



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

EXECUTIVE COMMITTEE MEETING

Thursday, September 15, 2016
8:00 a.m. - 9:30 a.m.

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

AGENDA

- | | | |
|-----------|---|-----------------------|
| 8:00 a.m. | 1.0 Call to Order and Agenda Review | Vic Anselmo |
| 8:02 a.m. | 2.0 Public Comments
Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only. | Vic Anselmo |
| 8:10 a.m. | 3.0 Approval of Executive Committee Minutes: August 11, 2016 | Vic Anselmo |
| 8:15 a.m. | 4.0 Performance Update <ul style="list-style-type: none">• 2015-2016 Year-End• 2016-2017 Negotiated | Theresa Salazar Vital |
| 8:25 a.m. | 5.0 Financial Status Report: Update | Theresa Salazar Vital |
| 8:30 a.m. | 6.0 Action Items <ul style="list-style-type: none">6.1 Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Authorize WDB Staff to Develop, and Authorize the County of Ventura Human Services Agency Contracts Department to Release, a Request for Proposals (RFP) for Approximately \$1,210,000 in Workforce Innovation and Opportunity Act (WIOA) Title I Core Youth Funds for Comprehensive Youth Services6.2 Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Authorize the Procurement Department of the County of Ventura General Services Agency to Conduct, on Behalf of the WDB, the Procurement of the One-Stop Operator as Required by the Workforce Innovation and Opportunity Act (WIOA) for WIOA One-Stop Operator Services for Program Years 2017-2020 | Cheryl Moore |

- 8:40 a.m. **7.0 WIOA Regional and Local Planning**
- California Workforce Association Conference: Insights on WIOA Vic Anselmo
 - Planning Update Cheryl Moore
 - California EDD/CWDB Final Directive: Pending
 - Focus of Regional and Local Plans
 - Data Analysis
 - Sector Committees
 - AJCC Partners MOU Phase 2
 - Timeline
- 9:10 a.m. **8.0 WDB Administration** Cheryl Moore
- WDB Planning Meeting
October 27, 2016 (8:00 a.m.-11:30 a.m.)
 - WDB Operations
- 9:25 a.m. **9.0 Committee Member Comments** Committee
- 9:30 a.m. **10.0 Adjournment** Vic Anselmo
- Next Meeting
October 13, 2016 (8:00 a.m.-9:30 a.m.)
VCCF Nonprofit Center (Board Room)
4001 Mission Oaks Blvd., Camarillo, CA

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.



WDB Executive Committee Meeting
August 11, 2016

MINUTES

Meeting Attendees

Executive Committee

Jim D. Faul (Chair)
Vic Anselmo (Vice Chair)
Victor Dollar
Anthony Mireles
Alex Rivera
Patty Schulz
Jose Torres

WDB Administration

Talia Barrera
Patricia Duffy
Richard McNeal
Cheryl Moore
Patrick Newburn
Theresa Salazar Vital

Guests

Sally Harrison (Office of the Ventura
County CEO)

1.0 Call to Order and Agenda Review

Jim D. Faul called the meeting to order at 8:01 a.m. No changes were made to the agenda.

2.0 Public Comments

No comments.

3.0 WDB Chair Comments

Jim D. Faul thanked Vic Anselmo for chairing the first Joint Meeting of the WDB Regional Sector Committees (Business Services, Clean/Green, Healthcare, and Manufacturing) on August 5, 2016. He acknowledged the positive feedback he heard from attendees.

4.0 Consent Items

4.1 Approve Executive Committee Minutes: July 14, 2016

4.2 Receive and File: WDB Committee Reports

Motion to approve the Consent Items: Alex Rivera

Second: Anthony Mireles

Motion carried

5.0 Performance Update:

The following information was shared and discussed with Committee members:

- Preliminary final 2015-2016 fourth quarter (Q4) WIOA Adult, Dislocated Worker, and Youth outcomes for all nine (9) WIA Common Measures for the Ventura County local area exceed a 100% success rate. The final 15-16 Q4 WDB performance report, including CSD year-end outcomes for the WIOA Adult, WIOA Dislocated Worker, CWDB Steps2Work and DOL Bridges2Work programs, will be provided at the September 15 Executive Committee meeting.
- 2016-2017 WIOA performance measures went into effect on July 1, 2016. Local areas are awaiting State performance policy direction since the June 30 publication of final DOL regulations.

- 2015-2016 Year-End Status and Reports
 - *Rapid Response* (required activities) – Fourth Quarter (Q4) April 1, 2015 through March 31, 2016: The Community Services Department conducted cumulative on-site layoff/closure planning meetings and/or employee orientations. State reporting lists:
 - ✓ 13 unique at-risk Ventura County businesses reported layoffs for 1533 workers.
 - ✓ 537 of these impacted employees attended WIOA Rapid Response orientations.
 - *Rapid Response* (layoff aversion required activities) Fourth Quarter (Q4) July 1, 2015 through June 30, 2016: The Economic Development Collaborative-Ventura County (EDC-VC) reported cumulative business retention/layoff aversion activities. State and WDB reporting lists:
 - ✓ Twenty-three (23) unique at-risk businesses received services to prevent the loss of 1,283 at-risk jobs.
 - ✓ Ninety-six (96) at-risk workers were provided Incumbent Worker Training (IWT) with non-WIOA funds.
 - ✓ An average customer satisfaction score of 4.59, on a 5 point scale, was achieved for employers served.
 - ✓ Contract expenditures were at \$94,750.00, with \$51,884.25 in-kind expenditures.
 - ✓ Two hundred and sixteen (216) 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).

