



## WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

Thursday, June 18, 2015  
8:00 a.m. – 11:30 a.m.

Ventura County Office of Education  
5100 Adolfo Road (Salon C), Camarillo

### ANNUAL MEETING AGENDA

- |           |  |              |
|-----------|--|--------------|
| 8:00 a.m. | <b>1.0 CALL TO ORDER AND AGENDA REVIEW</b>   | Mike Soules  |
| 8:05 a.m. | <b>2.0 PUBLIC COMMENTS</b>   | Mike Soules  |
|           | <u>Procedure:</u> 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. | <b>3.0 WIB CHAIR COMMENTS</b>  | Mike Soules  |
| 8:15 a.m. | <b>4.0 2015 WIB AWARDS</b>   | Brian Gabler |

**Youth Opportunity Award**  
*Ralph Imondi and Linda Santschi*  
*Coastal Marine Biolabs*

**Youth Opportunity Award**  
*Douglas Wood, Crowne Plaza Ventura Beach*

**Collaborative Action Award**  
*Tiffany Morse, Ventura County Office of Education*

**Collaborative Action Award**  
*Subhash Karkare, Moorpark College*  
*Bill Pratt, Kinamed, Inc.*  
*Scot Rabe, Ventura College*

**Champion for Prosperity Award**  
*Tejas Patel, Laksh, Inc./Aishu, Inc.*

**Leadership Award**  
*Manuel Vega, Anacapa Water Blasting, Inc.*

- |           |  |             |
|-----------|--|-------------|
| 8:45 a.m. | <b>5.0 CONSENT ITEMS</b>   | Mike Soules |
|           | 5.1 Approve Workforce Investment Board Minutes: April 30, 2015   |             |
|           | 5.2 Approve Addition or Deletion of Providers and/or Programs (Courses) for the Eligible Training Provider List (ETPL) |             |
|           | 5.3 Approve 2015-2016 Meeting Dates: WDB and Executive Committee   |             |
|           | 5.4 Receive and File: WIB Committee Reports  |             |

8:50 a.m.	<b>6.0 GRANT UPDATE</b>	Iris Ingram
8:55 a.m.	<b>7.0 ACTION ITEMS</b>	
	7.1 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve an Updated 2014-2015 Workforce Investment Act (WIA) Budget Plan	Mike Soules
	7.2 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve a Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget Plan for Program Year 2015-2016	Mike Soules
	7.3 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve the Appointment of Celine Park to the WIB Youth Council	Patty Schulz
	7.4 Nominations for the Election of Workforce Development Board of Ventura County (WDB) Chair and WDB Vice Chair to Serve from July 1, 2015 through June 30, 2016	Alex Rivera
	<b>8.0 VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT PLAN</b>	
9:15 a.m.	8.1 New P-20 Council Initiatives  <i>Richard Duarte, P-20 Program Coordinator</i> <i>Melissa Remotti, Director of Special Projects and Operations</i> <i>California State University, Channel Islands</i>	Mike Soules
9:30 a.m.	8.2 WIB Outreach and Re-Branding	Brian Gabler
9:40 a.m.	8.3 WIB Innovation Ecosystem Workgroup Update	Jesus Torres
	<b>9.0 WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA): PLANNING FOR 2015-2016</b>	
9:50 a.m.	9.1 Transition to Workforce Development Board of Ventura County (WDB): Designation, Certification, Bylaws, Region	Mike Soules
10:00 a.m.	9.2 WIB Member Discussion and Next Steps	Cheryl Moore
	<b><i>What is the employer value proposition for regional workforce development? How can we get more employers to the table?</i></b>	
11:15 a.m.	<b>10.0 WIB MEMBER RECOGNITION AND COMMENTS</b>	WIB Members
11:30 a.m.	<b>11.0 ADJOURNMENT</b>	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.



## WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY

### MINUTES

April 30, 2015

Ventura County Community Foundation  
4001 Mission Oaks Blvd., Camarillo, CA

#### **WIB Members Present**

Mike Soules, Chair  
Tim Allison  
Gerhard Apfelthaler  
Greg Barnes  
Will Berg  
Mark Fegley  
Brian Gabler

Iris Ingram  
Teresa Johnson  
Paul Matakiewicz  
Kimberly Nilsson  
Bill Pratt  
Roger Rice  
Alex Rivera

Patty Schulz  
Zahid Shah  
Bruce Stenslie  
Jesus Torres  
Nancy Williams  
Celina Zacarias

#### **WIB Members Absent**

Sarah Asbury  
Vic Anselmo  
Joan Baldarrama  
Rodney Cobos  
Victor Dollar  
James Faul

Martel Fraser  
Victoria Jump  
Gregory Liu  
CAPT Scott Loeschke  
Mary Navarro-Aldana  
Bernardo M Perez

Tony Skinner  
Tavi Udrea  
Sandra Werner  
Barry Zimmerman

#### **WIB Administration Staff**

Cheryl Moore, Executive Director  
Talia Barrera  
Patricia Duffy

Terri Duke  
Tracy Johnson

Richard McNeal  
Theresa Salazar Vital

#### **Guests**

Nancy Ambriz	Community Services Department/WIA, Human Services Agency
Jaime Duncan	Community Services Department/WIA, Human Services Agency
Lauri Flack	Community Services Department/WIA, Human Services Agency
Sally Harrison	Ventura County Executive Office
Heidi Hayes	theAgency
Brad Hudson	Representative Brownley's Office
Yvonne Jonason	Employment Training Panel
Eileen Rohlfing	Employment Development Department
Brandon Swanson	theAgency

### **1.0 CALL TO ORDER AND AGENDA REVIEW**

WIB Chair Mike Soules called the meeting to order at 8:11 a.m. No changes were made to the agenda.

### **2.0 PUBLIC COMMENTS**

No public comments

### **3.0 WIB CHAIR'S COMMENTS**

Mike Soules welcomed new WIB member Patricia Schulz, CEO, The Arc of Ventura County.

Mr. Soules thanked WIB Speakers Bureau members who represented the WIB recently in the community: Brian Gabler at the Simi Valley Chamber of Commerce; and Bill Pratt, Subhash Karkare, Scot Rabe, and Cheryl Moore at the National Medical Device HUB Conference in Santa Clarita.

Mr. Soules expressed appreciation to Workforce Wednesday radio show participants Nancy Williams and John Brooks, who discussed readiness skills for clean/green infrastructure jobs (March 2015); and Mark Fegley and Alex Rivera, who discussed an employer perspective on how to prepare for a competitive job interview (April 2015). Recordings of Workforce Wednesday broadcasts are available by way of the WIB website (the About Us/News tab).

Mr. Soules reported that he had joined other Ventura County representatives in Sacramento on a panel, speaking on behalf of the *VC Innovates-E3* grant application, to respond to questions from California Career Pathways Trust Grant reviewers. The proposal represents county-wide collaboration across multiple agencies and augmenting the activities of the current *Alliance for Linked Learning* and *VC Innovates* grants.

Mr. Soules commended WIB member Victor Dollar for sharing with his company, Brighton Management, a recent *Ventura County Star* op-ed piece by WIB member Victoria Jump on the challenges and opportunities in hiring older workers. The article was published in the Brighton Management company-wide newsletter that is distributed to hotel properties across the country.

Mr. Soules announced that the WIB would elect a new Chair and Vice Chair for 2015-2016 at the WIB meeting on June 18, 2015. WIB members with recommendations for nominations were asked to contact a member of the Nominating Committee: Alex Rivera (Chair), Zahid Shah, and Jesus Torres. Nominations also would be accepted from the floor. Additional information on the officer election process could be found in the WIB Bylaws on the WIB website.

#### **4.0 CONSENT ITEMS.**

- 4.1 Approve Workforce Investment Board Minutes: February 26, 2015
- 4.2 Approve Addition or Deletion of Providers and/or Programs. (Courses) for the Eligible Training Provider List (ETPL)
- 4.3 Receive and File: WIB Committee Reports

Motion to approve Consent Items.: Zahid Shah

Second: Tim Allison

Abstain: Bill Pratt and Mike Soules

Motion carried

#### **5.0 ACTION ITEMS.**

##### **5.1 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve an Updated 2014-2015 Workforce Investment Act (WIA) Budget Plan**

In June of 2014 the WIB approved a preliminary draft of the WIA budget plan for this year and a final version in October 2014. On April 9, 2015, the Executive Committee discussed today's recommendation that the WIB approve a revised 2014-2015 WIA budget plan to align with actions already taken by the Executive Committee and/or the WIB since October:

- Augment the Management Reserve funds for Dislocated Worker, Adult, and Youth.



- As requested by the Economic Development Collaborative-Ventura County (EDC-VC), reduce the current \$125,000 funding with EDC-VC to \$95,000 to cover only Business Retention and Layoff Aversion Services (removing Incumbent Worker Training).
- Augment the current \$610,321 in Dislocated Worker funding to \$653,483, and augment the current \$373,140 in Adult funding to \$389,602, for the Community Services Department/WIA to serve additional clients and provide additional training opportunities for Dislocated Worker/Adult participants.
- Augment the current \$150,000 contract with the Agency to \$200,000 to support additional targeted WIA outreach activities and general revision of all brochures and posters for the current program year and in preparation for new requirements related to the American Job Centers.
- Fund new Ventura County WIB regional labor market reports from the Ventura County Civic Alliance and the State Employment Development Department, Labor Market Division.

Budget changes since the WIB approval of the first budget plan update on October 23, 2014, are highlighted in yellow on the budget spreadsheet attached to the action item. With approval from the WIB today, the second official update to the WIA Budget Plan for 2014-2015 will take effect immediately.

A third update to the 2014-2015 WIA budget plan might be necessary pending the outcome of an extension if the Workforce Accelerator Fund project for ex-offenders and pending the receipt of additional funds that might be awarded through grant proposals submitted to the California Workforce Investment Board, the U.S. Department of Labor, and the California Department of Education.

Motion to approve: Kimberly Nilsson  
 Second: Bill Pratt  
 Abstain: Teresa Johnson  
 Motion carried

## **5.2 Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve an Amendment to the WIB Bylaws to Change the Name of the WIB to the Workforce Development Board of Ventura County (WDB), in Compliance with the New Workforce Innovation and Opportunity Act (WIOA), Effective July 1, 2015**

Today's action addresses the need to transition from a Workforce Investment Board (under WIA) to a Workforce Development Board (under WIOA) on July 1, 2015. A simple "word replacement" in the WIB Bylaws will be sufficient at present. The revised WIB Bylaws will be forwarded to the Ventura County Board of Supervisors for their approval on June 16, 2015. Several Board members asked questions to clarify the reasons for this change and to comment on possible consequences.

Motion to approve: Tim Allison  
 Second: Paul Matakiewicz  
 Motion carried

## **6.0 WIB WORK GROUP: INNOVATION ECOSYSTEM**

At the WIB meeting on February 28, 2015, the presentation by David Armstrong on maker space inspired several WIB members to explore possible next steps in the development of an innovation ecosystem in Ventura County. Gerhard Apfelthaler and Jesus Torres had formed a workgroup to

analyze the current picture in Ventura County and to recommend next steps. The Innovation Ecosystem Workgroup would function under the Resource Development Committee.

## **7.0 WIB SPOTLIGHT: YOUTH OUTREACH**

WIB Outreach Committee Chair Brian Gabler, with Heidi Hayes and Brandon Swanson from the Agency, discussed the role of social media in youth outreach. The purpose is to motivate youth to access the WIB youth website, [www.vcijobswithafuture.org](http://www.vcijobswithafuture.org). The presenters noted that digital media are a much less expensive form of communication than print media and more effective in reaching older and out-of-school youth. Mr. Swanson commented on the importance of Twitter, Facebook and Pandora.

## **8.0 PERSPECTIVES FROM WASHINGTON, D.C.**

Each year a delegation of WIB representatives travels to Washington, D.C. to attend the National Association of Workforce Boards conference and to meet with Congressional representatives on workforce issues. Vic Anselmo, Victor Dollar, Kimberly Nilsson, and Sandy Werner attended this year. Ms. Nilsson summarized and shared her perspectives on the conference sessions and the meetings with staff representing Rep. Julia Brownley, Rep. Lois Capps, and Rep. Steve Knight. She noted that the delegation returned with the impression that the Ventura County WIB is well-positioned—ahead of many others in the strategies and activities needed to meet new WIOA requirements.

## **9.0 VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT PLAN**

Cheryl Moore provided an update and responded to WIB member questions regarding the transition from the 1998 Workforce Investment Act (WIA) to the 2014 Workforce Innovation and Opportunity Act (WIOA). With a WIOA implementation date of July 1, 2015, the Department of Labor had released four major draft Notices of Public Rulemaking (NPRM) in April 2015, requesting public comment. California was expected to issue additional requirements for local boards and regions, some of which were pending action by the California legislature. The California Workforce Investment Board would recommend to the Governor the designation of local areas and certification of local boards in June 2015, with WIOA planning regions to be finalized at a later date. (A copy of the slide presentation was included in the WIB packet.)

## **10.0 WIB ADMINISTRATION**

Cheryl Moore commented briefly on recent WIB member activities and upcoming meetings:

- Recent WIB Member Activities
  - AMP SoCal Executive Council Meeting in Ventura
  - County Workforce Wednesday Radio Interviews
  - WIB Speakers Bureau
  - Career Pathways Trust Grant Application: Round 2
- On the Calendar
  - June 9, 2015 (3:00 p.m.-3:30 p.m.): Annual WIB Study Session with the Board of Supervisors (presentation by Mike Soules)
  - June 18, 2015 (8:00 a.m.-11:30 a.m.): WIB Annual Meeting: Planning Meeting, Election of Officers, and WIB Awards

## 11.0 WIB MEMBER COMMENTS

- Roger Rice announced a recent press release and interview regarding the improvement in dropout rates in Ventura County. In response to a question about the number of students retained vs. the total, Dr. Rice indicated that he would come back to the WIB with updated information when the 2013-2014 numbers were released.
- Kimberly Nilsson commented on the positive value of the Entrée to Employment dinner program, which is a project under the *VC Innovates* grant. She participated in an engineering dinner, which included business professionals, students, and educators. Ms. Nilsson was impressed that the professionals rotated tables as the evening progressed, enabling the students to remain seated. Alex Rivera also attended the event.
- Teresa Johnson invited the WIB to attend an Institute Advisory Council meeting on May 13, 2015, at the Ventura Adult and Continuing Education, from 11:00 a.m. to 1:00 p.m.

## 12.0 ADJOURNMENT

Motion to adjourn at 10:00 a.m.: Brian Gabler

Second: Zahid Shah

Motion carried unanimously

Next WIB Meeting (Annual)

Thursday, June 18, 2015

Ventura County Office of Education

5100 Adolfo Road, Camarillo, CA

# BUILDING OUR FUTURE WORKFORCE

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



**TO: WORKFORCE INVESTMENT BOARD**

**FROM: CHERYL MOORE  
EXECUTIVE DIRECTOR**

**DATE: JUNE 18, 2015**

**SUBJECT: RECOMMENDATION TO APPROVE THE ADDITION OR DELETION OF  
PROVIDERS AND/OR PROGRAMS (COURSES) FOR THE ELIGIBLE  
TRAINING PROVIDER LIST (ETPL)**

## **RECOMMENDATION**

Approve the addition/deletion of providers and/or vocational training programs/courses to the Eligible Training Provider List (ETPL), as listed on Attachment 1.

## **DISCUSSION**

Local Workforce Areas are responsible for the approval of (1) local providers of vocational classroom training who wish to be, or to remain, on the Eligible Training Provider List (ETPL) and, (2) of their several programs/courses.

From time to time, it is necessary to delete courses that are no longer being offered or are duplicates, and to approve new providers and the courses that they wish to add to the list. Approval by the Workforce Investment Board of Ventura County (WIB) is needed before these courses may be removed from, or added to, the local list.

If you have questions, please call me at (805) 477-5306, or contact Richard McNeal at (805) 477-5344, email [richard.mcneal@ventura.org](mailto:richard.mcneal@ventura.org).

**WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY**  
**June 18, 2015**  
**RECOMMENDED MODIFICATIONS TO THE ELIGIBLE TRAINING PROVIDER LIST (ETPL)**

<b>Provider Name</b>	<b>Program Name</b>	<b>Recommendation</b>
Modern Beauty Academy	Cosmetology Apprenticeship Program	ADD
Professional Medical Careers Institute	Vocational Nursing Program	ADD
Clinical Training Institute	Phlebotomy	ADD

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF VENTURA COUNTY (WIB) ADOPT THE TENTATIVE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) MEETING AND WDB EXECUTIVE COMMITTEE MEETING CALENDARS FOR PROGRAM YEAR 2015-2016**

## RECOMMENDATION

Approve the recommendation that the Workforce Investment Board of Ventura County (WIB) adopt the tentative Workforce Development Board of Ventura County (WDB) meeting and WDB Executive Committee meeting calendars for Program Year 2015-2016 as follows:

### Workforce Development Board

- |                     |  |
|---------------------|--|
| • August 27, 2015   | 8:00 a.m. -10:00 a.m.                    |
| • October 22, 2015  | 8:00 a.m. -11:30 a.m. (Planning Meeting) |
| • December 17, 2015 | 8:00 a.m. -10:00 a.m.                    |
| • February 25, 2016 | 8:00 a.m. -10:00 a.m.                    |
| • April 28, 2016    | 8:00 a.m. -10:00 a.m.                    |
| • June 16, 2016     | 8:00 a.m. -10:00 a.m. (Annual Meeting)   |

### WDB Executive Committee

- |                      |                       |
|----------------------|-----------------------|
| • July 16, 2015      | 7:30 a.m. - 9:30 a.m. |
| • August 13, 2015    | 7:30 a.m. - 9:30 a.m. |
| • September 17, 2015 | 7:30 a.m. - 9:30 a.m. |
| • October 08, 2015   | 7:30 a.m. - 9:30 a.m. |
| • November 19, 2015  | 7:30 a.m. - 9:30 a.m. |
| • January 14, 2016   | 7:30 a.m. - 9:30 a.m. |
| • February 11, 2016  | 7:30 a.m. - 9:30 a.m. |
| • March 10, 2016     | 7:30 a.m. - 9:30 a.m. |
| • April 14, 2016     | 7:30 a.m. - 9:30 a.m. |
| • May 19, 2016       | 7:30 a.m. - 9:30 a.m. |
| • June 23, 2016      | 7:30 a.m. - 9:30 a.m. |

Meeting dates for other WDB committees are being scheduled and will be announced by July 2015. WDB and WDB committee meeting dates and schedule changes will be posted for the public on the WDB website throughout the year.

If you have questions or need more information, please call me at (805) 410-7752 or contact Cheryl Moore at (805) 477-5306 or [cheryl.moore@ventura.org](mailto:cheryl.moore@ventura.org).



## **Workforce Investment Board of Ventura County**

**June 18, 2015**

### **WIB COMMITTEE REPORTS**

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

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: EXECUTIVE COMMITTEE REPORT**

The Executive Committee met on May 21, 2015. Attending the meeting were WIB Executive Committee members Mike Soules (Chair), Alex Rivera (Immediate Past Chair), Victor Dollar, Martel Fraser, Brian Gabler, Iris Ingram, Bill Pratt, and Zahid Shah; WIB staff Talia Barrera, Patricia Duffy, Richard McNeal, Cheryl Moore, and Theresa Salazar Vital; and guests Nancy Ambriz (HSA Community Services Department/WIA), and Bruce Stenslie (Economic Development Collaborative-Ventura County). The following is a summary of topics discussed:

## Performance Evaluation Reporting and Program Updates

Committee members reviewed, discussed, and asked questions about quarterly WIA performance.

- WIA Performance Report (attached): Adult and Dislocated Worker performance during Program Year 2014–2015 Third Quarter (Q3) cumulative period of July 1, 2014 through March 31, 2015:
  - Community Services Department/WIA (CSD/WIA) exceeded minimum evaluation goal of 75% of total new enrollment plan. CSD/WIA cumulative Q3 new enrollments are at 134 Adults or 161% of plan to actual and 148 Dislocated Workers (DW) or 123% of plan to actual. CSD/WIA lists 224 cumulative Adult enrollments and 266 cumulative DW enrollments.
  - No monitoring/audit findings for CSD/WIA programs were identified.
  - The cumulative number of Universal clients, through Q3 for the Ventura County American Job Centers, is at 14,470.
- Common Measures: All nine of the WIB Q3 Adult, Dislocated Worker, and Youth performance measure outcomes exceeded 100% success rate.
  - CSD/WIA exceeded minimum evaluation goal of 80% success rate for all six performance outcomes. CSD/WIA performance measures outcomes for the three Adult performance measures and for the three Dislocated Worker performance measures exceeded 100% of State approved goals.
  - The WIA Youth Providers met/exceeded all three of the Youth performance measures outcomes.



