



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### BUSINESS SERVICES COMMITTEE MEETING

Wednesday, September 28, 2016

8:30 a.m. - 10:00 a.m.

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

### AGENDA

8:30 a.m.	<b>1.0 Call to Order and Agenda Review</b>	Jesus Torres
8:32 a.m.	<b>2.0 Public Comments</b> <u>Procedure:</u> The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.	Jesus Torres
8:35 a.m.	<b>3.0 Approval of Minutes:</b> August 5, 2016	Jesus Torres
8:40 a.m.	<b>4.0 Committee Chair Comments</b>	Jesus Torres
8:45 a.m.	<b>5.0 WDB Sector Committees</b> <ul style="list-style-type: none"><li>- Role</li><li>- 2-Year Plan</li><li>- Data</li><li>- Sector Readiness</li></ul>	Cheryl Moore Talia Barrera
9:00 a.m.	<b>6.0 Workforce Innovation and Opportunity Act (WIOA)</b> <ul style="list-style-type: none"><li>- Sector Priorities &amp; Planning</li><li>- Joint Sector Meeting Outcomes</li><li>- Industry-Recognized Credentials</li><li>- Development of 2-Year Plan</li></ul>	Cheryl Moore Talia Barrera
9:55 a.m.	<b>7.0 Committee Member Comments</b>	Committee
10:00 a.m.	<b>8.0 Adjournment</b> <u>Next Meeting</u> November 30, 2016 (8:30 a.m. - 10:00 a.m.) VCCF Nonprofit Center (Community Room) 4001 Mission Oaks Blvd., Camarillo, CA	Jesus Torres

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



**JOINT MEETING**  
**WDB REGIONAL SECTOR COMMITTEES**  
**August 5, 2016**

WDB Business Services Committee  
WDB Clean/Green Committee  
WDB Healthcare Committee  
WDB Manufacturing Committee

**MINUTES**

**Meeting Attendees**

Business Services

Jesus Torres\* (Chair)  
Tracy Perez\*  
Stephen Yeoh\*

Manufacturing

Alex Rivera\*(Chair)  
Jim Avery  
Michael Bastine  
Patrick Grimes  
Cindy Guenette\*  
Marybeth Jacobsen  
Byron Lindros\*  
Jason Miller  
Tiffany Morse  
Bill Pratt\*  
Mary Anne Rooney  
Bruce Stenslie\*  
Peter Zierhut\*

*\*WDB Members*

Clean/Green

Anthony Mireles\*(Chair)  
John Brooks  
Rebekah Evans  
David Fleisch  
Mary Anne Rooney

Healthcare

Greg Barnes\* (Chair)  
John Cordova  
Martel Fraser\*  
Amy Mantell  
Dawn Neuman  
Irene Ornelas  
Mary Anne Rooney  
Richard Trogman\*

WDB Members

Vic Anselmo\* (Vice Chair)  
Charles Harrington\*  
Victoria Jump\*  
Capt. Doug King\*  
Patty Schulz\*

WDB Administration

Talia Barrera  
Patricia Duffy  
Tracy Johnson  
Richard McNeal  
Cheryl Moore  
Patrick Newburn  
Ma Odezza Robite  
Theresa Salazar Vital

Guests

Sally Harrison (CEO's Office)  
Heidi Hayes (theAgency)  
Paula Hodge (SCCRC)  
Payal Kamdar (VSolvit)  
Vivian Pettit (CSD/WIOA)  
Mairalise Robinson (Workforce  
Education Coalition)  
Chris Schuckmann (Hi-Tech Corp.)  
Michelle Schuckmann (Hi-Tech Corp.)

**1.0 Call to Order and Agenda Review**

WDB Vice Chair Vic Anselmo called the meeting to order at 8:06 a.m. No changes were made to the agenda.

**2.0 Public Comments**

No comments.

**3.0 Welcome and Introductions**

WDB Vice Chair Vic Anselmo welcomed committee members to the first joint meeting of the WDB Regional Sector Committees: Business Services, Clean/Green, Healthcare, and Manufacturing. WDB and sector committee members gave self-introductions.

#### 4.0 WDB Sector Committees

Vic Anselmo commended the impressive amount of work undertaken by the WDB sector committees for more than six years to strengthen workforce development in Ventura County. He thanked the committee members for their exceptional commitment and collaboration.

