



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

EXECUTIVE COMMITTEE MEETING

Thursday, January 10, 2019
8:00 a.m. - 9:30 a.m.

United Food and Commercial Workers, Local 770 (UFCW)
816 Camarillo Springs Road (Meeting Room/Suite A), Camarillo

AGENDA

- | | | |
|-----------|---|--------------------|
| 8:00 a.m. | 1.0 Call to Order and Agenda Review | Gregory Liu |
| 8:02 a.m. | 2.0 Public Comments | Gregory Liu |
| | <i>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.</i> | |
| 8:05 a.m. | 3.0 WDB Chair Comments | Gregory Liu |
| | <ul style="list-style-type: none">• Introduction of the New WDB Executive Director, Rebecca Evans• WDB Executive Director Message to the Committee | |
| 8:10 a.m. | 4.0 Consent Items | Gregory Liu |
| | 4.1 Approve Executive Committee Minutes: November 8, 2018 | |
| | 4.2 Receive and File: WDB Committees Meetings Updates/Reports | |
| 8:15 a.m. | 5.0 Financial Report and Committee Discussion | Bryan Gonzales |
| | <ul style="list-style-type: none">• Financial Status Report: November 2018• 2018-2019 Proposed WIOA Budget Plan Update | |
| 8:30 a.m. | 6.0 Action Items | |
| | 6.1 Request the Executive Committee to Approve the Procurement of Services of the California Workforce Association (CWA), in the Amount of \$10,000 to Reprocure the One-Stop-Operator to Provide Coordination of the Delivery of Services by the America's Job Center of California (AJCC) and Partner Network for Ventura County and Approve a Budget Amount Not to Exceed \$15,000 to be Included in the Request for Proposal (RFP) for Support of the Actual Work of the Selected One-Stop-Operator | Melissa Livingston |
| | 6.2 Recommendation that Executive Committee of the Workforce Development Board of Ventura County (WDB) Ratify the Submission of a \$2,400,000 Grant Application by the WDB to the California Employment Development Department (EDD) for the 2018 California Mega Wildfires National Dislocated Worker Grant | Rebecca Evans |

| | | |
|-----------|---|------------------------------|
| | 6.3 Recommendation that Executive Committee of the Workforce Development Board of Ventura County (WDB) Ratify the Submission of a \$500,000 Grant Application by the WDB to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for a 2018-19 Veteran's Employment-Related Assistance Program Grant (VEAP) | Rebecca Evans |
| | 6.4 Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Approve on behalf of the WDB the Submission of a Grant Application to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for the Prison to Employment Initiative Direct and Supportive Service Grant | Rebecca Evans |
| 8:45 a.m. | 7.0 LinkedIn Presentation <ul style="list-style-type: none"> Ventura County Workforce Report | Joey Zumaya & Samantha Tobin |
| 9:05 a.m. | 8.0 WDB Administration <ul style="list-style-type: none"> WDB/WIOA Grants Update WDB Regional and Local Plans PY 2017-21 – Two Year Modifications Update On the Calendar <ul style="list-style-type: none"> <u>January 22-24, 2019</u> CWA Youth@Work 2019 Hilton Long Beach Long Beach, CA <u>January 31, 2019 (6:00 p.m. – 7:00 p.m.)</u> WDB Local and Regional Plan Modification Meeting America's Job and Career Center of California (AJCC) 2901 N. Ventura Road (3rd Fl., Ventura Room), Oxnard <u>February 28, 2019 (8:00 a.m. – 10:00 a.m.)</u> WDB Meeting (2018-19 WDB Awards) Ventura County Office of Education 5100 Adolfo Road (Salon C), Camarillo <u>March 23-27, 2019</u> The Forum 2019 National Association of Workforce Boards The Washington Hilton, Washington, D.C. | Rebecca Evans |
| 9:25 a.m. | 9.0 Committee Member Comments | Committee Members |
| 9:30 a.m. | 10.0 Adjournment <p><u>Next Meeting</u> February 14, 2019 (8:00 a.m.-9:30 a.m.) United Food and Commercial Workers, Local 770 816 Camarillo Springs Road, Camarillo, CA</p> | Gregory Liu |

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 www.workforceventuracounty.org



WDB Executive Committee Meeting **November 8, 2018**

MINUTES

Meeting Attendees

Executive Committee

Gregory Liu (WDB Chair)
Tracy Perez (WDB Vice Chair)
Vic Anselmo
Brian Gabler
Anthony Mireles
Alex Rivera
Patty Schulz
Tony Skinner
Jesus Torres

WDB Administration

Melissa Livingston (HAS
Chief Deputy
Director/WDB Interim
Executive Director)
Talia Barrera
Patricia Duffy
Patrick Newburn
Ma. Odezza Robite

Guests

Bryan Gonzales (HSA Fiscal)
Christopher Vega (HSA Fiscal)
Richard McNeal (Public)
Teresa Serrata (HSA WIOA)

1.0 Call to Order and Agenda Review

Gregory Liu called the meeting to order at 8:05 a.m. No changes were made to the agenda.

2.0 Public Comments

Melissa Livingston requested a moment of silence for the victims of the Borderline Shooting in Thousand Oaks which happened the night before the meeting.

3.0 WDB Chair Comments

Gregory Liu welcomed the attendees and also commented on the preceding event in Thousand Oaks.

4.0 Consent Items

4.1 Approve Executive Committee Minutes: August 9, 2018

4.2 Receive and File: WDB Committees Meetings Updates/Reports

The members agreed that Vic Anselmo name should be changed to "Gregory Liu" since Vic was not present during the last meeting.

Motion to approve the Consent Items: Alex Rivera

Second: Anthony Mireles

Motion carried.

5.0 Performance Updates:

Patrick Newburn presented the annual report from July 1, 2017 to June 30, 2018. He informed the attendees that CALJOBS provided accurate numbers for reporting.

Patrick Newburn also mentioned that when it comes to employment on education, they count the employment for adults. As for credentials attainment, quarterly monitoring was conducted.

Committee Member asked to clarify youth enrollments and for the meaning of the word: “*exited*”. Patrick Newburn informed the attendees that there weren’t new enrollments for teens and that “*exited*” means that all services have been provided.

Patrick Newburn informed the attendees that performance indicators show what has “*exited*” last year (when they were enrolled, what were the results or outcomes?).

Patrick Newburn also informed the attendees regarding “*measurable skills gain*” which means that the State has not yet determined the baseline that we have strived for.

Committee Member asked for the definition of “*earning*.” Patrick Newburn explained that it is a median salary over a quarter period. He further explained the Quarterly Report 2018-2019.

Patrick Newburn also explained Quarterly Actual, which showed a snapchat of what program youth accomplished at a particular period.

Committee Member asked who the clients were. Patrick Newburn answered that the figures showed that the numerator is the successful participant and the bottom/denominator is all that’s getting in that category.

In summary, Patrick Newburn informed the attendees that the goals presented were baseline numbers and that we have a history of exceeding the goals.

- **EDC-VC**

Talia Barrera shared with the committee an update on the EDC progress. For the jobs at risk retained, EDC will report out after they have completed a core scope of work on layoff aversion and this could be over a six-week period in order to determine the proper support for the business. The same applies for incumbent worker training (IWT). EDC also uses Employment Training funds for additional training programs that are at least 40 hours. The current report shows exceeding performance in one area to support businesses and an updated report will be shared at the next committee meeting with updated information for retention and IWT performance for this contract period.

Melissa Livingston suggested to ask all AJCC to begin to prepare their summary reports.

6.0 Financial Report and Committee Discussion

Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through September 30, 2018 (25% into the Fiscal Year).