- The WIB is on track to exceed 100% of performance outcomes for all nine WIB Adult, Dislocated Worker, and Youth performance goals through the end of Program Year (PY) 2014-2015.
- Business Services: Required Rapid Response Activities – Fourth Quarter (Q4): Community Services Department/WIA (CSD/WIA) conducted cumulative (April 1, 2014 through March 31, 2015) on-site layoff/closure planning meetings and/or employee orientations. The WIB end of PY 2014-2015 report to the State (Rapid Response 121 Report) lists:
  - 15 unique at-risk Ventura County businesses reported layoffs for 1,358 workers.
  - 789 of these impacted employees attended WIA Rapid Response orientations.
  - Program Year 2015-2016 Workforce Innovation and Opportunity Act (WIOA) Rapid Response local workforce area allocations will be based, in part, on PY 2014-2015 quantitative layoff data.
- Business Services: Allowable Rapid Response Activities – Third Quarter (Q3): Economic Development Collaborative -Ventura County (EDC-VC) reported cumulative (July 1, 2014 through March 31, 2015) business retention/layoff aversion activities, including activity through May 11, 2015.
  - EDC-VC exceeded minimum evaluation criteria for 5 out of 6 evaluation goals and achieved 68.73% of contract expenditures (75% goal). No monitoring/audit findings were identified.
  - Twenty-one (21) different at-risk businesses received services to prevent the loss of 287 at-risk jobs.
  - One hundred and eight (108) jobs at risk, after completion of all employer services and at 6 weeks retention, were reported to the State as jobs saved by layoff aversion activity (Layoff Aversion 122 Report).
  - Program Year 2015-2016 Workforce Innovation and Opportunity Act (WIOA) Rapid Response local workforce area allocations may be based, in part, on PY 2014-2015 quantitative layoff aversion data.

Nancy Ambriz and Bruce Stenslie provided program updates/handouts and answered questions for quarterly evaluations/reporting for the WIA Adult, Dislocated Worker and Rapid Response programs.

Executive Committee members commended CSD/WIA and EDC-VC for the success of their PY 2014-2015 WIA programs.

#### Finance Report (attached)

- 2014-2015 WIA Budget Plan Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2014-2015, reflecting year-to-date expenditures from July 1, 2014 through March 31, 2015. The status of expenditures at 75% into the fiscal year was:

<u>WIA Core Funds</u>	<u>2014-2015 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,666,921	1,744,972	65%
Adult	2,064,482	1,510,480	73%
Youth	2,173,779	1,593,823	73%
Rapid Response	467,280	287,806	62%
<u>WIA Non-Core Funds</u>			
Workforce Accelerator Grant	150,003	58,740	39%

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

The WIBVC has met the out-of-school expenditure rate and is on track to meet minimum spending requirements for all 2014-2015 core grant allocations.

The Workforce Accelerator grant, originally ending April 30, 2015, received State approval for a grant extension through September 30, 2015.

- WIA Training Expenditures

As shown in the table below, the summary of WIA training expenditures, as of March 31, 2015, indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (25% in 2012-2013 through 2015-2016; 30% in 2016-2017 and each performance year thereafter) and against WIA grants across the overlapping federal two-year grant cycles.

	<u>Grant FY 12-14</u>	<u>Grant FY 13-15</u>	<u>Grant FY 14-16</u>
Total Adult and Dislocated Worker Formula Fund Allocations	4,503,559	4,346,991	4,092,349
Training Expenditure Requirement	1,125,890 25%	1,086,748 25%	1,023,087 25%
Formula Fund Training Expenditures	921,243	786,198	258,362
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	562,187	420,156	249,016
• Maximum Allowed Leveraged Resources (10%)	450,356	434,699	409,235
Total Leveraged Resources Used Towards Training Expenditures	450,356	420,156	249,016
• Total Amount Spent on Training	1,371,599	1,206,354	507,378
• % of Training Requirement Met (Final goal = 100%)	122%	111%	50%

## 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](http://www.wib.ventura.org).

- **Approved a Recommendation that the Executive Committee of the Workforce Investment Board of Ventura County (WIB) Approve the Renewal of Contracts to Provide Comprehensive Youth Services in Amounts Not to Exceed \$475,000 for the Boys and Girls Clubs of Greater Oxnard and Port Hueneme, \$475,000 for PathPoint, and \$260,000 for Ventura Adult and Continuing Education in Program Year 2015-2016 (July 1, 2015, through June 30, 2016)**
- **Approved a Recommendation that the Executive Committee of the Workforce Investment Board of Ventura County (WIB) Approve the Renewal of a Contract with the Economic Development Collaborative-Ventura County to Provide Business Services to the WIB in an Amount Not to Exceed \$95,000 in Program Year 2015-2016 (July 1, 2015, through June 30, 2016)**
- **Approved a Recommendation that the that the Executive Committee of the Workforce Investment Board of Ventura County (WIB) Approve the Renewal of a Contract with the Agency to Provide Marketing and Public Relations Services in Program Year 2015-2016 (July 1, 2015, through June 30, 2016)**
- **Approved a Recommendation that the Workforce Investment Board of Ventura County (WIB) Approve a Workforce Innovation and Opportunity Act (WIOA) Draft Tentative Balanced Budget Plan for Program Year 2015-2016 (July 1, 2015, through June 30, 2016)**

## Ventura County Regional Strategic Workforce Development Plan

Cheryl Moore reported on Workforce Innovation and Opportunity Act (WIOA) transition activities. The California Workforce Investment Board (CWIB) is recommending approval of local workforce development areas for the period of July 1, 2015 through June 30, 2017 at their June 23, 2015 meeting. Ventura County is recommended for full designation. The CWIB published proposed regional planning areas as required under Section 106 of the Workforce Innovation and Opportunity Act. Ventura County is being considered for a separate region designation.

## WIB Administration

- On the Calendar:

June 9, 2015 (Time Certain: 3:00-3:30 p.m.)

WIB Study Session with the Board of Supervisors  
County of Ventura (Hall of Administration), Ventura, CA

June 18, 2015 (8:00 a.m.-11:30 a.m.)

WIB Annual Meeting: WIB Awards, Election of Officers, Planning  
Ventura County Office of Education, (Salon C), Camarillo, CA

The next meeting of the Executive Committee is scheduled for June 25, 2015, from 7:30 a.m. to 9:30 a.m., at the EDC-VC, 1601 Carmen Drive, Camarillo.

If you have questions or need more information, please call me at (805) 410-7752, or contact Cheryl Moore at (805) 477-5306, email [cheryl.moore@ventura.org](mailto:cheryl.moore@ventura.org).

*Workforce Investment Board (WIB) of Ventura County - WIA Performance Report Program*  
Year 2014 – 2015: Third Quarter (Q3) July 1, 2014 to March 31, 2015

## TOTALS FOR VENTURA COUNTY

ALL PROVIDERS	Adult Enrollments	Dislocated Worker Enrollments	Youth Enrollments	Total Enrollments	Core Self Service (Universal Customers)
	224	266	329	819	14,470

### Community Services Department (CSD)

Enrollments	Plan New Unique	Actual New Unique	Plan to Actual	Total Q3 Enrollments (with Training)	Total Enrollments (with Training) through 5/18/15
<b>Adult</b>	83	134	161%	224 (108)	230 (121)
<b>Dislocated (DW) Workers</b>	120	148	123%	266 (180)	283 (199)

## COMMON MEASURES OUTCOMES

	ENTERED EMPLOYMENT				EMPLOYMENT RETENTION				AVERAGE EARNINGS			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Earnings & Clients
<b>ADULT</b>												
<b>VC WIB</b>	73.5	89.84	122.2%	115/128	83.5	89.60	107.3%	112/125	\$14,000	\$16,561	118.2%	\$1,589,924/96
<b>CSD</b>	73.5	89.84	122.2%	115/128	83.5	89.43	107.1%	110/123	\$14,000	\$16,735	119.5%	\$1,589,836/95

	ENTERED EMPLOYMENT				EMPLOYMENT RETENTION				AVERAGE EARNINGS			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Earnings & Clients
<b>DW</b>												
<b>VC WIB</b>	76.5	89.47	116.9%	68/76	84.00	87.05	103.6%	74/85	\$15,750	\$23,599	149.8%	\$1,675,591/71
<b>CSD</b>	76.5	89.47	116.9%	68/76	84.00	87.05	103.6%	74/85	\$15,750	\$23,599	149.8%	\$1,675,591/71

	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	Earnings & Clients
<b>YOUTH</b>												
<b>VC WIB</b>	68.0%	79.74	117.2%	189/237	58.0%	68.32	117.7%	151/221	58.0%	78.57	135.4%	88/112
<b>BGC</b>	68.0%	81.06	119.2%	107/132	58.0%	75.20	129.6%	91/121	58.0%	91.66	158.0%	44/48
<b>PPT</b>	68.0%	74.32	109.2%	55/74	58.0%	63.37	109.2%	44/69	58.0%	76.92	132.6%	20/26
<b>VACE</b>	68.0%	87.09	128.0%	27/31	58.0%	51.61	88.9%	16/31	58.0%	63.15	108.8%	24/38

VC WIB: Ventura County Workforce Investment Board

Goal: LWIA Final Performance Goals for PY 2014-2015 (WSD 14-6, December 23, 2014)

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, 2013 and September 30, 2014

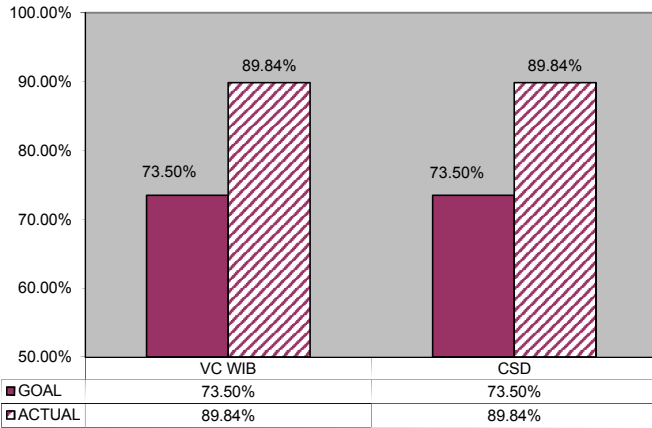
- Average Earnings & Retention: Clients leaving the program between April 1, 2013 and March 31, 2014

- Literacy and Numeracy: Clients in the program between July 1, 2014 and June 30, 2015

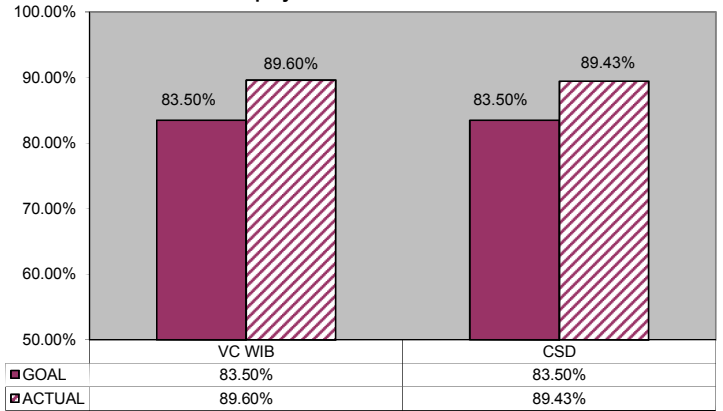
**WIA Performance Report - Common Measures Outcomes**  
**PY 2014-2015: Third Quarter (Q3) July 1, 2014 to March 31, 2015**

## Adult

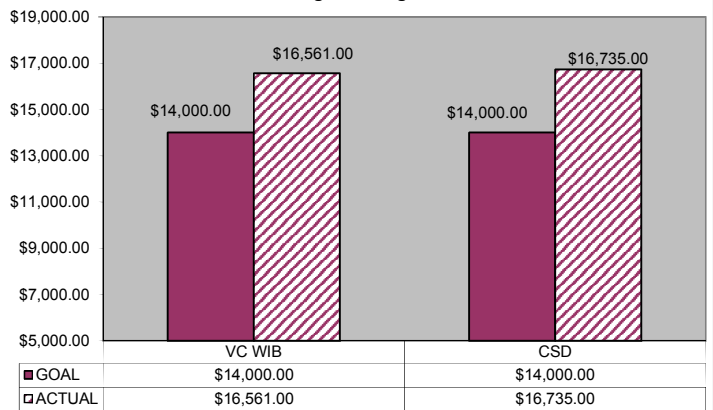
**Entered Employment Rate**



**Employment Retention Rate**

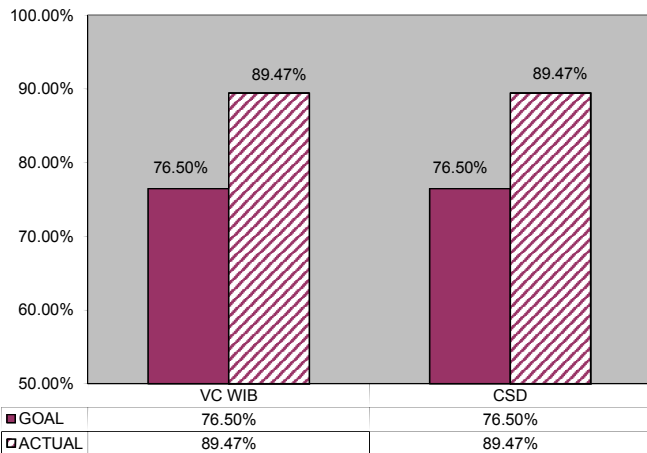


**Average Earnings**

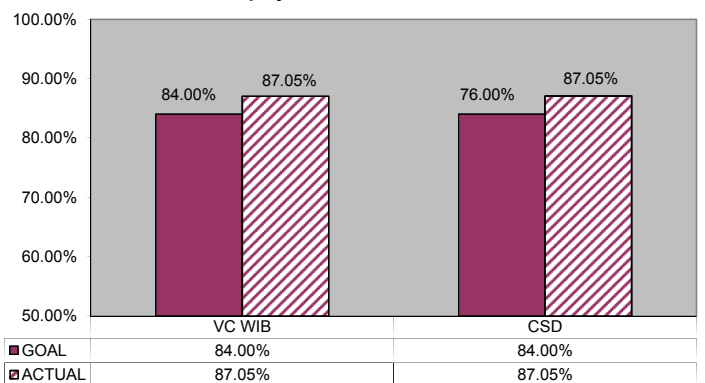


## Dislocated Worker

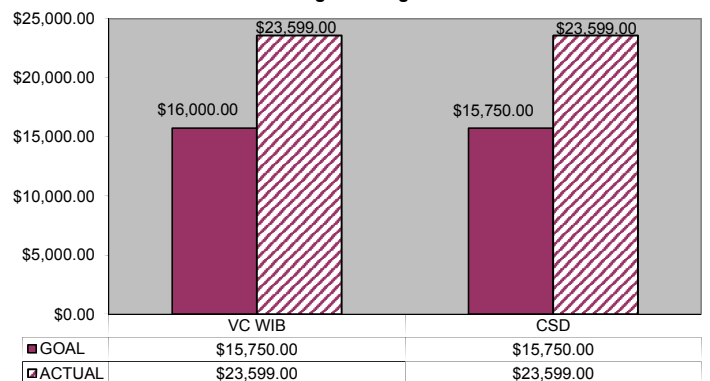
**Entered Employment Rate**



**Employment Retention Rate**



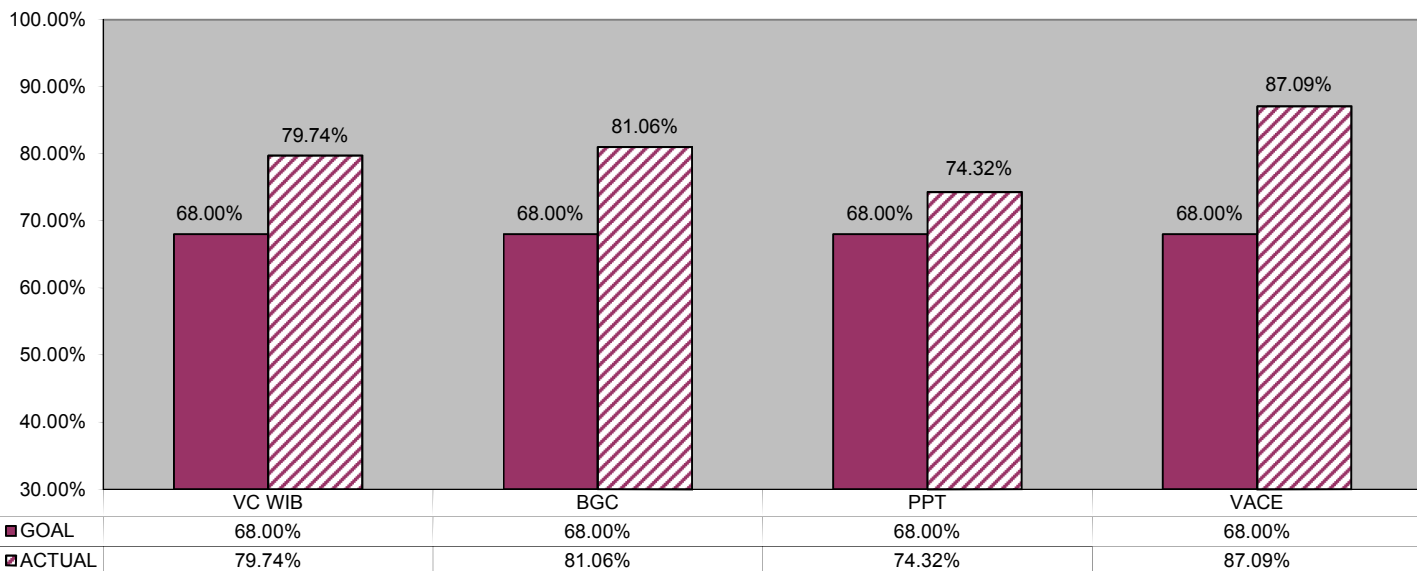
**Average Earnings**



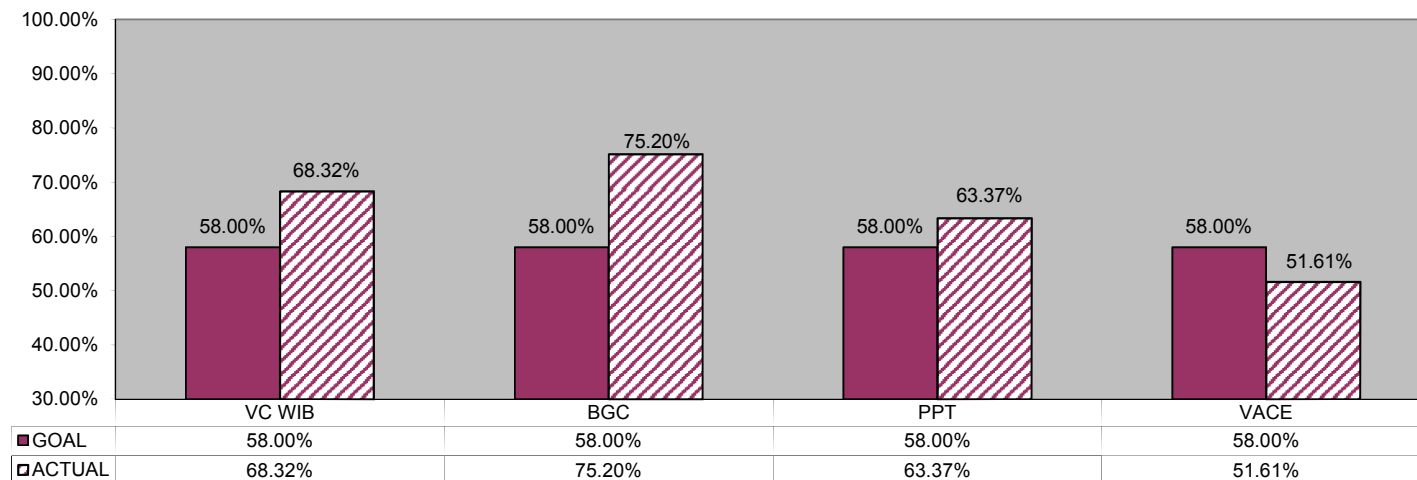
**WIA Performance Report - Common Measures Outcomes**  
**PY 2014-2015: Third Quarter (Q3) July 1, 2014 to March 31, 2015**