Greg Barnes, Chair of the Healthcare Committee, Anthony Mireles, Chair of the Clean/Green Committee, Alex Rivera of the Manufacturing Committee, and Jesus Torres of the newly appointed Business Services Committee provided updates and perspectives on the work of their respective committees. A copy of the presentation may be found in each sector committee meeting packet posted on the WDB website: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

#### 5.0 WIOA Regional Sector Requirements

Cheryl Moore provided an overview of the industry sector requirements for WDB regional and local planning under the Workforce Innovation and Opportunity Act (WIOA) and responded to questions. Discussion included a description of the WIOA workforce development system, regional planning units in California, regional strategy for building a competitive workforce pipeline in Ventura County, WIOA One-Stop system alignment, and performance components relating to programs, fiscal, providers, and the alignment of partners in the American Job Center of California (AJCC) delivery system. A copy of the presentation may be found in each sector committee meeting packet posted on the WDB website: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

#### 6.0 Opportunities for Collaboration

WDB committee members worked in sector groups and cross-sector groups, reporting to the large group their responses to four questions. Reference materials available included updated workforce/occupational data by sector, workforce skills charts developed by sector committees, sector committee year-end reviews, and draft two-year sector committee plans. Below is a summary of the wall notes and committee member comments during the follow-up discussion. The input will be considered during sector committee planning and WDB/WIOA regional and local planning processes.

##### **Business Services**

##### ***1. What are the high-demand jobs in the next 3-5 years?***

- Accounting (software, QuickBooks)
- Advanced Office I.T. (cloud, collaborative software)
- Cyber Security
- Gaming/Simulation Developers
- IoT Networking
- IT Manager
- Junior programmers / developers
- Marketing (digital) (social media)
- Mobile developers App-software
- Quality Information Manager (software)
- Technical Literacy
- Technology Office Manager (operational)

## 2. Which of those jobs are hard to fill? Why?

- Cyber Security
- IoT Networking
- Junior Programmers /Developers
- Mobile Developers App-Software

– Lack of pipeline

– Growing: devices/data analysis/networking, cross functional skills

– Evolving: cyber security and technological challenges constantly evolving; therefore solutions and the skills required change as well, which outpaces training/education available

## Clean/Green

### 1. What are the high-demand jobs in the next 3-5 years?

- Alternative Fuel Mechanics
- Green Chemistry
- High Voltage Electrician
- Hospitality (all areas)
- Hospitality Workers
- Inspection Services for Government Services
- Inspectors
- Landscaping/Xeriscaping Installation
- Marketing
- Marketing/Outreach Coordinator Specialist
- Municipality
- Organic Agriculture
- Solar Installation
- Utility Workers
- Water/Wastewater Workers

### 2. Which of those jobs are hard to fill? Why?

- Hospitality Workers: gap between training for green skills and employers desire to pay
- Inspectors: certification/training pipeline - not in data base-localized
- Marketing: understanding the value to the businesses
- Utility Workers: not enough workers and lack of training

## Healthcare

### 1. What are the high-demand jobs in the next 3-5 years?

- Bilingual
- Care Coordinators
- Caregivers (CHW, I.H.S.S.)
- Case Managers
- CNA (HHA)
- Geriatrician Specialty M.D.'s.
- Health Educators

- Health Faculty
- I.T. Clinical Technology/Biomedical Engineering
- I.T. Technology/Biomedical Engineering
- Mental Health Providers
- Physician Assistants
- Physical Therapy/OT
- R.N.'s (i.e. specialty LVNs, RNP)

2. Which of those jobs are hard to fill? Why?

- Bilingual: *lack of cultural awareness skills*
- Caregivers (CHW, I.H.S.S.): *low wages*
- Geriatrician Specialty M.D.'s.: *need extra training*
- Health Faculty: *wages*
- I.T. Clinical Technology/Biomedical Engineering: *lack of trained available workforce*
- Mental Health Providers: *education level*
- Physical Therapy/Occupational Therapy: *education requirements*
- R.N.'s (i.e. specialty LVNs, RNP): *shortage/training*

**Manufacturing**

1. What are the high-demand jobs in the next 3-5 years?

- Additive Manufacturing Technician
- Cyber Security
- Design Engineer
- Discrete Hyper Skills
- Engineers – Systems
- Equipment Maintenance
- Experienced Machinists
- Facilities Maintenance
- High Technology Assemblers
- I.T. integrate with manufacturing EQ
- Industry-specific interns
- Inspectors (Dimensional, Visual, Electrical)
- Inventory Control
- Machinists with 10 Years' Experience
- Maintenance Technicians
- Manufacturing Systems Technicians / Engineers
- Manufacturing Technician
- Mechanical Engineer
- Metal Finishers/Coating Experts
- Mid-level Managements Skills
- Plant Operator
- Programmer (CNC/Controls)
- Quality Assurance (ISO/AS 9100 + Physical Inspection)
- Skilled Assembly
- Software Migration
- Technician (Electrical or Mechanical)
- UAV Technicians

## 2. Which of those jobs are hard to fill? Why?

- Design Engineer: *lack of hands-on experience; educational programs to provide hands-on experience are in nascent phase*
- Experienced Machinists: *lack of awareness, lack of experience, job jumping, lack of training*
- Quality Assurance (ISO/AS 9100 + Physical Inspection): *no training program; lack of experience*
- Programmer (CNC/Controls): *lack of awareness, lack of experience, job jumping, lack of training*
- General Concerns
  - *Critical thinking vs. standardized tests*
  - *Critical thinkers/agility*
  - *Career awareness of teachers*
  - *Trouble shooters*
  - *Self-teachers*
  - *Off-shoring of manufacturing (and its appeal)*
  - *H.S. “shop” classes extinct*
  - *Unrealistic expectations*
  - *Need for basic skills*
  - *No time to grow people into jobs*
  - *Minimal trade training*
  - *Lack of training resources in the area*
  - *Self-regulators*