2018-2019 WIOA Budget Plan Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through September 30, 2018.

The status of expenditures at 25% into the fiscal year was:

| <u>WIOA Core Funds</u> | <u>2018-2019 Plan</u> | <u>YTD Expended</u> | <u>% Expended vs. Plan</u> |
|--------------------------------|-----------------------|---------------------|----------------------------|
| Dislocated Worker | 2,080,487 | 498,837 | 24% |
| Adult | 1,881,224 | 449,709 | 24% |
| Youth | 1,635,857 | 385,164 | 24% |
| Rapid Response | 367,304 | 116,585 | 32% |
| <u>WIOA Non-Core Funds</u> | | | |
| DOL Bridges 2 Work Grant | 53,217 | 8,550 | 16% |
| CWDB Steps 2 Work Grant | 174,123 | 34,738 | 20% |
| VC I-E3 | 0 | 7,637 | 0% |
| High Performing Board | 232,794 | 8,936 | 4% |
| CWDB Regional Capacity Bldg. | 235,538 | 74,295 | 32% |

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.

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.

VC Innovates: Expand, Enhance, Extend (VCI-E3) funding, through the California Career Pathways Trust:

High Performing Board: Pursuant to California Unemployment Insurance Code (CUIC) Section 14200(c), the California Workforce Development Board (State Board) has established standards for certification of high-performing Local Workforce Development Boards (Local Board). CUIC Section 14200(d) requires a portion of the Governor's discretionary fund to be made available for the purpose of providing incentives to high-performing Local Boards.

CWDB Regional Capacity Building: For the Ventura County WIOA regional plan development and training coordination with the State. Multiple program year grant.

WIOA Training Expenditures

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2018 to September 30, 2018, 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 16-18</u> | Core Grant <u>FY 17-19</u> | Core Grant <u>FY 18-20</u> |
|---|-------------------------------|-------------------------------|-------------------------------|
| Total Adult and Dislocated Worker Formula Fund Allocations | 4,014,468 | 3,728,337 | 2,387,761 |
| Training Expenditure Requirement | 1,204,087 | 1,118,501 | 716,328 |
| | 30% | 30% | 30% |
| Formula Fund Training Expenditures | 810,112 | 701,097 | 165,725 |
| Leveraged Resources | | | |
| • Total Leveraged Resources Used Toward Training Expenditures | 460,403 | 380,348 | 94,689 |
| • Maximum Allowed Leveraged Resources (10%) | 401,447 | 372,834 | 238,766 |
| Total Leveraged Resources Used Toward Training Expenditures | 401,447 | 372,834 | 94,689 |
| • Total Amount Spent on Training | 1,211,559 | 1,118,501 | 215,844 |
| • % of Training Requirement Met (Final goal = 100%) | 101% | 100% | 30% |

Bryan Gonzales presented the financial report summary highlights as shown:

1. FY 2018-19 Financial Status Report – 7/1/18-9/30/18
 - a. Report Period 7/1/18-9/30/18
 - b. 25% through the fiscal year
 - c. Summary Chart – provides a visual view of magnitude of grants and expenditures to date
 - d. Actual to Plan
 - i. Core Grants
 1. Total expenditures are in line in most Core Grants.
 2. Rapid Response Direct Program costs are at 41% and Other Operating costs are at 43% of Plan amounts. These lines were impacted by year-end accrual entries and will be addressed in the updated FY 18/19 Plan.
 - ii. Other Grants
 1. Smaller size of the grants can result in fairly significant % swings overall.
 2. Variances will be considered in updated FY 18/19 Plan.
 3. High Performance Board
 - a. Salaries and Benefits are at 15% of Plan. Working with Program to evaluate spend level.
 4. Regional Capacity Building – Overall spending has been slow; staff are aware and are continuing to monitor.
 - a. Salaries and Benefits are at 16%. Monitoring with Program to include adding adjustments from prior fiscal year.

- i. Row 55 Books and Publications – Includes purchase of “The Job Hunting Handbook” from Dahlstrom and Company. Confirmed with Program this is reasonable and will address with updated FY 18/19 Plan.
- f. Row 66 Conferences and Seminars WDB Staff – Does not include “grant specific” travel that has been moved to row 40.

Committee Member asked how much dollars were spent vis-à-vis how many people were helped. Another committee member commented that the numbers of clients served should be shown in the performance reports. Committee Member commented that there were no numbers were presented which referred to “*return of investment.*” Melissa Livingston suggested that there is a need to create dashboards to show “*return of investment.*”

7.0 WDB Administration

- WDB Executive Director Selection Process Update

Melissa Livingston provided an update of the recruitment for WDB Executive Director position. She shared that preliminary oral board interviews were held on November 5, 2018 and the panel of interviewers were composed of Alex Rivera, Bruce Stenslie, Alexandria Wright, Marissa Mach, and Sally Harrison. There were about 100 applications received, including internal and external applications. Out of 100 applications, 8 were invited for interviews. The Chair and Vice Chair will sit on the final interview panel. It is expected that by January 2019, a new Executive Director will be selected and will come onboard. Once there is a new Executive Director, there will be a meet and greet, as per Melissa Livingston.

Committee Member commented that he was impressed with the interview process. Melissa Livingston commented of the high caliber of the panel of interviewers, given their extensive knowledge and experience with workforce development.

- WDB Administration Move to the Oxnard AJCC

Melissa Livingston announced a proposed move of the WDB Admin Office to Oxnard AJCC. The move will provide for a true WDB Storefront, provide for greater oversight capabilities of the AJCC, but also an opportunity to collaborate with the partner network and the One Stop Operator. The move to the AJCC will not create an increase in the monthly facilities cost given the cost allocation method. The move will be coordinated with the onboarding of the new Executive Director projected for early January 2019.

- Re-procurement of the WIOA One-Stop Operator in 2019

Melissa Livingston reported that in conversations with State/EDD that Ventura County will need to re-procure the One Stop Operator (OSO) function prior to the negotiated three-year term. This relates back to a previous fiscal monitoring from 2017- that stated Ventura County had a failed procurement. Essentially the finding related to an RFP process that did not provide a financial component for running the OSO function, and solicited bids only for a Consortium rather a Single Entity and/or Consortium. Melissa recommended that the California Workforce Association (CWA) as a resource to manage the RFP process- targeting an action item to come before the Executive Committee in the new calendar year to seek approval to have CWA lead this effort.

- WDB Regional and Local Plans PY 2017-21 Two-Year Modifications Update

Melissa Livingston informed the attendees that there is a requirement to modify the plans. She further informed that they will request services of a consultant from the California Workforce Association (CWA) to package that plan before March 15, 2019.

Talia Barrera informed the attendees that they have contacted a contractor from CWA and that they have identified somebody from Los Angeles who will start next week. Patricia Duffy also informed the attendees that the consultant will also join the weekly meetings.

- NAWB The Forum – March 2018, Washington, D.C

Melissa Livingston informed the attendees that there were 8 slots reserved for the attendees for this State conference. Talia Barrera informed them that there will be an extra night to be reserved after the congressional visit so that the WDB Board members will not have to rush to the airport after the congressional visit.

- CWA Youth Conference - January 2019, Long Beach, CA

Attendees are to be determined.

8.0 Committee Member Comments

Melissa Livingston informed the attendees that Alexandria Wright from Ventura County Community College District has received grant funding for Apprenticeships- that has provided an opportunity to establish an Apprenticeship Consortium that will be co-facilitated by WDB, and will include education and business partners working on defining the needs of business and in turn the development of curriculum to meet those needs. The Consortium will initially focus on Manufacturing with a nexus to technology/automation/robotics, and in time will scale to other sectors. Currently WDB members Bill Pratt and Peter Zierhut are members of the Apprenticeship Consortium.

