



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### PROGRAMS COMMITTEE MEETING

Wednesday, August 3, 2016  
3:00 p.m. - 4:30 p.m.

#### **NOTE DIFFERENT LOCATION**

Human Services Agency (Redwood Room)  
855 Partridge Drive, Ventura, CA

### AGENDA

3:00 p.m.	<b>1.0 Call to Order and Agenda Review</b>	Tony Skinner
3:05 p.m.	<b>2.0 Public Comments</b> 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.	Tony Skinner
3:10 p.m.	<b>3.0 Brief Review: Policy on Programs Committee Membership</b>	Richard McNeal
3:15 p.m.	<b>4.0 RFP for 2017-2020 Youth Contracts: Initial Considerations</b>	Committee Members
4:00 p.m.	<b>5.0 WIOA and the Programs Committee: An Overview</b>	Cheryl Moore
4:20 p.m.	<b>6.0 Committee Member Comments</b>	Committee Members
4:30 p.m.	<b>7.0 Adjournment</b>	Tony Skinner

#### Next Meeting:

October 5, 2016 (3:00 p.m.-4:30 p.m.)  
Human Services Agency (Redwood Room)  
855 Partridge Drive, Ventura, CA 93003

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.

For information about the Workforce Development Board of Ventura County go to [workforceventuracounty.org](http://workforceventuracounty.org)

**WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB)**  
**LOCAL POLICY BULLETIN #2016-03**  
Policy on Non-WDB Members of the Programs Committee

Effective Date: July 1, 2016

**SUBJECT:** Policy on Non-WDB Members of the Programs Committee

**PURPOSE:** This policy establishes the criteria for membership on the Programs Committee of the Workforce Development Board of Ventura County of non-WDB members.

**REFERENCE:** WIOA 107(b)(4)(A)(i-iii); WDB Bylaws, as amended July 1, 2016

**POLICY:** Recognizing the prospective usefulness of having non-WDB members on the Programs Committee to benefit from their appropriate experience and expertise and also to promote additional community engagement where needed, the WDB establishes the terms by which non-WDB members may join the Programs Committee and defines the conditions in which they may serve.

In accordance with WIOA, non-WDB members are required. At least one and no more than 18 may be appointed, as needed, from the categories below; but no more than two such members may be appointed from any one of the categories to serve at any one time:

- Educational institutions
- Housing authorities
- Juvenile justice/justice system/law enforcement
- Behavioral/mental health agencies
- Community-based organizations concentrating on workforce issues for youth or adults
- Rehabilitation agencies
- Labor organizations
- American Job Center of California (AJCC) partners Employers
- Employers

After submitting an application, a resume, and a letter of recommendation to the WDB Membership Committee, an application for non-WDB membership on the Programs Committee will be considered by the Membership Committee for recommendation to the WDB for approval. Non-WDB members will be approved for a three-year term by the WDB at one of its regular meetings. Reappointments will be considered, recommended, and approved in the same way. In view of the responsibility of the Programs Committee to make fiscal recommendations to the WDB, non-WDB members also will be required to complete ethics training and a WDB orientation session within 60 days of appointment, and to attend Programs Committee meetings regularly.

**INQUIRIES:** The WDB Administration staff can be reached at 805-477-5306 and will answer questions regarding this policy, which will be revised as need arises.

**WIOA YOUTH RFP FOR 2017-2020: DECISION POINTS**  
**Programs Committee, Workforce Development Board of Ventura County**

