014-2015, the State has not issued a directive for WIB implementation and compliance. Theresa Salazar Vital is a member of the California WIB workgroup on performance and will continue to monitor the situation and provide updates.

- 2013-2017 Regional Strategy Alignment Matrix: Cheryl Moore re-introduced the working draft of the matrix. The Committee agreed that this document is a significant first step in describing and organizing the mix of potential funding for collaborative workforce development in Ventura County and that it needs to be expanded substantially. It also provides a framework for supporting, in a substantive way, the strategies of the WIB and the many opportunities for collaboration with other partners in identifying training needs and potential funding sources. Given the current capacity of the WIB staff, the Committee suggested that this might be a good project for an intern.

The next meeting of the Resource Development Committee will be announced and posted on the WIB website when the meeting calendar is finalized in June 2014.

If you have questions or need more information, please call me at (805) 988-0196, or contact Richard McNeal at (805) 477-5344, email richard.mcneal@ventura.org.

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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **YOUTH COUNCIL REPORT**

The Youth Council met on May 7, 2014. Attending the meeting were Council members Tony Skinner (Chair), Mary Benton, Sean Bhardwaj, Matt Cassaro, Claudia Harrison, Linda Fisher-Helton, Cristina Miranda, Mary Navarro-Aldana, Archie Schott and Ed Summers; WIB staff Patricia Duffy, Richard McNeal, Cheryl Moore and Theresa Salazar Vital; and guests Mariana Cazares (BGCOP), Teresa Johnson (Ventura Adult and Continuing Education-VACE), Steve Thompson (VACE) and Kim Whitaker (PathPoint).

The Council met again on June 4, 2014. In attendance were members Jerry Beckerman, Mary Benton, Sean Bhardwaj, Claudia Harrison, Linda Fisher-Helton, Marnie Melendez, Mary Navarro-Aldana, Bernardo Perez, Roger Rice, Ed Summers and Courtney Taylor; WIB staff Tracy Johnson, Richard McNeal and Theresa Salazar Vital; and guests Nancy Ambriz (CSD/WIA), Angelica Andrade (PathPoint), Mariana Cazares (BGCOP), Nicole Gallagher (PathPoint), Tiffany Morse (VCOE), Michael Napolitano (PathPoint), Jose Ramos (Oxnard College), Rodney Simonson (PathPoint), Kimberly Thomas (PathPoint), and Steve Thompson (VACE).

The following topics were discussed at one or both of the meetings:

2013-2014 Youth Performance Data for Q3

Richard McNeal presented a report on the Youth performance data, noting that all providers had exceeded the 100% success rate. Council members requested clarification of certain categories and the figures in them. The expenditures noted were based on the invoices for March 2014. Mr. McNeal also commented on work in progress with the contractors to arrive at a more detailed method of reporting the specific outcomes of participants' activities. He described the challenges posed for performance reporting by the new CalJOBS. Though providers can put information into the new software system, it is not yet possible to draw reports from it. Therefore, the additional information being requested by the Youth Council will be delayed for a while.

Action

Recommendation to the WIB Executive Committee of Workforce Investment Act (WIA) Comprehensive Youth Program Contracts for 2014-2015

As background for the discussion, the Council members received a copy of "WIB Youth Council Evaluation/Reporting Process Program Year (PY) 2013-2014." This was a summary of a discussion in January 2014 that established the basic criteria for deciding whether to continue existing contracts into the next year. After requesting clarification on some points, the Council

reconfirmed that they would abide by the criteria but reserved the right to change them in the future.

Taking into consideration the PY 2013-2014 performance of the youth contractors, the Council recommended that the existing contracts for comprehensive youth services be recommended for continuation in PY 2014-2015: PathPoint ($475,000), Boys and Girls Clubs of Greater Oxnard and Port Hueneme ($475,000), and Ventura Adult and Continuing Education ($260,000).

Spotlight on Youth Programs: PathPoint (Youth Networked Services)

Michael Napolitano, Nicole Gallagher and Kimberly Thomas presented an overview of the PathPoint Youth Networked Services program, which provides youth services in all parts of Ventura County except the Oxnard area. The speakers commented on the challenges faced by their client base. Included in the presentation were moving testimonials from two participants in the program, Rodney Simonson and Angelica Andrade, both of whom described their experiences and the benefits they derived.

Ventura County Regional Strategic Workforce Development Plan

- Raising the High School Retention Rate in Ventura County

  - Dropout Prevention Survey 2014: In response to a request from the Youth Council, Roger Rice and his staff had initiated a survey of local high schools to determine the types of programs and services being used to re-engage and retain students at risk of leaving school before graduation. The Council expressed appreciation for the project underway and looked forward to learning from the outcome.

  - Undocumented minors: Noting the recent *Ventura County Star* article regarding the impending arrival at Naval Base Ventura County (NBVC) of 500-600 unaccompanied minor undocumented immigrants, Roger Rice expressed concern about their welfare. His comment sparked a general discussion and raised several questions about whether and how the Ventura County community, including the Youth Council, might respond to this situation. The consensus was to await further information and, perhaps, to ask Commander Scott Loeschke of NBVC to speak to the Council.

- AB 86: Planning Grant

  Teresa Johnson announced the recent award of a $400,000 planning grant to the Ventura County Adult Education Consortium, which includes the Ventura County Community College District (Moorpark College, Oxnard College, Ventura College) and the adult education programs (Conejo, Oxnard, Simi Valley, Ventura). Also involved in planning will be the Ventura County Office of Education, school districts, businesses, members of the community, and others. The purpose is to create a plan to align, streamline, articulate, and ensure relevance and responsiveness of educational programs, certificates, credentials, apprenticeships, and other support for Ventura County students and businesses. Through research and town meetings, the consortium will assess the needs of local communities and recommend a funding plan for the future.

- Investing Early in the Workforce Pipeline

  Council members commented on the potential positive impact of greater investment in early childhood and elementary education. Claudia Harrison emphasized the need to stimulate results-oriented dialog in the community—the importance of public education to create public will.

- California Career Pathways Trust Grant Awards

  Roger Rice, Tiffany Morse and Sean Bhardwaj described the basic elements of the successful proposal (*Ventura County Innovates*) submitted by a coalition of the Ventura County Community College District, the Ventura County Office of Education and seven local school districts. They noted the potential for collaboration with the Oxnard Union High School District, which also received a Career Pathways Trust award for linked learning.

The next meeting of the Youth Council is scheduled for August 6, 2014, from 3:00 p.m. to 4:30 p.m., at the Human Services Agency (Pepper Tree Room), 855 Partridge Drive, 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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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

FROM: **MIKE SOULES, CHAIR**
EXECUTIVE COMMITTEE

DATE: **JUNE 12, 2014**

SUBJECT: **RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB) ADOPT THE WIB MEETING AND WIB EXECUTIVE COMMITTEE MEETING CALENDARS FOR PROGRAM YEAR 2014-2015**

RECOMMENDATION

Approve the recommendation that the Workforce Investment Board of Ventura County (WIB) adopt the WIB meeting and WIB Executive Committee meeting calendars for Program Year 2014-2015 as follows:

Workforce Investment Board

- August 28, 2014 8:00 a.m. -10:00 a.m.
- October 23, 2014 8:00 a.m. - 10:00 a.m.
- December 18, 2014 8:00 a.m. -10:00 a.m.
- February 26, 2015 8:00 a.m. -11:30 a.m. (Planning Meeting)
- April 30, 2015 8:00 a.m. -10:00 a.m.
- June 18, 2015 8:00 a.m. -10:00 a.m. (Annual Meeting)

WIB Executive Committee

- July 17, 2014 7:30 a.m. - 9:30 a.m.
- August 14, 2014 7:30 a.m. - 9:30 a.m.
- September 11, 2014 7:30 a.m. - 9:30 a.m.
- October 09, 2014 7:30 a.m. - 9:30 a.m.
- November 20, 2014 7:30 a.m. - 9:30 a.m.
- January 08, 2015 7:30 a.m. - 9:30 a.m.
- February 12, 2015 7:30 a.m. - 9:30 a.m.
- March 12, 2015 7:30 a.m. - 9:30 a.m.
- April 09, 2015 7:30 a.m. - 9:30 a.m.
- May 21, 2015 7:30 a.m. - 9:30 a.m.
- June 25, 2015 7:30 a.m. - 9:30 a.m.

Meeting dates for other WIB committees are being scheduled and will be announced by July 2014. WIB and WIB committee meeting dates and schedule changes will be posted for the public on the WIB website throughout the year.

If you have questions or need more information, please call me at (805) 410-7753 or contact Cheryl Moore at (805) 477-5306 or cheryl.moore@ventura.org.