Talia Barrera informed the attendees that Jim D. Faul and Byron Lindros will not continue their WDB Board memberships. They will both receive certificates signed by the VC Board of Supervisors. In addition, Alex Rivera was reappointed for another term as a WDB Board member.

9.0 Adjournment

Motion to adjourn at 9:15 a.m.: Jesus Torres

Second: Anthony Mireles

Motion carried

Next Meeting

January 10, 2019 (8:00 a.m.-9:30 a.m.)

United Food and Commercial Workers, Local 770

816 Camarillo Springs Road (Meeting Room), Camarillo



**WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY
EXECUTIVE COMMITTEE**

JANUARY 10, 2019

WDB COMMITTEES' REPORTS AND UPDATES

| <u>Committee</u> | <u>Next Meeting Date</u> | <u>Committee Report Update</u> |
|-------------------------------|---|--|
| • Business Services Committee | February 12, 2019 | Committee report from the <u>December 11</u> meeting is attached |
| • Clean/Green Committee | January 18, 2019 | Committee report from the <u>November 16</u> meeting will be provided at the February 14 Executive Committee meeting |
| • Healthcare Committee | March 1, 2019 | Committee report from the <u>November 2</u> meeting will be provided at the February 14 Executive Committee meeting |
| • Manufacturing Committee | February 21, 2019 | Committee report from the <u>February 21</u> meeting will be provided at the March 14 Executive Committee meeting |
| • Membership Committee | January 7, 2019 (<i>Special Meeting</i>) | Committee report from the <u>December 4</u> meeting will be provided at the February 14 Executive Committee meeting |
| • Outreach Committee | January 16, 2019 | Committee report from the <u>January 16</u> meeting will be provided at the February 14 Executive Committee meeting |
| • Programs Committee | February 6, 2019 | Committee report from the <u>December 5</u> meeting will be provided at the February 14 Executive Committee meeting |



WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

(805) 477-5306

workforceventuracounty.org

TO: EXECUTIVE COMMITTEE

**FROM: JESUS TORRES, CHAIR
BUSINESS SERVICES COMMITTEE**

DATE: JANUARY 10, 2019

SUBJECT: BUSINESS SERVICES COMMITTEE

The Business Services Committee met on Tuesday, December 11, 2018. In attendance were Committee members Jesus Torres (Chair), Heidi Hayes, Jaime Mata, Dona Lacayo, Paula Hodge, and Stephen Yeoh; WDB staff Talia Barrera; guests Ray Bowman (Ventura County Small Business Development Center), Christy Norton (America's Job Center of California/WIOA), Rebecca Evans (Adult and Family Services – WIOA), and Yvonne Jonason (Employment Training Panel).

Jesus Torres shared with the committee that there are a few projects that the committee is working on, and will be partnering with EDC-VC and with the Community College District to enhance the business resource guide to share services and resources in the county.

Heidi Hayes shared with the committee the Regional Plan Implementation project (funded by the Workforce Development Board) that the Agency is currently working on. The Agency created a new landing page for the Hill & Woolsey Fire Recover, the new page included recovery resources from all different organizations. Live Interview with David Cruz, KOXR Spanish radio station with guests Rigo Gonzales with U.S.SBA and Alondra Gaytan with EDC-SBDC. There was a four week :30 second Spanish language radio spot and a :30 second Public Service Announcement produced for Fire Recovery resources.

Ray Bowman gave a presentation on the wildfires impact, outreach recovery and lessons learned. He shared with the committee that EDC-SBDC and other local and state organizations worked together to open a Business Recovery Center in partnership with SBA, local chambers and over seven thousand individuals and businesses through the SBDC network. EDC convened a stakeholder meeting with business organizations, city leaders and government officials to create a strategy for business outreach and support and created a Disaster Recovery Resource page on their website. EDC has provided six hundred hours of direct engagement with businesses including technical advisement in Ventura County and Malibu, as a result of the Hill & Woolsey fire and currently working with 60 businesses discussing short and long-term recovery strategies. EDC will continue to report on their efforts to support the region.

Rebecca Evans and Christy Norton reported on the AJCC Business Services activities, and shared that WIOA has provided Rapid Response services by engaging in two events, two WARN notices, with a number of affected employees expected to be up to 141. The Committee will determine what information is needed and relevant for the AJCC to report at future meetings.

If you have questions or need more information, please call me at (805) 910-7028, or contact Talia Barrera at 805-477-5341, email: talia.barrera@ventura.org.

WDB Executive Committee
Finance Report Summary Highlights
January 10, 2019

1. FY 2018-19 Financial Status Report – 7/1/18-11/30/18
 - a. Report Period 7/1/18-11/30/18
 - b. 42% through the fiscal year
 - c. Summary Chart – provides a visual view of magnitude of grants and expenditures to date
 - d. Actual to Plan
 - i. Core Grants
 1. Total expenditures are in line in most Core Grants.
 2. Rapid Response Other Operating costs are at 79% of Plan amounts.
 - a. Smaller proportional size of this grant compared to the other core grants can result in significant % swings.
 - ii. Other Grants
 1. Smaller size of the grants can result in fairly significant % swings overall.
 2. Grants have varying contract ending dates.
 - a. Special attention needs to be paid to these ending dates when evaluating grant to date spend percentages.
 3. High Performing Boards (WDB-1080)
 - a. Overall spend to date is at 69% of Plan.
 - i. On track to fully spend grant balance by 12/31/18 end date.
 4. Regional Capacity Building (AFS-1087; 1090)
 - a. Overall spending has been increased since last report.
 - b. Salaries and Benefits are now at 74%. This amount contains adjustments from prior fiscal year.
 - c. Direct Program costs are at 27%.
 - i. Current YTD amount includes \$3.5K of expenditures on VOS Greeter Project.
 - ii. Training totaling approximately \$19K to commence January 2019 which will increase these costs.
 5. Regional Organizer (WDB-1089)
 - a. Previous YTD reports based on initial Plan (approved 5/2018) did not include funds for this fiscal year. FY 18/19 Plan was updated to include unspent prior year funds.
 - b. Continuing to work with Program to monitor spend, especially with Salaries and Benefits.
 6. Workforce Accelerator 6.0 (AFS-1117)
 - a. Plan total amounts is at 24%.
 - b. Program services for STEPS-Youth program associated with this grant continue to be ramped up.
 - c. Direct Program/WIOA amounts is at 0%
 - i. Contract of approximately \$65K for consultant to provide tools, resources, and facilitation of stakeholder meetings in process.