## All Sectors

### 3. What challenges do the industry sectors have in common?

- Education and Training
  - Basic skills (read, write, math, tech)
  - Career awareness
  - Certification
  - Internships/apprentice/OJT
  - Leadership skills
  - Soft skills (employability skills)
  - College education → no job → entry level → stuck.
  - Lack of employer-based training
  - Lack of experience/training
  - Saturation of degrees
  - Training: cost, right program, investment (continuous)
  - Educational levels (industry skills needed/engage educators)
- Economic Development
  - Need to train the people who live here
  - Lack of local resources
  - Cost of living
  - Employee retention in an employees’ market
  - How do we get people to stay here? (locally and with the same employer)
  - Proximity to L.A. County causes employee(s) to go elsewhere
  - Retention
  - Salary (benefits)
  - Need all jobs to be more green (Manufacturing, Healthcare)

- Technology
  - Cyber security
  - Technology challenges
- Awareness
  - Improve perception of vocational training
  - Negative perception of industry
  - Understanding the “new employee” mindset

#### 4. What action might we take?

- Engage students with industry (site visits, classroom guest speakers from small business to large employers)
- Vocational training day at schools (hands on for students; class field trips)
- Provide opportunities for educators to experience industry demands and environment
- Need school boards on “board”—experience hands-on training to help counter negative perceptions
- Job advancement plan for retention (skill-based/competency-based, not time based)
- Pre-apprenticeship programs: skill-up people in industry trades (e.g., short-term 2000-hour program to touch up on specialty skills and jobs)
- Retention (share info across businesses; review compensation/benefits; flex time; do small business outreach for retention and training of employees)
- Sponsor site tours in different sector environments (emulate Manufacturing Committee/Manufacturing Roundtable participation in Manufacturing Week)
- Figure out how to fill in the gaps in the data currently available

### **7.0 Summary and Next Steps**

Cheryl Moore noted that the information and ideas generated would be considered by the individual sector committees in updating their two-year plans and by the WDB in WIOA regional and local plan development. Issues of interest to more than one committee would be addressed collaboratively. Public access to sector meeting content would be provided through meeting packets that are posted to the WDB website: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

### **8.0 Committee Member Comments**

Bill Pratt commented that we should try to determine what the real Ventura County economy looks like, what is missing, and what is getting in the way of Ventura County being a super tech industry.

### **9.0 Adjournment**

Vic Anselmo adjourned the meeting at 10:02 a.m.

Next Regional Sector Committee Meetings

**Business Services Committee**

To be scheduled

**Clean/Green Committee**

September 16, 2016 (8:00 a.m.-9:30 a.m.)  
VCCF Nonprofit Center (Community Room)  
4001 Mission Oaks Blvd., Camarillo, CA

**Healthcare Committee**

September 23, 2016 (8:00 a.m.-9:30 a.m.)  
VCCF Nonprofit Center (Community Room)  
4001 Mission Oaks Blvd., Camarillo, CA

**Manufacturing Committee**

October 20 (8:00 a.m.-9:30 a.m.)  
United Food and Commercial Workers (Suite A)  
816 Camarillo Springs Rd., Camarillo, CA





## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### **Role**

The Workforce Development Board of Ventura County (WDB) is a public board of leaders from business, labor, education, economic development, government, and community-based organizations, who are appointed by the Ventura County Board of Supervisors to:

- Administer federal Workforce Innovation and Opportunity Act (WIOA) funds.
- Provide oversight for workforce development programs and services to benefit job seekers, workers, youth, and employers in Ventura County.
- Facilitate regional collaboration, alignment, and leveraging of private/public resources to support the workforce needs of employers in Ventura County.

### **Vision**

The Ventura County region will have a high quality, appropriately-skilled workforce that is ready and able to support the changing business needs of employers in a dynamic, competitive, global economic environment. The regional workforce strategy will include ongoing skills attainment that is supportive of regional growth industry sectors and clusters and enabled by a braided, leveraged workforce system that addresses business-driven demands and worker needs for well-paid, steady employment.

### **2013-2017 Goals**

- **Business**: Meet the workforce needs of high-demand industry sectors in the Ventura County regional economy.
- **Job Seeker**: Increase the number of adults in the Ventura County region who obtain a marketable and industry-recognized credential or degree and are placed in a related sector job. Focus WIOA programs on unemployed, underemployed, low-skilled, low-income, veterans, individuals with disabilities, and other at-risk populations.
- **Youth**: Increase the number of youth in the Ventura County region who graduate prepared for post-secondary vocational training, further education, and/or a career. Focus WIOA programs on out-of-school youth.
- **Systems**: Support workforce development system alignment, service integration and continuous improvement in the Ventura County region.