6.0 Financial Status Report: June 2016

- 2015-2016 WIOA Budget Plan Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2015-2016, reflecting the April 26, 2016 WDB approval of a WIOA Tentative Balanced Budget update, and year-to-date expenditures from July 1, 2015 through June 30, 2016.

The status of expenditures at 100% into the fiscal year was:

<u>WIOA Core Funds</u>	<u>2015-2016 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,571,105	2,400,545	93%
Adult	1,843,457	1,843,293	100%
Youth	2,038,948	1,925,000	94%
Rapid Response	456,459	433,760	95%
 <u>WIOA Non-Core Funds</u>			
Workforce Accelerator Grant	7,994	7,806	98%
DOL Bridges 2 Work Grant	212,637	210,667	99%
CWDB Steps 2 Work Grant	123,752	119,705	97%
VC I-E3	76,980	39,716	52%

Workforce Accelerator Grant: Augmented services in the existing Community Corrections Partnership to accelerate education attainment and reemployment for ex-offenders. Grant ended September, 2015.

CWDB Step 2 Work: Provides training opportunities for ex-offenders at VCCCD and with local businesses in WDB priority Manufacturing and Clean Green industry sectors. Multiple program year grant.

DOL Bridges 2 Work: Creates a specialized in-jail AJCC and augments current services by adding employment-focused activities and services to pre-release offenders. Multiple program year grant.

VC Innovates: Expand, Enhance, Extend (VCI-E3) funding, through the California Career Pathways Trust: Department of Education, is for a two-year fixed-term WDB Manager position. Multiple program year grant.

The State waived their local WDB requirement to expend a minimum of 80% of the annual WIOA Dislocated Worker, Adult, and Youth core grant allocations and 100% of the annual Rapid Response core grant allocation by June 30, 2016. WDB staff projects unspent FY 2015-16 carry over WIOA core and non-core funds for expenditures in FY 2016-17.

- WIA/WIOA Training Expenditures

As shown in the table below, the summary of WIOA training expenditures, as of June 30, 2016, 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 WIOA core grants across the overlapping federal two-year grant cycles.

	Core Grant <u>FY 13-15</u>	Core Grant <u>FY 14-16</u>	Core Grant <u>FY 15-17</u>
Total Adult and Dislocated Worker Formula Fund Allocations	4,346,991	4,092,349	4,133,724
Training Expenditure Requirement	1,086,748 25%	1,023,087 25%	1,033,431 25%
Formula Fund Training Expenditures	1,053,524	1,263,321	977,907
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	400,025	409,235	348,361
• Maximum Allowed Leveraged Resources (10%)	434,699	425,933	413,372
Total Leveraged Resources Used Toward Training Expenditures	400,025	409,235	348,361
• Total Amount Spent on Training	1,453,549	1,672,556	1,326,269
• % of Training Requirement Met (Final goal = 100%)	134%	163%	128%

7.0 Action Items

The Executive Committee considered background information, asked questions, and discussed the following item before taking action. The meeting packet with background information on the action items is available on the WDB website: www.workforceventuracounty.org.

Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Approve Minor Revisions to the WDB Policy on Non-WDB Members of the WDB Programs Committee (Local Policy Bulletin #2016-03)

The policy establishes final WDB criteria for non-WDB membership on the new Programs Committee of the WDB.

Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Approve Submission of the 2016 Conflict of Interest Code Biennial Review of the WDB to the Clerk of the Board of Supervisors

Every two years local boards are asked to revise as needed the form that notifies the Clerk of the Board of Supervisors of those individuals who are required to submit Form 700 in accordance with the WDB Conflict of Interest Code. In addition to updating the title of the Workforce Development Board, categories listed for Form 700 submission include all WDB members, the WDB Executive Director, and the WDB Administrative Managers.

8.0 2015-2016 Year-End Review

Committee members recommended an additional insight from the prior program year to finalize the Year-End Review (attached) for the August 25, 2016 WDB meeting.

9.0 WIOA Regional and Local Planning

- California EDD/CWDB Final Directive Pending: Committee members reviewed, discussed, and asked questions regarding Draft State Directive WSDD-146, published on July 1, 2016, providing guidance for Local and Regional plan requirements.
- Focus of Regional and Local Plans: The WDB will submit one combined local and regional plan for State approval. The WDB approved plan must be submitted to the State Board no later than March 15, 2017.
- WIOA Requirements: Leveraging resources (i.e., staff, WIOA/Non-WIOA funds) of the American Job Center of California required partners and a process for continued AJCC system improvement are critical for sustaining the AJCC system and the regional framework for building a competitive workforce pipeline for the Ventura County.
- AJCC Operations: To meet final DOL regulations, WIOA fire-wall protocols and procurement issuance for the WIOA One-Stop Operator, will be coordinated through the County of Ventura's General Services Department.
- Data Analysis Workgroup: Representatives from each of the three WDB sector committees held their first meeting in July to coordinate needed data for sector committee work and for our pending regional/local plan.