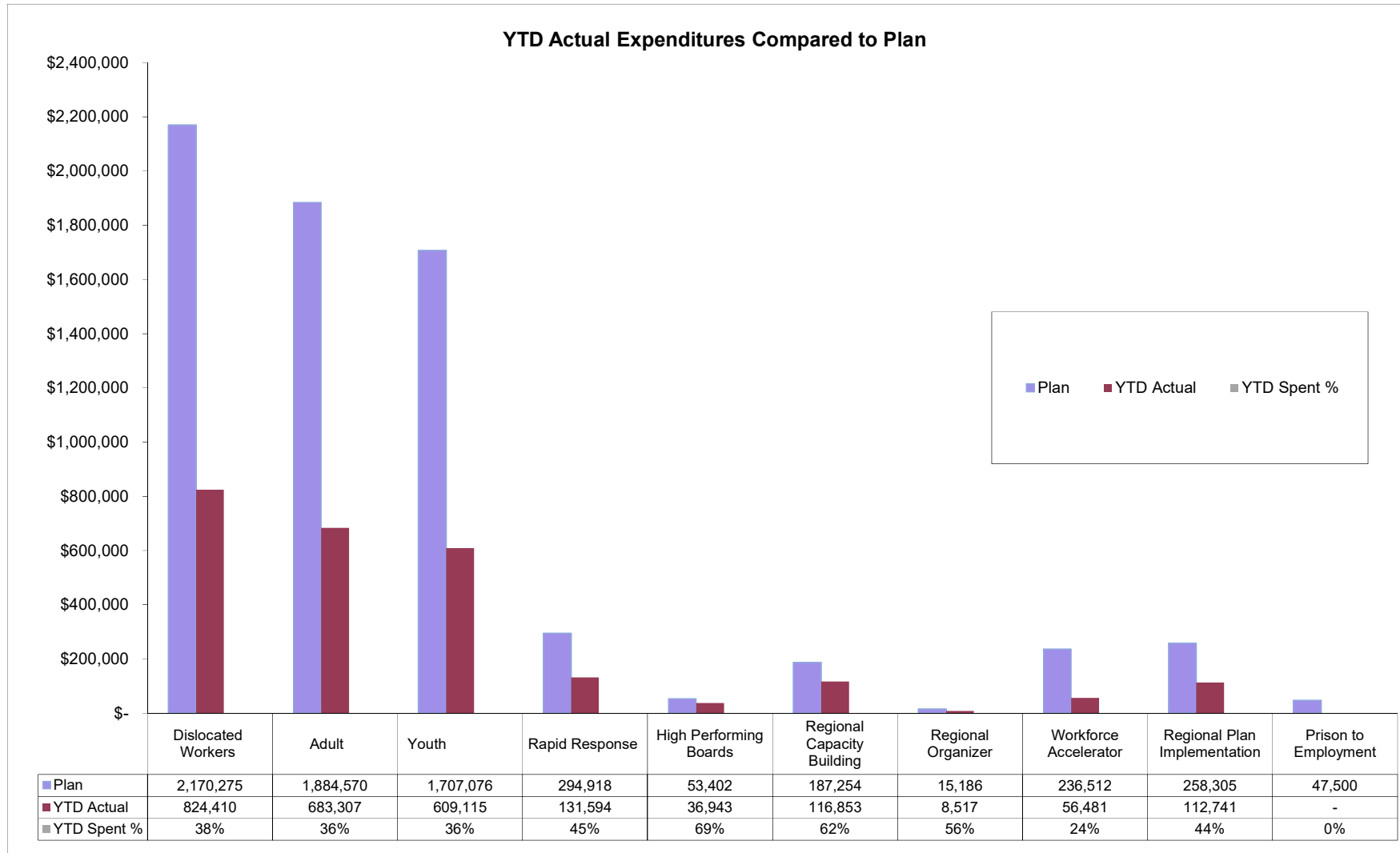
WDB Executive Committee
Finance Report Summary Highlights
January 10, 2019

- ii. Will continue to work with Programs to ensure grant funds are fully utilized.
- 7. Regional Plan Implementation (WDB-1122)
 - a. Overall spend to Plan percentage is 44%
 - b. Direct Program costs are at 46%. Program staff will continue to work with EDC-VC and The Agency to monitor spend to agreement amounts.
- e. Paid & Accrued – provides the breakout of actual paid and accrued expenditures
- f. Training Report
 - i. 17-19 Grants (Due 10/1/19)
 - 1. 100% of training requirement met as of 11/30/18.
 - 2. Have until 6/30/19 to meet this requirement.
 - ii. 18-20 Grants (Due 10/1/20)
 - 1. 38% of training requirement met as of 11/30/18.
 - 2. Have until 6/30/20 to meet this requirement.
- 2. FY 2018-19 WIOA Budget Plan (Proposed for Executive Committee Meeting 1/10/19) – Year to Date Expenditures
 - a. 2018 Mega Wildfires NDWG grant awarded 12/26/18 with a contract period of 12/6/18-12/31/20.
 - b. Prison to Employment – Contract effective 10/1/18-3/31/20.
 - c. Row 24 EDC-VC Business Services – Budgeted and YTD Spend Amount includes prior year invoices that were not included in FY 6/30/18 accruals.
 - d. Row 31 ITA/OJT – This fiscal year, low training expenditures will be addressed in part with a shift of \$100,000 from Dislocated Worker to Adult where there is higher demand. Current FY 18/19 training expenditures first applied to line 32, “FY 17/18 ITA/OJT Committed 17/18 Spent in 18-19”, with the balance applied to Line 31, “ITA/OJT (30% required-10% leverage)”.
 - e. Row 39 Outreach/Marketing: The Agency –The Agency has amended its contract to include services for the Regional Plan Implementation. Reported amount is consistent with expectations and will continue to be monitored.
 - f. Rows 49-69 – Variances among these various expenditure categories is common, especially in categories with relatively small expenditure levels.
 - i. Row 55 Books and Publications – Includes purchase of “The Job Hunting Handbook” from Dahlstrom and Company. Confirmed with Programs this is expected.
 - g. Row 66 Conferences and Seminars WDB Staff – Does not include “grant specific” travel that has been moved to row 40. Fiscal staff reviewing financial records to determine whether any of these charges can be moved to other categories/grants.



FINANCIAL STATUS REPORT FOR FISCAL YEAR 2018-2019
Year to Date Expenditures from 07/01/18 to 11/30/18 (42% into the Fiscal Year)
Submitted on: January 10, 2019

FINANCIAL STATUS REPORT FOR FISCAL YEAR 2018-2019
Year to Date Expenditures from 07/01/18 to 11/30/18 (42% into the Fiscal Year)



FINANCIAL STATUS REPORT FOR FISCAL YEAR 2018-2019

Year to Date Expenditures from 07/01/18 to 11/30/18 (42% into the Fiscal Year)

| Name of Grants | Salaries and Benefits | | | Direct Program/WIOA Special Projects | | | Other Operating Expenses | | | Total | | | |
|---|-----------------------|---------------------|------------|--------------------------------------|-------------------|------------|--------------------------|-------------------|------------|---------------------|---------------------|------------|---------------------|
| | Plan | YTD Actual | % | Plan | YTD Actual | % | Plan | YTD Actual | % | Plan * | YTD Actual | % | Plan Balance |
| Core Grants: | | | | | | | | | | | | | |
| Dislocated Worker | 1,389,859 | 503,788 | 36% | 503,168 | 201,112 | 40% | 277,247 | 119,510 | 43% | 2,170,275 | 824,410 | 38% | 1,345,865 |
| Adult | 1,153,549 | 415,373 | 36% | 495,428 | 168,069 | 34% | 235,593 | 99,865 | 42% | 1,884,570 | 683,307 | 36% | 1,201,264 |
| Youth | 231,672 | 84,355 | 36% | 1,262,000 | 449,111 | 36% | 213,404 | 75,649 | 35% | 1,707,076 | 609,115 | 36% | 1,097,961 |
| Rapid Response | 144,050 | 74,793 | 52% | 114,000 | 27,649 | 24% | 36,868 | 29,152 | 79% | 294,918 | 131,594 | 45% | 163,324 |
| Other Grants: | | | | | | | | | | | | | |
| High Perform Boards (WDB-1080) (12/1/16-12/31/18) | 46,726 | 35,930 | 77% | - | - | 0% | 6,676 | 1,014 | 15% | 53,402 | 36,943 | 69% | 16,458 |
| Regional Capacity Building (AFS-1087; 1090) (3/1/17-3/31/19) | 136,645 | 100,676 | 74% | 27,200 | 7,359 | 27% | 23,409 | 8,818 | 38% | 187,254 | 116,853 | 62% | 70,401 |
| Regional Organizr (WDB-1089) (3/1/17-3/31/19) | 7,788 | 7,274 | 93% | 5,500 | - | 0% | 1,898 | 1,242 | 65% | 15,186 | 8,517 | 56% | 6,669 |
| Workforce Accel 6.0 (AFS-1117) (2/1/18-7/31/19) | 136,645 | 54,493 | 40% | 70,300 | - | 0% | 29,567 | 1,988 | 7% | 236,512 | 56,481 | 24% | 180,031 |
| Regional Plan Implem. (WDB- 1122) (1/1/18-6/30/19) | 54,514 | 25,392 | 47% | 171,500 | 79,278 | 46% | 32,291 | 8,072 | 25% | 258,305 | 112,741 | 44% | 145,564 |
| Prison 2 Employment (AFS) | - | - | 0% | 47,500 | - | 0% | - | - | 0% | 47,500 | - | 0% | 47,500 |
| Total WIOA Grants | \$ 3,301,448 | \$ 1,302,074 | 39% | \$ 2,696,597 | \$ 932,577 | 35% | \$ 856,953 | \$ 345,310 | 40% | \$ 6,854,998 | \$ 2,579,961 | 38% | \$ 4,275,037 |