WIOA REQUIREMENTS	2016-2017: PROGRAMS/PROJECTS	2017-2120: PROGRAMS/PROJECTS
<p><b>1. 14 Required Youth Program Elements (5 new elements italicized)</b></p> <ul style="list-style-type: none"> <li>• Tutoring, study skills training, instruction leading to secondary school completion; dropout prevention</li> <li>• Alternative secondary school offerings or dropout recovery services</li> <li>• Paid and unpaid work experiences including summer and year-around employment</li> <li>• Occupational skill training with priority for post-secondary credentials/in-demand industry sectors</li> <li>• <i>Education offered concurrently with training for a specific occupation</i></li> <li>• Leadership development</li> <li>• Supportive services</li> <li>• Adult mentoring for period of participation &amp; for a subsequent 12-month period</li> <li>• Post exit follow up and services: 12 months</li> <li>• Comprehensive guidance and counseling</li> <li>• <i>Financial literacy education</i></li> <li>• <i>Entrepreneurial skills training</i></li> <li>• <i>Labor market information in in-demand sectors</i></li> <li>• <i>Preparation for transition to post-secondary education/training</i></li> </ul>	<p>Current youth program providers, either directly or through partners, arrange for all 14 WIOA elements to be provided as needed by individual clients.</p> <p>Current providers are managing clients' case files in part electronically (by way of CalJOBS software) and in part through paper files.</p>	<p>Youth program providers, either directly or through partners, will arrange for all 14 WIOA elements to be provided as needed by individual clients.</p> <p>Future providers will almost certainly be managing clients' files (and outcomes) solely by means of EDD's electronic data/case management system (CalJOBS software). The County will have to provide all needed technical assistance for training.</p> <p>Providers will be expected to demonstrate local partnerships with youth-serving systems such as local schools, law enforcement, juvenile and adult justice systems, local housing programs, community-based agencies, vocational rehabilitation programs and other organizations that serve out-of-school clients.</p> <p>Because of the increased emphasis on work experience, providers must be ready to provide staff to engage employers and secure internships, unsubsidized job opportunities, occupational skills training and apprenticeships.</p> <p>WIOA places a strong emphasis on career pathways, defined as a combination of education and training that helps an individual enter or advance within an occupation or occupational cluster.</p>

**WIOA YOUTH RFP FOR 2017-2020: DECISION POINTS**  
**Programs Committee, Workforce Development Board of Ventura County**

<p><b>2. New Federal Performance Measures (in effect for new enrollees 7/1/16):</b></p> <ul style="list-style-type: none"> <li>• Placement in employment or involved in education/training in <b>second</b> quarter after exit.</li> <li>• Retention of employment/education/training in <b>fourth</b> quarter after exit.</li> <li>• Attainment of recognized post-secondary credential, a secondary school diploma, or its recognized equivalent in program or <b>within 1 year</b> after exit (counts only if individual has obtained/retained employment, or is in education/training leading to post-secondary credential).</li> <li>• Participation <b>in a program year (prior to exit)</b> in education/training leading to recognized post-secondary credential or employment and achievement of measurable skills gains toward such a credential or employment</li> <li>• Median earnings of participants in employment during <b>second</b> full calendar quarter after exit</li> <li>• [Service to employers: 1 or more primary indicators of effectiveness of core programs in serving employers (this measure yet to be devised)]</li> </ul>	<p>WIA requirement: minimum of 80% of negotiated levels (<b>presumably will be applied to all WIA IS enrollees carried over to PY 2016-2017; no WIA carry-overs for PY 2017-2018</b>):</p> <ul style="list-style-type: none"> <li>• In employment, education or training in first quarter after exit</li> <li>• Attainment of a degree or certificate by end of third quarter after exit</li> <li>• [Literacy and numeracy gains within first year of entrance into the program]</li> </ul> <p>First two performance indicators are lagging indicators and are dependent on the number of enrollments and the service delivery model.</p> <p><u>Presumed WIA Youth Performance Goals for 2016-2017 for Ventura (Q3 collective figures for VC WDB, through March 31, 2016)</u></p> <ul style="list-style-type: none"> <li>• Employment/Education/Training: 68% (actual: 78.1%; success rate: 114.8%)</li> <li>• Degree/Certificate: 58% (actual 65.0%; success rate: 112%)</li> <li>• Literacy/Numeracy: 58% (actual 78.9%; success rate: 136.0%)</li> <li>• Quarter 4 figures will be substituted when they are available.</li> </ul>	<p>WIOA requirement:</p> <ul style="list-style-type: none"> <li>• At least 50% of the adjusted level of performance of any individual indicator for any individual program</li> <li>• At least 90% of the adjusted level of performance for the overall local score</li> <li>• Only one of the new WIOA measures can be fulfilled in PY 16-17: participation prior to exit. Carry-overs from PY 16-17 will be subject, in PY 17-18, to 3 more measures: <ul style="list-style-type: none"> <li>➢ Placement in Emp/Ed/Train (2<sup>nd</sup> Qtr. After exit)</li> <li>➢ Retention Emp/Ed/Train (4<sup>th</sup> Qtr. After exit)</li> <li>➢ Credential Rate (3<sup>rd</sup> Qtr. After Exit)</li> </ul> </li> <li>• Two more measures may come into play: median income and employer satisfaction</li> </ul>
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**WIOA YOUTH RFP FOR 2017-2020: DECISION POINTS**  
**Programs Committee, Workforce Development Board of Ventura County**