- Joint Meeting of WDB Regional Sector Committees: Sector Committee and WDB members met on August 5, 2016.

10.0 WDB Administration

- WDB and WDB Committee Member Stewardship: Members were encouraged to welcome each new member at WDB and WDB Committee meetings.
- WDB Meeting Plan for August 25, 2016: Committee members discussed and made suggestions for WDB Committee Chair year-end presentations.
- On the Calendar
 - August 25, 2016: WDB Meeting (Final WIOA Federal and State Requirements)
 - September 6-8, 2016: CWA Conference (Meeting of the Minds in Monterey)
 - March 25-26, 2016: NAWB Forum 2017 and Congressional Visits in Washington, D.C.

11.0 Committee Member Comments

No comments.

12.0 Adjournment

Motion to adjourn at 9:27 a.m.: Alex Rivera
Second: Victor Dollar
Motion carried

Next Meeting

September 15, 2016 (8:00 a.m.-9:30 a.m.)
VCCF Nonprofit Center (Board Room)
4001 Mission Oaks Blvd., Camarillo, CA

2015-2016 YEAR-END REVIEW
Workforce Development Board of Ventura County

WDB EXECUTIVE COMMITTEE

2015-2016 Members

WDB Members: Victor Dollar (WDB Chair); Jim D. Faul (WDB Vice Chair); Mike Soules (Immediate Past WDB Chair); Anthony Mireles, Kimberly Nilsson, and Nancy Williams (Clean/Green Committee Chairs); Greg Barnes (Healthcare Committee Chair); Vic Anselmo (Manufacturing Committee Chair); Patty Schultz (Membership Committee Chair); Brian Gabler (Outreach Committee Chair); Alex Rivera (Resource Development Committee Chair); Tony Skinner (Youth Council Chair)

Executive Committee Accomplishments

In support of the *Ventura County Regional Strategic Workforce Development Plan 2013-2017*, WDB Executive Committee accomplishments included:

Oversight of WDB Administration, Sector Committees and One-Stop System

- Regularly received reports and reviewed activities of seven Workforce Development Board (WDB) Committees: Clean/Green, Healthcare, Manufacturing, Membership, Outreach, Resource Development, and Youth Council.
- Reviewed, discussed and took action on annual budget planning and expenditures, including the initial development of and updates to the Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget Plan, including use of unallocated and Management Reserve funds.
- Approved the evaluation and reporting process for determining program and contract success and/or reporting for Adult and Dislocated Worker program performance, WIOA Common Measures performance outcomes required Rapid Response activities (lay-offs/closures and lay-off aversion).
- Reviewed, discussed and assessed quarterly program and fiscal performance reports/information for Adult, Dislocated Worker, and Youth program performance; required Rapid Response activities (layoffs/closures and lay-off aversion); WDB budget plan and expenditures; training expenditures; and a presentation of Community Services Department including WIOA transition strategies and implementation services.
- Evaluated WIOA programs and/or contracts and recommended action for Adult and Dislocated Worker programs (Community Services Department/WIOA); Rapid Response business services (layoff aversion) contract (Economic Development Collaborative-Ventura County); and youth contracts (Ventura Adult and Continuing Education, PathPoint and Boys and Girls Clubs of Greater Oxnard and Port Hueneme).
- Reviewed and discussed various federal, state and local legislation and requirements impacting the WDB for successful transition from WIA to the Workforce Innovation and Opportunity Act (WIOA) including regional designation and WIOA Federal guidelines

Actions Taken by the Executive Committee

Considered background information, asked questions, and discussed each of the following items at length before taking action to approve recommendations to the WDB and/or the Board of Supervisors and/or other actions relating to the following topics:

2015-2016 YEAR-END REVIEW
Workforce Development Board of Ventura County

WDB EXECUTIVE COMMITTEE

Executive Committee Accomplishments (Continued)

- Program Year 2015-2016 WIOA Adult, Dislocated Worker, Rapid Response and Youth evaluation/reporting process
- Three updates to the Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget Plan for Program Year 2015-2016
- New Workforce Development Board (WDB) policies on the use of the new WDB logo, the submission of grant proposals, the protection of personally identifiable information, and youth work experience
- Updated current WDB Policies, already approved under the Workforce Investment Act (WIA) by the Workforce Investment Board of Ventura County(WIB), to align policy terminology with the new Workforce Innovation and Opportunity Act (WIOA)
- One-year extension of the three WIOA Youth program provider contracts for PY 2016-2017 with approval criteria (available funds, satisfactory performance, and County of Ventura approval)
- Changes to the composition of the WDB to comply with WIOA requirements
- Updated WDB committee structure for inclusion in the proposed WDB Bylaws
- Ventura County Board of Supervisors submission of the Ventura County Local Workforce Development Board Recertification Request for PY 2016-2018 to the California Workforce Development Board
- Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget for Program Year 2016-2017
- Contract with the Economic Development Collaborative-Ventura County, in an amount not to exceed \$95,000 in P 2016-2017
- Contract with the Agency, in an amount not to exceed \$150,000 in Program Year 2016-2017
- Contracts for Workforce Investment Act (WIA) Comprehensive Youth Programs Provided by the Boys and Girls Clubs of Greater Oxnard and Port Hueneme (\$475,000), PathPoint (\$475,000), and Ventura Adult and Continuing Education (\$260,000) in Program Year 2016-2017