### **Commitment**

Working in partnership with other regional leaders, the WDB is committed to serving as a convener, workforce analyst, broker, facilitator, and unifying community voice in advancing the achievement of the *Ventura County Regional Strategic Workforce Development Plan 2013-2017* for the benefit of the Ventura County region and the people of California.

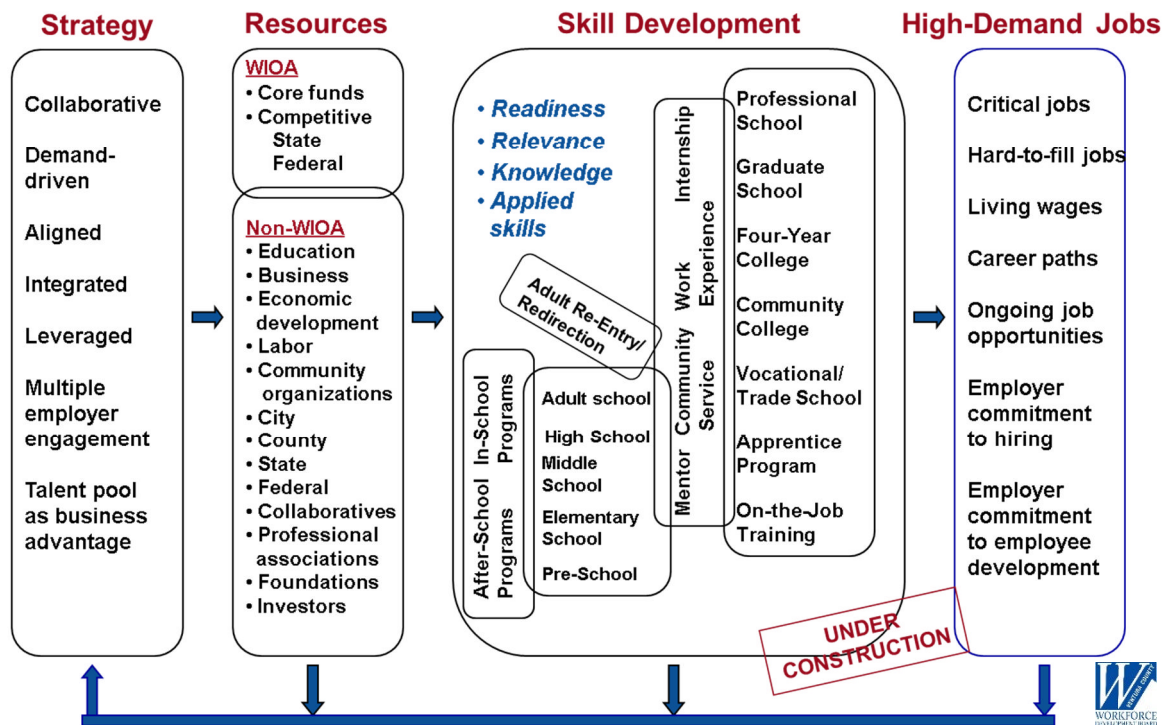


# WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

## Workforce Development Board at Work

- Executive Committee
- Business Services Committee
- Clean/Green Committee
- Healthcare Committee
- Manufacturing Committee
- Membership Committee
- Outreach Committee
- Programs Committee

## BUILDING A COMPETITIVE WORKFORCE PIPELINE IN VENTURA COUNTY



## WIOA Programs and Services

- Adult, dislocated worker, and youth support: job preparation and training, searches, transitions
- Employer support: recruitment and training, business transitions, business consulting
- American Job Center: in-person assisted services for job seekers and employers at locations in Oxnard and Simi Valley
- American Job Center: on-line resources for job seekers and employers at [www.CalJOBS.org](http://www.CalJOBS.org)
- Other Ventura County workforce development resource connections
  - Regional information and services for employers: [www.venturacountygrowsbusiness.com](http://www.venturacountygrowsbusiness.com)
  - Ventura County youth career awareness and preparation: [www.vcjobswithafuture.org](http://www.vcjobswithafuture.org)
  - Workforce Development Board: (805) 477-5306; [www.workforceventuracounty.org](http://www.workforceventuracounty.org)



## **WDB SECTOR COMMITTEE 2-YEAR PLAN GUIDELINES** **Workforce Development Board of Ventura County** **2016-2018**

### **Goal**

Facilitate collaboration among partners in business, economic development, education, labor, government, and community-based organizations to develop a diverse pipeline of skilled local workers to fill industry sector positions in the Ventura County region.