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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

FROM: **MIKE SOULES, CHAIR**
EXECUTIVE COMMITTEE

DATE: **JUNE 12, 2014**

SUBJECT: **RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB) APPROVE THE WORKFORCE INVESTMENT ACT (WIA) PRELIMINARY BUDGET PLAN FOR PROGRAM YEAR 2014-2015**

RECOMMENDATION

Recommend that the Workforce Investment Board of Ventura County (WIB) approve the Workforce Investment Act (WIA) Preliminary Budget Plan for Program Year 2014-2015.

BACKGROUND

On March 27, 2014, the Resource Development Committee (RDC) discussed a working draft of the 2014-2015 WIA Preliminary Budget Plan with a consensus that the preliminary budget ultimately presented to the WIB for approval should be based on an assumption of level funding: WIA core 2013-2014 revenue streams for Adult, Dislocated Worker, Youth, and Rapid Response, excluding year-end close carryover and supplemental funding. The Committee decided that, in the absence of additional funding, the 2014-2015 Management Reserve would need to continue to accommodate the WIB Administration Manager position approved by the WIB for the 2013-2014 budget. Committee members asked WIB staff to update the preliminary draft budget for further discussion and approval by the Executive Committee and the WIB.

At the April 10, 2014 meeting, the Executive Committee reviewed a revised 2014-2015 WIA preliminary budget plan with final Adult, Dislocated Worker, and Youth core allocations for 2014-2015, which were all lower than 2013-2014 allocations. Final 2014-2015 Rapid Response core allocation is pending from the State. Preliminary calculations showed a negative balance for Adult and Dislocated Worker funding. WIBs are awaiting a State decision on whether unspent/unobligated Adult, Dislocated Worker, Youth and Rapid Response core funds, if below minimum expenditure levels for 2013-2014, will be allowed as carryover funds in 2014-2015. Committee members asked questions and commented on:

- WIA budget plan process in finalizing 2013-2014 expenditures and 2014-2015 funds
- Management Reserve funding options
- Impact of new State performance requirements
- Unfunded WIB mandates

The Executive Committee decided to engage the full WIB in discussion on April 24, 2014, regarding the reduction in WIA funding, the past practice of approving a balanced preliminary budget plan, and input as to how to proceed. WIB staff then would be asked to present a proposed 2014-2015 preliminary budget plan to the Executive Committee for consideration and approval of a recommendation to the WIB on June 12, 2014. The preliminary plan would be effective as of July 1,

2014, with the understanding that the 2013-2014 year-end close and resulting carryover (if any) would be included in a recommendation to update the preliminary plan by the Executive Committee and WIB meetings in August 2014.

On April 24, 2014, WIB members were presented with a WIB Budget Plan Summary, in preparation for approving a budget in June for the 2014-2015 Fiscal year. The summary showed a five-year overview of the WIB budget from fiscal years 2010-2011 through 2014-2015. The State had indicated that the revenue for the Adult, Dislocated Work and Youth categories would be declining in 2014-2015. The Rapid Response funding had not yet been determined. Clarification and discussion included:

- Expenditures because of the decrease in revenue
- Staffing levels
- Client requirements
- Financial Status Report (FSR) monthly reviews
- Quarterly evaluations for each contracted provider
- Increasing requirements of the WIB strategic plan
- Management reserve use

On May 21, 2014, the Resource Development Committee met to consider a recommendation for the 2014-2015 WIA Preliminary Budget Plan. Mindful of prior discussions with the Executive Committee, the WIB staff provided a balanced preliminary budget, noting that assumptions about revenue will likely be adjusted on the basis of new information. The draft budget proposal reflected current projected revenues, together with the expected costs of staffing. The Committee discussed the basic assumptions on which the draft budget for 2014-2015 was built. (For specifics, see the Resource Development Committee report in this meeting packet.) Knowing the need for an approved budget by the beginning of the fiscal year (July 1, 2014), Committee members decided to send the balanced preliminary budget to the Executive Committee for discussion and recommendation to the WIB, but emphasized that everyone needed to understand the program consequences implicit in the proposal.

DISCUSSION

On June 2, 2014, the Resource Development Committee presented a recommendation to the Executive Committee for the 2014-2015 Workforce Investment Act (WIA) Budget Plan (attached). A reference document, Notes on Line Item Details (attached) also was provided for reference. The Executive Committee discussed the recommendation at length, including the following adjustments to balance the FY 2014-2015 budget:

- Use of Dislocated Worker, Adult and Youth funds in Management Reserve
- Two open positions from 2013-2014 WIA program staff in the Community Services Department (CSD), Human Services Agency, to remain open in 2014-2015
- Reduced Rapid Response funds for the Business Services procurement
- Elimination of funds for a Cost Benefit Analysis and Labor Market Study
- Budgeted 20% for required training, with the intent to use allowable leveraged non-WIA resources to achieve the required 25% training expenditure level of combined Adult and Dislocated Worker funds
- Reduced funds for the WIB outreach contract
- Reduced funds for WIB and CSD/WIA outreach

Considerations for WIB discussion and approval of the plan include:

- The WIB must approve a preliminary budget plan to authorize expenditures against WIA funds as of July 1, 2014.

- The year-end close in July 2014 will confirm the amount of 2013-2014 rollover in each of the funding categories.
- The WIB usually makes adjustments to the preliminary budget plan following the year-end close (August or October, depending on the circumstances).
- The WIB could decide to make a mid-year budget plan adjustment, with corresponding changes in authorized expenditures for the remainder of the year (e.g., reduce WIA programs and services and/or reduce costs for other WIB initiatives).
- The California WIB approved seven additional performance measures for local WIBs that could have an additional impact on program, staff, and/or administrative costs.
- The Workforce Investment Opportunity Act (WIOA), which is bipartisan, bicameral legislation to reauthorize WIA (with changes) is currently in the approval process by the House and Senate.
- Adjustments by the WIB usually are recommended to the WIB by the Executive Committee, which usually receives recommendations from the Resource Development Committee.

The Executive Committee recommends WIB approval of the proposed 2014-2015 WIA Preliminary Workforce Investment Act (WIA) Budget Plan with the expectation that, after the 2013-2014 year-end close, the 2014-2015 budget plan will be reconsidered, appropriately adjusted, and resubmitted for WIB approval.

If you have questions or need more information, please call me at (805) 410-7753, or contact Cheryl Moore at (805) 477-5306, email cheryl.moore@ventura.org.

RECOMMENDATION FOR WIB APPROVAL
June 12, 2014

FY 2014-15 WIA Preliminary Budget Plan (Allocations for FY14-15 updated except RR)