| FINANCIAL STATUS REPORT FOR FISCAL YEAR 2018-2019 | | | | | | | | | | | | |
|--|-----------------------|-------------------|---------------------|--------------------------------|-------------------|-------------------|--------------------------|------------------|-------------------|---------------------|-------------------|---------------------|
| Year to Date Expenditures from 07/01/18 to 11/30/18 (42% into the Fiscal Year) | | | | | | | | | | | | |
| | Salaries and Benefits | | | Direct Program/Client Expenses | | | Other Operating Expenses | | | Total | | |
| | Paid | Accrued | YTD Total | Paid | Accrued | YTD Total | Paid | Accrued | YTD Total | Paid | Accrued | YTD Total |
| CORE GRANTS: | | | | | | | | | | | | |
| Dislocated Worker | 458,466 | 45,321 | 503,788 | 152,179 | 48,933 | 201,112 | 93,372 | 26,138 | 119,510 | 704,018 | 120,392 | 824,410 |
| Adult | 377,660 | 37,714 | 415,373 | 128,858 | 39,211 | 168,069 | 78,023 | 21,842 | 99,865 | 584,541 | 98,766 | 683,307 |
| Youth | 75,807 | 8,548 | 84,355 | 313,220 | 135,890 | 449,111 | 59,104 | 16,545 | 75,649 | 448,131 | 160,984 | 609,115 |
| Rapid Response | 67,112 | 7,681 | 74,793 | 22,291 | 5,358 | 27,649 | 22,776 | 6,376 | 29,152 | 112,179 | 19,415 | 131,594 |
| OTHERS: | | | | | | | | | | | | |
| High Perform Boards (WDB-1080) | 35,426 | 504 | 35,930 | - | - | - | 791 | 222 | 1,013 | 36,217 | 725 | 36,942 |
| Regional Capacity Building (AFS-1087; 1090) | 96,883 | 3,794 | 100,676 | 7,359 | - | 7,359 | 6,890 | 1,929 | 8,818 | 111,131 | 5,722 | 116,853 |
| Regional Organizr (WDB-1089) | 6,656 | 618 | 7,274 | - | - | - | 971 | 272 | 1,242 | 7,627 | 890 | 8,517 |
| Workforce Accel 6.0 (AFS-1117) | 53,505 | 989 | 54,493 | - | - | - | 1,553 | 435 | 1,988 | 55,057 | 1,423 | 56,481 |
| Regional Plan Implem. (WDB-1122) | 23,234 | 2,157 | 25,392 | 73,187 | 6,091 | 79,278 | 6,237 | 1,834 | 8,072 | 102,658 | 10,083 | 112,741 |
| Prison 2 Employment (AFS) | - | - | - | - | - | - | - | - | - | - | - | - |
| Total WIOA Grants | \$ 1,194,748 | \$ 107,326 | \$ 1,302,074 | \$ 697,094 | \$ 235,483 | \$ 932,577 | \$ 269,717 | \$ 75,592 | \$ 345,309 | \$ 2,161,559 | \$ 418,401 | \$ 2,579,960 |

WIOA 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 07/01/18 to 11/30/18 (42% into the Fiscal Year)

| Rpt Line # | Program Year Funding and Traing Expenditures | 14-16 Grants (Due 10/1/16) | 15-17 Grants K698402 (Due 10/1/17) | 16-18 Grants K7102079 (Due 10/1/18) | 17-19 Grants K8106696 (Due 10/1/19) | 18-20 Grants K8106696 (Due 10/1/20) |
|---------------|--|-------------------------------|--|---|---|---|
| 4) | Adult and Dislocated Worker Formula Fund Allocations | 4,092,349 | 4,133,724 | 4,014,468 | 3,728,337 | 3,654,508 |
| 5) | Training Expenditures Required | 1,023,087 | 1,240,117 | 1,204,340 | 1,118,501 | 1,096,352 |
| | <i>Training Expenditures % Required</i> | 25% | 30% | 30% | 30% | 30% |
| 6) | Formula Fund Training Expenditures | 1,128,877 | 941,344 | 810,112 | 701,097 | 332,979 |
| | Leveraged Resources | | | | | |
| | - Total Leveraged Resources | 425,933 | 348,361 | 460,403 | 380,348 | 125,994 |
| | - Maximum Allowed Leveraged Resources (10%) | 409,235 | 413,372 | 401,447 | 372,834 | 365,451 |
| 7) | - Total Leveraged Resources Used Towards Training Expenditures | 409,235 | 348,361 | 401,447 | 372,834 | 125,994 |
| 8) | Total Amount Spent On Training (should equal/exceed Line 5) | 1,538,112 | 1,289,705 | 1,211,559 | 1,118,501 | 414,403 |
| | % of Training Requirement Met (final goal is 100%) | 150% | 104% | 101% | 100% | 38% |