### **Components of Plan**

- 1. Engage Leaders** Engage a diverse core team of Ventura County employers, agencies and organizations to facilitate industry sector collaboration for regional workforce development.
- 2. Analyze Data** Seek local employer feedback regarding labor market data as it relates to regional industry sector workforce needs.
- 3. Take Inventory** Inventory regional education/training available to address local industry sector workforce development needs. Examples:
  - Industry-recognized certificates
  - National certificates
  - Stackable credentials
  - Apprenticeships
  - Internships
  - Externships
  - On-the-job training
  - Career awareness/outreach
  - Career pathways
  - Regional Occupational Programs
  - Adult education
  - Community colleges
  - Universities
  - Trades
  - Community organizations
- 4. Identify Gaps** Analyze the gaps between education/training available and regional industry sector workforce needs.
- 5. Determine Priorities** Determine priorities for closing the gaps between education/training available and regional industry sector workforce needs.
- 6. Take Action** Develop and implement “do-able” action plans to close the gaps.
- 7. Monitor Progress** Review progress and make updates to the Committee 2-Year Plan as needed. Report on accomplishments and insights for the annual Workforce Development Board Year-End Review.



**Ventura County Regional Planning Unit (RPU)  
Occupational Employment Data Growth Projections  
WDB BUSINESS SERVICES COMMITTEE**

*Working Document*

U.S. D.O.L. SOC Code*	Occupations	2016 VENTURA COUNTY Median Annual Wages***	2012 VENTURA COUNTY Estimated Annual Employment	2022 VENTURA COUNTY Employment Growth Projection %	2012 VENTURA COUNTY Average Annual Job Openings****	2012 VENTURA COUNTY Average Annual Job Replacement Openings	2012 CALIFORNIA Average Annual Employment	2022 CALIFORNIA Employment Growth Projection %	2012 CALIFORNIA Average Annual Job Openings****	2014 Education and Training Level**
41-2011	Cashiers	\$24,564	7,860	14.6	455	340	357,800	9.7	18,950	Less Than H.S.
43-9061	Office Clerks, General	\$35,490	6,010	10.0	186	126	329,800	9.2	9,950	H.S. Diploma + OJT
11-1021	General and Operations Managers	\$123,907	5,720	15.4	195	107	253,800	16.5	8,940	Bachelor's Degree
53-7062	Laborers and Freight, Stock, and Material Movers, Hand	\$28,728	4,860	18.1	238	150	270,500	19.1	13,560	Less Than H.S.
43-6014	Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	\$39,941	4,720	20.6	153	57	212,800	17.5	6,290	H.S. Diploma + OJT
43-3031	Bookkeeping, Accounting, and Auditing Clerks	\$47,565	4,050	19.0	113	37	182,400	14.5	4,310	H.S. Diploma + OJT
37-3011	Landscaping and Groundskeeping Workers	\$29,144	3,840	19.8	173	97	137,600	13.8	5,360	Less Than H.S.
29-1141	Registered Nurses	\$92,035	3,720	13.4	122	72	254,500	16.9	9,230	Associate's Degree
43-5081	Stock Clerks and Order Fillers	\$26,720	3,680	6.8	136	111	200,800	6.4	7,350	Less Than H.S.
43-4051	Customer Service Representatives	\$29,831	3,610	19.9	170	98	195,300	16.4	8,520	H.S. Diploma + OJT
37-2011	Janitors and Cleaners, Except Maids and Housekeeping Cleaners	\$31,041	3,370	15.1	115	63	228,200	14.5	7,610	Less Than H.S.
43-1011	First-Line Supervisors of Office and Administrative Support Workers	\$59,917	3,290	17.6	135	78	167,900	14.9	6,490	H.S. Diploma
13-1199	Business Operations Specialists, All Other	\$78,931	3,100	7.4	65	42	135,700	14.2	3,790	H.S. Diploma
13-2011	Accountants and Auditors	\$84,631	2,330	14.2	103	69	151,900	16.9	7,060	Bachelor's Degree
49-9071	Maintenance and Repair Workers, General	\$42,325	2,240	12.5	71	43	116,600	12.1	3,650	H.S. Diploma + OJT
51-2092	Team Assemblers	\$30,459	2,220	12.6	64	35	78,700	3.9	1,550	H.S. Diploma + OJT
43-6011	Executive Secretaries and Executive Administrative Assistants	\$62,465	2,110	2.4	30	25	104,600	3.0	1,570	H.S. Diploma + OJT
53-3032	Heavy and Tractor-Trailer Truck Drivers	\$44,009	2,080	11.5	57	33	136,100	16.4	4,410	degree award
43-4171	Receptionists and Information Clerks	\$31,519	2,060	17.1	91	56	98,900	11.2	3,770	H.S. Diploma + OJT
43-5071	Shipping, Receiving, and Traffic Clerks	\$33,832	2,030	12.3	78	53	87,500	8.3	3,030	H.S. Diploma + OJT
47-2031	Carpenters	\$48,675	1,910	22.5	67	24	94,700	29.6	3,970	H.S. Diploma + APP
47-2061	Construction Laborers	\$46,337	1,820	33.0	99	39	108,800	29.2	5,510	Less Than H.S.