## Youth

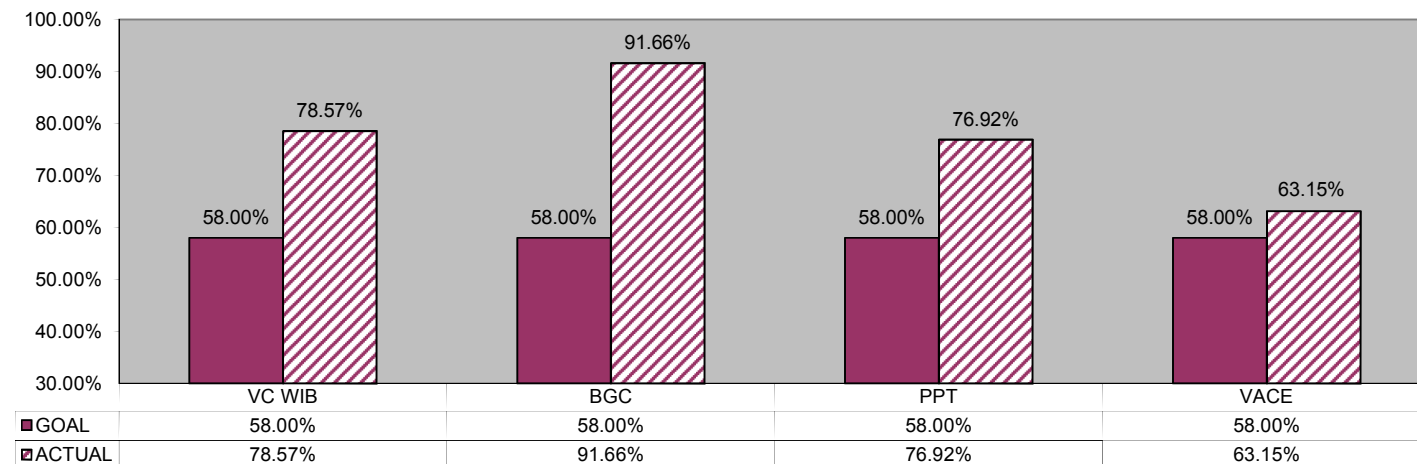
**Employment or Education Placement**



**Degree or Certificate Attainment**



**Literacy and Numeracy Gain**



# **BUILDING OUR FUTURE WORKFORCE**

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WORKFORCE INVESTMENT BOARD  
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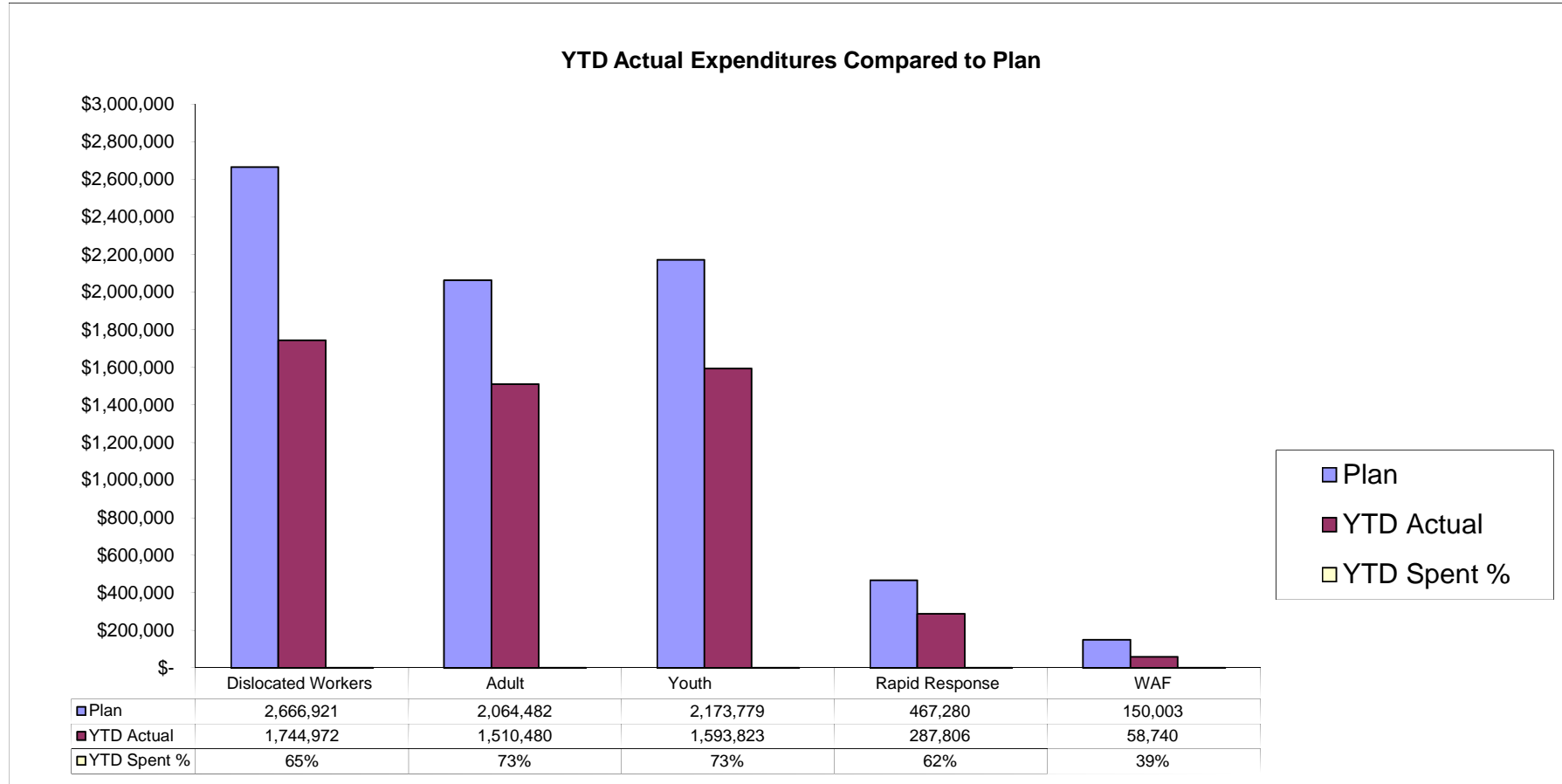


## **FINANCIAL STATUS REPORT for FISCAL YEAR 2014-2015**

**Year to Date Expenditures from 07/01/14 to 03/31/2015 (75% into the Fiscal Year)**

***Submitted on: April 27, 2015***

**WIA Financial Status Report for Fiscal Year 2014 - 2015**  
**Year to Date Expenditures from 07/01/14 to 03/31/2015 (75% into the Fiscal Year)**





WIA Financial Status Report for Fiscal Year 2014 - 2015												
Year to Date Expenditures from 07/01/14 to 03/31/2015 (75% 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
<b>Core Grants:</b>												
Dislocated Worker	1,452,002	1,001,289	69%	926,619	520,538	56%	288,299	223,145	77%	2,666,921	1,744,972	921,948
Adult	1,187,945	880,276	74%	653,251	452,910	69%	223,286	177,294	79%	2,064,482	1,510,480	554,002
Youth	482,209	382,949	79%	1,456,463	1,039,694	71%	235,107	171,180	73%	2,173,779	1,593,823	579,956
Rapid Response	245,610	183,485	75%	174,743	73,753	42%	46,927	30,568	65%	467,280	287,806	179,474
<b>Others:</b>												
WAF	6,350	5,899	93%	93,517	43,670	47%	50,136	9,170	18%	150,003	58,740	91,263
<b>Total WIA Grants</b>	<b>\$ 3,374,116</b>	<b>\$ 2,453,899</b>	<b>73%</b>	<b>\$ 3,304,593</b>	<b>\$ 2,130,565</b>	<b>64%</b>	<b>\$ 843,755</b>	<b>\$ 611,357</b>	<b>72%</b>	<b>\$ 7,522,464</b>	<b>\$ 5,195,821</b>	<b>\$ 2,326,643</b>

Submitted on: April 27, 2015

<b>VCFMS Plus Estimated Accrued Expense for Fiscal Year 2013- 2014</b> <b>Year to Date Expenditures from 07/01/14 to 03/31/2015 (75% into the Fiscal Year)</b>												
	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
<b>CORE GRANTS:</b>												
Dislocated Worker	939,165	62,124	1,001,289	438,569	81,969	520,538	212,310	10,835	223,145	1,590,045	154,928	1,744,972
Adult	825,661	54,616	880,276	392,109	60,801	452,910	168,685	8,609	177,294	1,386,455	124,025	1,510,480
Youth	359,189	23,760	382,949	901,199	138,495	1,039,694	162,868	8,312	171,180	1,423,257	170,567	1,593,823
Rapid Response	172,101	11,384	183,485	10,310	63,442	73,753	29,084	1,484	30,568	211,495	76,311	287,806
<b>OTHERS:</b>												
WAF	5,533	366	5,899	25,556	18,114	43,670	8,725	445	9,170	39,814	18,925	58,740
										-	-	-
<b>Total WIA Grants</b>	<b>\$ 2,301,650</b>	<b>\$ 152,249</b>	<b>\$ 2,453,899</b>	<b>\$ 1,767,743</b>	<b>\$ 362,822</b>	<b>\$ 2,130,565</b>	<b>\$ 581,672</b>	<b>\$ 29,685</b>	<b>\$ 41,930</b>	<b>\$ 4,651,065</b>	<b>\$ 544,756</b>	<b>\$ 5,195,821</b>

### WIA Training Activity Summary (Expended and Leveraged)

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

Year to Date Expenditures from 07/01/14 to 03/31/2015 (75% into the Fiscal Year)

Rpt Line #	Program Year Funding and Traing Expenditures	FY 12-14 Grant Due 10/01/14	FY 13-15 Grants Due 10/01/15	14-16 Grants (Due 10/1/16)
4)	Adult and Dislocated Worker Formula Fund Allocations	4,503,559	4,346,991	4,092,349
5)	Training Expenditures Required	1,125,890	1,086,748	1,023,087
	<i>Training Expenditures % Required</i>	<i>25%</i>	<i>25%</i>	<i>25%</i>
6)	Formula Fund Training Expenditures	921,243	786,198	258,362
	Leveraged Resources			
	- Total Leveraged Resources	562,187	420,156	249,016
	- Maximum Allowed Leveraged Resources (10%)	450,356	434,699	409,235
7)	- Total Leveraged Resources Used Towards Training Expenditures	450,356	420,156	249,016
8)	Total Amount Spent On Training (should equal/exceed Line 5)	1,371,599	1,206,354	507,378
	% of Training Requirement Met (final goal is 100%)	<b>122%</b>	<b>111%</b>	<b>50%</b>

9)	<b>Leveraged Resources Detail (notes)</b>			
	(a) Pell Grant	116,771	233,994	70,760
	(b) Programs Authorized by the Workforce Investment Act (VETP)	200,457	0	0
	(c) Trade Adjustment Assistance (EDD)	129,548	20,130	0
	(e) Match Fund from Employers, and Industry Associations (OJT 50%)	115,411	166,031	178,256
	<b>Total</b>	<b>562,187</b>	<b>420,156</b>	<b>249,016</b>
	<b>Legends/Coding for Source/Type of Leveraged Resources:</b> 9a) = Pell Grant 9b) = Programs Authorized by the Workforce Investment Act (specify) 9c) = Trade Adjustment Assistance 9d) = Dept of Labor National Emergency Grants 9e) = Match funds from employers, industry, and industry associates (specify) 9f) = Match funds from joint labor-management trusts (specify) 9g) = Employment Training Panel grants			

#### NOTES:

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

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

FY 2014-15 WIA Budget Plan (Approved on 6/12/14, Update on 10/23/14, and Update on 4/30/15)							
							Year to Date Expenditures from 07/01/14 to 03/31/2015 (75% into the Fiscal Year)
		Dislocated Worker	Adult	Youth	Rapid Response	WAF Project	FY 14-15 Plan w/Rollover
Revenue Projection:							
1	FY14-15 Grants (WSIN13-70 and WSIN 14-33)	2,262,662	1,829,687	1,995,263	396,711	150,000	6,634,323
2	FY14-15 Mgmt Reserve:DW 8.5%,Adult 6.5%,Youth 6.5%	(190,783)	(119,540)	(130,062)			(440,385)
3	Balance rolled over from prior year grants:						-
4	FY13-14 Mgt Reserve	94,399	85,418	154,870			334,687
5	Additional balances from FY12-13 and prior	31,147	26,429	97,912	37,161	-	192,649
6	Additional rollover - Salaries Savings/(Overage)	277,500	5,300	10,300	400	-	293,500
7	Overhead Saving/(Overage)	-	15,967				15,967
8	FY13-14 EDC-VC Business Srvs				10,000	-	10,000
9	FY 13-14 Unspent Contracts/Misc	92,000	71,230	45,500	23,000	-	231,730
10	ITA/OJT Committed in FY13-14 spent in FY14-15	100,000	150,000				250,000
11	Total Available Grants to to be Spent	2,666,925	2,064,491	2,173,783	467,272	150,000	7,522,471
12	Grants %	35.5%	27.4%	28.9%	6.2%	2.0%	100.0%
13	CSD FTEs Assigned to the programs	12.30	10.20	2.60	1.90		27.00
14	% Direct FTES Allocated to Grants	45.6%	37.8%	9.6%	7.0%	0.0%	100.0%
15	% Admin Staff Allocated to Grants	35.7%	27.8%	27.8%	8.0%	0.7%	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
19	WIB Administration (\$866,116) 866,116	309,469	240,698	240,698	68,901	6,350	866,116
20	Subtotal Salaries and Benefits	1,452,002	1,187,945	482,209	245,610	6,350	3,374,116
21	Direct Expenses:						-
22	Grant Specific Contracts						-
23	EDC-VC Business Services 13-14 Extension						-
24	EDC-VC Business Services				95,000	-	95,000
25	Boys and Girls Club: Core Program			523,300			523,300
26	Pathpoint: Core Program			523,300			523,300
27	VACE Core Program			308,300			308,300
28	Cost/benef analysis (ROI) emsi 3/13 repo	-					-
29	Special Projects					-	-
30	Subtotal - Contracted Program Expense	-	-	1,354,900	95,000		1,449,900
31	Client Expenses:						-
32	ITA / OJT (25% required - 10% leverage)	653,483	389,602				1,043,085
33	ITA / OJT Committed in 13-14 to be spent in 14-15	100,000	150,000				250,000
34	Others/ChildCare/Trans - JTA	84,307	77,821	-			162,128
35	Universal Clients (now charged in oh/admin)	-	-	-			-
36	Subtotal - Client Expense	837,790	617,423	-	-	-	1,455,213
37	Other Allocated/Contracted Expenses						0%
38	Geographic Solutions 24,828	-	-	-	-	24,828	24,828
39	WAF Grant Facilitator 58,616					58,616	58,616
40	Outrch/Mktg: theAgency 200,000	47,000	12,500	77,000	63,500	-	200,000
41	Outreach -WIB 30,000	11,234	8,233	8,669	1,864	-	30,000
42	WIB Expense - Non Staff 20,000	7,489	5,489	5,779	1,242	-	20,000
43	Program Outreach-CSD (\$40,073) 30,000	11,234	8,233	8,669	1,864	10,073	40,073
44	Kiosk 5,000	1,872	1,372	1,445	311	-	5,000
45	VCWIB Regional Labor Market Reports 20,963	10,000			10,963		20,963
46	Subtotal - other allocated expense 389,407	88,830	35,828	101,563	79,743	93,517	399,480
47	Subtotal- Program/Clients Expenses	926,619	653,251	1,456,463	174,743	93,517	3,304,593
48	Total Direct Program Expense	2,378,622	1,841,196	1,938,672	420,353	99,867	6,678,709
49	Overhead/Administration:	36%	28%	29%	5.79%	2.00%	100.00%
50	Communication/Voice/data 75,000	26,711	20,676	21,771	4,345	1,496	75,000
51	Insurance 19,725	7,025	5,438	5,726	1,143	394	19,725
52	Facilities Maint. 89,000	31,697	24,536	25,835	5,157	1,776	89,000
53	Membership and dues 12,000	4,274	3,308	3,483	695	239	12,000
54	Education allowance 5,000	1,781	1,378	1,451	290	100	5,000
55	Indirect cost recovery(County A87) 6,917	2,463	1,907	2,008	401	138	6,917
56	Books and Publication 3,000	1,068	827	871	174	60	3,000
57	Office Equip./Supp. & Furniture/Fixtures<5000 (\$44,020) 26,000	9,260	7,168	7,547	1,506	18,539	44,020
58	Mail Center - ISF 5,000	1,781	1,378	1,451	290	100	5,000
59	Purchase Charges - ISF 4,000	1,425	1,103	1,161	232	80	4,000
60	Copy Machine - ISF 15,000	5,342	4,135	4,354	869	299	15,000
61	Stores - ISF 300	107	83	87	17	6	300
62	Information Tech - ISF 5,000	1,781	1,378	1,451	290	100	5,000
63	Computer Services Non ISF 25,000	8,904	6,892	7,257	1,448	499	25,000
64	Building Lease/Rental 85,000	30,273	23,433	24,673	4,925	1,696	85,000
65	Storage Charges - ISF 5,000	1,781	1,378	1,451	290	100	5,000
66	Mileage Reimb. - Staffs only (\$30,000) 25,000	8,904	6,892	7,257	1,448	5,499	30,000
67	Conference/Seminars:Staffs (\$23,000) 15,000	5,342	4,135	4,354	869	8,299	23,000
68	Conference and Seminars - WIB Staffs 20,000	7,123	5,514	5,806	1,159	399	20,000
69	Misc. Travel - Staffs only 15,000	5,342	4,135	4,354	869	299	15,000
70	Fiscal/HR/BTD/ET (HSA) 350,000	124,490	96,488	101,597	20,279	7,146	350,000
71	Other Admin Services (\$6,793) 4,000	1,425	1,103	1,161	232	2,873	6,793
72	Subtotal Overhead 809,942	288,299	223,286	235,107	46,927	50,136	843,755
73		-	-	-	-	-	-
74	Planned Total Grant Expenses	2,666,921	2,064,482	2,173,779	467,280	150,003	7,522,464
75	Admin Rate for State Reporting	7%	7%	7%	7%	6%	7%
76	Admin Rate (State Reported + Other)	11%	11%	11%	10%	33%	11%
77		5	9	4	(8)	(3)	7

# BUILDING OUR FUTURE WORKFORCE

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: CLEAN/GREEN COMMITTEE REPORT**

The Clean/Green Committee met on May 22, 2015. In attendance were Committee members Victor Dollar (Chair), John Brooks, Rebekah Evans, Dave Fleisch, Paul Grossgold, Eric Humel, Margaret Lau, and Wayne Pendrey; WIB staff Patricia Duffy, Cheryl Moore, and Theresa Salazar Vital; and guests Lisa Eklund (VC Innovates), Yvonne Jonason (Employment Training Panel), Celine Park (VC Innovates), Jim Rose (Oxnard Union High School District), and David Sasek (Ventura County Water and Sanitation Department). Topics of discussion included:

## Ventura County Regional Strategic Workforce Development Plan

- Committee Spotlight: Ventura County Water/Wastewater Industry

Dave Sasek, Director of the Ventura County Water and Sanitation Department, gave a presentation and overview of the Ventura County Water and Sanitation Department. Mr. Sasek discussed the challenges related to the drought and the complexities involved in meeting the demands of the water/wastewater industry. Critical jobs in the industry also were discussed, including opportunities available for entry-level positions for high school graduates with the condition of obtaining the necessary certifications within a certain time frame. These positions provide good starting salaries in a field that offers opportunities for career advancement.