WDB Accomplishments: Collaboration and Visibility

- The WDB provided support for successful grant proposals including:
 - California Workforce Development Board: awarded funds (\$165,000) for the provision of workforce services to ex-offenders to prevent recidivism (STEPS2Work)
 - U.S. Department of Labor/Employment and Training Administration: awarded funds (\$500,000) for the provision of workforce services to offenders transitioning from pre-release status at the AJC comprehensive and/or satellite centers to prevent recidivism (BRIDGES2Work)

2015-2016 YEAR-END REVIEW
Workforce Development Board of Ventura County

WDB EXECUTIVE COMMITTEE

WDB Accomplishments: Collaboration and Visibility (Continued)

- WDB and WDB committee members continued to participate in the Advanced Manufacturing Partnership of Southern California (recently expanded to include ten counties), in support of its designation as a federally recognized Innovative Manufacturing Communities Partnership for regional aerospace and defense manufacturing. Participation included elected membership on the Executive Council and volunteer participation on the Pillar Committees.
- In addition to participating in Workforce Wednesday radio interviews, press interviews and articles, opinion pieces in the press, panel discussions, National Manufacturing Day, the WDB Speakers Bureau and other WDB outreach activities, WDB members attended and/or presented at a wide range of business, education, and community meetings and conferences.
- WDB members attended the 2015 California Workforce Association Meeting of the Minds Conference. 2016 National Association of Workforce Boards Forum in Washington, D.C. and engaged in Capitol Hill meetings with Congresswoman Julia Brownley, Congresswoman Lois Capps, and Congressman Steve Knight.
- WDB member Victoria Jump received the President's Citation Award from the California Association of Area Agencies on Aging for her exceptional work at the county and state levels.
- WDB members Gerhard Apfelthaler, Greg Gillespie, and Bruce Stenslie, and WDB Executive Director, Cheryl Moore, were recognized by the *Pacific Coast Business Times* as Who's Who in Business Leadership for their collaboration with businesses in the region.

Insights

- The WDB has terrific bench strength. Thanks to the breadth of experience, collaborative efforts, and level of commitment among our WDB and WDB committee members, we have been able to accomplish a great deal while making a smooth transition from WIA to WIOA.
- Although the roles of the long-standing Youth Council and Resource Development Committee ended this year, the members are to be commended for their exceptional contributions to the success of the WDB.
- Creating a new Programs Committee to evaluate all of the WIOA core programs was a great idea.
- We are keeping our forward momentum to address local workforce development needs while remaining flexible to adapt to ongoing changes in state and federal requirements.
- By creating a new Business Services Committee, we will be able to expand our sector reach. It is a smart way to round out our regional workforce development strategy and provide access to more in-demand occupations that support our local employers.

*Workforce Development Board (WDB) of Ventura County – Performance Report
Program Year 2015 – 2016: Fourth Quarter (Q4) July 1, 2015 to June 30, 2016*

TOTALS FOR VENTURA COUNTY

ALL PROVIDERS	WIOA Adult Enrollments	WIOA Dislocated Worker Enrollments	WIOA Youth Enrollments	CWDB Steps2Work Enrollments	DOL Bridges2Work Enrollments	Total 15-16 New and 14-15 Carry-in Enrollments (with Training)
		188	258	341	19	21

Community Services Department (CSD) Enrollments	15-16* Plan New/Unique	Actual	Plan to Actual	Total 15-16 New and 14-15 Carry-in Enrollments (with Training)	Core Self Service (Universal Customers)
Adult	82	114	139%	188 (130)	14,168
Dislocated Workers	126	123	98%	258 (213)	
Steps2Work	25	19	76%	19 (11)	
Bridges2Work	15	21	140%	21 (n/a)	

COMMON MEASURES OUTCOMES

ADULT	ENTERED EMPLOYMENT				EMPLOYMENT RETENTION				AVERAGE EARNINGS			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Earnings & Clients
VC WDB	73.5	80.2	109.1%	81/101	83.5	90.2	108.1%	158/175	\$14,000	\$17,293.53	123.5%	\$2,524,856.01 /146
CSD	73.5	79.5	108.2%	78/98	83.5	89.4	107.1%	144/161	\$14,000	\$16,861.51	120.4%	\$2,225,718.70 /132

DW	ENTERED EMPLOYMENT				EMPLOYMENT RETENTION				AVERAGE EARNINGS			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Earnings & Clients
VC WDB	76.5	93.1	121.7%	136/146	84.0	93.0	110.7%	120/129	\$15,750	\$24,170.04	153.4%	\$2,731,214.76 /113
CSD	76.5	93.1	121.7%	136/146	84.0	93.0	110.7%	120/129	\$15,750	\$24,170.04	153.4%	\$2,731,214.76 /113