Ventura County Regional Planning Unit (RPU)  
Occupational Employment Data Growth Projections  
WDB BUSINESS SERVICES COMMITTEE

U.S. D.O.L. SOC Code*	Occupations	2016 VENTURA COUNTY Median Annual Wages***	2012 VENTURA COUNTY Estimated Annual Employment	2022 VENTURA COUNTY Employment Growth Projection %	2012 VENTURA COUNTY Average Annual Job Openings****	2012 VENTURA COUNTY Average Annual Job Replacement Openings	2012 CALIFORNIA Average Annual Employment	2022 CALIFORNIA Employment Growth Projection %	2012 CALIFORNIA Average Annual Job Openings****	2014 Education and Training Level**
11-9199	Managers, All Other	\$125,565	1,790	5.0	49	39	88,800	14.1	3,190	H.S. Diploma
37-2012	Maids and Housekeeping Cleaners	\$24,871	1,780	7.8	49	35	143,300	15.2	5,020	Less Than H.S.
53-3033	Light Truck or Delivery Services Drivers	\$38,304	1,750	17.1	58	28	87,600	9.9	2,260	H.S. Diploma + OJT
41-3099	Sales Representatives, Services, All Other	\$62,471	1,750	22.3	86	48	105,700	22.3	5,250	H.S. Diploma + OJT
13-1111	Management Analysts	\$95,131	1,680	21.4	62	26	95,200	31.6	4,490	Bachelor's Degree
53-7064	Packers and Packagers, Hand	\$25,285	1,650	0.2	69	43	93,000	11.2	3,480	Less Than H.S.
51-9061	Inspectors, Testers, Sorters, Samplers, and Weighers	\$38,809	1,410	7.8	41	31	48,200	8.3	1,460	H.S. Diploma + OJT
23-1011	Lawyers	\$168,771	1,380	17.4	46	22	87,400	11.3	2,390	professional degree
11-3031	Financial Managers	\$131,766	1,340	14.9	45	25	74,200	13.6	2,400	Bachelor's Degree
43-3021	Billing and Posting Clerks	\$40,115	1,300	21.5	52	24	56,400	16.7	1,980	H.S. Diploma + OJT
13-1161	Market Research Analysts and Marketing Specialists	\$86,749	1,280	35.2	63	18	70,900	40.2	3,830	Bachelor's Degree
51-1011	First-Line Supervisors of Production and Operating Workers	\$61,500	1,270	6.3	26	18	52,800	1.1	800	Postsecondary non-degree award
51-2099	Assemblers and Fabricators, All Other	\$27,152	1,250	36.0	66	20	22,800	9.2	570	H.S. Diploma + OJT
41-2021	Counter and Rental Clerks	\$32,034	1,220	12.3	45	31	78,900	13.1	3,050	Less Than H.S.
53-7051	Industrial Truck and Tractor Operators	\$35,075	1,160	11.2	40	27	55,300	7.6	1,690	Less Than H.S.
11-2022	Sales Managers	\$118,821	1,100	14.5	40	24	58,500	15.6	2,170	Bachelor's Degree
51-9198	Helpers--Production Workers	\$25,611	1,090	7.3	27	19	43,600	9.2	1,150	Less Than H.S.
43-9199	Office and Administrative Support Workers, All Other	\$31,581	1,040	7.7	38	29	82,400	9.3	3,080	H.S. Diploma + OJT
33-9032	Security Guards	\$32,183	990	-11.1	15	15	139,000	16.0	4,350	H.S. Diploma + OJT
51-4041	Machinists	\$43,035	980	17.3	39	22	34,000	15.3	1,300	H.S. Diploma + OJT
13-1071	Human Resources Specialists	\$69,956	980	18.4	35	18	48,300	15.3	1,620	Bachelor's Degree
43-3011	Bill and Account Collectors	\$44,812	880	14.8	38	25	39,100	17.9	1,800	H.S. Diploma + OJT
15-1132	Software Developers, Applications	\$105,639	840	15.5	24	11	95,100	29.4	4,020	Bachelor's Degree
51-9199	Production Workers, All Other	\$30,480	790	17.7	35	21	19,000	16.3	800	H.S. Diploma + OJT



**Ventura County Regional Planning Unit (RPU)  
Occupational Employment Data Growth Projections  
WDB BUSINESS SERVICES COMMITTEE**