- Water/Wastewater Survey Contacts Workgroup Update

Dave Fleisch reported on the workgroup meeting to identify contacts in the water/wastewater industry in Ventura County. This information will support the Community College Center of Excellence regional survey that will identify job needs in the water/wastewater industry in the South Central Coast Region.

- Deputy Sector Navigator Update

Margaret Lau gave the Deputy Sector Navigator report and updated the Committee Members on the progress and timeline of the Center of Excellence regional survey on the Water/Wastewater Industry.

- WIB Innovation Ecosystem Workgroup

Cheryl Moore provided an overview of the WIB Innovation Ecosystem Workgroup. The Clean/Green Committee had previously talked about a Green Innovation Hub, an idea generated by a committee member that led to a Committee workgroup to discuss this further. Introducing the

concept of the WIB Innovation Ecosystem Workgroup enabled the Committee and Green Innovation Hub Workgroup members to understand how they can collaborate as these ideas develop.

- Career Pathways

Guests Celine Park and Lisa Eklund made public comments regarding the VC Innovates initiative, noting the success of the Entrée to Employment dinners and approval for Ventura College to add a Diesel Program.

The next meeting of the Clean/Green Committee is scheduled for July 31, 2015, from 8:00 a.m. to 9:30 p.m., at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo, CA.

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](mailto:Patricia.Duffy@ventura.org).

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: HEALTHCARE COMMITTEE REPORT**

The WIB Healthcare Committee met on May 8, 2015. Attending the meeting were Committee members: Martel Fraser (Chair), Greg Barnes, Ed Gonzales, Teresa Johnson, Paul Matakiewicz, Sandra Melton, Dawn Neuman, and Celina Zacarias; WIB staff: Patricia Duffy and Cheryl Moore; and guests Kari Appleford (Fillmore High School), Darcy Duffy (Foothill Technology High School, Ventura Unified School District), Hilary Howard (VC Innovates), Liz Jacobson (Buena Vista Hospice and Home Health), Yvonne Jonason (Employment Training Panel), Athenia Mansour (St. John's Regional Medical Center), Subhash Karkare (Moorpark College), Nancy Knutson (Buena Vista Home Health and Hospice), Irene Ornelas (VC Innovates), Julie Pugh (Simi Valley Unified), Alisa Speidel (Simi Valley Unified), Wendy Trafton (VC Innovates), and Rigo Vargas (County of Ventura Health Care Agency, Public Health). The following is a summary of topics discussed:

## Ventura County Regional Strategic Workforce Development Plan

- Clinical Lab Science Field Experience Update

Dawn Neuman provided an update on the status of the application to the State for four local hospital laboratory certifications, as a regional consortium, to support the Clinical Laboratory Science (CLS) Field Experience Program through California State University, Channel Islands (CSUCI). Dr. Neuman shared one of the application binders to enable the Committee to see extensive work required for the final product. A fifth hospital has expressed interest in participating in the Ventura County regional consortium for the CLS Field Experience Program, which, on completion of the appropriate paperwork, will be the fifth hospital in Ventura County participating in submitting an application to the State.

Dr. Neuman commented that there are CSUCI students in the pipeline who are ready to begin when the hospital applications for certification are approved. Approximately 70% of Clinical Lab Scientists are at retirement age, which underscores the urgency of the need. The next issue of concern is finding a way to facilitate financial aid for students during their field experience—an additional year beyond the bachelor's degree that currently is not covered by standard financial aid programs.

Cheryl Moore noted the major significance of this effort, which began in 2010 when the WIB Allied Health Committee (which became the WIB Healthcare Committee) worked to close education gaps in the CLS pipeline and discovered a critical missing piece: local, post-graduate field experience required for certification. The Committee facilitated discussions and planning with the hospitals and CSUCI to create the first CLS Field Experience Program in Ventura County, and the

first consortium of private/public hospitals in California to offer a collaborative CLS Field Experience Program.

The Committee commended Dr. Neuman for her exceptional dedication and volunteer efforts in coordinating the lab certification application process, ensuring that people and paperwork were ready to submit and commit to the critical components required for certification.

- Healthcare Work Readiness Skills Chart

The Committee reviewed the most recent draft of their Healthcare Work Readiness Chart. Meeting guests from business and education were invited to participate in the discussion. Several additions were made to the document, and Committee members will finalize the revisions at their next meeting. The chart will be posted on the WIB website and provides an employer-generated healthcare work readiness reference for educators, employers, and job seekers.

- Career Pathways: Healthcare Career Ladders

*VC Innovates*, a collaborative Career Pathways Trust Grant project, invited education and business representatives to participate in this second joint meeting with the WIB Healthcare Committee. The Committee members and guests divided into three groups to review and make recommendations to the draft Healthcare Professions Career Ladder Charts developed by *VC Innovates*. The discussions generated innovative ideas and insightful recommendations on how to restructure the charts to more accurately reflect healthcare career ladders in the current business environment.

The next meeting of the Healthcare Committee is scheduled for July 24, 2015, from 8:00 a.m. to 9:30 p.m., 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 Patricia Duffy at (805) 477-5350, e-mail [Patricia.Duffy@ventura.org](mailto:Patricia.Duffy@ventura.org).



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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: MANUFACTURING COMMITTEE REPORT**

The Manufacturing Committee met on June 10, 2015. In attendance were Committee members Bill Pratt (Chair), Marybeth Jacobsen, Gregory Liu, Byron Lindros, and Alex Rivera; WIB staff Talia Barrera, and Cheryl Moore. The Committee welcomed guests Lisa Eklund (VC Innovates), Hilary Howard (VC Innovates), Larry McLaughlin (Deputy Sector Navigator, College of the Canyons), Wendy Tafton (VC Innovates), Ken Goss (MWS Wire industries), and Mary Ann Rooney (Alliance for Linked Learning). Below is a summary of topics discussed:

## Ventura County Regional Strategic Workforce Development Plan

- Manufacturing Roundtable of Ventura County (MRVC)

Byron Lindros reported on the MRVC event that was hosted at Amgen on April 23, 2015. Among the approximately 24 guests were local manufacturers who were new to the group. Amgen representatives made a presentation on Improving Manufacturing Operations Using Lean Six Sigma. Other topics covered were California tax incentives, the Advanced Manufacturing Partnership of Southern California, and the Biomedical Device Technology Certificate. One of the goals of MRVC is to continue reaching out to local businesses and engage in discussions for process improvement and networking. Mr. Lindros announced that there will be an MRVC Manufacturing Network event in the month of July 2015, hosted by Bill Pratt at Kinamed, Inc.

- Advanced Manufacturing Partnership for Southern California (AMP SoCal)

Bill Pratt provided an update on the AMP SoCal Research and Innovation Committee. California State University, Northridge is leading a project and working with California State University Pomona and California State University, Los Angeles to apply for grants to build an industry research center. More information will be provided at the next meeting.

- Deputy Sector Navigator: Manufacturing Update

Larry McLaughlin reported on the community college regional study which will gather data directly from employers to determine what manufacturing jobs are in demand, and proximity to local schools, in different regions of the state. A taskforce from industry will be established to identify occupations and connect education and training. He will continue to provide updates as the project develops and might seek input from committee members.

Mr. McLaughlin also commented on an augmentation to the Deputy Sector Navigator grant, and other grants available, which will help teachers to develop curriculum or obtain new equipment in robotics manufacturing and 3D printing manufacturing. He noted that the latest round of Career

Pathways Trust Grants included \$5.5 million for College of the Canyons, to include middle schools, high schools and community colleges in developing advanced manufacturing career pathways.

### Career Pathways

Wendy Trafton requested feedback from committee members and guests on an initial draft of the Manufacturing and Engineering Career Pathways Career Ladder Chart, developed by *VC Innovates*. The discussion generated insightful recommendations on how the charts could more accurately reflect manufacturing jobs and career pathways. Some of the suggestions for addition or expansion related to production, maintenance and facilities, engineering, quality assurance, regulatory affairs, and supply chain positions. Committee members will continue to provide feedback and receive updates from *VC Innovates* as the development of manufacturing-related career ladders progresses.

- Ventura County Regional Strategic Workforce Development Plan: Transition from WIA to WIOA

Cheryl Moore commented on the new Workforce Innovation and Opportunity Act (WIOA). WIOA will focus on aligning federal and state workforce development programs and support services with sector, regional, economic development and training and education initiatives. Among the changes when WIOA takes effect on July 1, 2015, will be a transition from the current Workforce Investment Board (WIB) to the new Workforce Development Board (WDB) designation.

- Manufacturing Committee 2015-2016 Meeting Calendar

Committee members discussed future dates and times for the meeting in PY 2015-2016, and agreed to continue on a bi-monthly basis, the second Wednesday on the month, from 8:00 a.m. to 9:30 a.m.

The next meeting of the WIB Manufacturing Committee is scheduled for August 12, 2015, from 8:00 a.m. to 9:30 a.m., at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo, CA.

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

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: MEMBERSHIP COMMITTEE REPORT**

The Committee met on May 5, 2015. In attendance were Committee members Zahid Shah (Chair), Tim Allison (Vice-Chair), Patricia Schulz, and Sarah Asbury; WIB staff Talia Barrera and Cheryl Moore. The following includes topics discussed at the meeting and updated information:

## Appointments and Reappointments

- Reappointments: The Committee reviewed attendance records and WIB engagement for current WIB members whose terms would end between July and September 2015. Those determined to be in good standing and eligible for reappointment will receive letters to ascertain their interest in reappointment. Interested 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.
- Appointments: Committee members discussed the recruitment of potential candidates for future appointment nominations. Participation on sector committees continues to provide a good introduction to the work of the WIB prior to consideration of a possible recommendation for WIB appointment.

## Action Item

The Committee approved a recommendation that the Workforce Investment Board of Ventura County (WIB) approve the appointment of one new member to the WIB Youth Council: Celine Park, Ventura County Community College District.

## Ventura County Regional Strategic Workforce Development Plan

Committee members received an update on the status of the reauthorization of the Workforce Innovation and Opportunity Act (WIOA). Regarding the requirements for the size and composition of the new, local Workforce Development Boards, the Committee began a discussion on how the federal requirements could affect the Ventura County WIB composition. (Additional State requirements had not been announced). Discussion will continue at the next meeting.

The next Membership Committee meeting is scheduled for July 7, 2015, from 8:30 a.m. to 10:00 a.m., at the VCCF Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo, CA.

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](mailto:talia.barrera@ventura.org).

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: OUTREACH COMMITTEE REPORT**

The WIB Outreach Committee met on May 20, 2015. Attending the meeting were Committee members Brian Gabler, (Chair), Jim Faul (Vice Chair), Bruce Stenslie, and Will Berg; WIB staff Talia Barrera; and guests Heidi Hayes (theAgency), Karen Bluffer (theAgency), Peggy Jaquez (Community Services Department/WIA), and Yvonne Jonason (Employment Training Panel). The following is a summary of major topics discussed at the meeting.

## CSD/WIA Monthly Event Report

Peggy Jaquez shared with the committee that local employers are inquiring more about the OJT (on-the-job-training) program.

## Outreach Summary Report

The Committee discussed a summary of outreach projects and activities for March-May 2015, as reported by theAgency and summarized below:

- Employer Outreach
  - Workforce Wednesday radio interview program (KVTA-1590 AM)
    - April 22 – What impresses employers and what makes them cringe: Alex Rivera, Manager Human Resources, Milgard Manufacturing and Mark Fegley, SVP Supply Chain and Operations, Deckers Outdoor
    - May 27 – Why hiring a disabled person is a good idea for businesses: Patty Schulz, CEO at The ARC of Ventura County and Cheryl Strieby, Human Resources Manager at Implantech Associates
  - *Workforce Update* e-newsletter
    - April 23 – WIB cohorts: 373 sent with with an open rate of 22.8%
    - April 23 – Biz List: 11,281 sent with 6% open rate
  - Ventura County Grows Business (VCGB) Website and Facebook
    - Facebook – 1,308 fans
    - Website – 4,320 Sessions/3,852 unique visits with 1:91 minute average session duration

- VCGB website analytics:

City	Sessions
	<b>2,218</b>
	<u>% of Total:51.34% (4,320)</u>
1. Ventura	<b>342</b> (15.42%)
2. Camarillo	<b>328</b> (14.79%)
3. Los Angeles	<b>236</b> (10.64%)
4. Thousand Oaks	<b>217</b> (9.78%)
5. Oxnard	<b>200</b> (9.02%)
6. Simi Valley	<b>129</b> (5.82%)
7. Santa Barbara	<b>58</b> (2.61%)
8. Cerritos	<b>57</b> (2.57%)
9. Moorpark	<b>46</b> (2.07%)
10. Ojai	<b>38</b> (1.71%)

- Ventura County Grows Business Outreach:

Facebook Paid Media: :15 video shorts were developed from the 11 testimonials and 3 :30 TV spots were developed for use in social media. Ads are still running. Some of the statistics are below:

- Reach: 43,107/Views: 46,181 views
- Clicks: 2,484
- Cost of \$0.029 per click
- 1,467 clicks

#### WIB Speakers Bureau

<u>Date</u>	<u>Group</u>	<u>Speaker</u>
9/11/14	Jobs for Our Future	Mike Soules
10/24/14	Hong Kong Trade Council	Cheryl Moore
11/6/14	Ventura Chamber: Economic Development	Bernardo M. Perez
1/6/15	Rotary Ojai West	Bernardo M. Perez
1/8/15	Conejo Valley Chamber of Commerce	Jim Faul
1/9/15	Rotary Club of Moorpark	Alex Rivera
1/15/15	Moorpark Morning Rotary Club	Bernardo M. Perez
1/27/15	Rotary Club of Simi Valley	Sandy Werner
2/12/15	Oxnard Chamber of Commerce	Will Berg
3/5/15	Simi Valley Chamber of Commerce	Brian Gabler
6/10/15	Camarillo Noontime Rotary	Alex Rivera

- Job Seeker Outreach

Career Shops: Posted April and June workshops on Facebook. Clips:

- 805Calendar.com
- Moorpark and Agoura Hills Patches
- KDAR
- Santa Paula Times
- VC Reporter
- Sespe Sun

- General Outreach: Media Relations

WIB Website Redesign/Rebranding: working with County of Ventura IT for development and implementation of new WIB website (WIB logo redesign; WIB website home page and site map redesigned and approved; WIB member photos – in progress)

- General Outreach: WIB Awards

The 2015 WIB Awards nomination news release appeared in:

- TO Acorn
- VC Star
- Moorpark Acorn
- Simi Acorn
- Moorpark and Agoura Hills Patches
- PubMemo.com

WIB Awards nomination news release clips:

- Moorpark Acorn – ran WIB Awards nominations release March 6
- Simi Acorn – ran WIB Awards nominations release March 6
- <http://www.pr.com/press-release/606545>
- <http://www.prlog.org/12426871-nominations-open-for-2015-annual-wib-awards.html> (163 unique views, updated from 147 views in March 13 report)

- General Outreach: new board member release clips (Patricia Schulz, May 4)

- Sespe Sun – ran new board member release
- VC Star – posted new board member release on its website
- New board member release viewed 59 times online at prlog.org:  
<http://www.prlog.org/12452446-workforce-investment-board-of-ventura-county-adds-board-member.html>

- General Outreach: Eblasts

**Job Outlook Eblasts:**

- April 20 - WIB Cohorts: 371 Sent/20.8% Open Rate
- April 20 – Biz List: 11,373 Sent/7% Open Rate
- March 20 – WIB Cohorts: 369 Sent/24.9% Open Rate
- March 20 – Biz List: 11,494 Sent/10% Open Rate

**MRVC Annual Meeting Eblasts:**

- April 14 – 1,889 Sent/10.9% Open Rate
- April 10 – 1,944 Sent/9.4% Open Rate

**WIB Award Nomination Eblast:**

- March 25 – WIB Cohorts: 372 Sent/22.1% Open Rate
- March 25 – Biz List: 11,411 sent/9% Open Rate

The next meeting of the WIB Outreach Committee is scheduled for July 15, 2015, from 8:30 a.m. to 10:00 a.m., at the Economic Development Collaborative-Ventura County, 1601 Carmen Drive, #215, Camarillo, CA.

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

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**TO: WORKFORCE INVESTMENT BOARD**

**FROM: IRIS INGRAM, CHAIR  
RESOURCE DEVELOPMENT COMMITTEE**

**DATE: JUNE 18, 2015**

**SUBJECT: RESOURCE DEVELOPMENT COMMITTEE REPORT**

The WIB Resource Development Committee met on May 13, 2015. Attending the meeting were Committee members: Iris Ingram (Chair), Gerhard Apfelthaler (Vice Chair), and Victor Dollar; WIB staff Richard McNeal, Cheryl Moore, and Theresa Salazar Vital. The following is a summary of topics discussed:

## Grant Report and Update

Richard McNeal provided an update on grant awards and in progress, letters of support/commitment, and other grant commitments. Of particular interest to the Committee were four recent federal and state applications, initiated by the Human Services Agency/Community Service Department with other County of Ventura agencies and the WIB as partners. The proposals build upon the success of the current STEPS program for ex-offenders, which receives partial funding through the WIB's Workforce Innovation Fund Grant from the California Workforce Investment Board.

Committee members asked questions regarding the process by which grant applications are vetted/approved by the WIB and how proposed grants include funding for WIB deliverables and staffing. Concerned that the WIB could find itself committed to unfunded and/or unknown responsibilities and risks, the Committee directed the staff to develop a WIB policy. The policy would stipulate that all grant proposals involving WIB and/or WIB staff commitment of time and/or resources be reviewed, in their final form, by the Executive Committee for approval prior to submission. Simple letters of support would not need such approval.

Grant update as of June 12, 2015: With the recent approval of four new grant applications, the WIB is now a partner in a total of nine grant initiatives supported by the Amgen Foundation, California Career Pathways Trust (four grants), California WIB SlingShot Fund, California WIB Workforce Accelerator Fund (one grants), and the U.S. Department of Labor/Employment and Training Administration. In addition, the WIB is a partner in the Advanced Manufacturing Partnership of Southern California (AMP SoCal), a designation by the U.S. Department of Commerce as a four-county Investing in Manufacturing Communities Partnership for Aerospace and Defense. The outcomes of two other grant proposals are pending.



## Action Item

### **Approved a Recommendation that the Executive Committee Recommend that the Workforce Investment Board of Ventura County (WIB) Approve a Workforce Innovation and Opportunity Act (WIOA) Draft Tentative Balanced Budget for Program Year 2015-2016**

Theresa Salazar Vital noted that the Workforce Investment Act (Act) and WIB Bylaws require that the local board develop a budget for the purpose of carrying out the duties and priorities of the local board, subject to the approval of the Board of Supervisors. Each Program Year (PY), the WIB reviews and approves a preliminary budget, identifying revenues and planned expenditures for the administration of employment and training programs in Ventura County. As necessary information is known (e.g., funding allocations, prior year carry-in funds), the preliminary approved budget is updated by the WIB to reflect current program needs and recommend new programs/services with available uncommitted funds.

For PY 2015-2016, the annual WIB budget process is unique in that July 1, 2015, is the implementation date for the Workforce Innovation and Opportunity Act (WIOA) and requires continuing transition activities from WIA to WIOA. As of the Resource Development Committee meeting date, Federal WIOA regulations were not finalized, the State had not issued their local area WIOA mandates, and WIOA Adult, Dislocated Worker, Youth and Rapid Response local area allocations were pending. Because of these reasons and the necessity of having an approved budget with which to begin the fiscal year, WIB staff recommended approval of a draft preliminary budget plan to commence expenditures, noting that budget updates will occur on the basis of new information.

Committee members reviewed a working draft of a preliminary WIOA budget plan for 2015-2016 which reflected positive or negative balances in the funding categories. Following a thorough discussion, the Committee approved the proposed action to recommend a preliminary budget to the Executive Committee and to the WIB—with the stipulation that the budget be balanced and titled “tentative balanced budget” before submission for approval.