YOUTH	EMPLOYMENT OR EDUCATION PLACEMENT				DEGREE OR CERTIFICATE ATTAINMENT				LITERACY AND NUMERACY GAIN			
	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients	Goal	Actual	Success Rate	Clients
VC WDB	68.0	77.8	114.4%	172/221	58.0	63.1	108.8%	125/198	58.0	78.9	136.1%	94/119
BGC	68.0	82.8	121.8%	82/99	58.0	69.2	119.3%	63/91	58.0	81.8	141.0%	36/44
PPT	68.0	76.8	112.9%	63/82	58.0	59.2	102.0%	45/76	58.0	91.1	157.2%	31/34
VACE	68.0	67.5	99.2%	27/40	58.0	54.8	94.5%	17/31	58.0	65.8	113.5%	27/41

VC WDB: Ventura County Workforce Development Board

CWDB: California Workforce Development Board DOL: Department of Labor

PPT: PathPoint BGC: Boys & Girls Clubs of Oxnard and Port Hueneme VACE: Ventura Adult and Continuing Education

Goal: LWIA Final Performance Levels for PY 2015-2016

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, 2014 and September 30, 2015

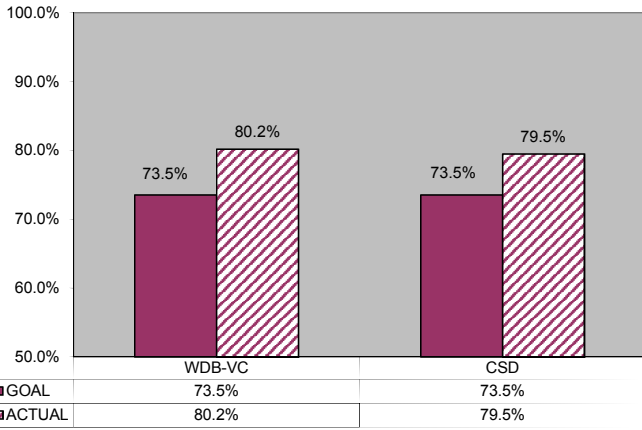
- Average Earnings & Retention: Clients leaving the program between April 1, 2014 and March 31, 2015

- Literacy and Numeracy: Clients in the program between July 1, 2015 and June 30, 2016

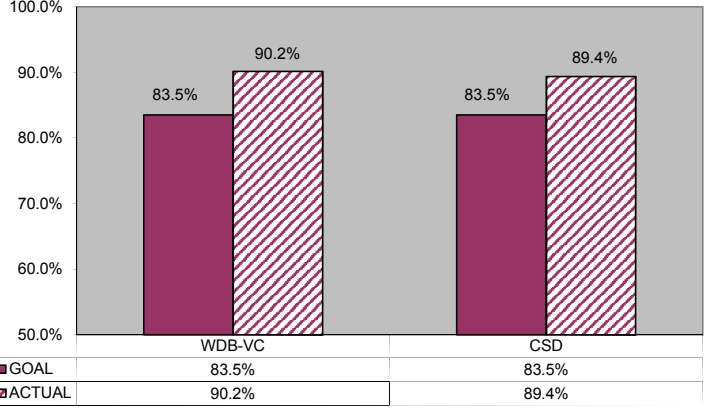
**WIOA Performance Report - Common Measures Outcomes
PY 2015-2016: Fourth Quarter (Q4) July 1, 2015 to June 30, 2016**