*Working Document*

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49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	\$69,469	720	13.9	29	20	38,400	12.5	1,520	H.S. Diploma
11-3021	Computer and Information Systems Managers	\$144,057	710	8.5	16	10	46,800	22.2	1,690	Bachelor's Degree
13-1023	Purchasing Agents, Except Wholesale, Retail, and Farm Products	\$69,608	690	5.8	16	12	33,400	7.2	840	H.S. Diploma + OJT
43-5061	Production, Planning, and Expediting Clerks	\$51,444	670	6.0	21	17	38,900	9.5	1,350	H.S. Diploma + OJT
11-1011	Chief Executives	\$201,416	670	10.4	21	14	37,000	7.8	1,070	Bachelor's Degree
41-9099	Sales and Related Workers, All Other	\$38,494	530	22.6	22	10	15,900	18.9	610	H.S. Diploma
27-1024	Graphic Designers	\$61,245	530	13.2	22	14	34,400	12.5	1,340	Bachelor's Degree
37-1012	First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers	\$49,865	520	19.2	16	6	20,700	14.0	530	H.S. Diploma
51-4121	Welders, Cutters, Solderers, and Brazers	\$36,747	500	10.0	18	12	24,700	6.5	770	H.S. Diploma + OJT
37-1011	First-Line Supervisors of Housekeeping and Janitorial Workers	\$40,616	490	12.2	19	12	24,400	13.1	900	H.S. Diploma
51-5112	Printing Press Operators	\$28,520	470	2.1	9	8	15,200	-13.8	270	H.S. Diploma + OJT
43-3051	Payroll and Timekeeping Clerks	\$45,386	460	15.2	17	10	22,400	17.0	870	H.S. Diploma + OJT
43-4071	File Clerks	\$38,631	450	-2.2	10	10	24,500	-4.1	560	H.S. Diploma + OJT
53-7081	Refuse and Recyclable Material Collectors	\$49,887	440	27.3	21	9	15,400	16.9	580	Less Than H.S.
49-3031	Bus and Truck Mechanics and Diesel Engine Specialists	\$53,015	440	15.9	16	9	21,700	13.4	760	H.S. Diploma + OJT
17-2112	Industrial Engineers	\$89,833	440	4.5	16	13	23,100	8.2	860	Bachelor's Degree
43-9021	Data Entry Keyers	\$31,355	380	-15.8	4	4	23,700	-21.1	280	H.S. Diploma + OJT
43-4161	Human Resources Assistants, Except Payroll and Timekeeping	\$42,459	380	0.0	10	10	16,400	1.8	450	H.S. Diploma + OJT
51-4031	Cutting, Punching, and Press Machine Setters, Operators, and Tenders, Metal and Plastic	\$33,001	340	2.9	5	3	12,300	-8.1	100	H.S. Diploma + OJT



**Ventura County Regional Planning Unit (RPU)  
Occupational Employment Data Growth Projections  
WDB BUSINESS SERVICES COMMITTEE**

*Working Document*

U.S. D.O.L. SOC Code*	Occupations	2016 VENTURA COUNTY Median Annual Wages***	2012 VENTURA COUNTY Estimated Annual Employment	2022 VENTURA COUNTY Employment Growth Projection %	2012 VENTURA COUNTY Average Annual Job Openings****	2012 VENTURA COUNTY Average Annual Job Replacement Openings	2012 CALIFORNIA Average Annual Employment	2022 CALIFORNIA Employment Growth Projection %	2012 CALIFORNIA Average Annual Job Openings****	2014 Education and Training Level**
43-5032	Dispatchers, Except Police, Fire, and Ambulance	\$39,450	340	17.6	16	10	20,900	16.3	950	H.S. Diploma + OJT
49-9099	Installation, Maintenance, and Repair Workers, All Other	\$44,064	330	21.2	13	6	23,100	14.7	730	H.S. Diploma + OJT
17-2199	Engineers, All Other	\$102,981	320	6.3	9	6	17,600	13.1	550	Bachelor's Degree
41-9041	Telemarketers	\$35,633	310	16.1	11	6	14,000	12.1	460	Less Than H.S.
11-2021	Marketing Managers	\$143,351	300	10.0	10	6	30,300	21.8	1,310	Bachelor's Degree
17-3029	Engineering Technicians, Except Drafters, All Other	\$76,614	280	-3.6	6	6	8,700	6.9	240	Associate's Degree
29-2071	Medical Records and Health Information Technicians	\$45,886	270	14.8	11	7	16,500	20.6	780	Postsecondary non-degree award
41-9011	Demonstrators and Product Promoters	\$30,225	260	15.4	11	7	107,600	15.7	3,560	H.S. Diploma + OJT
15-1141	Database Administrators	\$89,377	250	0.0	5	5	10,900	21.1	440	Bachelor's Degree
27-3041	Editors	\$82,214	190	52.6	15	5	12,100	12.4	440	Bachelor's Degree
11-3121	Human Resources Managers	\$122,536	180	11.1	7	5	14,000	20.0	650	Bachelor's Degree
43-9071	Office Machine Operators, Except Computer	\$29,749	170	0.0	4	4	8,800	-8.0	210	H.S. Diploma + OJT
43-9051	Mail Clerks and Mail Machine Operators, Except Postal Service	\$31,314	160	0.0	4	4	8,000	-7.5	180	H.S. Diploma + OJT
47-4041	Hazardous Materials Removal Workers	\$41,510	60	50.0	4	1	4,500	15.6	170	H.S. Diploma + OJT
49-2098	Security and Fire Alarm Systems Installers	\$51,467	60	-16.7	1	1	7,600	17.7	310	H.S. Diploma + OJT