#### Ventura County Regional Strategic Workforce Development Plan: Transition from WIA to WIOA

- WIOA One-Stop Operator: Cheryl Moore described the WIOA requirement for procuring the One-Stop Operator and the opportunity for requesting a waiver. The Committee asked about the procurement process, emphasized the importance of neutrality and transparency in decision making, and requested to see (1) the list of services that a bidder would be expected to provide and (2) an itemized list of the prospective cost of those services.
- Innovation Ecosystem Work Group: The Committee agreed to include this new initiative in the work of the Resource Development Committee because of its regional approach to developing strategies, action plans, and partnerships. Gerhard Apfelthaler and Jesus Torres are co-chairs of the work group.

The date for the next meeting of the Resource Development Committee will be announced. If you have questions or need more information, please contact Richard McNeal at (805) 477-5344, email [richard.mcneal@ventura.org](mailto:richard.mcneal@ventura.org).



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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: YOUTH COUNCIL REPORT**

The WIB Youth Council met on May 6, 2015. Attending the meeting were Council members: Tony Skinner (Chair), Jesus Torres (Vice Chair), Jerry Beckerman, Sean Bhardwaj, Mary Benton, Sandra Carrillo, Linda Fisher-Helton, Claudia Harrison, Juan Mercado, and Archie Scott; WIB staff Patricia Duffy, Richard McNeal and Cheryl Moore; and guests Jeffrey Albaugh (Ventura Adult and Continuing Education—VACE), Karen Blufer (theAgency), Mariana Cazares (Boys and Girls Clubs of Greater Oxnard and Port Hueneme—BGCOP), Teresa Johnson (VACE), Celine Park (VC Innovates), Vivian Pettit (Community Services Department/WIA), Steve Thompson (VACE), Kim Whitaker (PathPoint) and Omar Zapata (BGCOP). The following is a summary of topics discussed:

## Public Comments

Karen Blufer briefly described the five-week spring 2015 youth outreach initiative of the WIB Outreach Committee. An added dimension to the social media strategy is the use of Twitter to connect with teenagers and young adults and encourage them to visit the WIB's VC Jobs with a Future youth website: [www.vcjobswithafuture.com](http://www.vcjobswithafuture.com).

## Ventura County Regional Strategic Workforce Development Plan: Youth Referral Work Group Update

The work group continued to explore and consider different options prior to the development of a youth referral system. Considerations under discussion included:

- Housing Authorities and Non-Profits: Linda Fisher-Helton reported that five area housing authorities and other interested non-profits had agreed to meet at the VCCF Nonprofit Center in early June 2015 to discuss opportunities and challenges in collaborating on youth referrals. Youth Council members expressed their appreciation for this important first step.
- CDBG Resources: Ms. Fisher-Helton offered to compile a list of Community Development Block Grant (CDBG) recipients in Ventura County as a resource for WIA youth contractors.
- 211 Referrals: Ms. Fisher-Helton announced that 211 will give a presentation on their database and referral process at a future Youth Council meeting.

- Probation Department: Sandra Carrillo indicated that the Probation Department holds regular meetings with field officers who would be valuable partners in the youth referral process.

#### Youth Contracts for 2015-2016

- 2014-2015 Youth Program Provider Performance: Richard McNeal reviewed third-quarter Workforce Investment Act (WIA) youth program provider performance, distributing the summary performance measures chart for the period ending March 31, 2015. He noted that all Common Measures outcomes had been exceeded and that enrollments were on track.
- 2015-2016 Youth Program Provider Contracts: Mr. McNeal discussed the issuance of youth contracts for 2015-2016, the third set of contracts resulting from the most recent RFP. The objective is to have the three contracts approved in June 2015 by the Board of Supervisors so that services will continue without interruption from July 1, 2015.

The Workforce Innovation and Opportunity Act (WIOA) presents two major issues that the new contracts will have to address: 75% of the total youth allotment must be spent on out-of-school youth; and 20% of the same allotment must be spent on work experience. Attaining these spending goals will require that all new enrollments be out-of-school youth and that the youth providers spend a full 25% of their individual budgets on work experience. At a previous meeting of WIB staff and the contractors, the consensus was that, though challenging, these goals were not unreachable and that the new contracts could include these figures together with needed reductions in the numbers of new enrollees.

#### Action Items

- **Approved a Recommendation that the Executive Committee Recommend that the Workforce Investment Board of Ventura County (WIB) Approve the Continuation of Youth Contracts under the Workforce Innovation and Opportunity Act (WIOA) for Program Year 2015-2016**

Lengthy discussion of the issues surrounding the 75% and the 20% WIOA youth requirements produced a Youth Council consensus that the current contractors, because of their excellent performance, should be recommended for continuation of the final year of their of their current contracts in 2015-2016, in accordance with their previous agreements and with initial budgets set at the same levels as the 2014-2015 initial WIB WIA budget amounts. The WIB staff will arrange for any subsequent needed modification of the budgets or the other contract documents at the appropriate time.

- **Approved a Recommendation that the Workforce Investment Board of Ventura County (WIB) Consider Inclusion of a Youth Committee under the New Workforce Innovation and Opportunity Act (WIOA) Workforce Development Board Structure**

The Council agreed to formalize the consensus of the discussion at the April 2015 Youth Council meeting: that a youth committee, whatever its future formal structure, should continue in existence under WIOA and should revise its membership to include representatives of those civic and demographic groups devoted to solving the various barriers faced particularly by older/out-of-school youth.

There was particular concern for disconnected youth and parents, both of which groups should be represented. The possibility of having “rotating” or “visiting” representatives was raised. Council members and WIA youth providers will undertake recruitment efforts for both older youth and for parents. In view of the difficulties of recruiting members unfamiliar with the WIA and with the business of the Youth Council, it was suggested that some type of Youth Council mentoring process might be helpful in orienting new members and retaining them.

Claudia Harrison emphasized the importance of building a sense of empowerment and leadership among parents. First 5 offers that type of training, and membership on the Youth Council might be a good platform for engagement.

#### Council Member Comments

Sean Bhardwaj described the recent successful entrepreneurship competition under the auspices of Aspire3 and California State University, Channel Islands (CSUCI). More than 200 were in attendance, including students from middle school, high school, and college levels. Educators and local businesses also provided support. Council members expressed their appreciation for the program.

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

The next meeting of the Youth Council is scheduled for June 3, 2015 (3:00-4:30 p.m.), at the VCCF Nonprofit Center (Board Room), 4001 Mission Oaks Blvd., Camarillo, CA.

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF  
VENTURA COUNTY (WIB) APPROVE AN UPDATED 2014-2015 WORKFORCE  
INVESTMENT ACT (WIA) BUDGET PLAN**

## RECOMMENDATION

Recommend that the Workforce Investment Board of Ventura County (WIB) approve an updated 2014-2015 Workforce Investment Act (WIA) Budget Plan.

## BACKGROUND

- On June 2, 2014, the WIB approved the preliminary WIA Budget Plan for 2014-2015 with the expectation that, after the 2013-2014 year-end close, the 2014-2015 plan would be reconsidered, appropriately adjusted, and resubmitted for WIB approval. Adjustments included in this preliminary WIA Budget Plan included:
  - 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 included:

- 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.
- On October 23, 2014, the WIB discussed and approved the WIB Executive Committee recommendations for the first update of the WIA Budget Plan for 2014-2015 including:
  - Use of Management Reserve Youth WIA Funds in the amount of \$29,928 included in Youth Contract augmentations listed below (items (5), (6) and (7)).
  - Restoration of the Management Reserve level to 8% for Dislocated Worker allocation.
  - Augmentation of the current \$95,000 contract with the Economic Development Collaborative – Ventura County (EDC-VC) to the original RFP funding level of \$125,000 to continue the incumbent worker training pilot project and/or increase the number of jobs saved for layoff aversion reporting (122 Report).
  - Augmentation of the current \$125,000 contract with the Agency (to the original RFP funding level of \$150,000) to support previously developed plans for targeted employer, job seeker, and youth outreach/marketing.
  - Augmentation of the current \$475,000 contract with the Boys and Girls Clubs of Greater Oxnard and Port Hueneme to \$523,300 for expansion of work experience, portfolios, and interview ready kits for youth and for increased staff and administrative cost.
  - Augmentation of the current \$475,000 contract with PathPoint to \$523,300 for expansion of work internships and support services for youth and for increased staff and administrative costs.
  - Augmentation of the current \$260,000 contract with Ventura Adult and Continuing Education to \$308,300 for additional enrollments, for expansion of training to all enrollees, for expansion of work experience incentives, and for increased staff and administrative costs.
  - Augmentation of the current \$452,532 Dislocated Worker funding to \$610,321 and augmentation of the current \$365,937 Adult funding to \$373,140 to the Community Services Department/WIA to increase training opportunities and related supportive services for Dislocated Worker/Adult participants.
  - Inclusion of the 2014-2015 County of Ventura indirect cost recovery expense of \$6,917.
  - Movement of remaining carryover to “WIB Special Projects,” pending future WIB decision on use of funds.
- On November 4, 2014, the State issued Information Notice (WSIN14-12) notifying local areas of the U.S. Department of Labor (DOL) 0.0554 percent rescission applied to the State, contained in the Continuing Appropriations Resolution, 2015, and subsequently applied by the State to each Local Workforce Investment Area (local area) of a 0.0554 percent rescission to round two allotments of Adult, Youth, and Dislocated Worker (including Rapid Response) allocations.
- On November 20, 2014, the Executive Committee ratified a WIB research sponsorship of the 2015 Ventura County Civic Alliance State of the Region Report, in the amount of \$10,000.

- In January 2015, the EDC-VC re-evaluated business services for use of the WIB approved \$30,000 contract augmentation. EDC-VC requested to retain their original Request for Proposals (RFP) funding level of \$95,000 with focus to increase the number of jobs saved for layoff aversion reporting (122 Report).
- On February 12, 2015, the Executive Committee discussed and approved the recommendation from the February 6, 2015 Resource Development Committee meeting for use of WIB (WIA) Funds in Program Year (PY) 2014-2015 Adult, Dislocated Worker, Youth, and Rapid Response un-committed funds and the Youth Management Reserve funds for:
  - A Regional Economic Analysis (REA) Profile for the Ventura County Region, prepared by the Employment Development Department (EDD) for \$50,400.
  - Augmentation of the current \$150,000 contract with the Agency to \$200,000 to support additional targeted WIA outreach activities and WIOA transitional outreach activities.
  - Augmentation of the current \$610,321 in Dislocated Worker funding to \$653,483 and augmentation of the current \$373,140 in Adult funding to \$389,602 to the Community Services Department/WIA to serve additional clients and provide additional training opportunities for Dislocated Worker/Adult participants.
- Following the February 12, 2015, Executive Committee meeting, WIB staff was notified of:
  - The March 5, 2015, State Information Notice (WSIN14-33) that the U.S. Department of Labor (DOL) overturned the 0.0554 percent rescission, contained in the Continuing Appropriations Resolution, 2015, which was applied by the State to each local area
  - EDD's final cost not to exceed \$10,963 (versus the original \$50,400 estimate listed above) for a REA Profile for the Ventura County Region
- On March 12, 2015, the Executive Committee discussed and approved a revision of the description of the approved outreach activities for the Agency for use of the approved \$50,000. Activities will support only additional targeted WIA outreach activities including a general revision of all brochures and posters for current program year and in preparation for new requirements for the American Job Centers.
- Following the March 12, 2015, Executive Committee meeting, WIB staff adjusted the budget plan, moving uncommitted funds to Management Reserve.
- On April 30, 2015, the WIB discussed and approved the WIB Executive Committee recommendations for the second update of the WIA Budget Plan for 2014-2015 including::
  - Augment the Management Reserve funds for Dislocated Worker, Adult, and Youth.
  - As requested by the Economic Development Collaborative-Ventura County (EDC-VC), reduce the current \$125,000 funding with EDC-VC to \$95,000 to cover only Business Retention and Layoff Aversion Services (removing Incumbent Worker Training).
  - Augment the current \$610,321 in Dislocated Worker funding to \$653,483, and augment the current \$373,140 in Adult funding to \$389,602, for the Community Services Department/WIA to serve additional clients and provide additional training opportunities for Dislocated Worker/Adult participants.
  - Augment the current \$150,000 contract with the Agency to \$200,000 to support additional targeted WIA outreach activities and general revision of all brochures and posters for the current program year and in preparation for new requirements related to the American Job Centers.

- Fund new Ventura County WIB regional labor market reports from the Ventura County Civic Alliance and the State Employment Development Department, Labor Market Division.
- WIB members were informed that a third update to the 2014-2015 WIA budget plan might be necessary pending the outcomes of:
  - WAF Project: The Workforce Acceleration Fund (WAF) ex-offender project grant ends April 30, 2015. WIB staff is awaiting State approval of our request for a project extension.
  - Additional Grants: Additional funds identified for WIA services in current grant proposals for funding from the California Workforce Investment Board, the U.S. Department of Labor, and the California Career Pathways Trust, are still under consideration.

## DISCUSSION

In June, 2015, WIB staff were notified of separate State approvals to the Workforce Acceleration Fund grant including:

1. Extension of the project through September 30, 2015
2. Re-distribution of grant budget funds

Additionally, the State recently purchased a new module to the CalJOBS system, at no cost to local WIBs. With this State approval, WAF funds previously listed for purchase of this module, are re-distributed in the proposed budget plan update, resulting in available/carry-in WIA Adult and Dislocated funds for use in the 2015-2016 Workforce Innovation and Opportunity Act (WIOA) Budget Plan.

Budget changes since the WIB approval of the second budget plan update on April 30, 2015, are highlighted in yellow on the attached budget spreadsheet. With approval from the WIB today, the third update to the WIA Budget Plan for 2014-2015 will take effect immediately.

If you have questions or need more information, please call me at (805) 410-7752, or contact Cheryl Moore at (805) 477-5306, email [cheryl.moore@ventura.org](mailto:cheryl.moore@ventura.org).

FY 2014-15 WIA Budget Plan (Approved on 6/12/14, Update on 10/23/14, Update on 4/30/15): Recommend 6/18/15 WIB Approval Update							
Recommended Changes for 6/18/15 WIB Approval of a Third 2014-2015 WIA Budget Plan Update to the Second 2014-2015 WIA Budget Plan Update Approved by the WIB on 4/30/15		Dislocated Worker	Adult	Youth	Rapid Response	WAF Project	FY 14-15 Plan w/Rollover
Revenue Projection:							
1	FY14-15 Grants (WSIN13-70 and WSIN 14-33)	2,262,662	1,829,687	1,995,263	396,711	150,000	6,634,323
2	FY14-15 Mgmt Reserve:DW 8.5%,Adult 6.5%,Youth 6.5%	(190,783)	(119,540)	(130,062)			(440,385)
3	Balance rolled over from prior year grants:						-
4	FY13-14 Mgt Reserve	94,399	85,418	154,870			334,687
5	Additional balances from FY12-13 and prior	31,147	26,429	97,912	37,161	-	192,649
6	Additional rollover - Salaries Savings/(Overage)	277,500	5,300	10,300	400	-	293,500
7	Overhead Saving/(Overage)	-	15,967				15,967
8	FY13-14 EDC-VC Business Srvs				10,000	-	10,000
9	FY 13-14 Unspent Contracts/Misc	92,000	71,230	45,500	23,000	-	231,730
10	ITA/OJT Committed in FY13-14 spent in FY14-15	100,000	150,000				250,000
11	Total Available Grants to to be Spent	2,666,925	2,064,491	2,173,783	467,272	150,000	7,522,471
12	Grants %	35.5%	27.4%	28.9%	6.2%	2.0%	100.0%
13	CSD FTEs Assigned to the programs	12.24	10.00	2.60	1.90	0.26	27.00
14	% Direct FTES Allocated to Grants	45.3%	37.0%	9.6%	7.0%	1.0%	100.0%
15	% Admin Staff Allocated to Grants	35.7%	27.8%	27.8%	8.0%	0.7%	100.0%
16	Expenditure Projection:						-
17	Salaries and Benefits:						-
18	CSD 2,508,000	1,136,239	928,669	241,511	176,709	24,872	2,508,000
19	WIB Administration (\$866,116)	309,469	240,698	240,698	68,901	6,384	866,150
20	Subtotal Salaries and Benefits	1,445,708	1,169,367	482,209	245,610	31,256	3,374,150
21	Direct Expenses:						-
22	Grant Specific Contracts						
23	EDC-VC Business Services 13-14 Extension						-
24	EDC-VC Business Services				95,000	-	95,000
25	Boys and Girls Club: Core Program			523,300			523,300
26	Pathpoint: Core Program			523,300			523,300
27	VACE Core Program			308,300			308,300
28	Cost/benef analysis (ROI) emsi	-					-
29	Special Projects	6,300	18,590	-			24,890
30	Subtotal - Contracted Program Expense	6,300	18,590	1,354,900	95,000	-	1,474,790
31	Client Expenses:						-
32	ITA / OJT (25% required - 10% leverage)	653,483	389,602				1,043,085
33	ITA / OJT Committed in 13-14 to be spent in 14-15	100,000	150,000				250,000
34	Others/ChildCare/Trans - JTA	84,307	77,821	-			162,128
35	Universal Clients (now charged in oh/admin			-			-
36	Subtotal - Client Expense	837,790	617,423	-	-	-	1,455,213
37	Other Allocated/Contracted Expenses						0%
38	Geographic Solutions	-	-	-	-		-
39	WAF Grant Facilitator 81,616					81,616	81,616
40	Outrch/Mktg: theAgency 200,000	47,000	12,500	77,000	63,500	-	200,000
41	Outreach -WIB 30,000	11,234	8,233	8,669	1,864	-	30,000
42	WIB Expense - Non Staff 20,000	7,489	5,489	5,779	1,242	-	20,000
43	Program Outreach-CSD (\$40,C 30,000	11,234	8,233	8,669	1,864		30,000
44	Kiosk 5,000	1,872	1,372	1,445	311	-	5,000
45	VCWIB Regional Labor Market R 20,963	10,000			10,963		20,963
46	Subtotal - other allocated expe 387,579	88,830	35,828	101,563	79,743	81,616	387,579
47	Subtotal- Program/Clients Expenses	932,919	671,841	1,456,463	174,743	81,616	3,317,582
48	Total Direct Program Expense	2,378,627	1,841,208	1,938,672	420,353	112,872	6,691,732
49	Overhead/Administration:	36%	28%	29%	5.78%	2.19%	100.00%
50	Communication/Voice/data 75,000	26,659	20,636	21,728	4,336	1,640	75,000
51	A Insurance 19,725	7,011	5,427	5,715	1,140	431	19,725
52	Facilities Maint. 89,000	31,636	24,488	25,784	5,146	1,946	89,000
53	Membership and dues 12,000	4,265	3,302	3,477	694	262	12,000
54	Education allowance 5,000	1,777	1,376	1,449	289	109	5,000
55	A Indirect cost recovery(County / 6,917	2,459	1,903	2,004	400	151	6,917
56	A Books and Publication 3,000	1,066	825	869	173	66	3,000
57	Office Equip./Supp. & Furniture/Fixtures<5000 26,000	9,242	7,154	7,532	1,503	10,031	35,462
58	A Mail Center - ISF 5,000	1,777	1,376	1,449	289	109	5,000
59	A Purchase Charges - ISF 4,000	1,422	1,101	1,159	231	87	4,000
60	A Copy Machine - ISF 15,000	5,332	4,127	4,346	867	328	15,000
61	A Stores - ISF 300	107	83	87	17	7	300
62	A Information Tech - ISF 5,000	1,777	1,376	1,449	289	109	5,000
63	A Computer Services Non ISF 25,000	8,886	6,879	7,243	1,445	547	25,000
64	Building Lease/Rental 85,000	30,214	23,387	24,625	4,914	1,859	85,000
65	A Storage Charges - ISF 5,000	1,777	1,376	1,449	289	109	5,000
66	Mileage Reimb. - Staffs only (\$) 25,000	8,886	6,879	7,243	1,445	5,547	30,000
67	Conference/Seminars:Staffs (\$) 15,000	5,332	4,127	4,346	867	2,328	17,000
68	Conference and Seminars - W 20,000	7,109	5,503	5,794	1,156	437	20,000
69	Misc. Travel - Staffs only 15,000	5,332	4,127	4,346	867	328	15,000
70	A Fiscal/HR/BTD/ET (HSA) 350,000	124,248	96,301	101,399	20,236	7,816	350,000
71	Attorney Fees 5,000	1,777	1,376	1,449	289	109	5,000
72	Other Admin Services (\$6,793) 560	199	154	172	32	2,770	3,328
73	Subtotal Overhead 811,502	288,293	223,282	235,111	46,918	37,127	830,732
74		-	-	-	-	-	-
75	Planned Total Grant Expenses	2,666,920	2,064,490	2,173,783	467,271	150,000	7,522,464
76	A Admin Rate for State Reporting	7%	7%	7%	7%	7%	7%
77	Admin Rate (State Reported + Other)	11%	11%	11%	10%	25%	11%



# BUILDING OUR FUTURE WORKFORCE

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**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

**SUBJECT: RECOMMENDATION THAT THE WORKFORCE INVESTMENT BOARD OF  
VENTURA COUNTY (WIB) APPROVE A WORKFORCE INNOVATION AND  
OPPORTUNITY ACT (WIOA) TENTATIVE BALANCED BUDGET PLAN FOR  
PROGRAM YEAR 2015-2016**

## RECOMMENDATION

Recommend that the Workforce Investment Board of Ventura County (WIB) approve a Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget for Program Year 2015-2016.