			Dislocated Worker	Adult	Youth	Rapid Response	FY 14-15 Pre Plan	FY 13-14 Plan w/Rollover	FY13-14 Projection as of May 14	
1	**Revenue Projection:**									
2	FY14-15 Grants(Per WSIN13-52 04/15/14) RR Estimate		**2,262,662**	**1,829,687**	**1,995,263**	**400,000**	**6,487,612**	**6,847,397**		
3	FY14-15 Management Reserve (6.5%)		(147,073)	(118,930)	(129,692)		**(395,695)**	**(334,687)**		
4	Balance rolled over from prior year grants:						-	-		
5	FY13-14 Mgt Reserve		94,399	85,418	154,870		**334,687**	**558,573**		
6	Additional rollover - Salaries Savings/(Overage)		109,230	89,456	2,330	-	201,016	304,700		
7	Overhead Saving/(Overage)		-	-			-	76,500		
8	FY13-14 EDC-VC Business Srvs						-	96,000		
9	FY 13-14 Unspent Contracts/Misc		15,000	15,000	15,000	-	45,000	177,764		
10	ITA/OJT Committed but spent in FY 14-15		30,000	30,000			**60,000**	**150,000**		
11	**Total Available Grants to to be Spent**		**2,364,218**	**1,930,631**	**2,037,771**	**400,000**	**6,732,620**	**7,876,247**		
12	*Grants %*		*35.1%*	*28.7%*	*30.3%*	*5.9%*	***100.0%***	***100.0%***		
13	CSD FTEs Assigned to the programs		12.30	10.20	2.60	1.90	27.00	27.00		
14	*% Direct FTES Allocated to Grants*		*45.6%*	*37.8%*	*9.6%*	*7.0%*	***100.0%***	***100.0%***		
15	% Admin Staff Allocated to Grants		*36.0%*	*28.0%*	*28.0%*	*8.0%*	***100.0%***	***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**	**2,507,980**	2,350,000	94%
19	WIB Administration	866,000	311,760	242,480	242,480	69,280	**866,000**	**866,000**	815,000	94%
20	**Subtotal Salaries and Benefits**		**1,454,293**	**1,189,727**	**483,991**	**245,989**	**3,374,000**	**3,373,980**	**3,165,000**	94%
21	**Direct Expenses:**									
22	Grant Specific Contracts									
23	EDC-VC Business Services 12-13 Extension							**21,384**		
24	Business Services Contract TBD 14-15 ($125,000)					95,000	**95,000**	**130,800**	130,700	138%
25	Boys and Girls Club: Core Program				475,000		**475,000**	**575,000**	575,000	121%
26	Pathpoint: Core Program				475,000		**475,000**	**575,000**	575,000	121%
27	VACE Core Program				260,000		**260,000**	**437,491**	440,438	169%
28	Cost/benef analysis (ROI) emsi 3/13 repo	-	-	-	-	-	**-**	**7,000**	-	
29	Special Projects						**-**		-	
30	**Subtotal - Contracted Program Expense**		**-**	**-**	**1,210,000**	**95,000**	**1,305,000**	**1,746,675**	**1,721,138**	132%
31	Client Expenses:						**-**			
32	ITA/Education (20% cash + 10% leverage)		452,532	365,937			**818,470**	**1,125,890**	1,205,638	147%
33	ITA/OJT Committed in 13-14 to be spent in 14-15		30,000	30,000			**60,000**	**150,000**	150,000	250%
34	Others/ChildCare/Trans - JTA		*84,307*	*77,821*	-		**162,128**	**207,660**	92,209	57%
35	Universal Clients (now charged in oh/admin)		-	-	-		**-**	**27,513**	7,577	
36	**Subtotal - Client Expense**		**566,839**	**473,759**	**-**	**-**	**1,040,598**	**1,511,064**	**1,455,423**	140%
37	Other Allocated/Contracted Expenses		29%	18%	48%	5%	**100%**	**100%**		0%
38	Geographic Solutions	0	-	-	-	-	**-**	**97,387**	97,309	
39	Outreach Contract 14-15 ($150,000)	125,000	31,250	12,500	75,000	6,250	**125,000**	**224,616**	224,272	179%
40	Outreach -WIB	30,000	10,535	8,603	9,080	1,782	**30,000**	**50,000**	40,000	133%
41	WIB Expense - Non Staff	20,000	7,023	5,735	6,053	1,188	**20,000**	**20,000**	18,200	91%
42	Program Outreach-CSD	30,000	10,535	8,603	9,080	1,782	**30,000**	**50,000**	30,000	100%
43	Kiosk	5,000	1,756	1,434	1,513	297	**5,000**	**5,000**	3,000	60%
44	Contract Labor Mkt Study	-	-	-	-	-	**-**	**14,500**	-	
45	Subtotal - other allocated expense	210,000	61,098	36,874	100,727	11,300	**210,000**	**461,503**	412,781	197%
46	**Subtotal- Program/Clients Expenses**		**627,938**	**510,633**	**1,310,727**	**106,300**	**2,555,598**	**3,719,242**	**3,589,343**	140%
47	**Total Direct Program Expense**		**2,082,231**	**1,700,360**	**1,794,718**	**352,289**	**5,929,598**	**7,093,222**	**6,754,343**	**114%**
48	**Overhead/Administration:**		35%	29%	30%	6%	**100%**	**100%**		0%
49	Communication/Voice/data	75,000	26,337	21,507	22,700	4,456	**75,000**	**75,000**	75,000	100%
50 A	Insurance	19,725	6,927	5,656	5,970	1,172	**19,725**	**19,725**	19,725	100%
51	Facilities Maint.	89,000	31,253	25,521	26,938	5,288	**89,000**	**89,000**	92,000	103%
52	Membership and dues	12,000	4,214	3,441	3,632	713	**12,000**	**12,000**	12,000	100%
53	Education allowance	5,000	1,756	1,434	1,513	297	**5,000**	**5,000**	2,083	42%
54 A	Indirect cost recovery(County A87)	-	-	-	-	-	**-**	**-**	-	
55 A	Books and Publication	3,000	1,053	860	908	178	**3,000**	**3,000**	3,664	122%
56	Office Equipment/Supplies & Furniture/I	26,000	9,130	7,456	7,869	1,545	**26,000**	**16,000**	23,000	88%
57 A	Mail Center - ISF	5,000	1,756	1,434	1,513	297	**5,000**	**5,000**	5,800	116%
58 A	Purchase Charges - ISF	4,000	1,405	1,147	1,211	238	**4,000**	**4,000**	5,000	125%
59 A	Copy Machine - ISF	15,000	5,267	4,301	4,540	891	**15,000**	**15,000**	18,000	120%
60 A	Stores - ISF	300	105	86	91	18	**300**	**300**	382	127%
61 A	Information Tech - ISF	5,000	1,756	1,434	1,513	297	**5,000**	**5,000**	4,000	80%
62 A	Computer Services Non ISF	25,000	8,779	7,169	7,567	1,485	**25,000**	**25,000**	14,000	56%
63	Building Lease/Rental	85,000	29,849	24,374	25,727	5,050	**85,000**	**85,000**	81,000	95%
64 A	Storage Charges - ISF	5,000	1,756	1,434	1,513	297	**5,000**	**5,000**	5,000	100%
65	Mileage Reimb. - Staffs only	25,000	8,779	7,169	7,567	1,485	**25,000**	**15,000**	22,000	88%
66	Conference and Seminars - Staffs	15,000	5,267	4,301	4,540	891	**15,000**	**15,000**	10,000	67%
67	Conference and Seminars - WIB Staffs	20,000	7,023	5,735	6,053	1,188	**20,000**	**20,000**	15,000	75%
68	Misc. Travel - Staffs only	15,000	5,267	4,301	4,540	891	**15,000**	**15,000**	12,000	80%
69 A	Fiscal/HR/BTD/ET (HSA)	350,000	122,906	100,365	105,935	20,794	**350,000**	**350,000**	370,000	106%
70	Other Admin Services	4,000	1,405	1,147	1,211	238	**4,000**	**4,000**	2,690	67%
71	**Subtotal Overhead**	**803,025**	**281,989**	**230,274**	**243,052**	**47,709**	**803,025**	**783,025**	**792,344**	99%
72	WIB Special Projects (to be determined)		-	-	-	-	**-**	**-**		
73	**Planned Total Grant Expenses**		**2,364,220**	**1,930,634**	**2,037,771**	**399,998**	**6,732,623**	**7,876,247**	**7,546,687**	112%
74 A	Admin Rate for State Reporting		8%	8%	8%	8%	**8%**			
75	Admin Rate (State Reported + Other)		12%	12%	12%	12%	**12%**	**10%**		
76	**Work in Progress: Grant Balances**									

NOTES ON LINE ITEM DETAILS

2014-2015 WIA Preliminary Budget Plan

LINE	ITEM TITLE	2014-2015 BUDGET COMMENTS
2	FY14-15 Grants (per WSIN13-52 04/15/14) RR Estimate	• Dislocated Worker (DW): 14-15 allocation $2,262,662 is $192,121 lower than the 13-14 allocation $2,454,783 • Adult: 14-15 allocation $1,829,687 is $62,521 lower than the 13-14 allocation $1,892,208 • Youth: 14-15 allocation $1,995,263 is $59,209 lower than the 13-14 allocation $2,054,472 • Rapid Response: 14-15 allocation is pending State notification in June (13-14 allocation is $445,034) • Combined 14-15 allocations is $313,851 lower than combined 13-14 allocations (excluding Rapid Response)
3	FY14-15 Management Reserve (6.5%)	• Decreased from 10% to 6.5% to: – Accommodate WIB staff position approved by WIB for the 13-14 budget – Balance the FY 14-15 preliminary budget proposal per WIB direction
4-9	Balance rolled over from prior year grants	• Line 5: FY 13-14 Mgt Reserve: WIB actions decreased 10% of core to: – $94,399 or 5.85% of DW allocation – $85,418 or 4.51% of Adult allocation – $154,870 or 7.54% of Youth allocation • Line 6: Additional rollover - Salaries Savings (Overage) – WIB Administration and CSD/WIA salaries: final pending July close-out – Line 7: Additional rollover – Overhead Savings (Overage): Project 100% expenditure ($783,025) • Line 8: FY 13-14 EDC-VC Business Services – EDC-VC contract ends 6/30/14 • Line 9: FY 13-14 Unspent Contracts/Misc – Includes unspent DW, Adult and Youth funds from various WIA contracts/purchase orders—final amounts pending July close-out • Line 10: ITA/OJT Committed but spent in FY 14-15 – Executed FY13-14 ITA/OJT agreements with FY 14-15 expenditures – Also listed as expenditures (line 33)
23	EDC-VC Business Services 12-13 Extension	• EDC-VC contract ends 6/30/14
24	Business Services Contract TBD 14-15 ($125,000)	• Business Services proposals (RFP #RR1415) closed 5/29/14 for a 7/1/14 contract • FY 14-15 planned contract funds decreased from $125,000 to $95,000 for a balanced FY 14-15 budget proposal per WIB direction • Funds for new contract might increase pending FY 14-15 Rapid Response allocation and allowable FY 13-14 rollover funds
25	Boys and Girls Club: Core Program	• Funded at original FY 13-14 contract amount $475,000 • FY 13-14 contract increased from $475,000 to $575.00 per WIB action regarding FY 12-13 rollover Youth funds