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U.S. D.O.L. SOC Code*	Occupations	2016 VENTURA COUNTY Median Annual Wages***	2012 VENTURA COUNTY Estimated Annual Employment	2022 VENTURA COUNTY Employment Growth Projection %	2012 VENTURA COUNTY Average Annual Job Openings****	2012 VENTURA COUNTY Average Annual Job Replacement Openings	2012 CALIFORNIA Average Annual Employment	2022 CALIFORNIA Employment Growth Projection %	2012 CALIFORNIA Average Annual Job Openings****	2014 Education and Training Level**
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\*2010 Standard Occupational Classifications and Occupational Information Network provided by the Department of Labor

\*\*Occupational training and education classifications were developed by the Bureau of Labor Statistics (BLS).

\*\*\*Median Annual Wages are the estimated 50th percentile of the distribution of wages; 50 percent of workers in an occupation earn wages below, and 50 percent earn wages above the median wage.

The wages are from 2016-1st quarter and do not include self-employed or unpaid family workers.

\*\*\*\*Average Annual Job Openings includes new jobs and replacement jobs.

Data Source: State of California Employment Development Department - Labor Market Information Division

Additional Information:

**Living Wage in Ventura County as of December 2013 (California Budget Project)**

\$34,109.00	Single Adult
\$79,549.00	Single-Parent Family*
\$64,203.00	Two-Parent Family* (one working)
\$85,713.00	Two-Working-Parent Family*

\*All family types are assumed to have two children.





**MANUFACTURING WORK READINESS SKILL CATEGORIES**  
**Workforce Development Board of Ventura County**

SAFETY	MATH CONCEPTS	MEASUREMENTS	HAND AND POWER TOOLS
<ul style="list-style-type: none"> <li>• Lock-out, Tag-out, Try-out</li> <li>• Bio mechanics</li> <li>• MSDS</li> <li>• Potential energy sources (gravity, pneumatic, hydraulic, chemical , steam/gas pressure)</li> </ul>	<ul style="list-style-type: none"> <li>• Combined operations of fractions and mixed number</li> <li>• Table of decimal equivalents and combined operations of decimals</li> <li>• Degree of precision, tolerance and clearances</li> <li>• Steel rules and gage blocks</li> <li>• Algebraic operations of additions, subtraction and multiplication</li> <li>• Ratios and proportions</li> <li>• Mathematical conversions from standard to metric</li> <li>• RPM, and implication of gearbox reduction to RPM and torque</li> </ul>	<ul style="list-style-type: none"> <li>• Standards</li> <li>• Units of measurement</li> <li>• Mass and weight measurement</li> <li>• Metric measurement</li> <li>• Measuring motion</li> <li>• Measuring fluids</li> <li>• Indicators</li> <li>• Micrometers</li> <li>• Gauging tools</li> <li>• Calipers</li> <li>• Diameter tape</li> </ul>	<ul style="list-style-type: none"> <li>• Electric drills</li> <li>• Pneumatic drills and hammers</li> <li>• Screwdrivers, nut-runners and wrenches</li> <li>• Air supply for pneumatic tools</li> <li>• Wrenches</li> <li>• Hacksaws</li> <li>• Taps and dies</li> <li>• Hammers</li> <li>• Squares</li> <li>• Levels</li> <li>• Pipe threading machines</li> </ul>
BASICS OF QUALITY CONTROL	BLUEPRINT CONCEPTS	EMPLOYABILITY SKILLS	COMPUTER SKILLS
<ul style="list-style-type: none"> <li>• Process</li> <li>• Basic quality methodology and inspection techniques</li> <li>• Importance of individual – do it right first time</li> <li>• Manufacturing theory and quality</li> <li>• Lean manufacturing and quality</li> </ul>	<ul style="list-style-type: none"> <li>• Introduction to schematics and symbols</li> <li>• Pneumatics and hydraulic schematics</li> <li>• Piping schematics</li> <li>• Piping symbols</li> <li>• Differences in schematics</li> <li>• Views</li> <li>• Electrical symbols</li> <li>• Hydraulic and pneumatic symbols</li> <li>• Hydraulic and pneumatic diagrams</li> <li>• Assembly instructions</li> </ul>	<ul style="list-style-type: none"> <li>• Basics of interviewing</li> <li>• Work ethic</li> <li>• Communication skills</li> <li>• Continuous Improvement skills</li> <li>• Basic company policy understanding</li> <li>• Time management</li> <li>• Task prioritization</li> <li>• Worker, supervisor, manager etiquette and protocol basics</li> </ul>	<ul style="list-style-type: none"> <li>• Excel</li> <li>• Word</li> <li>• OS basics</li> <li>• Computer navigation</li> <li>• Computer security</li> <li>• Computer etiquette</li> <li>• ERP basics</li> <li>• Viewer basics, PDF, CAD, jpg, png, bmp, TIFF, Solid Works, etc</li> <li>• File extension basics</li> </ul>