## BACKGROUND

The Workforce Investment Act (Act) and WIB Bylaws require that the local board develop a budget for the purpose of carrying out the duties and priorities of the local board, subject to the approval of the Board of Supervisors.

Each Program Year (PY), the WIB reviews and approves a preliminary budget, identifying revenues and planned expenditures for the administration of employment and training programs in Ventura County. As necessary information is known (e.g., funding allocations, prior year carry-in funds), the preliminary approved budget is updated by the WIB, reflecting current program needs and recommending new programs/services with available uncommitted funds.

For PY 2015-2016, the annual WIB budget process is unique in that July 1, 2015, is the implementation date for the Workforce Innovation and Opportunity Act (WIOA) and requires continuing transition activities from WIA to WIOA. As of today's date, Federal WIOA regulations are not finalized, the State has not issued their local area WIOA mandates, and WIOA Adult, Dislocated Worker, Youth and Rapid Response local area allocations are pending. Because of these reasons and the necessity of having an approved budget with which to begin the fiscal year, WIB staff recommend approval of a draft preliminary budget plan to commence expenditures, noting that budget updates will occur on the basis of new information.

On May 13, 2015, the Resource Development Committee (RDC) met to consider a recommendation for the working draft of a preliminary WIOA budget plan for 2015-2016 which listed current Program Year (PY) 2014-2015 allocations, pending State publication of PY 2015-2016 allocations, and reflected positive or negative balances in the funding categories. RDC members approved the proposed action to recommend a preliminary budget to the Executive Committee and to the WIB—with the stipulation that the budget be balanced and titled "draft tentative balanced budget" before submission for approval.

## DISCUSSION

On May 21, 2015, the Executive Committee discussed the recommendation with considerations of the following assumptions and considerations:

- Program Year (PY) 2015-2016 WIOA Dislocated Worker, Adult and Youth allocations were published after the May 13, 2015 RDC meeting. PY 2014-2015 Rapid Response allocation is listed, pending publication of the PY 2015-2016 WIOA grant allocation
- The State approved an extension of the Workforce Accelerator Fund (WAF) Project Grant program through September 30, 2015
- Management Reserve funds will be maintained/reduced to 6.5%.
- Estimated projections are on the basis of PY 2014-2015 carry-in Adult, Dislocated Worker, and Youth funds.
- A 2% approximate increase is estimated for Community Services Department/WIA and WIB Administration salaries and benefits.
- Adult and Dislocated Worker training funds designated for ITA/Education are budgeted at 20% of combined Adult and Dislocated Worker allocations with adjustments to participant support services.
- County of Ventura overhead/administration cost is expected to continue at \$6,917 net cost.
- Final Kiosk and VCWIB Regional Labor Market Reports costs will occur in PY 2014-2015.
- Prospective contracts for youth services, business services, and outreach will be at original procurement levels.

Considerations for discussion and approval of the plan:

- The WIB must approve a preliminary budget plan to authorize expenditures against WIOA funds as of July 1, 2015.
- The year-end close in July 2015 will confirm the amount of 2014-2015 rollover in each of the funding categories. The WIB usually makes adjustments to the budget plan following the year-end close (August or October, depending on the circumstances).
- Department of Labor (DOL) and California Workforce Investment Board (CWIB) grant awards to the WIB, will add an additional \$665,000 to the WIOA budget. Additional funds may be added to the WIOA budget from the California Career Pathways Trust awards and pending DOL and CWIB proposal submissions.
- 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 WIOA programs and services and/or reduce costs for other WDB initiatives).
- Final Department of Labor and State Workforce Investment Opportunity Act (WIOA) mandates will be issued during PY 2015-2016, and which are expected to have a significant impact on WIOA operation and performance in Ventura County.
- 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 2015-2016 Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget Plan with the expectation that, after the 2014-2015 year-end close, PY 2015-2016 WIOA Rapid Response allocation publication, and final WIB funding from Federal and State grant awards, the 2015-2016 budget plan will be reconsidered, appropriately adjusted, and resubmitted for Workforce Development Board approval.

If you have questions or need more information, please call me at (805) 410-7752, or contact Cheryl Moore at (805) 477-5306, email [cheryl.moore@ventura.org](mailto:cheryl.moore@ventura.org).

2015 - 2016

FY 2015-16 WIOA TENTATIVE BALANCED BUDGET PLAN									
		Dislocated Worker		Adult	Youth	Rapid Response	WAF Project	FY 15-16 Plan	FY 14-15 Projections as of June 10
Revenue Projection:									
FY15-16 Grants(WSIN14-53 allocations/RR pending)		2,342,693	1,791,031	1,956,058	396,711		6,486,493	6,634,323	
FY15-16Mgmt Reserve: -6.5%		(152,275)	(116,417)	(127,144)			(395,836)	(440,385)	
Balance rolled over from prior year grants:							-	-	
FY14-15 Mgt Reserve		190,783	119,540	130,062		-	440,385	527,336	
Additional rollover - Salaries Savings/(Overage)		70,000	5,000	5,000		-	80,000	293,500	
Overhead Saving/(Overage)		-	-				-	15,967	
FY 14-15 Unspent Contracts/Misc		29,780	15,800	25,230		37,640	108,450	241,730	
ITA/OJT Committed in FY14-15 spent in FY15-16		80,000	30,000				110,000	250,000	
Total Available Grants to to be Spent		2,560,981	1,844,954	1,989,206	396,711	37,640	6,829,492	7,522,471	
Grants %		37.5%	27.0%	29.1%	5.8%	0.6%	100.0%		
CSD FTEs Assigned to the programs		13.20	9.80	2.00	2.00	-	27.00		
% Direct FTES Allocated to Grants		48.9%	36.3%	7.4%	7.4%	0.0%	100.000%		
% Admin Staff Allocated to Grants		37.5%	27.0%	29.7%	5.8%	0.0%	100.000%		
Expenditure Projection:									
Salaries and Benefits:									
CSD 2,600,000		1,271,111	943,484	192,593	192,813	-	2,600,000	2,508,000	96%
WIB Administration (\$866,116) 870,000		326,240	234,796	258,197	50,766	-	870,000	866,116	100%
Subtotal Salaries and Benefits		1,597,351	1,178,280	450,790	243,579	-	3,470,000	3,374,116	97%
Direct Expenses:									
Grant Specific Contracts									
EDC-VC Business Services					95,000	-	95,000	95,000	100%
Boys and Girls Club: Core Program				475,000			475,000	523,300	110%
Pathpoint: Core Program				475,000			475,000	523,300	110%
VACE Core Program				260,000			260,000	308,300	119%
Special Projects						-	-	-	
Subtotal - Contracted Program Expense		-	-	1,210,000	95,000		1,305,000	1,449,900	111%
Client Expenses:									
ITA / OJT (25% required - 10% leverage)		468,539	358,206				826,745	1,043,085	126%
ITA / OJT Committed in 14-15 to be spent in 15-16		80,000	30,000				110,000	250,000	227%
Others/ChildCare/Trans - JTA		46,000	20,000	-			66,000	162,128	246%
Universal Clients (now charged in oh/admin)		-	-	-			-	-	
Subtotal - Client Expense		594,539	408,206	-	-	-	1,002,745	1,455,213	145%
Other Allocated/Contracted Expenses									0%
Geographic Solutions 0		-	-	-	-	24,000	24,000	24,828	103%
WAF Grant Facilitator 30,000						11,000	11,000	58,616	533%
Outrch/Mktg: theAgency 125,000		35,000	18,000	62,000	10,000	-	125,000	200,000	160%
Outreach -WIB 30,000		11,415	8,104	8,738	1,743	-	30,000	30,000	100%
WIB Expense - Non Staff 20,000		7,610	5,403	5,825	1,162	-	20,000	20,000	100%
Program Outreach-CSD (\$40,073) 30,000		11,415	8,104	8,738	1,743		30,000	40,073	134%
Kiosk		-	-	-	-	-	-	5,000	
VCWIB Regional Labor Market Reports							-	20,963	
Subtotal - other allocated expense 235,000		65,440	39,612	85,301	14,647	35,000	240,000	399,480	166%
Subtotal- Program/Clients Expenses		659,979	447,818	1,295,301	109,647	35,000	2,547,745	3,304,593	130%
Total Direct Program Expense		2,257,330	1,626,098	1,746,091	353,226	35,000	6,017,745	6,678,709	111%
Overhead/Administration:		38%	27%	30%	5.37%	0.08%	100.00%		0%
Communication/Voice/data 75,000		28,133	20,266	22,512	4,027	61	75,000	75,000	100%
Insurance 19,725		7,399	5,330	5,921	1,059	16	19,725	19,725	100%
Facilities Maint. 89,000		33,385	24,049	26,714	4,779	73	89,000	89,000	100%
Membership and dues 12,000		4,501	3,243	3,602	644	10	12,000	12,000	100%
Education allowance 5,000		1,876	1,351	1,501	268	4	5,000	5,000	100%
Indirect cost recovery(County A87) 6,917		2,595	1,869	2,076	371	6	6,917	6,917	100%
Books and Publication 3,000		1,125	811	900	161	2	3,000	3,000	100%
Office Equip./Supp. & Furniture/Fixtures<5000 (\$44,020) 26,000		9,753	7,026	7,804	1,396	2,000	27,979	44,020	157%
Mail Center - ISF 5,000		1,876	1,351	1,501	268	4	5,000	5,000	100%
Purchase Charges - ISF 4,000		1,500	1,081	1,201	215	3	4,000	4,000	100%
Copy Machine - ISF 15,000		5,627	4,053	4,502	805	12	15,000	15,000	100%
Stores - ISF 300		113	81	90	16	0	300	300	100%
Information Tech - ISF 5,000		1,876	1,351	1,501	268	4	5,000	5,000	100%
Computer Services Non ISF 25,000		9,378	6,755	7,504	1,342	20	25,000	25,000	100%
Building Lease/Rental 85,000		31,885	22,968	25,513	4,564	69	85,000	85,000	100%
Storage Charges - ISF 5,000		1,876	1,351	1,501	268	4	5,000	5,000	100%
Mileage Reimb. - Staffs only 25,000		9,378	6,755	7,504	1,342	20	25,000	30,000	120%
Conference/Seminars:Staffs 15,000		5,627	4,053	4,502	805	12	15,000	23,000	153%
Conference and Seminars - WIB Staffs 20,000		7,502	5,404	6,003	1,074	16	20,000	20,000	100%
Misc. Travel - Staffs only 15,000		5,627	4,053	4,502	805	12	15,000	15,000	100%
Fiscal/HR/BTD/ET (HSA) 350,000		131,127	94,576	105,055	18,794	286	349,838	350,000	100%
Other Admin Services 4,000		1,500	1,081	1,201	215	3	4,000	6,793	170%
Subtotal Overhead 809,942		303,657	218,860	243,110	43,492	2,640	811,759	843,755	104%
		-	-	-	-	-	-		
Planned Total Grant Expenses		2,560,987	1,844,958	1,989,201	396,718	37,640	6,829,504	7,522,464	110%
Admin Rate for State Reporting		8%	8%	8%	7%	1%	8%		
Admin Rate (State Reported + Other)		12%	12%	12%	11%	7%	12%		

# BUILDING OUR FUTURE WORKFORCE

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



**TO: WORKFORCE INVESTMENT BOARD**

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

**DATE: JUNE 18, 2015**

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

## **RECOMMENDATION**

Recommend that the Workforce Investment Board of Ventura County (WIB) approve the appointment of Celine Park to the Youth Council for a three-year term, beginning June 18, 2015, and ending June 18, 2018.

## **DISCUSSION**

The Workforce Investment Act (WIA) requires that the WIB Youth Council be comprised of individuals from specific categories and also allows for the inclusion of others, as approved by the WIB.

On May 5, 2015, the WIB Membership Committee considered a recommendation to nominate Celine Park for a WIB appointment to the Youth Council. Ms. Park is a Ventura County Community College District (VCCCD) Grant Director and would be representing the VCCCD on the Council. She understands the importance of collaboration and is committed to developing community partnerships for investing in youth development. (A copy of her application is attached.)

The WIB Membership Committee recommends that the WIB appoint Celine Park to the WIB 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 [talía.barrera@ventura.org](mailto:talía.barrera@ventura.org)



**WORKFORCE INVESTMENT BOARD  
OF VENTURA COUNTY**

**YOUTH COUNCIL  
INTEREST FORM AND APPLICATION**

Name: Celine Park  
Address: 4667 Telegraph Rd Ventura CA 93003  
Phone: 805-289-6058  
E-mail: cpark@vcccd.edu

Affiliation (school, business, agency):  
VCCCD Grant Director, VC Innovates (CCPT Grant)

**Particular Areas of Educational Interest:**

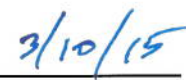
Regional Articulation, Dual Enrollment Program, High School Outreach (Career Fairs, Job Fairs, Open Houses), Work-Based Learning Experiences ( Field Trips, Guest Speakers, Job Shadowing, Internships, etc), Student Success & Retention, Special Populations, Career & Technical Education, Industry Partnerships, Curriculum Development.

**What Is Your Interest in the Youth Council?**

To leverage resources and supporting the WIB Youth Council.

Will you need assistance with transportation to attend meetings?  
No

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of a parent or guardian if applicant is under 18

\_\_\_\_\_  
Date

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,



# Celine Park

4168 Vicasa Drive Calabasas, CA 91302 • (213) 265-6758 • cjp502003@yahoo.com

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## EDUCATION MANAGEMENT/ADMINISTRATION

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Over 10 years of experience in both education administration and business development. Successful, visionary leader looking to use my expertise in a challenging and dynamic environment.

### CORE COMPETENCIES

- Curriculum development & implementation
- Improve effectiveness of transfer pathways in linked learning programs
- Increase retention, success, and completion of students
- Hire, train, & evaluate cross-functional team of employees
- Public relations & community outreach
- Financial budget management

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## EDUCATION

**Columbia University**, New York, NY

Master of Arts Degree in Education Administration, 2006

**Texas A&M University-Commerce**, Dallas, TX

Post Baccalaureate in Education with Teachers Certification, 2002

**Yale University**, New Haven, CT

Courses in Sociology and Criminal Law, 1996

**UCLA**, Los Angeles, CA

Bachelor of Arts Degree, 1997

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## PROFESSIONAL EXPERIENCE

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**Ventura County Community College District**, Ventura, CA

**January, 2015 – Present**

### *CCPT Grant Director*

- Provide leadership, assist, and support in the design, organization, delivery, supervision, evaluation, and fiscal management of a comprehensive set of activities related to the goals and objectives of the CCPT Grant. The project focuses on building career pathways articulated between high schools, adult education, and community colleges. Assist with the development of project-based career technical education curriculum; provide work-based learning opportunities for community college students; address skill shortages in high-growth industries; co-lead VC Innovates grant with Grant Director of the high-schools.
- Plan, direct, organize, and manage the development and implementation of project activities that assess, improve, and result in the increase of articulated career pathways at secondary and postsecondary levels.
- Direct and oversee project activities to ensure that goals, objectives, and timelines are met and in alignment with the college's priorities and objectives.
- Communicate the objectives, progress, and outcomes of project initiatives to faculty, staff, students, administrators, university and high school partner, and the community.
- Facilitate the project's collaborative industry sector advisory groups.

**Ventura Community College District**, Ventura, CA

**2012-Current**

### *CTE Program Specialist*

- Provide professional-level technical and operational support for a variety of programs and initiatives pertinent to career and technical education and economic development. This includes conducting statistical analysis and market surveys of workforce data and labor market information, and developing articulation agreements between high schools, ROPs, and community colleges.

- 
- Develop and maintain relationships with K-12, four-year colleges and universities, regional occupational institutions, and community-based organizations related to CTE.
  - Plan, organize, control and direct the operations and activities of Dual Enrollment Programs; direct and coordinate communications, curriculum, personnel, resources and hiring of instructors to meet student needs and assure efficient program activities.
  - Responsible for the supervision of ongoing SB-70, CTE Transitions, and Perkins grants.
  - Coordinate the procurement and distribution of grant funds by preparing grant applications, budgets and reports for local, state and federal grant supported programs.
  - Plan and administer program grant budget and expenditures and financial reports for CTE funds.
  - Assist CTE faculty in the development of advisory committees.
  - Promote and market CTE instructional programs.

**CIT COLLEGE OF INFOMEDICAL TECHNOLOGY, Los Angeles, CA**

**2010-2011**

***Assistant Director/Director of Education***

- Managed overall operations of the campus including management of faculty and students to meet program objectives. Directed campus management team for Admissions, Education, Financial Aid, Career Placement, Administration, and Facilities.
- Maintained all academic records for accreditation and institutional policies and procedures.
- Managed fiscal planning activities including development of budget, forecasts, and targets; managed building expansion program.
- Network and community outreach for student enrollment and branding of company.
- Responsible for all HR activities including interviewing, hiring and training of employees, planning, assigning, appraising performance; addressed all student complaints.
- Monitored and maintained school accreditation status and standards; ensured all departments were in compliance with state, Title IV and accreditation requirements.

**PACE, Los Angeles, CA**

**2009-2010**

***Assistant Director of Direct Services***

- Coordinated and supervised a staff of 400 teachers, social workers, supervisors, and coordinators.
- Developed and coordinated an effective team of professionals who delivered direct services in the area of education, disabilities, mental health, social services and relevant nutrition.
- Developed effective partnerships with community entities in the public sector to ensure effective resource leveraging and quality services for families enrolled in Head Start.
- Provided in house and off site training to enhance workplace performance at all levels of staffing.
- Responsible for the recruitment, orientation, supervision, and performance evaluation of up to 250 personnel. Developed on-going professional and staff development plans for teaching staff of 250 staff to obtain BA as required by the Federal Government.
- Developed compensation structure and performance management and employee training and evaluation structures.

**LA NAM, INC., Los Angeles, CA**

**2006-2009**

***CEO/Director of Business Development***

- Recruitment and training assistant managers, administrative and production staff working.
- Responsible for new business development, business affairs, promotion, licensing and permits, and special projects management.
- Managed all community and media relations for promoting new businesses, sales and marketing campaign. Established and maintain partnerships with community organizations.
- Work with sales team to manage and promote business ventures and provided competitive market intelligence and translated it into enhanced revenues and competitive positioning.
- Conducted and analyzed business and industry trends to ensure delivery of program operations.
- Developed and maintained strong, cooperative relationships with business, government and industry.
- Skilled in effective sales and marketing communications, business partnership development, team building and mentoring.

**NEW YORK DEPARTMENT OF EDUCATION, New York, NY**

**2003-2006**

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**Teacher**

- Development of curriculum standards, reviewed instructional objectives, examined learning materials of curriculum, and established performance goals and objectives.
- Planned, developed, and executed strategic goals and objectives to grow Community Education Program Initiatives.
- Developed lesson plans and implemented cross-curriculum lesson in alignment with grade level teachers; Taught 25 students per classroom, Kindergarten through Seventh grade;
- Developed after school arts programs, creating murals within the neighborhood community; Assisted classroom teachers with parent-teacher conference sessions; Coordinated and supervised after school performances and events, such as art exhibitions, installations of paintings for Spring Talent Show.