NOTES ON LINE ITEM DETAILS

2014-2015 WIA Preliminary Budget Plan

26	PathPoint: Core Program	• Funded at original FY 13-14 contract amount $475,000 • FY 13-14 contract increased from $475,000 to $575,000 per WIBVC action regarding FY 12-13 rollover Youth funds
27	VACE Adult 12-13 Extension: Youth 13-14	• FY 12-13 Adult contract extension ended 9/30/13 • Funded at original FY 13-14 Youth contract amount $260,000 • FY 13-14 contract increased from $260,000 to $370,000 per WIB action regarding FY 12-13 rollover Youth funds
28	Cost/benefit analysis (ROI) exsi 3/13 rep	• FY 13-14 budget includes $7,000 that was not expended • Planned $7,000 was eliminated to help achieve a balanced FY 14-15 budget proposal per WIB direction
32	ITA/Education (20% cash + 10% leverage)	• FY 14-15 DW/Adult required training funds is $1,023,087 (20% cash $818,470 and 10% leverage $204,617) • $818,470 listed for a balanced FY 14-15 budget proposal per WIB direction
33	ITA/OJT Committed in 13-14 to be spent in 14-15	• Refer to explanation in line 10
34	Other/Child Care/Trans – JTA	• Funds decreased proportional to 14-15 DW/Adult training (refer to explanation in line 32) • Increased training requests from employers might change use of funds to line 32 as the year progresses
35	Universal Clients	• FY 14-15 supply costs for America's Job Center of California (AJCC) offices in West Oxnard and Simi Valley • Costs ($10,000) moved to Overhead/Administration (line 56)
38	Geographic Solutions	• Virtual One Stop System (VOS) contract ends 6/30/14
39	Outreach/Mktg: theAgency	• FY 13-14 contract increased with available Rapid Response funds by WIBVC action • FY 14-15 planned contract funds decreased from $150,000 to $125,000 for a balanced budget proposal per WIBVC direction • Use of FY 13-14 rollover funds (lines 4-9) should restore FY 14-15 contract to $150,000
40	Outreach - WIB	• Planned amount decreased for a balanced FY 14-15 budget proposal per WIB direction
42	Program Outreach - CSD	• Planned amount decreased for a balanced FY 14-15 budget proposal per WIB direction
44	Contract Labor Market Study	• FY 13-14 budget includes $14,500 that was not expended • Planned $14,500 was eliminated for a balanced FY 14-15 budget proposal per WIB direction
56	Office Equipment/Supplies & Furniture	• Increase for AJCC supply costs (refer to explanation in line 35)
65	Mileage Reimbur. – Staff only	• Increase to support growing need for on-site employer training coordination

BUILDING OUR FUTURE WORKFORCE
WORKORCE INVESTMENT BOARD
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www.wib.ventura.org

WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

FROM: **MIKE SOULES, CHAIR**
EXECUTIVE COMMITTEE

DATE: **JUNE 12, 2014**

SUBJECT: **RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB) APPROVE A RECOMMENDATION THAT THE BOARD OF SUPERVISORS APPROVE CONTRACTS FOR WORKFORCE INVESTMENT ACT (WIA) COMPREHENSIVE YOUTH PROGRAMS PROVIDED BY THE BOYS AND GIRLS CLUBS OF GREATER OXNARD AND PORT HUENEME ($475,000), PATHPOINT ($475,000), AND VENTURA ADULT AND CONTINUING EDUCATION ($260,000) FROM JULY 1, 2014 THROUGH JUNE 30, 2015**

RECOMMENDATION

Recommend that the Workforce Investment Board of Ventura County (WIB) recommend that the Board of Supervisors approve contracts for Workforce Investment Act (WIA) comprehensive youth programs provided by the Boys and Girls Clubs of Greater Oxnard and Port Hueneme ($475,000), PathPoint ($475,000), and Ventura Adult and Continuing Education ($260,000) FROM July 1, 2014 through June 30, 2015.

DISCUSSION

At the conclusion of the first year (Program Year 2013-2014) of three contracts to provide WIA comprehensive youth programs in Ventura County, it is necessary to make a decision regarding renewal of each contract for a second year (PY 2014-2015).

On May 7, 2014, the WIB Youth Council reviewed and considered the first year performance of each WIA comprehensive youth program provider, as of March 30, 2014, and recommended renewal of all three. On June 2, 2014, the Executive Committee discussed the youth contract renewals and concurred with the Youth Council, recommending that the WIB approve of a recommendation to the Board of Supervisors to renew all three the contracts. At present, the plan is to fund each contract at the same level funded in PY 2013-2014.

If you have questions or need more information, please call me at (805) 410-7753, or contact Richard McNeal at (805) 477-5344, email richard.mcneal@ventura.org.

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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB) APPROVE THE APPOINTMENT OF TIFFANY MORSE TO THE YOUTH COUNCIL FOR A THREE-YEAR TERM**

RECOMMENDATION

Recommend that the Workforce Investment Board of Ventura County (WIB) approve the appointment of Tiffany Morse to the Youth Council for a three-year term, beginning June 12, 2014, and ending June 12, 2017.

DISCUSSION

The Workforce Investment Act requires that the WIB Youth Council be comprised of individuals from certain defined categories and others, as approved by the WIB.

On May 13, 2014, the WIB Membership Committee considered the nomination of Tiffany Morse to the Youth Council. Dr. Morse is the Director of Career Education at the Ventura County Office of Education. With many years of experience in working with youth, she has a strong commitment to early preparation for future career success. Dr. Morse understands the importance of collaboration and is committed to developing community partnerships for investing in youth development. In 2013-2014, in response to Youth Council and WIB sector committee needs for an inventory of industry career education and resources in Ventura County schools, Dr. Morse compiled information from multiple sources to create a highly informative, working document that is a valuable reference for Ventura County educators, employers, and community organizations. (A copy of that document is posted on the WIB website.)

The Membership Committee recommends that the WIB appoint Dr. Morse to the Youth Council for a three-year term.

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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WORKFORCE INVESTMENT BOARD VENTURA COUNTY

TO: **WORKFORCE INVESTMENT BOARD**

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

DATE: **JUNE 12, 2014**

SUBJECT: **RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB) APPROVE THE APPOINTMENT OF TIFFANY MORSE TO THE YOUTH COUNCIL FOR A THREE-YEAR TERM**

Draft Only

RECOMMENDATION

Recommend that the Workforce Investment Board of Ventura County (WIB) approve the appointment of Tiffany Morse to the Youth Council for a three-year term, beginning June 12, 2014, and ending June 12, 2017.

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The Workforce Investment Act requires that the WIB Youth Council be comprised of individuals from certain defined categories and others, as approved by the WIB.

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The Membership Committee recommends that the WIB appoint Dr. Morse to the Youth Council for a three-year term.

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

WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

YOUTH COUNCIL INTEREST FORM AND APPLICATION

Name: Dr. Tiffany Morse

Address: 465 Horizon Circle Camarillo, CA 93010

Phone: (805) 437-1421

E-mail: tmorse@vcoe.org

Affiliation (school, business, agency):
Ventura County Office of Education
Career Education Center

Particular Areas of Educational Interest:
Career Education

What Is Your Interest in the Youth Council?
Support career education and workforce training in Ventura County

Will you need assistance with transportation to attend meetings?
No

T. Morse _____ Date 5-7-14
Signature

_____ Date _____
Signature of a parent or guardian if applicant is under 18

If you have questions about the Youth Council or the application, contact the WIB staff member assigned to the Youth Council, currently Richard McNeal (855 Partridge Drive, Ventura, CA 93003, 805-477-5344, e-mail: richard.mcneal@ventura.org). Send to the same person your completed application, together with an up-to-date copy of your resume and a letter of recommendation from a WIB member on the Youth Council.

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) 477-5342 at least five days prior to the meeting. TTY line: (800) 735-2922. For further information, you may visit the Ventura County Workforce Investment Board website at http://wib.ventura.org.