<p><b>3. Youth Target/Eligibility Requirements: All new enrollments will be Out-of-School</b></p> <ul style="list-style-type: none"> <li>• Ages 16-24; not attending any school (except adult school)</li> <li>• <b>And</b> at least one of the following: <ul style="list-style-type: none"> <li>➤ School dropout</li> <li>➤ Within compulsory school aged, but has not attended for at least the most recent school year calendar quarter</li> <li>➤ Recipient of a secondary school diploma or its recognized equivalent who is low-income <b>and</b> either basic skills deficient or an English language learner</li> <li>➤ Subject to the juvenile justice system</li> <li>➤ Homeless, runaway, in foster care of aged out of foster care or in an out-of-home placement</li> <li>➤ Pregnant or parenting</li> <li>➤ Disabled</li> <li>➤ Low-income and requires additional assistance to enter or complete an educational program or secure employment <ul style="list-style-type: none"> <li>✓ Free or reduced lunch</li> <li>✓ High-poverty area: <b>census tract with 25% poverty rate</b></li> <li>✓</li> </ul> </li> </ul> </li> </ul>	<p>Current providers for PY 16-17 are expected to meet these requirements. Current IS enrollees will be in follow-up after 7/1/16.</p>	<p>From 7/1/17, all enrollees in follow-up will be OS.</p>
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**WIOA YOUTH RFP FOR 2017-2020: DECISION POINTS**  
**Programs Committee, Workforce Development Board of Ventura County**

<p><b>4. Work Expenditure Ratio</b></p> <p>20% of the entire youth allotment must be spent on work experience (after deduction of 10% for administrative expenses [WIOA admin.]).</p>	<p>Current providers are required to spend <b>25%</b> of their contracts on work experience for IS and OS youth. In 2015-2016, they exceeded the 20% goal with a success rate of 113.9%.</p>	<p><b>Should providers in PY 17-18 be required to spend 25% of their contracts on OS youth for work experience?</b></p>
<p align="center"><b>LOCAL PREFERENCE</b></p>	<p align="center"><b>2016-2017: PROGRAMS/PROJECTS</b></p>	<p align="center"><b>2017-2020: PROGRAMS/PROJECTS</b></p>
<p><b>5. Geographic Reach: Service Levels and Fund Distribution</b></p> <p>The Programs Committee may prioritize service levels. Legislation indicates priority of service to public assistance, veterans, foster youth.</p>	<p>For Ventura County, geographic distribution is currently based on % of youth in poverty as determined by CalWORKs data:</p> <ul style="list-style-type: none"> <li>• <u>50%</u> = Region 1 (Oxnard Plain): Oxnard, Port Hueneme</li> <li>• <u>30%</u> = Region 2 (West Region): Ojai, Ventura, Santa Paula, Fillmore/Piru, Oak View</li> <li>• <u>20%</u> = Region 3 (East Region): Camarillo/Somis, Moorpark, Thousand Oaks/Newbury Park, Westlake/Oak Park, Simi Valley</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Does the PC wish to change the current geographic distribution of funds?</b></li> <li>• <b>Does the Committee wish to prioritize some particular target category? E.g.:</b> <ul style="list-style-type: none"> <li>➤ Justice-involved</li> <li>➤ Pregnant or parenting</li> <li>➤ Disabled</li> <li>➤ Foster youth</li> <li>➤ Youth in public housing</li> <li>➤ Homeless/runaway youth</li> <li>➤ Youth without a h.s. diploma or equivalent</li> </ul> </li> </ul>
<p><b>6. Comprehensive Providers</b></p>	<p>Current comprehensive youth program providers enroll only OS:</p> <ul style="list-style-type: none"> <li>• One contract serves Region 1 (BGCOP).</li> <li>• One contract serves Regions 2 and 3 (PP).</li> <li>• A third contract is in any area of the County (VACE).</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Should we continue the practice of procuring youth services only from comprehensive providers?</b></li> <li>• <b>Should we require comprehensive providers to have one or more sub-contracts/sub-agreements?</b></li> </ul>
<p><b>7. In-Kind Match</b></p>	<ul style="list-style-type: none"> <li>• A minimum match of 10% of requested funds was required in the RFP leading to current contracts.</li> <li>• Current contract in-kind matches range from 14.8%-106%</li> </ul>	<p><b>Should the current requirement of 10% in-kind or cash match be maintained?</b></p>