| | | | | | | |
|----|---|----------------|----------------|----------------|----------------|----------------|
| 9) | Leveraged Resources Detail (notes) | | | | | |
| | (a) Pell Grant | 135,654 | 150,761 | 46,245 | 124,433 | 6,095 |
| | (b) Programs Authorized by the Workforce Innovation and Opportunity Act | - | | | | |
| | (c) Trade Adjustment Assistance (EDD) | - | | | | |
| | (e) Match Fund from Employers, and Industry Associations (OJT 50%) | 290,279 | 197,600 | 355,201 | 255,915 | 138,413 |
| | Total | 425,933 | 348,361 | 401,447 | 380,348 | 144,508 |
| | Legends/Coding for Source/Type of Leveraged Resources: 9a) = Pell Grant 9b) = Programs Authorized by the Workforce Innovation and Opportunity 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 2018-19 WIOA BUDGET PLAN (Proposed for FOR EXECUTIVE COMMITTEE MEETING 1/10/19) | | | | | | | | | | | | | | |
|--|-------------------|-----------|-----------|----------------|--------------------------------|---|------------------------------|--------------------------------|----------------------------------|----------------------------|-----------------|--|-----------------|-----------|
| 2.5% Management Reserve | | | | | | | | | | | | | | |
| FY 2018-19 WIOA Tentative Balanced Budget Plan Approved by WDB on 06/07/18 | | | | | | | | | | | | Year to Date Expenditures from 7/1/18 to 11/30/18 (42% into the Fiscal Year) | FY 17-18 Actual | |
| | Dislocated Worker | Adult | Youth | Rapid Response | High Perform Boards (WDB-1080) | Regional Capacity Building (AFS-1087; 1090) | Regional Organizr (WDB-1089) | Workforce Accel 6.0 (AFS-1117) | Regional Plan Implem. (WDB-1122) | Prison 2 Employme nt (AFS) | FY 18-19 Plan | | | |
| Revenue Projection: | | | | | | | | | | | | | | |
| FY18-19 Grants -2.5% | 2,051,956 | 1,502,552 | 1,630,835 | 297,362 | 54,838 | 12/1/16-12/31/18 | 3/1/17-3/31/19 | 3/1/17-3/31/19 | 2/1/18-7/31/19 | 1/1/18-6/30/19 | 10/1/18-3/31/20 | 6,475,757 | | 8,120,805 |
| FY17-18 Mgmt. Reserve:(2.5% DW, Adult, Youth) | (51,299) | (37,564) | (40,771) | - | - | - | - | - | - | - | - | (129,634) | | (168,412) |
| Transfer DW to Adult | (100,000) | 100,000 | - | - | - | - | - | - | - | - | - | - | | (535,838) |
| Grant Balance to be Spent in the Future | - | - | - | - | - | - | - | - | - | - | - | - | | |
| Spent in Prior Years | - | - | - | - | - | (14,943) | (70,377) | (7,136) | (86,246) | - | - | (178,702) | | (751,770) |
| Balance Rolled Over from Prior Year Grants: | | | | | | | | | | | | | | |
| FY17-18 Mgt Reserve | 64,278 | 49,059 | 55,075 | - | - | - | - | - | - | - | - | 168,412 | | 314,017 |
| Additional Rollover - Salaries Savings/Overhead Saving/(Overage) | 2,603 | 122,116 | 5,881 | - | - | - | - | - | - | - | - | 130,600 | | 75,875 |
| FY 17-18 Unspent Direct Expense | 188,904 | 117,598 | 56,044 | - | - | - | - | - | - | - | - | 362,546 | | 1,198 |
| ITA/OJT Committed FY17-18 Spent in FY18-19 | 19,668 | 42,428 | - | - | - | - | - | - | - | - | - | 62,097 | | 214,232 |
| Total Available Grants to be Spent | 2,176,110 | 1,896,189 | 1,707,064 | 297,362 | 54,838 | 190,057 | 15,337 | 242,864 | 263,754 | 47,500 | 6,891,076 | | | 71,524 |
| Grants % | 31.6% | 27.5% | 24.8% | 4.3% | 0.8% | 2.8% | 0.2% | 3.5% | 3.8% | 0.7% | 100.0% | | | 7,341,631 |
| AFS FTEs Assigned to the Programs | 11.00 | 8.90 | 0.50 | 1.00 | - | 1.30 | | 1.30 | - | - | 24.00 | | | 26.00 |
| % Direct FTES Allocated to Grants | 45.8% | 37.1% | 2.1% | 4.2% | 0.0% | 5.4% | 0.0% | 5.4% | 0.0% | 0.0% | 100.0% | | | |
| % Admin Staff Allocated to Grants | 30.0% | 28.0% | 23.00% | 5.00% | 6.0% | 0.0% | 1.0% | 0.0% | 7.0% | 0.0% | 100.0% | | | |
| Expenditure Projection: | | | | | | | | | | | | | | |
| Salaries and Benefits: | | | | | | | | | | | | | | |
| AFSWOA (24 regular filled + 0.7 fixed term + 2,522,683 | 1,156,230 | 935,495 | 52,556 | 105,112 | - | 136,645 | - | 136,645 | - | - | 2,522,683 | 1,028,659 | 41% | 2,439,988 |
| WDB Admin (6 filled +.75 be filled+buydown) 778,765 | 233,630 | 218,054 | 179,116 | 38,938 | 46,726 | - | 7,788 | - | 54,514 | - | 778,765 | 273,415 | 35% | 830,764 |
| Salaries Reduction - | | | | | | | | | | | - | | | - |
| Subtotal Salaries and Benefits | 1,389,859 | 1,153,549 | 231,672 | 144,050 | 46,726 | 136,645 | 7,788 | 136,645 | 54,514 | - | 3,301,448 | 1,302,074 | 39% | 3,270,752 |
| Direct Expenses: | | | | | | | | | | | | | | |
| Grant Specific Contracts | | | | | | | | | | | | | | |
| EDC-VC Business Services | - | - | - | 95,000 | - | - | - | - | 100,000 | - | 195,000 | 80,812 | 41% | 85,374 |
| Boys and Girls Club: Core Program | - | - | 604,000 | - | - | - | - | - | - | - | 604,000 | 195,591 | 32% | 574,662 |
| PathPoint: Core Program | - | - | 604,000 | - | - | - | - | - | - | - | 604,000 | 238,211 | 39% | 569,302 |
| AFS-CalWORKs Activities | - | - | - | - | - | - | - | - | - | - | - | - | #DIV/0! | 39,969 |
| Subtotal - Contracted Program Expense | - | - | 1,208,000 | 95,000 | - | - | - | - | 100,000 | - | 1,403,000 | 514,615 | 37% | 1,269,308 |
| Client Expenses: | | | | | | | | | | | | | | |
| ITA / OJT (30% required - 10% leverage) | 390,000 | 375,000 | - | - | - | - | - | - | - | - | 765,000 | 270,882 | 35% | 629,969 |