TIFFANY L.(MILLER)MORSE

Academic Degrees and Training

Doctorate of Philosophy, 2008 — University of Nevada, Reno, Curriculum and Instruction
Dissertation: *Straddling the fence: The relationship of elementary versus secondary certification on middle school teachers' beliefs, practices, and student achievement.*

Master of Science, 2004 — University of Nevada, Reno, Elementary Education
Thesis: *The effect of single-sex classes on 7th grade student achievement.*

Bachelor of Art, 2001 — University of Nevada, Reno, Elementary Education, with High Distinction

Leadership Programs

- Ventura County Leadership Academy, Cohort XVII
- Harvard Instructional Rounds Institute
- Personnel Administrators Academy
- Principals of Government
- Leadership Through Communication Series

Employment

2013-Present — **Director, Career Education, Ventura County Office of Education**

2011-2013 — **Director, Charter School Support and Oversight, Ventura County Office of Education**

Under direction of the Associate Superintendent of Education Services, responsibilities include monitoring and support for all county charter schools, review of petitions submitted to the Ventura County Board of Education, and conducting training courses such as charter school board development. Further duties include coordinating all state-mandated testing for county schools, BTSA coordination, and providing assessment data and analysis for school improvement and student achievement for all VCOE schools.

2009-2011 — **Consultant to the Division Director, English Learner and Curriculum Support Division, California Department of Education**

Under direction of the Division Director, responsibilities included working on major implementation strategies for administrative and school reform issues in the following educational programs: Common Core standards, Title II Teacher Quality, Title III English Learner and Language Policy, Migrant Education, and Math and Science Leadership.

2008-2009 — **Education Program Consultant, Title II Leadership Unit, California Department of Education**

Primary responsibilities included ensuring California's fulfillment of Federal NCLB Title II requirements. Duties included program development and implementation, technical assistance to the field, management of statewide data sets, presentation of workshops, seminars, and webinars to school districts, County Offices of Education, verbal and written interactions with the U.S. Department of Education, the State Board of Education, the Association of California School Administrators, the California School Boards Association, and other stakeholder organizations.

2007-2009 — **Commercial Beekeeper, A&N Bee Apiary**

Primary duties included raising bees to pollinate crops, arranging with farmers for pollination services, and cultivating queen bees for purchase.

2007-2008 — **Financial Education Program Coordinator, California Capital, Financial Development Corporation**

Responsible for the creation, implementation, and monitoring of a financial education program. Duties included fund development, curriculum design, supervision and coordination of program employees, and program evaluation.

2007-2008 — **Grant Writing Consultant, Yuba Community College, Career and Technical Education Department**

2002-2007 — **Science, Math, and Technology Teacher, O'Brien Middle School**

Other Professional Experience

- Representative for California on the State Consortium on Educator Effectiveness, hosted by the Council of Chief State School Administrators
- Representative for California, National Staff Development Council's State Education Agency Advisory Committee
- Representative for the California Department of Education, Integrated Leadership Development Initiative
- Panel Chair, Improving Teacher Quality Grant Panel, CA Post-Secondary Education Commission

Community Service

2012-Present President, Moorpark Education Foundation

2011-Present President, Gull Wings Children's Museum Board of Directors

2012-Present Board member, University Preparation Charter School

Presentations and Publications

Morse, T.L. (August, 2011). *On the precipice of reform: Principal evaluation policies in California.* Integrated Leadership Development Initiative.

Morse, T.L. (August, 2011). *Tinkering towards utopia: How to affect change in education.* Keynote address at the 2011 College of Education Summer Institute, Sacramento, CA.

Morse, T.L. (April, 2011). *Engaging adult learners: Practical approaches to increasing motivation and learning.* Faculty Development Workshop presented at the University of Phoenix Spring 2011 conference, Sacramento, CA.

Miller, T.L. (September, 2010). *Filling the talent pool: Maintaining the pipeline of teacher educators.* Opening remarks made at the Linking Education and Economic Development Convergence Event, Sacramento, CA.

Miller, T.L. (May, 2010). *California's plan for teacher equity.* Presentation made at the Teacher Effectiveness and Strategies to Ensure Equitable Distribution of Talent. U.S. Department of Education State Session, Washington, D.C.

Miller, T.L. (July, 2009). *Aligning strategies and needs: California's plan for equitable distribution.* Presentation made at the Addressing Inequities in the Distribution of Highly Qualified and Effective Teachers: Workshop to Move Research and Policy into Action. National Comprehensive Center for Teacher Quality Annual Conference, Chicago, IL.

Miller, T.L. (October, 2008). *Subject matter verification process for middle and high school level teachers in special settings.* Presentation made at the Credential Counselors and Analysts of California Conference: Sustaining Credential Excellence, Sacramento, CA.

Miller, T.L. (October, 2008). *Working through NCLB together part II: Finding the funds to meet NCLB Highly Qualified Teacher requirements.* Presentation made at the A+ Association of Personalized Learning Schools and Services Annual Conference, Del Mar, CA.

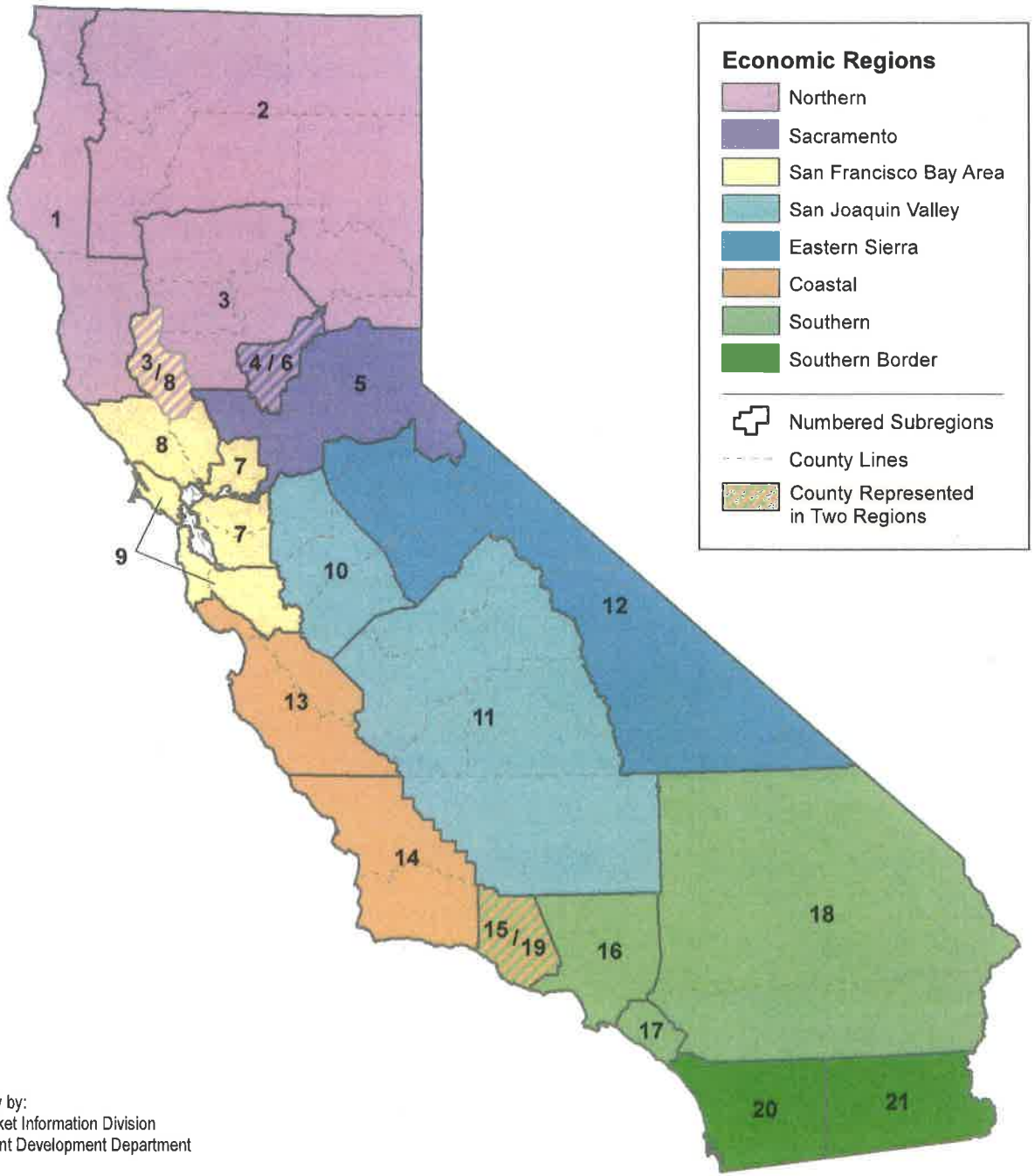
Miller, T.L. (October, 2008). *Working through NCLB together part III: Moving ahead with the Subject Matter Verification Process for Middle and High School Level Teachers in Special Settings (VPSS).* Presentation made at the A+ Association of Personalized Learning Schools and Services Annual Conference, Del Mar, CA.