**UNITED NATIONS DEVELOPMENT PROGRAM, New York, NY**

**2003-2006**

**COMPUTER CONSULTANT (part-time)**

- Responsibilities include working on the United Nations interactive website and aiding in developing tutorial programs and written examinations for UN employees.
- Assist in providing policy guidance and coherence in an area of strategic importance to UN's development program.
- Provide technological support in the development of employee training on public administration reform and public financial management.

**Mesquite Independent School District, Mesquite, TX**

**2000-2002**

**Teacher**

- Development of curriculum standards, monitored and evaluated student performance, examined learning materials of curriculum, and established performance goals and objectives.
- Developed lesson plans and implemented technology into cross-curriculum lesson in alignment with grade level teachers.

**Community Volunteer Work**

- |  |                    |
|--|--------------------|
| • Wilshire Center Koreatown Neighborhood Council Vice President      | <b>2010 - 2011</b> |
| • Crisis Intervention Counselor – Los Angeles City Attorney's Office | <b>2002 - 2011</b> |

**Honors & Awards**

2010

- **"Business Woman of the Year"**, Los Angeles Mayor's Office, LAPD, City Attorney's Office, City of Los Angeles, LAPD, WCPC, LA City Councilman's Office

**Publications**

- **"In Defense of Self: How the Immune System Really Works In Health and Disease,"** Oxford University Press, 2007
- **"Sex and the Origins of Death"**, Oxford University Press, 1996
- Yale University Yearbook, Yale Press, 1997

**Affiliations**

- |  |             |
|--|-------------|
| • Olympic Community Police Advisory Board      | 2006 – 2014 |
| • Asian Business League of Southern California | 2006 - 2007 |
| • Wilshire Community Police Advisory Board     | 2003 – 2014 |
| • Wilshire Community Police Council            | 2003 – 2014 |



# BUILDING OUR FUTURE WORKFORCE

WORKFORCE INVESTMENT BOARD  
855 Partridge Drive • Ventura, CA 93003  
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[www.wib.ventura.org](http://www.wib.ventura.org)



**TO: WORKFORCE INVESTMENT BOARD**

**FROM: ALEX RIVERA, CHAIR  
NOMINATING COMMITTEE**

**DATE: JUNE 18, 2015**

**SUBJECT: NOMINATIONS FOR THE ELECTION OF WORKFORCE DEVELOPMENT BOARD  
OF VENTURA COUNTY (WIB) CHAIR AND WIB VICE CHAIR TO SERVE FROM  
JULY 1, 2015, THROUGH JUNE 30, 2016**

## NOMINATIONS

The ad hoc Nominating Committee respectfully places the following candidates in nomination for consideration by the Workforce Investment Board of Ventura County (WIB) to serve as Workforce Development Board of Ventura County (WDB) officer from July 1, 2015 through June 30, 2016: Victor Dollar for WDB Chair and Jim Faul for WDB Vice Chair.

## DISCUSSION

Members of the Nominating Committee comprised Chair Alex Rivera, Jesus Torres, and Zahid Shah. In considering candidates for 2015-2016 WDB officers, the committee referred to the criteria developed in 2006 for the nomination of the WIB Chair and WIB Vice Chair:

1. Desired Traits: demonstrates leadership qualities; represents an industry sector that is important in the county; is fair and objective; steers a moderate course; is even tempered; good facilitator of meetings; is unbiased and a positive communicator, a unifier
2. Time Required: Approximately 1–2 days per month
3. Primary Role: provides leadership; is the only WIB member authorized to speak for the board as a group, other than in rare and specifically authorized instances; models involvement; helps recruit new board members; makes committee assignments; implements the MOU with the County Board of Supervisors and the MOU with the Human Services Agency; assures execution of WIB goals and objectives; is primary WIB liaison to the County Board of Supervisors; manages the WIB board, promotes good board training
4. Enforcement Role: ensures that the WIB complies with its own rules as specified by the WIB Bylaws, the MOU and the Workforce Investment Act; ensures that meetings deal only with those issues that belong to the WIB to decide; ensures that the board has the necessary tools to carry out its mission; identifies obstacles and develops creative measures, when necessary, for the WIB to be successful
5. Relations with Executive Director: maintains close communication; offers direction, advice and feedback on behalf of the WIB members and stakeholders as appropriate; in keeping with the MOU, participates in reviewing the performance of the Executive Director and gives feedback to the Executive Director's County supervisor, the HSA Agency Director

## **BACKGROUND ON VICTOR DOLLAR**

Victor Dollar joined the Workforce Investment Board of Ventura County on February 26, 2008. The WIB Clean/Green Committee Chair since 2011, Mr. Dollar also is a member of the WIB Executive Committee and the WIB Resource Development Committee. He has represented the WIB in meetings with Congressional representatives in the district and in Washington, D.C., in support of career pathways in Sacramento, and at state and national workforce development conferences. In addition, has been an advocate for partnerships between business and education, opening doors in the hospitality sector to youth for internships and work experience.

Mr. Dollar is Vice President of Sales for Brighton Management in Ventura. His background includes extensive leadership experience in sales, marketing and general management for Four Points by Sheraton, John Q. Hammons Hotels and Resorts, Holiday Inn, Inn at Grand Glaize, and Marina Bay Resort. He also was the owner of Dollar Moving and Storage in Simi Valley. Mr. Dollar currently chairs the Ventura County Lodging Association and serves on the board of the Ventura Convention and Visitors' Bureau. He holds a degree in business administration from Kennedy-Western University in Cheyenne, WY.

## **BACKGROUND ON JIM FAUL**

Jim Faul joined the Workforce Investment Board of Ventura County on July 28, 2009, and became an active member of the WIB Outreach Committee. He currently serves as committee Vice Chair, attends WIB Executive Committee meetings on behalf of the WIB Outreach Committee Chair when needed, participates on review panels in support of WIB business activities, and is an active member of the WIB Speakers Bureau. Mr. Faul has represented the WIB in meetings with Congressional representatives in the district and in Washington, D.C., as a panelist for a WIB presentation at a state conference, and as a participant at state and national workforce development conferences.

Mr. Faul is the Civil Engineering Department Manager for LC Engineering Group, Inc. in Thousand Oaks. He is a California licensed Professional Engineer and has career experience that includes senior level leadership positions with LC Engineering Group, Huitt-Zollars, Moffatt & Nichol and PSOMAS. Mr. Faul also worked with the Public Works Engineering Division, U.S. Navy Pacific Missile Test Center at Point Mugu and with the City of Temecula. He currently serves on the Citizen's Advisory Committee on Bond Measures for the Oak Park Unified School District. Mr. Faul studied civil engineering at San Diego State University and earned certificates in office administration and environmental management.

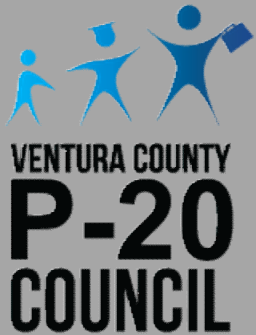
## **ELECTION**

During the WDB officer election process on June 18, 2015, other nominations for WDB Chair and WDB Vice Chair will be accepted from the floor.

If you have questions or need more information, please call me at (805) 579-5188, or contact Richard McNeal at (805) 477-5344, email [richard.mcneal@ventura.org](mailto:richard.mcneal@ventura.org).

*Presentation to the WIB  
June 18, 2015*

# Ventura County P-20 Council



Richard Duarte, Program Coordinator, VC P-20 Council  
Melissa Remotti, Dir. Special Projects and Ops., CSU Channel Islands

# What is VC P-20?

## VENTURA COUNTY P-20 COUNCIL

- Includes key decision makers from education, business, parent organizations and community agencies
- Encourages the belief that ALL children can complete a college degree and/or attain a successful career
- Promotes academic models and programs that enable student success in college and career paths and support workforce needs
- Facilitates sharing of data as guideposts
- Increases public awareness of the link between an educated citizenry and a healthy economy

## CORE COUNCIL MEMBERS

- President, CSU Channel Islands
- Ventura County Superintendent of Schools
- Executive Director, Workforce investment Board
- President & CEO, EDC-VC
- Executive Director, First 5
- President, California Lutheran University
- Chancellor, Ventura County Community College District
- President, 12th District PTA
- Commanding Officer Naval Base Ventura County
- President & CEO, Limoneira Company
- Project Coordinator, VC P-20



## MISSION

The Ventura County P-20 Council serves as an engine to advance academic achievement and eliminate performance gaps thereby promoting college completion, career preparation, and lifelong learning for Ventura County.

## VISION

The Ventura County P-20 Council envisions a strong collaboration among educational, business, and community organizations to create a culture that supports the knowledge and workforce needs of our region.

## VALUES

The Ventura County P-20 Council values the academic preparation and success of students in our region, including the need for business, community, and family involvement. In addition, the Council values collaboration and cooperation among partner organizations and the engagement of the entire membership.

## GOALS

- Facilitate the education/business connection through the County.
- Raise awareness about the importance of a strong education pipeline from Pre-K through College/Career.
- Facilitate the improvement of student tracking and data sharing.
- Support parent engagement from Pre-K through the continuum as an integral part of student success at all points.

# P-20 Initial Priorities

- Facilitate the Education/Business Connection throughout the County.



## INITIAL PRIORITY

Support a collaboratively sponsored Ventura County regional "Hub" to facilitate a one-stop connection point between business, community organizations, and education.

# P-20 Initial Priorities

- Raise awareness about the importance of a strong education pipeline from Pre-K through College/Career.



Workshop

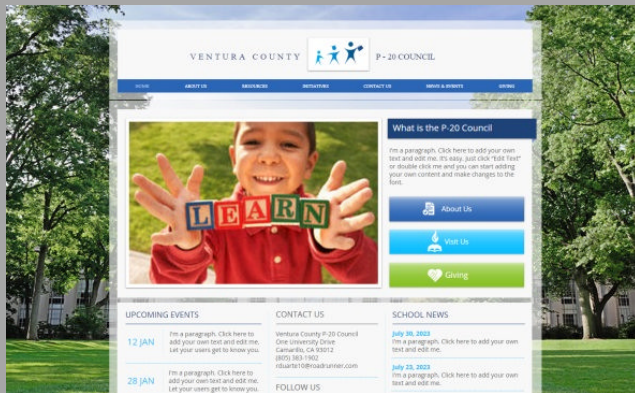
Project ALAS

VC-STEM

Engineering  
Innovation  
Summer  
Bridge  
Program

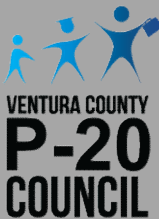
## INITIAL PRIORITY

Support and promote regional collaborative projects & student success programs.



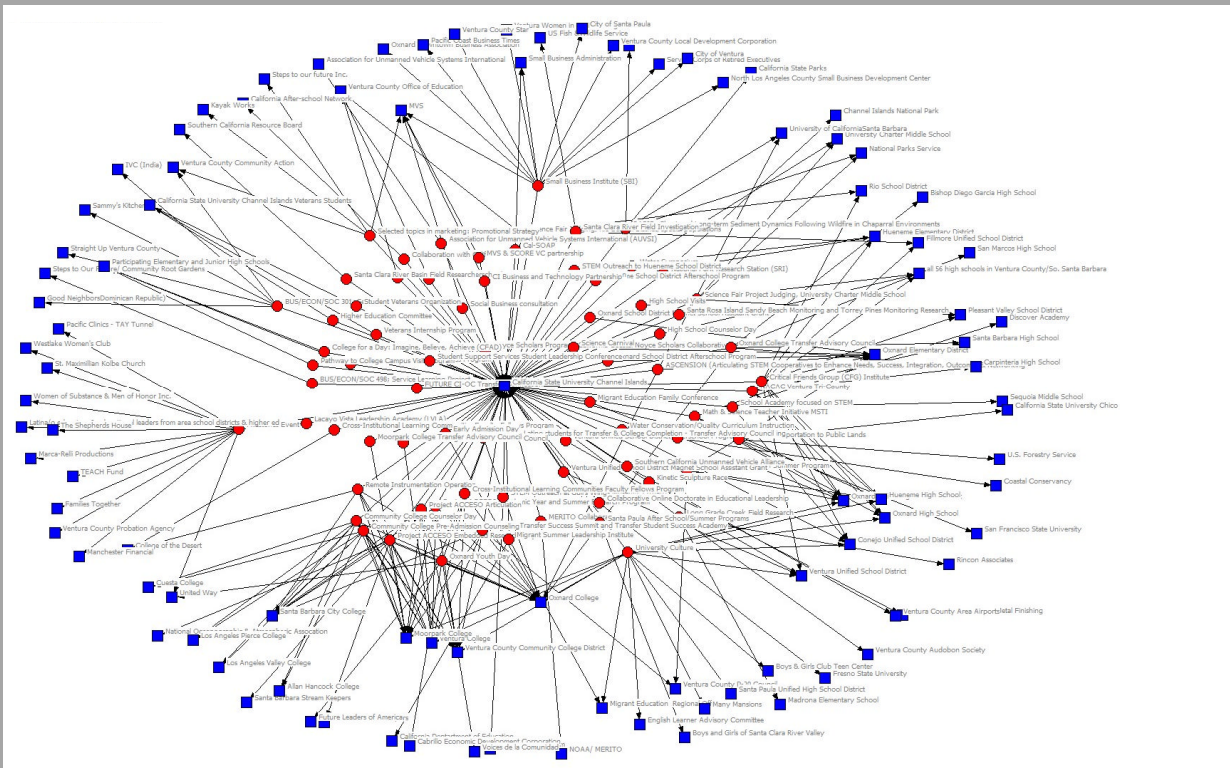
## INITIAL PRIORITY

Develop a robust website that serves as a resource to promote the Mission of the P-20 Council.





# P-20 Initial Priorities



## INITIAL PRIORITY

Develop a regional collaborative pipeline inventory & dashboard.



# P-20 Initial Priorities

- Facilitate the improvement of student tracking and data sharing.

## INITIAL PRIORITY

Coordinate development of  
Pre-K student ID system.

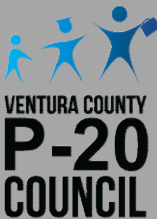


# WIB & P-20

*Working Together for a Common Goal*

Together we can help support education and business needs for the benefit of our students, economy, and the quality of life in Ventura County.

- ☐ Actively participate in and support an inclusive, regionally collaborative approach for all education, business, or community organizations who wish to take an active role in advancing P- 20 initiatives and goals
- ☐ Contribute to and promote the VC P-20 website as a regional resource for education and business collaboration and provide feedback on how we can continue to improve it  
LAUNCH - FALL 2015
- ☐ Join us for the VC-STEM launch on October 23<sup>rd</sup>
- ☐ Express interest in serving on the P-20 Council as a key business leader to help education effectively align with and serve the business community



# OUTREACH AND RE-BRANDING



**WDB Annual Planning Meeting  
June 18, 2015**

# NEW LOGO

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# NEW WEBSITE

## WWW.WORKFORCEVENTURACOUNTY.ORG





# NEW LOOK



**AmericanJobCenter**



# GENERAL OUTREACH

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- **Speakers Bureau**
- **Workforce Wednesday**
- **Workforce Update**
- **Monthly Job Outlook Reports**
- **VCJobs With a Future**
- **Ventura County Grows Business**

# INNOVATION ECOSYSTEM WORKGROUP UPDATE

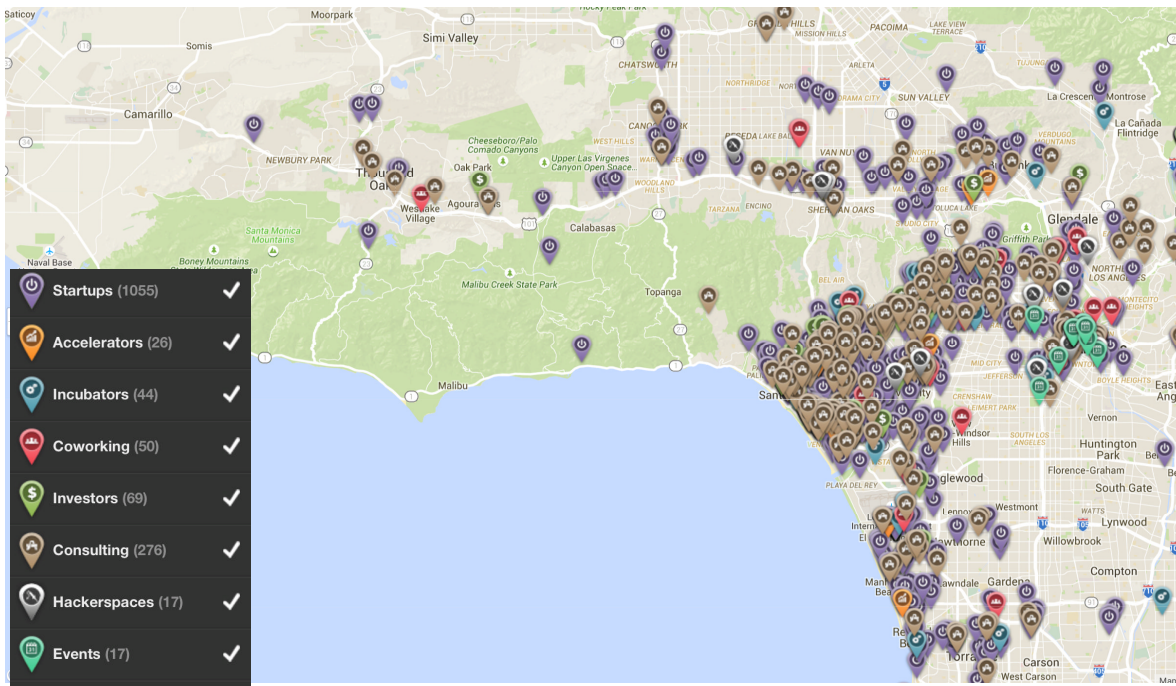
**June 18, 2015**





# Objective

- Map and connect stakeholders in the start-up and innovation landscape in the region
- Formulate recommendations to grow the innovation ecosystem
- Link economic and workforce development with needs of local innovation-based economy



# Members

**Alon Goren** (InvestedIn)

**Ben Kuo** (SoCal Tech)

**Bill Pratt** (Kinamed)

**Bill Cordeiro** (CSUCI)

**Bob Kay** (Elite Engineering Group,  
BioScience Alliance)

**Dave Armstrong** (Make Ventura)

**Gerhard Apfelthaler** (CLU)

**Jesus Torres** (Verizon, IgniteVC)

**Mark Sylvester** (805 Connect)

**Mike Panesis** (CLU)

**Ping Fang** (IEEE)

**Rob Bueschen** (CoFoundersCrunch)

**Payal Kamdar** (VSolvIT)

**Richard Wolpert** (HelloTech)

**Sean Bardhwaj** (V2TC, Aspire3)

**Tony Szilkai** (Clutter)

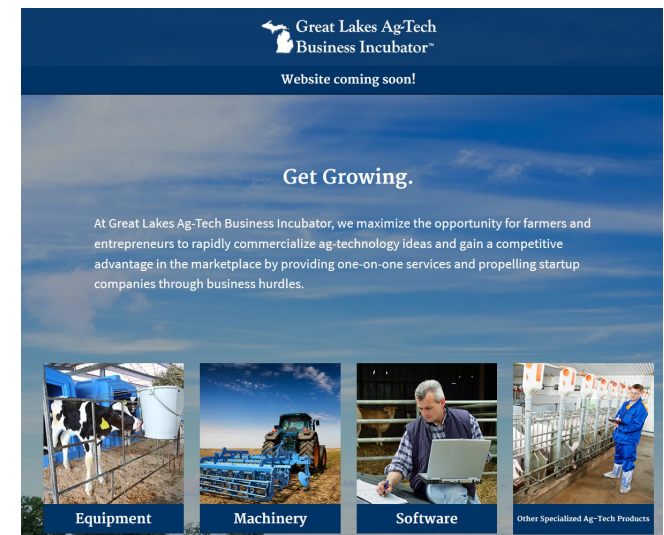
# Challenges and Opportunities

## Opportunities:

- Leveraging what we're good at
- Quality of life
- Emerging talent and local universities
- Lower overall costs relative to other California coastal zone communities

## Challenges:

- Place to work / mingle with like-minded individuals; learn from each other; co-working spaces; mentorships; incubators.
- Lack of knowledge who's there / no sense of community/culture.
- Access to venture capital
- Gaps between workforce needs and educational offerings
- Fragmented economic development efforts



# Next Steps

**Common Goal: Build a regional ecosystem of start-ups and talent.**

- ❑ Identify key components, strengths and challenges.
- ❑ Define roles in growing the tech ecosystem in Ventura County.