**California's WIOA Title IB & Wagner-Peyser Negotiated Performance Goals  
Program Years 2016-17 and 2017-18**

<b>PY 2016-17 Performance Goals</b>					
	<b>Adults</b>	<b>Dislocated Workers</b>	<b>Wagner-Peyser *</b>	<b>Youth</b>	
Employment Rate 2nd Quarter After Exit	65.0%	68.0%	53.7%	62.4%	Employment or Placement Rate 2nd Quarter After Exit
Employment Rate 4th Quarter After Exit	62.5%	66.5%	53.7%	64.2%	Employment or Placement Rate 4th Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$4,957	\$7,308	\$4,862	BASELINE	Median Earnings
Credential Attainment within 4 Quarters After Exit	52.9%	60.0%	N / A	54.7%	Credential Attainment within 4 Quarters After Exit

<b>PY 2017-18 Performance Goals</b>					
	<b>Adults</b>	<b>Dislocated Workers</b>	<b>Wagner-Peyser *</b>	<b>Youth</b>	
Employment Rate 2nd Quarter After Exit	68.0%	71.0%	56.7%	65.4%	Employment or Placement Rate 2nd Quarter After Exit
Employment Rate 4th Quarter After Exit	65.5%	69.5%	56.7%	67.2%	Employment or Placement Rate 4th Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,157	\$7,523	\$5,162	BASELINE	Median Earnings
Credential Attainment within 4 Quarters After Exit	55.9%	63.0%	N / A	57.7%	Credential Attainment within 4 Quarters After Exit



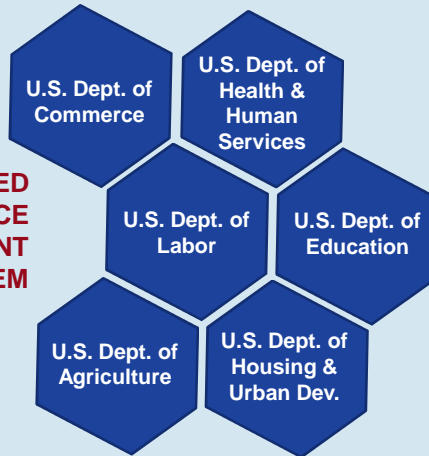
## WIOA Regional Planning and Performance