Miller, T.L. (2007, January). *Reaching the hard to teach: Preventing mental drop-outs at the middle school level.* Presentation made at the Nevada Educators Technology and Leadership Conference, Reno, Nevada.

Miller, T. L. (2006, August). *Are qualified teachers really quality teachers? Perceptions of teacher quality from middle school students and teachers.* Paper presented at the Association of Teacher Educators, Philadelphia, PA.

Miller, T.L. (2004, January). *Single-sex classes at the middle school level.* Paper presented at the Northern Nevada Administrators' Conference.

LMID Economic Regions and Subregions for Regional Economic Analysis Profiles



Counties in Numbered Subregions:

Northern Region

1. Del Norte, Humboldt, and Mendocino
2. Lassen, Modoc, Plumas, Shasta, Sierra, Siskiyou, and Trinity
3. Butte, Colusa, Glenn, Lake, and Tehama
4. Sutter and Yuba

Sacramento Region

5. Alpine, El Dorado, Nevada, Placer, Sacramento, and Yolo
6. Sutter and Yuba

San Francisco Bay Area Region

7. Alameda, Contra Costa, and Solano
8. Lake, Napa, and Sonoma
9. Marin, San Francisco, San Mateo, and Santa Clara

San Joaquin Valley Region

10. San Joaquin, Stanislaus, and Merced
11. Madera, Fresno, Kern, Kings, and Tulure

Eastern Sierra Region

12. Amador, Calaveras, Inyo, Mono, Mariposa, and Tuolumne

Coastal Region

13. Monterey, Santa Cruz, and San Benito
14. Santa Barbara and San Luis Obispo
15. Ventura

Southern Region

16. Los Angeles
17. Orange
18. San Bernardino and Riverside
19. Ventura

Southern Border Region

20. San Diego
21. Imperial

Cartography by:
Labor Market Information Division
Employment Development Department
April 2014

EDD Employment Development Department State of California

LaborMarketInfo

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The Workforce Innovation and Opportunity Act

Investing in America's Competitiveness

The Problem:

- By 2022 the United States will fall short by 11 million the necessary number of workers with postsecondary education, including 6.8 million workers with bachelor's degrees, and 4.3 million workers with a postsecondary vocational certificate, some college credits or an associate's degree.[i]
- Fifty-two percent of adults (16-65) in the United States lack the literacy skills necessary to identify, interpret, or evaluate one or more pieces of information; a critical requirement for success in postsecondary education and work.[ii]
- Individuals with disabilities have the highest rate of unemployment of any group, and more than two-thirds do not participate in the workforce at all.[iii]

The Workforce Innovation and Opportunity Act (WIOA):

WIOA is bipartisan, bicameral legislation that will improve our nation's workforce development system and help put Americans back to work. Now more than ever, effective education and workforce development opportunities are critical to a stronger middle class. We need a system that prepares workers for the 21st century workforce, while helping businesses find the skilled employees they need to compete and create jobs in America.

WIOA creates:

A streamlined workforce development system by:

- Eliminating 15 existing programs.
- Applying a single set of outcome metrics to every federal workforce program under the Act.
- Creating smaller, nimbler, and more strategic state and local workforce development boards.
- Integrating intake, case management and reporting systems while strengthening evaluations.
- Eliminating the "sequence of services" and allowing local areas to better meet the unique needs of individuals.

Greater value by:

- Maintaining the 15 percent funding reservation at the state level to allow states the flexibility to address specific needs.
- Empowering local boards to tailor services to their region's employment and workforce needs.
- Supporting access to real-world education and workforce development opportunities through:
    - On-the-job, incumbent worker, and customized training;
    - Pay-for-performance contracts; and
    - Sector and pathway strategies.

Better coordination by:

- Aligning workforce development programs with economic development and education initiatives.
- Enabling businesses to identify in-demand skills and connect workers with the opportunities to build those skills.
- Supporting strategic planning and streamlining current governance and administration by requiring core workforce programs to develop a single, comprehensive state plan to break down silos, reduce administrative costs, and streamline reporting requirements.
- Ensuring individuals with disabilities have the skills necessary to be successful in businesses that provide competitive, integrated employment.

Improved outreach to disconnected youth by:

- Focusing youth program services on out-of-school youth, high school dropout recovery efforts, and attainment of recognized postsecondary credentials.
- Providing youth with disabilities the services and support they need to be successful in competitive, integrated employment.

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[i] The Georgetown University Center on Education and the Workforce.

[ii] Based on data from the Program for the International Assessment of Adult Competencies (PIAAC), 2012.

[iii] Based on data from the Current Population Survey, Bureau of Labor Statistics.

The Workforce Innovation and Opportunity Act

Investing in America's Competitiveness

KEY IMPROVEMENTS FROM CURRENT LAW

Changes to the Workforce Development System:

- Eliminates 15 programs; 14 within WIA and one higher education program.
- Applies one set of accountability metrics to every federal workforce program under the bill.
- Requires states to produce one strategic plan describing how they will provide training, employment services, adult education and vocational rehabilitation through a coordinated, comprehensive system.
- Reduces the number of required members on state and local workforce boards.
- Strengthens alignment between local workforce areas and labor markets and economic development regions.
- Strengthens evaluation and data reporting requirements.
- Specifies authorized appropriation levels for each of the fiscal years 2015-2020.
- Adds a minimum and maximum funding level to the dislocated worker formula beginning in fiscal year 2016 to reduce volatility.

Changes to Training and Employment Services:

- Eliminates the "sequence of services" and merges "core and intensive activities" into a combined "career services."
- Emphasizes access to real-world training opportunities through:
  - Increasing the ability to use on-the-job training (*reimbursement rates up to 75 percent for eligible employers*), incumbent worker training (*may use up to 20 percent of local funds*), and customized training;
  - New opportunities to utilize prior learning assessments;
  - Pay-for-performance training contracts for adults and youth (*local boards may use up to 10 percent of funds*); and
  - Requirements for implementation of industry or sector partnerships and career pathway strategies.
- Requires 75 percent of youth funding to support out-of-school youth, of which 20 percent is prioritized for work-based activities.

Changes to Job Corps:

- Improves the procurement process for center operators to support high-quality services by:
  - Collecting information on key factors indicating the ability of an applicant to operate a center;
  - Providing the operator of a high-performing center the opportunity to compete for contract renewal; and
  - Placing limits on the ability of an operator of a chronically low-performing center to compete for a contract renewal, or to continue to operate that center.
- Allows the U.S. Department of Labor to provide technical assistance to Job Corps operators and centers to improve operations and outcomes.
- Collects more data on Job Corps operations and financial management to better inform Congress and the public about the program.

Changes to Adult Education:

- Strengthens the connection between adult education, postsecondary education, and the workforce.
- Improves services to English language learners.
- Requires evaluations and additional research on adult education activities.

Changes to State Vocational Rehabilitation Services:

- Sets high expectations for individuals with disabilities with respect to employment.
- Provides youth with disabilities the services and supports necessary to be successful in competitive, integrated employment.

California Department of Education (http://www.cde.ca.gov/nr/ne/yr14/yr14rel58.asp)
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CALIFORNIA DEPARTMENT OF EDUCATION
NEWS RELEASE

TOM TORLAKSON
State Superintendent
of Public Instruction

Release: #14-58
May 30, 2014

Contact: Jazmin Ortega
E-mail: communications@cde.ca.gov
Phone: 916-319-0818

State Schools Chief Tom Torlakson Announces Award of Career Pathways Trust Grants Linking Education and Careers

OAKLAND—Almost 40 consortia representing hundreds of thousands of students across California are the first recipients of grants under a new $250 million program designed to help students stay in school and move toward college and employment in high-demand fields, State Superintendent of Public Instruction Tom Torlakson announced today.

The California Career Pathways Trust was spearheaded last year by Senate President pro Tempore Darrell Steinberg, establishing a one-time $250 million competitive grant program in the state's 2013-14 budget. Grant recipients are tasked with creating sustained career pathways programs that connect businesses, K–12 schools, and community colleges to better prepare students for the 21st century workplace. Under Torlakson, the California Department of Education (CDE) administers the program, soliciting and identifying the strongest applications based on a rigorous evaluation process carried out by the CDE and its state partners, the California Community Colleges Chancellor's Office and the California Workforce Investment Board.