Adult

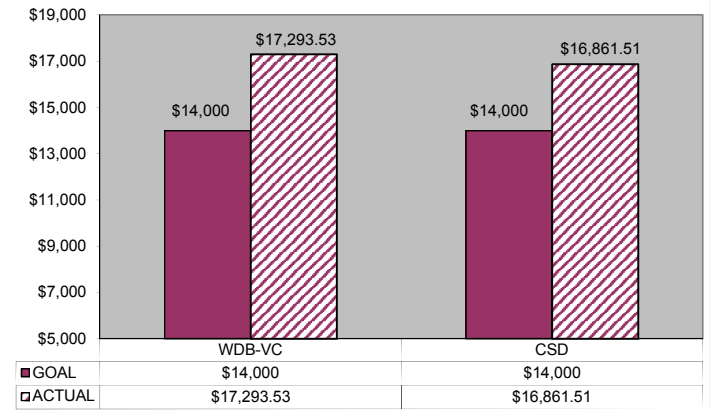
Entered Employment Rate



Employment Retention Rate

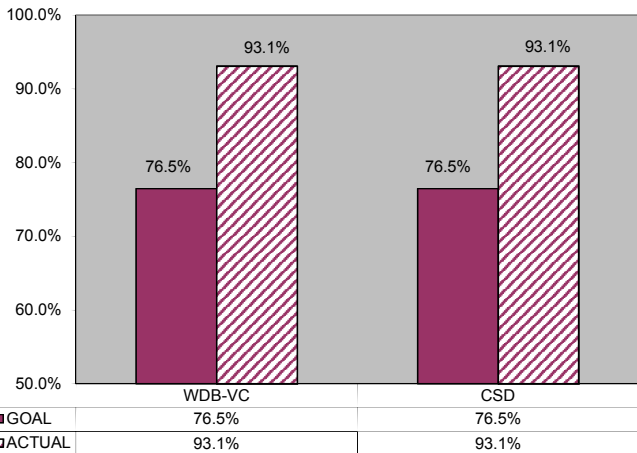


Average Earnings

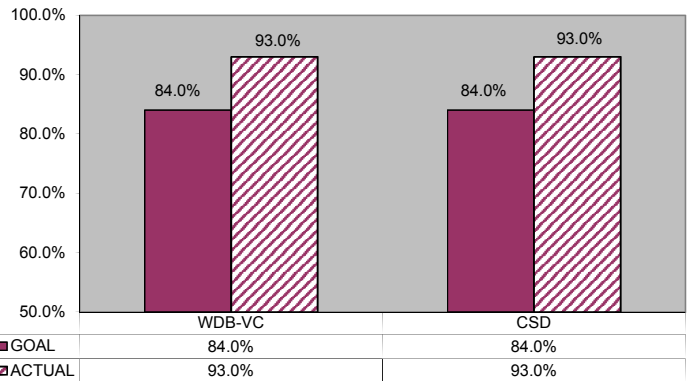


Dislocated Worker

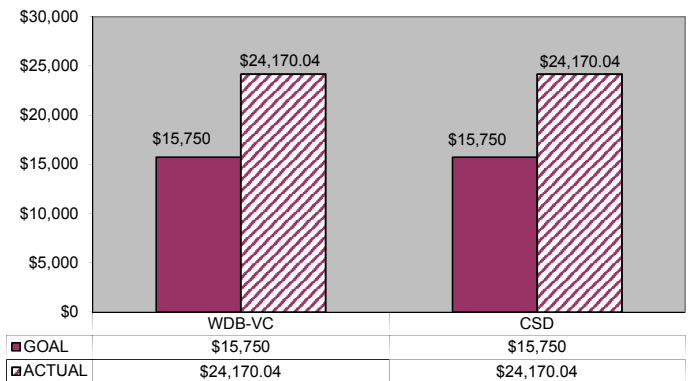
Entered Employment Rate



Employment Retention Rate



Average Earnings

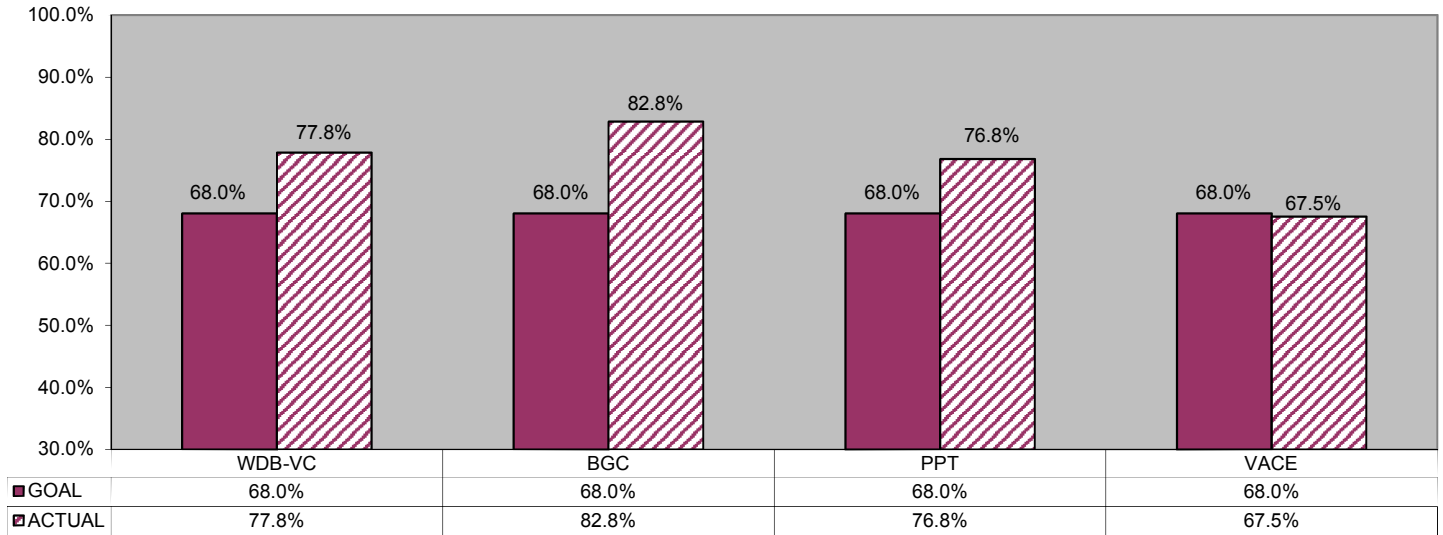


WDB-VC = Workforce Development Board
of Ventura County

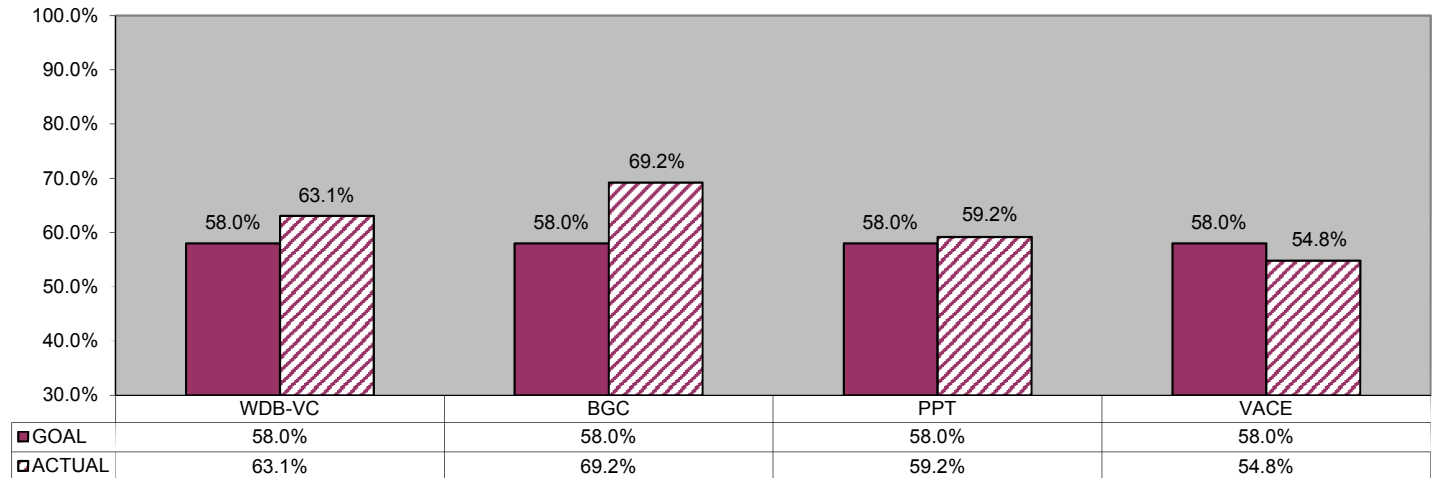
**WIOA Performance Report - Common Measures Outcomes
PY 2015-2016: Fourth Quarter (Q4) July 1, 2015 to June 30, 2016**

Youth

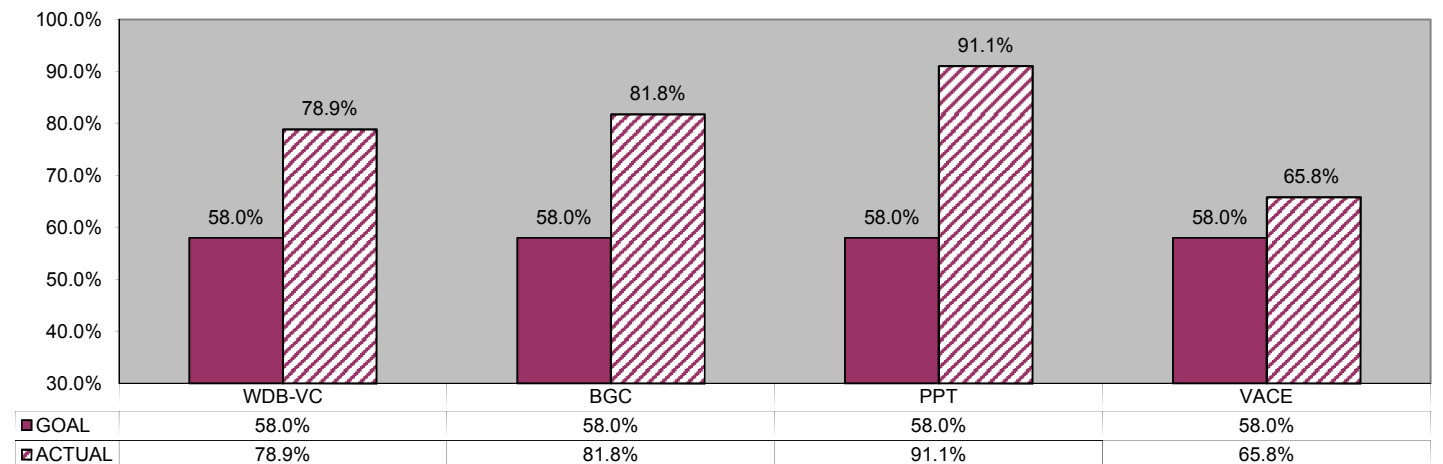
Employment or Education Placement



Degree or Certificate Attainment



Literacy and Numeracy Gain





WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

(805) 477-5306

workforceventuracounty.org

TO: EXECUTIVE COMMITTEE

**FROM: CHERYL MOORE
EXECUTIVE DIRECTOR**

DATE: SEPTEMBER 15, 2016

SUBJECT: RECOMMENDATION THAT THE EXECUTIVE COMMITTEE OF THE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) AUTHORIZE WDB STAFF TO DEVELOP, AND AUTHORIZE THE HUMAN SERVICES AGENCY CONTRACTS DEPARTMENT TO RELEASE, A REQUEST FOR PROPOSALS (RFP) FOR APPROXIMATELY \$1,210,000 IN WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE I CORE YOUTH FUNDS FOR COMPREHENSIVE YOUTH SERVICES

RECOMMENDATION

Recommend that the Executive Committee of the Workforce Development Board of Ventura County (WDB) authorize WDB staff to develop, and authorize the Human Services Agency Contracts Department to release, a request for proposals (RFP) for approximately \$1,210,000 in Workforce Innovation and Opportunity Act (WIOA) Title I core Youth funds for comprehensive youth services.