WDB Programs Committee  
August 3, 2016

Cheryl Moore, Executive Director  
Workforce Development Board of Ventura County

### WIOA WORKFORCE DEVELOPMENT SYSTEM

**WIOA ALIGNED  
WORKFORCE  
DEVELOPMENT  
SYSTEM**



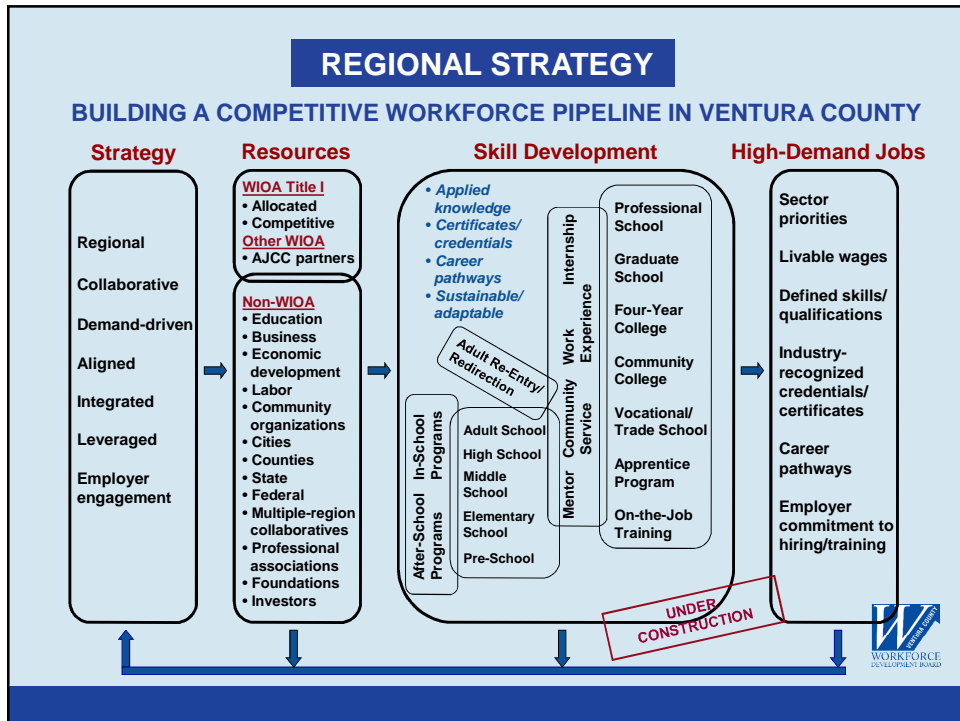
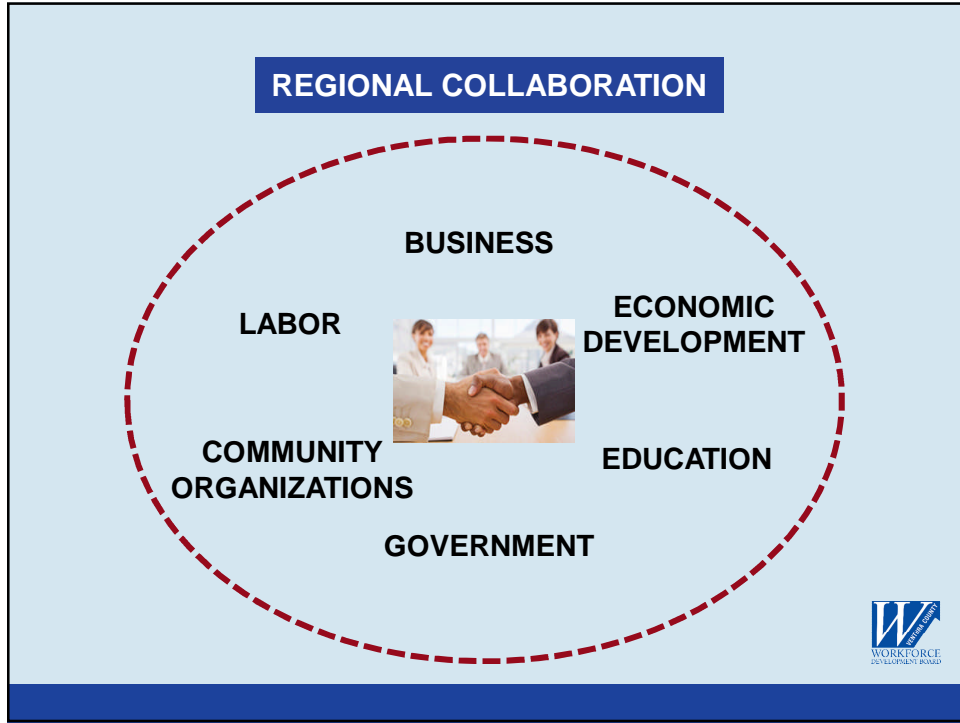
**STATE PLAN** ↔ **REGIONAL PLAN** ↔ **LOCAL PLAN**








- ### WIOA REGIONAL PLANNING
- A. **Plan** development and implementation
  - B. **Service strategies and cooperative delivery agreements**
  - C. Industry initiatives for **in-demand** sectors or occupations
  - D. **Labor market data collection and analysis**
  - E. **Administrative cost arrangements, including pooling of funds for administrative costs**
  - F. **Coordination of transportation and other supportive services**
  - G. Coordination with regional **economic development** services and providers
  - H. **Agreement for collectively negotiating and reporting on levels of performance for local areas**
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## REGIONAL SECTORS/OCCUPATIONS