"To make good on our goal of a world-class education for every California student, they have to graduate with the skills and knowledge they need to succeed in the real world," Torlakson said. "By demonstrating the relevance of students' education, these programs not only encourage kids to stay in school, but also combine the rigorous academics and practical experience employers say they need."

State officials received 123 eligible applications containing about $709 million in requested grants, nearly triple the $250 million in available funding. Applicants included community college districts, county offices of education, direct-funded charter schools, and school districts.

"Today, educators in these districts are reaping the rewards of their hard work in formulating quality career pathways programs, but the real rewards will be realized by tens of thousands of students around California who will experience exciting new avenues to apply their education to future careers," Steinberg said. "Students who are more engaged in learning will stay in school and graduate with better preparation for college and the workforce. The fact that applications were triple the amount of money available shows the hunger for career pathway programs. That's why, this year, I'm fighting for another $300 million infusion of funding for career pathway grants. For our students and our economy, we can't afford to lose momentum."

Grant recipients this year include 12 consortia receiving up to $15 million each, 16 receiving up to $6 million each, and 11 receiving awards of up to $600,000 each. Examples of successful applicants include:

- A consortium led by the Los Angeles Unified School District is targeting five high-skill, high-growth industry sectors ranging from Health Science and Medical Technology to Environmental Resources. Other education agencies included in this consortium are the Centinela Valley High School District and Da Vinci Science High School. Industry partners include Kaiser Permanente Southern California, the Los Angeles Area Chamber of Commerce, Gold Star Foods, Southern California Gas Company, Tyson Foods, Time Warner Cable, and the Boeing Company.
- The East Bay I-80/880 Consortium, led by the Peralta Community College District, is focusing on preparing students for four critical sectors in the East Bay: Health Sciences, Engineering (including Advanced Manufacturing), Information and Communication Technologies/Digital Media, and Public Service. Industry partners in the consortium include Bayer, Oakland Children's Hospital, Bio-Rad, San Francisco General Hospital, Lawrence Livermore Laboratory, Turner Construction, BAYWORK, Terminal Manufacturing, Autodesk, Maxon Computer, the Alameda County Sheriff's Office, and the Richmond Police Department.
- Paramount Agriculture Career Academy (PACA) is a regional collaborative among the Paramount Academy charter school in Delano, four school districts, three community colleges, six major agriculture production and processing companies, and Paramount Education Programs. PACA will immerse students from five high schools in a demanding, integrated academic program of study with three agriculture-themed pathways: Agricultural Business Management, Agricultural Mechanics, and Plant Science. Executives from each company identified plant science, mechanics, and business as the fields with the greatest current and long-term needs for skilled applicants. The agriculture sector is the region's largest employer base.

"The partnerships funded by these grants will bring real-world experience and hands-on learning to our students, opening new bridges of opportunity from the classroom to success in college and careers," said Torlakson, who supports the push for more funding. "The Career Pathways Trust is a much-needed investment that will benefit our state's economy well into the future."

Listed below are the fiscal agents for each of the 39 grant recipients or consortia, all of which include multiple partners. More information on each of the consortia is available by request.

Up to $15 million grant category

- Contra Costa County Office of Education.
- Long Beach Community College District.
- Los Angeles Unified School District.
- Orange County Department of Education.
- Paramount Academy.
- Pasadena Area Community College District.
- Peralta Community College District.
- Sacramento County Office of Education.
- Sonoma County Office of Education.
- Tulare County Office of Education.
- Ventura County Community College District.
- Victor Valley Community College District.

Up to $6 million grant category

- Antelope Valley College District.
- Butte-Glenn Community College District.
- Elk Grove Unified School District.
- Fullerton Joint Union High School District.
- Glendale Unified School District.
- John Muir Charter School.
- Konocti Unified School District.
- Long Beach Unified School District.
- Los Angeles County Office of Education.
- Montebello Unified School District.
- Oxnard Union High School District.
- Rancho Santiago Community College District.
- Vallejo City Unified School District.
- West Valley Community College District.
- Western Placer Unified School District.
- Yosemite Community College District.

Up to $600,000 grant category

- Campbell Union High School District.
- Centinela Valley Union High School District.
- Ceres Unified School District.
- Coronado Unified School District.
- Inglewood Unified School District.
- Madera Unified School District.
- Mariposa County Unified School District.
- Public Safety Academy.
- San Luis Obispo County Community College District.
- Tehachapi Unified School District.
- W.E.B Dubois Public Charter School.

# # # #

Tom Torlakson — State Superintendent of Public Instruction
Communications Division, Room 5206, 916-319-0818, Fax 916-319-0100

U.S. Secretary of Commerce Penny Pritzker Announces Designation of First 12 Manufacturing Communities Through the Investing in Manufacturing Communities Partnership Program

Initiative aims to revitalize manufacturing through public-private partnerships and coordinated federal funding

WASHINGTON – U.S. Secretary of Commerce Penny Pritzker today announced the first 12 communities that will be designated Manufacturing Communities as part of the Investing in Manufacturing Communities Partnership (IMCP) initiative. The U.S. Commerce Department-led program is designed to accelerate the resurgence of manufacturing in communities nationwide by supporting the development of long-term economic development strategies that help communities attract and expand private investment in the manufacturing sector and increase international trade and exports.

"The 12 Manufacturing Communities announced today represent a diverse group of communities with the most comprehensive economic development plans to attract business investment that will increase their competitiveness," **said U.S. Secretary of Commerce Penny Pritzker**. "IMCP is a critical part of our 'Open for Business Agenda' to strengthen the American manufacturing sector and attract more investment to the United States. Innovative programs like IMCP encourage American communities to work together to craft strong, clear, strategic plans to attract manufacturing investment and jobs to transform themselves into globally competitive commercial hubs."

"IMCP is one of the main programs at the center of the Administration's efforts to support job creation and accelerate manufacturing growth to make our communities more globally competitive," said **U.S. Assistant Secretary of Commerce for Economic Development Jay Williams**. "These 12 Manufacturing Communities are diverse, public-private consortiums that have put in place best practice economic development strategies that can be replicated by other American communities – including all those who applied for the IMCP designation."

From the 70 communities that applied, these 12 were selected by an interagency panel, based on the strength of their economic development plans, the potential for impact in their communities, and the depths of their partnerships across the public and private sector to carry out their plans.

The first 12 Manufacturing Communities include:

- Southwest Alabama, led by the University of South Alabama
- Southern California, led by the University of Southern California Center for Economic Development
- Northwest Georgia, led by the Northwest Georgia Regional Commission
- The Chicago metro region, led by the Cook County Bureau of Economic Development
- South Kansas, led by Wichita State University
- Greater Portland region in Maine, led by the Great Portland Council of Governments
- Southeastern Michigan, led by the Wayne County Economic Development Growth Engine
- The New York Finger Lakes region, led by the City of Rochester

- Southwestern Ohio Aerospace Region, led by the City of Cincinnati
- The Tennessee Valley, led by the University of Tennessee
- The Washington Puget Sound region, led by the Puget Sound Regional Council
- The Milwaukee 7 region, led by the Redevelopment Authority of the City of Milwaukee

The 12 designated Manufacturing Communities will receive coordinated support for their strategies from the following eleven federal agencies with $1.3 billion available in federal economic development assistance:

- Appalachian Regional Commission
- Delta Regional Authority
- Environmental Protection Agency
- National Science Foundation
- Small Business Administration
- U.S. Department of Agriculture
- U.S. Department of Commerce
- U.S. Department of Defense
- U.S. Department of Housing and Urban Development
- U.S. Department of Labor
- U.S. Department of Transportation

These communities will also receive a dedicated federal liaison at each of these agencies that will help them navigate available federal resources. They will also be recognized on a government website, accessible to prospective private foreign and domestic investors, looking for information on communities' competitive attributes.

In order to earn the designation, communities had to demonstrate the significance of manufacturing already present in their region and develop strategies to make investments in six areas: 1) workforce and training, 2) advanced research, 3) infrastructure and site development, 4) supply chain support, 5) trade and international investment, 6) operational improvement and capital access.

In September 2013, the U.S. Commerce Department's Economic Development Administration and other agencies awarded $7 million in IMCP grants to 44 communities to support the development of long-term economic development strategies to help them attract and expand private investment in the manufacturing sector and increase international trade and exports. The Obama Administration officially launched the national IMCP competition in December 2013. Later this year, the Administration plans to launch a second IMCP competition to designate additional communities, as well as convene the 70 communities that applied for designation to share best practices in economic development planning.

For more information on IMCP, please visit: http://www.eda.gov/challenges/imcp/index.htm.