BACKGROUND

On May 19, 2016, the Executive Committee discussed the new WIOA Youth requirements that went into effective on July 1, 2015 (1) to spend 75% of the entire WIOA Youth allotment on out-of-school youth and (2) to spend 20% of the entire WIOA Youth allotment on workplace-related activities effective July 1, 2015. Fully recognizing the challenges and complexity of the WIOA requirements and Department of Labor/State mandates, and with successful Program Year 2014-15 youth program outcomes, WIOA youth provider contracts were renewed for a fourth and final year through June 30, 2017.

DISCUSSION

At the Programs Committee meeting on August 3, 2016, members discussed at length several parts of the initial WIOA Youth procurement components. Committee consensus directed WDB staff to incorporate member recommendations in the final RFP.

If approved by the Executive Committee, WDB staff will initiate further discussion and collaboration with County staff to fully develop and release a final procurement for WIOA Title 1 Youth services in the fall of 2016. Contract awards will be announced in June 2017, with services to begin on July 1, 2017, and operate through June 30, 2018.

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



WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

(805) 477-5306

workforceventuracounty.org

TO: EXECUTIVE COMMITTEE

**FROM: CHERYL MOORE
EXECUTIVE DIRECTOR**

DATE: SEPTEMBER 15, 2016

SUBJECT: RECOMMENDATION THAT THE EXECUTIVE COMMITTEE OF THE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) AUTHORIZE THE PROCUREMENT DEPARTMENT OF THE COUNTY OF VENTURA GENERAL SERVICES AGENCY TO CONDUCT, ON BEHALF OF THE WDB, THE PROCUREMENT OF THE ONE-STOP OPERATOR, AS REQUIRED BY THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE I, FOR WIOA ONE-STOP OPERATOR SERVICES FOR PROGRAM YEARS 2017-2020

RECOMMENDATION

Recommend that the Executive Committee of the Workforce Development Board of Ventura County (WDB) authorize the Procurement Department of the County of Ventura General Services Agency to conduct, on behalf of the WDB, the procurement of the One-Stop Operator, as required by the Workforce Innovation and Opportunity Act (WIOA) Title I, for WIOA One-Stop Operator services for program years 2017-2020.

DISCUSSION

After consultation with County Counsel and the County of Ventura General Services Agency (GSA), WDB staff have determined that, to avoid conflict of interest, a separate County department is best suited to conduct the mandated procurement of the One-Stop Operator according to requirements under WIOA Sec.121(d)(2)(A).

Executive Committee approval of this recommendation will authorize GSA, through its Procurement Department, to conduct the One-Stop Operator procurement on behalf of the WDB. The duties of the One-Stop Operator, which must be a consortium of three or more current One-Stop partners, will be limited strictly to the "coordination of service delivery of required One-Stop partners and service providers." GSA will recommend the successful bidder to the WDB, and the WDB will approve a recommendation for approval by the County Board of Supervisors. One-Stop Operator services will begin on July 1, 2017.

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

WDBVC PLANNING TIMELINE
Workforce Innovation and Opportunity Act (WIOA)

2016

Aug.	Release of Federal Final Rule for WIOA
Sept.- Oct.	Release of California (CWDB) final requirements for WIOA regional plan, local plan, and AJCC MOU Phase 2
Fall	Release of WIOA One-Stop Operator RFP
Oct. 27	WDB annual planning meeting: discussion of major components of regional and local plans
Nov. 10	WDB Executive Committee meeting: review of draft regional and local plans, and a draft outline of AJCC MOU Phase 2
Dec. 8	WDB meeting: approve release of draft regional and local plans for public comment and authorize Executive Committee to approve final plan; review draft content of AJCC MOU Phase 2
Dec. 8	Public comment period begins: regional and local plans

2017

Jan. 9	Public comment period ends: regional and local plans
Jan. 12	WDB Executive Committee meeting: approve final regional and local plans; review updated draft AJCC MOU Phase 2
Feb. 23	WDB meeting
Feb. 28	BOS meeting: approve final regional and local plans (with updated draft of AJCC MOU Phase 2 attached)
March 1	Submit AJCC MOU Phase 2 updated draft to CWDB
March 15	Submit final regional and local plans (with AJCC MOU Phase 2 updated draft attached)
April 13	WDB Executive Committee meeting: recommendation to WDB for approval of recommendation to BOS for One-Stop Operator MOU and final/signed AJCC MOU Phase 2
April 27	WDB meeting: recommendation to BOS for approval of One-Stop Operator MOU and final/signed AJCC MOU Phase 2
May	BOS meeting: approve One-Stop Operator MOU and final/signed AJCC MOU Phase 2
May	Submit final/signed AJCC MOU Phase 2 to CWDB
June	CWDB approval of regional and local plans, including final/signed AJCC MOU Phase 2
July 1	Implementation of regional and local plans, including final/signed AJCC MOU Phase 2