| ITA / OJT Committed 17-18 Spent in 18-19 | 19,668 | 42,428 | - | - | - | - | - | - | - | - | 62,097 | 62,097 | 100% | 71,524 |
| Others/Childcare/Trans - JTA | 20,000 | 20,000 | - | - | - | - | - | - | - | - | 40,000 | 4,371 | 11% | 32,187 |
| Subtotal - Client Expense | 429,668 | 437,428 | - | - | - | - | - | - | - | - | 867,097 | 337,349 | 39% | 733,680 |
| Other Allocated/Contracted Expenses | | | | | | | | | | | | | | |
| Contractual Services 166,500 | - | - | - | - | - | 24,000 | 5,500 | 65,000 | 24,500 | 47,500 | 166,500 | 5,702 | 3% | - |
| Outreach - theAgency 185,000 | 52,500 | 40,500 | 45,000 | 12,000 | - | - | - | - | 35,000 | - | 185,000 | 66,614 | 36% | 214,957 |
| Outreach/Conference -WDB (\$12K f 47,000 | 12,000 | 12,000 | 7,000 | 4,000 | - | - | - | - | 12,000 | - | 47,000 | 6,641 | 14% | 40,213 |
| WDB Expense - Non Staff 8,000 | 4,000 | 2,000 | 2,000 | - | - | - | - | - | - | - | 8,000 | - | 0% | 10,806 |
| Outreach/Meeting/Conf-AFS 20,000 | 5,000 | 3,500 | - | 3,000 | - | 3,200 | - | 5,300 | - | - | 20,000 | 1,657 | 8% | - |
| Subtotal - Other Allocated Expense 426,500 | 73,500 | 58,000 | 54,000 | 19,000 | - | 27,200 | 5,500 | 70,300 | 71,500 | 47,500 | 426,500 | 80,613 | 19% | 307,226 |
| Subtotal- Program/Clients Expenses | 503,168 | 495,428 | 1,262,000 | 114,000 | - | 27,200 | 5,500 | 70,300 | 171,500 | 47,500 | 2,696,597 | 932,577 | 35% | 2,310,214 |
| Total Direct Program Expense | 1,893,028 | 1,648,978 | 1,493,672 | 258,050 | 46,726 | 163,845 | 13,288 | 206,945 | 226,014 | 47,500 | 5,998,045 | 2,234,651 | 37% | 5,580,966 |
| Overhead/Administration: | 32.35% | 27.49% | 24.90% | 4.30% | 0.78% | 2.73% | 0.22% | 3.45% | 3.77% | 0.00% | 100.00% | | | |
| Communication/Voice/data 75,000 | 24,265 | 20,619 | 18,677 | 3,227 | 584 | 2,049 | 166 | 2,588 | 2,826 | - | 75,000 | 31,246 | 42% | 72,428 |
| Insurance 14,043 | 4,543 | 3,861 | 3,497 | 604 | 109 | 384 | 31 | 485 | 529 | - | 14,043 | 5,851 | 42% | 14,122 |
| Facilities Maint. 95,090 | 30,764 | 26,142 | 23,680 | 4,091 | 741 | 2,598 | 211 | 3,281 | 3,583 | - | 95,090 | 33,171 | 35% | 118,793 |
| Membership and dues 12,350 | 3,996 | 3,395 | 3,075 | 531 | 96 | 337 | 27 | 426 | 465 | - | 12,350 | 11,157 | 90% | 13,213 |
| Education allowance (consolidated v 0 | - | - | - | - | - | - | - | - | - | - | - | - | | - |
| Indirect cost recovery(County A87) 98,670 | 31,922 | 27,126 | 24,571 | 4,245 | 769 | 2,695 | 219 | 3,404 | 3,718 | - | 98,670 | 41,140 | 42% | 96,026 |
| Books and Publication 2,000 | 647 | 550 | 498 | 86 | 16 | 55 | 4 | 69 | 75 | - | 2,000 | 13,783 | 689% | 2,414 |
| Office Equip./Supp. & Furniture/Fixtures 20,000 | 6,471 | 5,498 | 4,981 | 860 | 156 | 546 | 44 | 690 | 754 | - | 20,000 | 8,560 | 43% | 24,934 |
| Mail Center - ISF 6,000 | 1,941 | 1,650 | 1,494 | 258 | 47 | 164 | 13 | 207 | 226 | - | 6,000 | 3,457 | 58% | 7,643 |
| Purchase Charges - ISF 3,800 | 1,229 | 1,045 | 946 | 163 | 30 | 104 | 8 | 131 | 143 | - | 3,800 | 1,835 | 48% | 3,906 |
| Copy Machine - ISF 9,000 | 2,912 | 2,474 | 2,241 | 387 | 70 | 246 | 20 | 311 | 339 | - | 9,000 | 1,899 | 21% | 8,993 |
| Information Tech - ISF 10,000 | 3,235 | 2,749 | 2,490 | 430 | 78 | 273 | 22 | 345 | 377 | - | 10,000 | 3,728 | 37% | 8,133 |
| Computer Services Non ISF 2,000 | 647 | 550 | 498 | 86 | 16 | 55 | 4 | 69 | 75 | - | 2,000 | 833 | 42% | 1,959 |
| Building Lease/Rental 95,000 | 30,735 | 26,117 | 23,658 | 4,087 | 740 | 2,595 | 210 | 3,278 | 3,580 | - | 95,000 | 43,096 | 45% | 120,493 |
| Storage Charges - ISF 5,000 | 1,618 | 1,375 | 1,245 | 215 | 39 | 137 | 11 | 173 | 188 | - | 5,000 | 3,055 | 61% | 8,661 |
| Mileage Reimb. - Staffs only 26,000 | 8,412 | 7,148 | 6,475 | 1,119 | 203 | 710 | 58 | 897 | 980 | - | 26,000 | 10,802 | 42% | 26,150 |
| Conference/Seminars - AFS Staffs 8,000 | 2,588 | 2,199 | 1,992 | 344 | 62 | 219 | 18 | 276 | 301 | - | 8,000 | 1,744 | 22% | 15,469 |
| Conference and Seminars - WDB SI 10,000 | 3,235 | 2,749 | 2,490 | 430 | 78 | 273 | 22 | 345 | 377 | - | 10,000 | 17,809 | 178% | 14,371 |
| Fiscal/HR/BTD/ET (HSA) 350,000 | 113,234 | 96,222 | 87,159 | 15,058 | 2,727 | 9,561 | 775 | 12,076 | 13,188 | - | 350,000 | 106,072 | 30% | 336,136 |
| Attorney Fees 10,000 | 3,235 | 2,749 | 2,490 | 430 | 78 | 273 | 22 | 345 | 377 | - | 10,000 | 3,987 | 40% | 5,789 |
| Other misc. Admin Services 5,000 | 1,618 | 1,375 | 1,245 | 215 | 39 | 137 | 11 | 173 | 188 | - | 5,000 | 2,081 | 42% | 5,620 |
| Subtotal Overhead 856,953 | 277,247 | 235,593 | 213,404 | 36,868 | 6,676 | 23,409 | 1,898 | 29,567 | 32,291 | - | 856,953 | 345,309 | 40% | 905,252 |
| Planned Total Grant Expenses | 2,170,275 | 1,884,570 | 1,707,076 | 294,918 | 53,402 | 187,254 | 15,186 | 236,512 | 258,305 | 47,500 | 6,854,998 | 2,579,960 | 38% | 6,486,218 |
| Admin Rate for State Reporting | 7% | 7% | 7% | 7% | 7% | 7% | 7% | 7% | 7% | 0% | 7% | | | |
| Admin Rate (State Reported + Other) | 13% | 12% | 13% | 12% | 12% | 12% | 12% | 12% | 12% | 0% | 12% | | | |
| Work in Progress: Grant Balances | 5,835 | 11,619 | (12) | 2,444 | 1,436 | 2,803 | 151 | 6,352 | 5,449 | - | 36,080 | | | |