### Regional Data Analysis




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

U.S. D.O.L. SOC Code	Occupations	2018 VENTURA COUNTY Median Annual Wages**	2012 VENTURA COUNTY Average 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***
29-1141	Registered Nurses	\$92,035	3,720	13.4	122	72	254,500	16.9	9,230	Associate's Degree
31-9092	Medical Assistants	\$35,998	2,370	28.7	113	45	81,600	23.2	3,450	Vocational / OJT
31-1014	Nursing Assistants	\$30,121	1,470	17.7	54	28	98,400	23.6	4,180	Vocational / OJT
31-1011	Home Health Aides	\$26,605	1,300	43.1	81	25	44,900	39.0	2,610	Less Than H.S.
31-9091	Dental Assistants	\$36,211	1,000	25.0	46	21	45,200	15.5	1,640	Vocational / OJT
29-2081	Nurses	\$52,625	750	26.7	38	18	60,700	25.7	3,040	Vocational / OJT
29-2021	Dental Hygienists	\$95,342	600	31.8	38	17	21,800	23.4	1,060	Associate's Degree
11-9111	Medical and Health Services Managers	\$119,353	490	18.3	20	12	27,900	22.2	1,290	Bachelor's Degree
29-1051	Pharmacists	\$132,706	490	13.0	17	11	29,900	15.2	1,050	Doctoral Degree
29-2052	Pharmacy Technicians	\$37,019	430	23.3	13	4	31,400	18.5	900	H.S. Diploma
29-1123	Physical Therapists	\$87,003	430	34.9	26	11	16,400	28.7	870	Doctoral Degree
31-2011	Occupational Therapy Assistants	\$61,806	300	46.2	24	6	1,000	43.8	100	Associate's Degree
29-1089	Physicians and Surgeons, All Other	\$154,497	370	24.3	19	9	27,800	12.9	1,050	Doctoral Degree
21-1029	Social Workers	\$54,925	300	8.3	11	8	14,000	7.9	400	Bachelor's Degree
21-1022	Healthcare Social Workers	\$95,201	330	15.2	12	7	13,200	24.2	600	Master's Degree
31-9099	Healthcare Support Workers, All Other	\$41,809	320	21.9	12	6	12,400	13.7	400	H.S. Diploma
29-1127	Speech-Language Pathologists	\$86,110	320	18.8	11	5	11,200	14.3	330	Master's Degree
29-2034	Radiologic Technologists	\$70,771	310	12.9	8	4	15,000	17.3	470	Associate's Degree
29-1062	Family and General Practitioners	\$212,262	310	19.4	14	8	17,400	12.1	640	Doctoral Degree
11-9151	Social and Community Service Managers	\$87,292	300	20.0	12	6	14,200	15.5	510	Bachelor's Degree
31-9096	Veterinary Assistants and Laboratory Animal Caretakers	\$31,235	280	7.1	7	5	9,200	4.3	210	H.S. Diploma
29-2041	Emergency Medical Technicians and Paramedics	-	280	35.7	17	8	16,800	23.2	850	Vocational / OJT
31-2022	Physical Therapist Aides	\$29,003	270	44.4	18	6	5,900	33.9	330	H.S. Diploma
29-2071	Medical Records and Health Information Technicians	\$45,886	270	14.8	11	7	16,500	20.6	780	Vocational / OJT

WDB Healthcare Committee: 01.22.2016 (Updated wages only as of 6/16)