## **Considerations**

- **What are the necessary components?**
- **What can the start-up community do?**
  - Articulation of talent / workforce needs (gaps between needs and education)
- **What can the corporate sector do?**
  - Articulation of talent / workforce needs (gaps between needs and education)
- **What can the public sector do?**
  - Tax breaks, grants, physical and communication infrastructure development, commercial zoning changes, investment risk sharing
- **What can educational institutions do?**
  - Integrate with the local start-up community
- **What do we want the WDB to do?**



# Questions?

## MAKING A DIFFERENCE FOR VENTURA COUNTY

Ventura County Board of Supervisors  
June 9, 2015



Mike Soules, Chair  
Workforce Investment Board of Ventura County

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## STUDY SESSION

- Role of the Workforce Investment Board (WIB)
- 2014-2015 Workforce Investment Act (WIA) Funds in Ventura County
- Ventura County Regional Strategic Workforce Development Plan
- New Workforce Innovation and Opportunity Act (WIOA)
- Appreciation



## 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.



3

## VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT 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 **steady employment**.





## VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT 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.

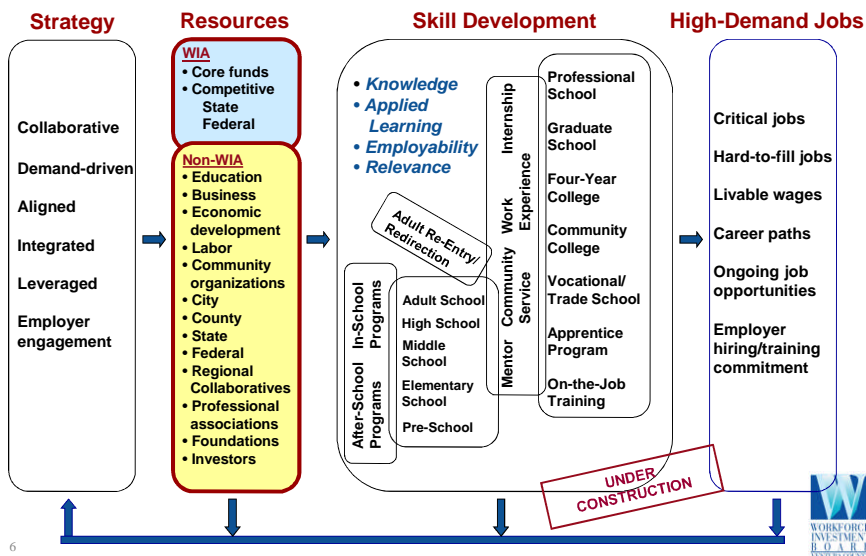


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## VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT PLAN

### Big-Picture Strategy

### BUILDING A COMPETITIVE WORKFORCE PIPELINE IN VENTURA COUNTY



6



## WIA FUNDING

### WIA Core Allocations for Ventura County

	<u>WIA Core 2014-2015</u>	<u>WIOA Core 2015-2016</u>	<u>% Change</u>
ADULT	\$ 1,829,687**	\$ 1,791,031**	- 2.11%
DISLOCATED WORKER	2,262,662**	2,342,693**	+ 3.53%
YOUTH	1,995,263	1,956,058***	- 1.96%
RAPID RESPONSE	396,711	TBD*	TBD*
	<u>\$ 6,484,323</u>	<u>\$6,089,782*</u>	<u>TBD*</u>

\* Rapid Response allocation pending

\*\* Required expenditure on training: 25% of combined Adult and Dislocated Worker

\*\*\* Required expenditure on training: 20% of Youth allocation



## WIA PERFORMANCE

### Making a Difference (July 2014-March 2015)

✓ <u>WIA Core-Enrolled Clients</u>	✓ <u>Performance Requirements</u>
224 Adults	Entered Employment
266 Dislocated Workers	Employment Retention
	Average Earnings
329 Youth (ages 14-21)	Literacy and Numeracy
	Placement in Education or Employment
	Attainment of a Degree or Certificate
<u>819 Total Enrolled</u>	



## WIA PERFORMANCE

### Making a Difference (July 2014-March 2015)

#### ✓ Universal Clients

**14,470** individuals received job-related services through the America's Job Center of California

#### ✓ Business Services

**21** employers received services to help prevent the loss of **287** at-risk jobs

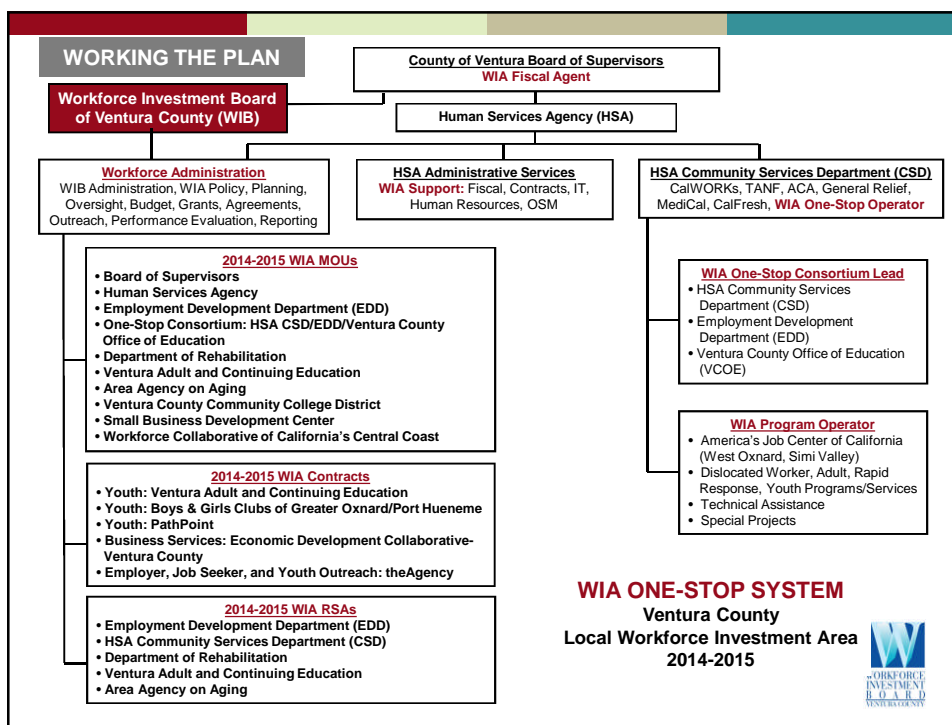
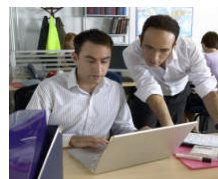
**81** at-risk **workers** assisted with incumbent worker training

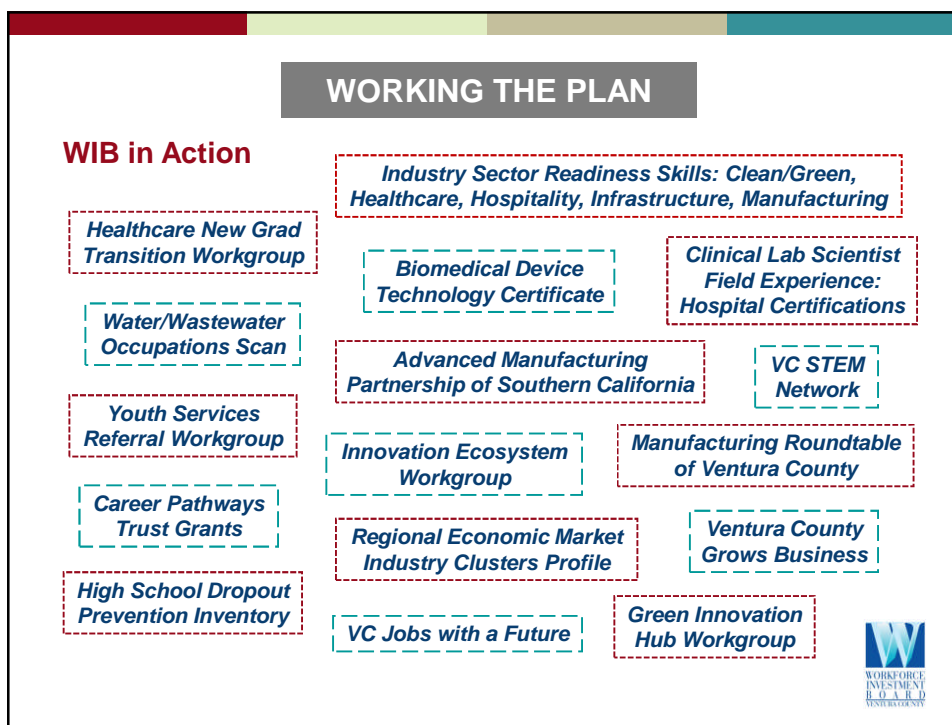
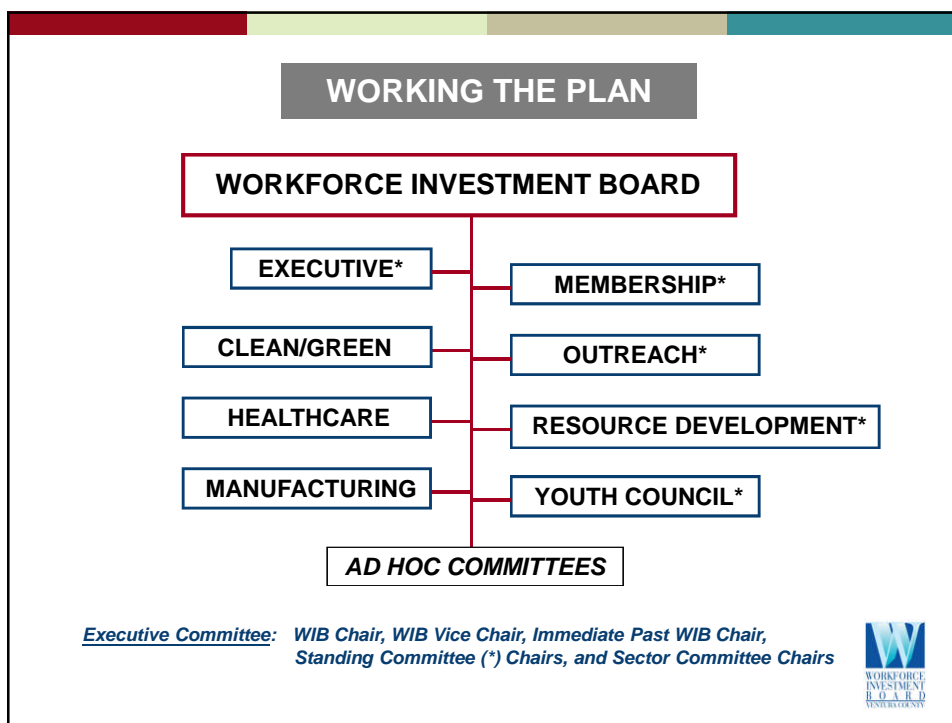
#### ✓ Rapid Response Support (April 2014-March 2015)

**15** businesses reported layoffs

**1,358** employees impacted

**789** attended Rapid Response orientations





## TRANSITION FROM WIA TO WIOA

- 1998**     **Workforce Investment Act (WIA)**  
*Ends June 30, 2015*
- 2014**     **Workforce Innovation and Opportunity Act (WIOA)**  
*Begins July 1, 2015*



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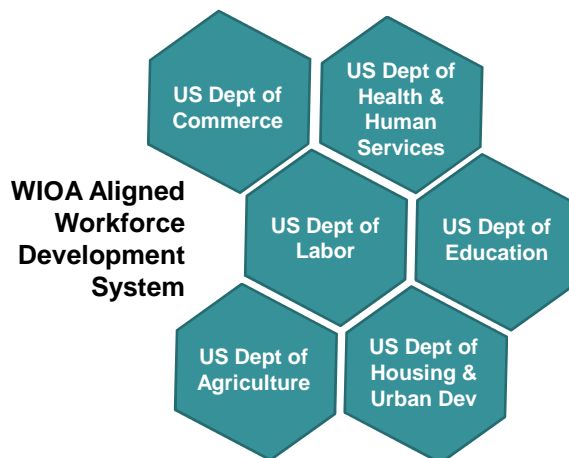
## WIOA GOALS

1. Increase access to education, training, and employment—particularly for people with barriers to employment.
2. Create a comprehensive, high-quality workforce development system by aligning workforce investment, education, and economic development.
3. Improve the quality and labor market relevance of workforce investment, education, and economic development efforts.
4. Promote improvement in the structure and delivery of services.
5. Increase the prosperity of workers and employers.
6. Reduce welfare dependency, increase economic self-sufficiency, meet employer needs, and enhance the productivity and competitiveness of the nation.

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## WIOA WORKFORCE DEVELOPMENT SYSTEM



➔ State unified strategic plan and shared governance to align programs and integrate services

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## WIOA GOVERNANCE AND LEADERSHIP

- State and local strategic plans and shared governance to support regional economic growth and workforce needs
- Alignment and integration of workforce systems and programs
- State and local areas promoting accountability, transparency, data-driven decisions, and informed customer choice
- Focus of local Workforce Development Boards on public/private partners, sector priorities, career pathways, training for living wage jobs, use of technology, streamlined systems and operations, service access and delivery

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## WIOA YOUTH PROGRAMS

- Youth served
  - Out-of-school youth: ages 16-24; not attending school, and meeting one or more additional conditions
  - In-school youth: ages 14-21; attending school, low income, and meeting one or more additional conditions
- Use of youth funds
  - Minimum of 75% for out-of-school youth
  - Minimum of 20% for work experience
- High-quality services including career exploration and guidance, education and support, skills training for in-demand occupations, good job in career pathway or post-secondary education
- Five new program elements: financial literacy; entrepreneurial skills; labor market information; transition to postsecondary education and training; education/training in occupations/clusters



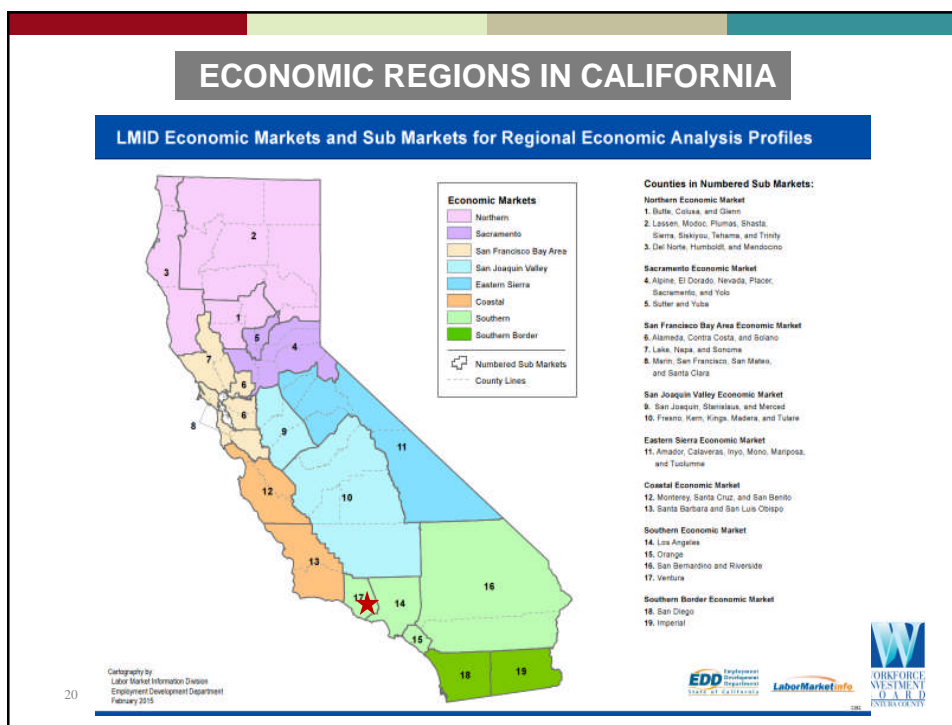
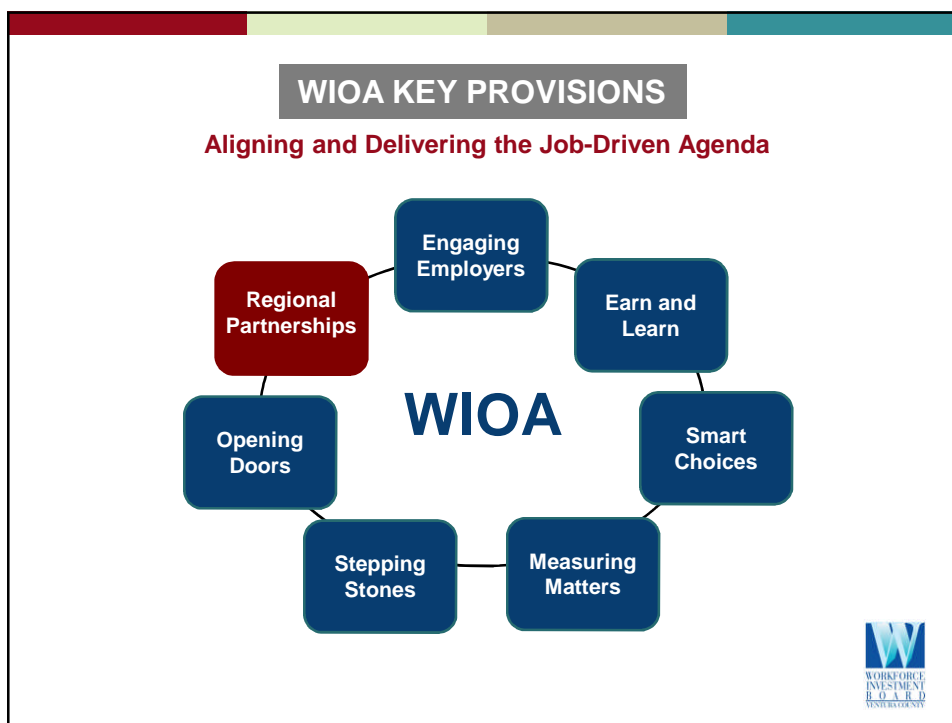
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## WIOA ONE-STOP DELIVERY SYSTEM

- Improved access to comprehensive services: core WIOA services and 12+ required partner programs
- Requirement for partners to share in the funding of services and infrastructure costs for the one-stop delivery system
- Integration of intake, case management, reporting, and fiscal and management accountability systems of one-stop partners
- Competitive process to select one-stop operators
- Local board certification of one-stops every three years
- National brand for one-stops: americanjobcenter®



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### APPRECIATION

**The Workforce Investment Board thanks the Board of Supervisors for supporting workforce development in Ventura County:**

- ✓ Advocating for Congressional approval of the 2014 Workforce Innovation and Opportunity Act (WIOA)
- ✓ Encouraging employers, job seekers, and youth to take advantage of free WIA/WIOA programs and services
- ✓ Asking businesses to provide opportunities for internships, on-the-job training, job shadowing and work experience
- ✓ Participating in the Ventura County Regional Strategic Workforce Development Plan under new WIOA requirements

**WORKFORCE INVESTMENT BOARD VENTURA COUNTY**



FOR MORE INFORMATION\*

**Access** [www.wib.ventura.org](http://www.wib.ventura.org)  
[www.CalJOBS.org](http://www.CalJOBS.org)  
[www.vcjobswithafuture.org](http://www.vcjobswithafuture.org)  
[www.venturacountygrowsbusiness.com](http://www.venturacountygrowsbusiness.com)

**Visit** America's**Job**Center  
of California<sup>SM</sup>

**Assisted Service:** Oxnard and Simi Valley

**On-Line Self Service:** HSA Community Service Centers

\*Under WIOA, the Workforce Investment Board (WIB) will become the Workforce Development Board (WDB), and the AJCC brand will transition to the American Job Center brand.



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