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VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT PLAN

Ventura County Board of Supervisors
June 3, 2014

Mike Soules, Chair
Workforce Investment Board of Ventura County

STUDY SESSION

- **Role of the Workforce Investment Board (WIB)**
- **Use of 2013-2014 Federal Workforce Investment Act (WIA) Funds in Ventura County**
- **Framework for Collaborative Action**

  Ventura County Regional Strategic Workforce Development Plan 2013-2017

- **Request for Support**

ROLE OF THE WORKFORCE INVESTMENT BOARD

Public board of 36 leaders from business, economic development, labor, education, government, and community-based organizations, appointed by the Ventura County Board of Supervisors to...

- ✓**Administer federal Workforce Investment Act (WIA) funds.**
- ✓**Provide oversight for workforce development programs and services to benefit job seekers, youth and employers.**
- ✓**Facilitate regional collaboration, alignment, and leveraging of private/public resources to support business workforce needs.**

WIA FUNDING IN VENTURA COUNTY

Federal Funding Allocations

	WIA Core 2013-2014	WIA Core 2014-2015	% Change
ADULT***	$ 1,892,208	$ 1,829,687*	- 3.3%
DISLOCATED WORKER***	2,454,783	2,262,662*	- 7.8%
YOUTH	2,054,472	1,995,263*	- 2.9%
RAPID RESPONSE	445,934	TBD**	TBD
	$6,847,397	$ 6,087,612 +TBD**	TBD

* *Allocation confirmed*
** *Allocation pending*
*** *California requirement: 25% of combined Adult and Dislocated Worker allocations must be expended on training*

WIA IN VENTURA COUNTY (July 2013-March 2014)

✓ **WIA Core-Enrolled Clients**

253 Adults

188 Dislocated Workers

364 Youth (ages 14-21)

805 Total Enrolled

✓ **Performance Requirements**

Entered Employment
Employment Retention
Average Earnings

Literacy and Numeracy
Placement in Education or Employment
Attainment of a Degree or Certificate

✓ **25% of Combined Adult and Dislocated Worker Fund Total for Training**

WIA IN VENTURA COUNTY (July 2013-March 2014)

✓ **Universal Clients**

18,327 individuals received job-related services through the Job & Career Centers (America's Job Center of California)

✓ **Business Services**

11 employers (10+ employees) received services to help prevent the loss of **956** at-risk jobs

34 at-risk jobs assisted with incumbent worker training

✓ **Rapid Response Support** (April 2013-March 2014)

13 businesses reported layoffs

1,238 employees impacted

391 attended Rapid Response orientations

NEW REQUIREMENTS FOR WIBS IN CALIFORNIA

Beyond WIA: More Local/Regional/State Measures (July 2014)

JOB SEEKER

- Attainment of industry-recognized credentials
- Placement in living wage jobs
- Placement in targeted industry sector jobs

SYSTEM

- Alignment of multiple funding streams
- Return on investment: workforce service cost in relation to income change

BUSINESS

- Industry sector partnerships
- Regional private/public sector collaboration
- Employer engagement and investment in the workforce system

VENTURA COUNTY REGIONAL PLAN

Shared Vision

The Ventura County region will have a high-quality, appropriately skilled workforce that is ready and able to support the changing business needs of employers in a dynamic, competitive, global economic environment.

The regional workforce strategy will include ongoing skills attainment that is supportive of regional growth industry sectors and clusters and enabled by a braided, leveraged workforce system that addresses business-driven demands and worker needs for well-paid, steady employment.

VENTURA COUNTY REGIONAL PLAN

Aligned Goals and Action Plans

1. **Business and Industry: Meet the workforce needs of high-demand sectors in the Ventura County regional economy.**

2. **Adults: Increase the number of adults obtaining an industry-recognized credential/degree and a related sector job.**

3. **Youth: Increase the number of high school graduates ready for post-secondary education and/or a career.**

4. **System Alignment and Accountability: Support workforce development system alignment, service integration, and continuous improvement.**

VENTURA COUNTY REGIONAL PLAN

Examples of Activities in 2013-2014

1. Business and Industry

- Manufacturing Readiness Skills
- Clean/Green Infrastructure Readiness Skills
- Biomedical Device Certificate Program
- Clinical Laboratory Scientist Field Experience Program
- Manufacturing Roundtable of Ventura County
- Outreach for Business Engagement and Support

VENTURA COUNTY REGIONAL PLAN

Examples of Activities in 2013-2014

2. Adults

- On-the-Job Training
- Incumbent Worker Training
- Industry-Recognized Credentials
- Collaboration with AB 86 Consortium in Ventura County (Adult Education and Community Colleges)
- Collaboration with South Central Regional Consortium of Community Colleges
- Employer Outreach to Offer Opportunities to Job Seekers for On-the-Job Training

VENTURA COUNTY REGIONAL PLAN

Examples of Activities in 2013-2014

3. Youth

- Earn and Learn Post-Secondary Transition Program (National Work Readiness Certificate)
- Industry Sector Career Pathways Education and Training Resource Inventory
- High School Dropout Prevention Program Inventory
- National Manufacturing Day
- Outreach for Industry Sector Career Awareness
- VC Jobs with a Future Website

VENTURA COUNTY REGIONAL PLAN

Examples of Activities in 2013-2014

4. Systems and Accountability

- WIA Performance and Financial Reporting at Public WIB and WIB Committee Meetings
- Transition from Virtual One-Stop System to Statewide Workforce Database (New CalJOBS Statewide)
- Re-Branding of Local Job & Career Centers to a New State/Federal Brand:

America's JobCenter of California℠

- Development of Regional Industry Sector Workforce Initiatives with Other WIBs
- Collaboration on Educational Grant Applications

VENTURA COUNTY REGIONAL PLAN

Employer Engagement, Business Services, and Retention

Startups | Manufacturing Consulting | Loans Funding Capital | International Trade

Business Transition | Business Consulting | Recruitment | Training

www.venturacountygrowsbusiness.com

Ventura County Business Resources - All in One Place

Employer Testimonials

Businesses in Ventura County grow!

This is how...

VENTURA COUNTY GROWS BUSINESS

REQUEST FOR SUPPORT

The Workforce Investment Board respectfully requests that the Board of Supervisors:

- ✓ **Encourage employers, job seekers, and youth to take advantage of free WIA programs and services.**
- ✓ **Ask businesses to provide opportunities for internships, on-the-job training, job shadowing and work experience.**
- ✓ **Participate in the implementation of the Ventura County Regional Strategic Workforce Development Plan.**
- ✓ **Support Congressional reauthorization of the Workforce Investment Act, including local control of federal funds.**

FOR MORE INFORMATION

Access www.wib.ventura.org

www.venturacountyjcc.org

www.vcjobswithafuture.org

www.venturacountygrowsbusiness.com

Like us on Facebook

Workforce Wednesday NEWS TALK 1590 KVTA

VENTURA COUNTY GROW YOUR BUSINESS. LIVE YOUR LIFE.

MANUFACTURING ROUNDTABLE Ventura County

LinkedIn

Visit America's JobCenter of California℠

Assisted Service: Oxnard and Simi Valley

On-Line Self Service

- **HSA Community Service Centers**
- **JobLink Kiosk at Camarillo Library**

WORKFORCE INVESTMENT BOARD VENTURA COUNTY

SAVE THE DATE

JOBS FOR OUR FUTURE

Learn how business, education, government and labor are working together statewide and nationally to prepare for economic prosperity in the 21st century.

September 11, 2014 • 8 am - 12:30 pm

Ventura College, Performing Arts Center
4700 Loma Vista Road, Ventura

Speakers scheduled to appear include:

- **Kish Rajan**, Director of GO-BIZ
  California Governor's Office of Business & Economic Development
- **John Ratzenberger**, Host of "Made in America,"
  formerly Cliff Clavin on "Cheers"
- **Lucy Dunn**, CEO, Orange County Business Council
- **Harold Edwards**, CEO, Limoneira

– Online Registration to Follow –
Sponsorship Information: Contact Lynn Jacobs at llj444@aol.com

Convener:

CITY OF VENTURA ECONOMIC DEVELOPMENT

Co-conveners include: (partial list)

Ventura College
Federal Reserve Bank of San Francisco
Federal Deposit Insurance Corporation
Congresswoman Julia Brownley
Assemblymember Jeff Gorell
California Governor's Office of Business & Economic Development
Economic Development Collaborative – Ventura County
Greater Conejo Valley Chamber of Commerce
Greater Ventura Chamber of Commerce
Manufacturing Roundtable of Ventura County
Ojai Chamber of Commerce
Oxnard Chamber of Commerce
Port Hueneme Chamber of Commerce
Simi Valley Chamber of Commerce
Ventura Community College District
Ventura County Civic Alliance
Ventura County Community Foundation
Ventura County Economic Development Association
Women's Economic Ventures
Workforce Investment Board of Ventura County