## REGIONAL SECTORS/OCCUPATIONS

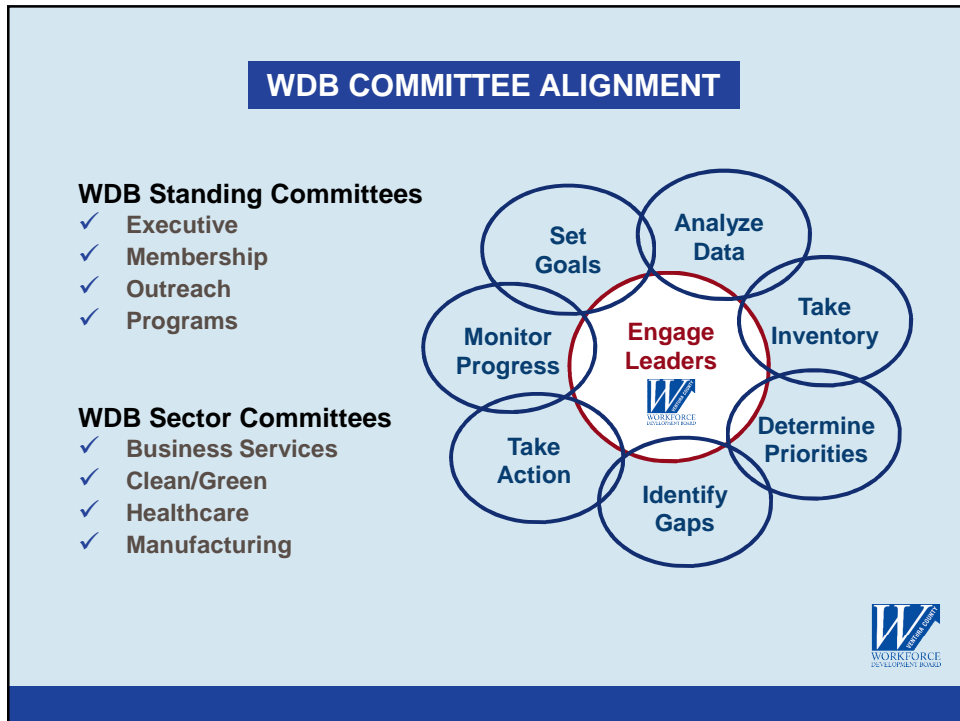
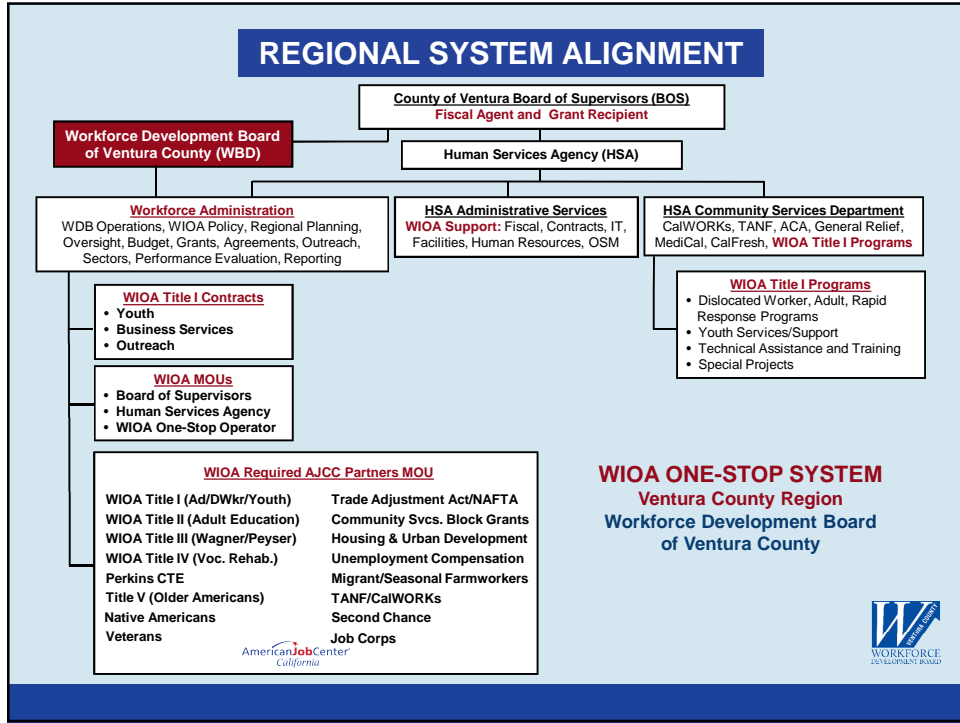
### Regional Sector Skills



**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>

WDB-VC Manufacturing Committee: Rev. 08.13.14



## REGIONAL PERFORMANCE

- **Program Performance (WIOA Title I)**
  - Adults
  - Dislocated Workers
  - Youth
  - Business Services
- **Fiscal Performance**
- **Eligible Provider Performance**
- **AJCC Delivery System Performance**