| FY 2018-19 WIOA BUDGET PLAN (DRAFT FOR WDB EXECUTIVE COMMITTEE MEETING 1/10/19) | | | | | | | | | | | | | | | | | |
|---|--|----------------------|-----------|-----------|-------------------|--|--|-------------------------------------|-------------------------------------|---|---------------------------------|------------------------|---|---|-------------------------------------|---|-----------------|
| | | | | | | | | | | | | | 5/10/18 "Budget Option 2" FY 18-19 Plan Total | \$ Change In-Between FY 18-19 Plans | FY 17-18 Plan Approved 2/8/18 | \$ Change from FY 17-18 Plan to FY 18-19 Plan | FY 17-18 Actual |
| | | Dislocated Worker | Adult | Youth | Rapid Response | High Performing Boards (WDB-1080) | Regional Capacity Building (AFS-1087) | Regional Organizer (WDB-1089) | Wrkforce Accel 6.0 (AFS-1117) | Regional Plan Implem. (WDB-1122) | Prison 2 Employment (AFS) | FY 18-19 Plan Total | | | | | |
| | | | | | | 12/1/16- 12/31/18 | 3/1/17- 3/31/19 | 3/1/17-3/31/19 | 2/1/18- 7/31/19 | 1/1/18- 6/30/19 | 10/1/18- 3/31/20 | | | | | | |
| 1 | Revenue Projection: | -2.5% | | | | | | | | | | | | | | | |
| 2 | FY18-19 Grants | 2,051,956 | 1,502,552 | 1,630,835 | 297,362 | 54,838 | 205,000 | 85,714 | 250,000 | 350,000 | 47,500 | 6,475,757 | 6,730,395 | (254,638) | 8,120,805 | (1,645,048) | 8,120,805 |
| 3 | FY18-19 Mgmt. Reserve:(2.5% DW, Adult, Youth) | (51,299) | (37,564) | (40,771) | - | - | - | - | - | - | - | (129,634) | (100,284) | (29,350) | (704,250) | 574,616 | (704,250) |
| 4 | Transfer DW to Adult | (100,000) | 100,000 | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 5 | Grant Balance to be Spent in the Future | - | - | - | - | - | - | - | - | - | - | - | (190,000) | 190,000 | - | - | - |
| 6 | Spent in Prior Years | - | - | - | - | - | (14,943) | (70,377) | (7,136) | (86,246) | - | (178,702) | (238,714) | 60,012 | (751,770) | 573,068 | (751,770) |
| 7 | Balance Rolled Over from Prior Year Grants: | | | | | | | | | | | | | | | | |
| 8 | FY17-18 Mgt Reserve | 64,278 | 49,059 | 55,075 | - | - | - | - | - | - | - | 168,412 | 168,412 | - | 314,017 | (145,605) | 314,017 |
| 9 | Additional Rollover - Salaries Savings/ Overhead Saving/(Overage) | 2,603 | 122,116 | 5,881 | - | - | - | - | - | - | - | 130,600 | 141,413 | (10,813) | 75,875 | 54,725 | 75,875 |
| 10 | | - | - | - | - | - | - | - | - | - | - | - | - | - | 1,198 | (1,198) | 1,198 |
| 11 | FY 17-18 Unspent Direct Expense | 188,904 | 117,598 | 56,044 | - | - | - | - | - | - | - | 362,546 | 200,000 | 162,546 | 214,232 | 148,314 | 214,232 |
| 12 | ITA/OJT Committed FY17-18 Spent in FY18-19 | 19,668 | 42,428 | - | - | - | - | - | - | - | - | 62,097 | 160,000 | (97,903) | 71,524 | (9,427) | 71,524 |
| 13 | Total Available Grants to be Spent | 2,176,110 | 1,896,189 | 1,707,064 | 297,362 | 54,838 | 190,057 | 15,337 | 242,864 | 263,754 | 47,500 | 6,891,076 | 6,871,222 | 19,854 | 7,341,631 | (450,555) | 7,341,631 |
| 14 | Grants % | 31.6% | 27.5% | 24.8% | 4.3% | 0.8% | 2.8% | 0.2% | 3.5% | 3.8% | 0.7% | 100.0% | 100.0% | | | | |
| 15 | AFS FTEs Assigned to the Programs | 11.00 | 8.90 | 0.50 | 1.00 | - | 1.30 | | 1.30 | - | - | 24.00 | 26.70 | (2.70) | 26.00 | (2.00) | 26.00 |
| 16 | % Direct FTES Allocated to Grants | 45.8% | 37.1% | 2.1% | 4.2% | 0.0% | 5.4% | 0.0% | 5.4% | 0.0% | 0.0% | 100.0% | 100.0% | | | | |
| 17 | % Admin Staff Allocated to Grants | 30.0% | 28.0% | 23.00% | 5.00% | 6.0% | 0.0% | 1.0% | 0.0% | 7.0% | 0.0% | 100.0% | 100.0% | | | | |
| 18 | Expenditure Projection: | | | | | | | | | | | | | | | | |
| 19 | Salaries and Benefits: | | | | | | | | | | | | | | | | |
| 20 | AFSWIOA (24 regular filled + 0.7 fixed term + 2 vacancies) | 2,522,683 | 1,156,230 | 935,495 | 52,556 | 105,112 | - | 136,645 | - | 136,645 | - | 2,522,683 | 2,732,683 | (210,000) | 2,610,000 | (87,317) | 2,439,988 |
| 21 | WDB Admin (6 filled +.75 be filled+buydown) | 778,765 | 233,630 | 218,054 | 179,116 | 38,938 | 46,726 | - | 7,788 | - | 54,514 | 778,765 | 931,583 | (152,818) | 850,000 | (71,235) | 830,764 |
| 22 | Salaries Reduction | - | - | - | - | - | - | - | - | - | - | - | (150,000) | 150,000 | | | |
| 23 | Subtotal Salaries and Benefits | | 1,389,859 | 1,153,549 | 231,672 | 144,050 | 46,726 | 136,645 | 7,788 | 136,645 | 54,514 | 3,301,448 | 3,514,266 | (212,818) | 3,460,000 | (158,552) | 3,270,752 |
| 24 | Direct Expenses: | | | | | | | | | | | | | | | | |
| 25 | Grant Specific Contracts | | | | | | | | | | | | | | | | |
| 26 | EDC-VC Business Services | | - | - | 95,000 | - | - | - | - | 100,000 | - | 195,000 | 155,000 | 40,000 | 145,000 | 50,000 | 85,374 |
| 27 | Boys and Girls Club: Core Program | | - | 604,000 | - | - | - | - | - | - | - | 604,000 | 539,000 | 65,000 | 604,000 | - | 574,662 |
| 28 | Pathpoint: Core Program | | - | 604,000 | - | - | - | - | - | - | - | 604,000 | 539,000 | 65,000 | 604,000 | - | 569,302 |
| 29 | AFS-CalWORKs Activities | | - | - | - | - | - | - | - | - | - | - | 30,000 | (30,000) | 39,969 | (39,969) | 39,969 |
| 30 | Subtotal - Contracted Program Expense | | - | - | 1,208,000 | 95,000 | - | - | - | 100,000 | - | 1,403,000 | 1,263,000 | 140,000 | 1,392,969 | 10,031 | 1,269,308 |
| 31 | Client Expenses: | | | | | | | | | | | | | | | | |
| 32 | ITA / OJT (30% required - 10% leverage) | | 390,000 | 375,000 | - | - | - | - | - | - | - | 765,000 | 765,000 | - | 965,000 | (200,000) | 629,969 |
| 33 | ITA / OJT Committed 17-18 Spent in 18-19 | | 19,668 | 42,428 | - | - | - | - | - | - | - | 62,097 | 160,000 | (97,903) | 71,524 | (9,427) | 71,524 |
| 34 | Others/Childcare/Trans - JTA | | 20,000 | 20,000 | - | - | - | - | - | - | - | 40,000 | 40,000 | - | 60,402 | (20,402) | 32,187 |
| 35 | Subtotal - Client Expense | | 429,668 | 437,428 | - | - | - | - | - | - | - | 867,097 | 965,000 | (97,903) | 1,096,926 | (229,829) | 733,680 |
| 36 | Other Allocated/Contracted Expenses | | | | | | | | | | | | | | | | |
| 37 | Contractual Services | 166,500 | - | - | - | - | 24,000 | 5,500 | 65,000 | 24,500 | 47,500 | 166,500 | 40,000 | 126,500 | 75,000 | 91,500 | - |
| 38 | Outreach - theAgency | 185,000 | 52,500 | 40,500 | 12,000 | - | - | - | - | 35,000 | - | 185,000 | 175,000 | 10,000 | 215,000 | (30,000) | 214,957 |
| 39 | Outreach/Conference -WDB (\$12K RPI Conf.) | 47,000 | 12,000 | 12,000 | 4,000 | - | - | - | - | 12,000 | - | 47,000 | 35,000 | 12,000 | 36,000 | 11,000 | 40,213 |
| 40 | WDB Expense - Non Staff | 8,000 | 4,000 | 2,000 | - | - | - | - | - | - | - | 8,000 | 8,000 | - | 8,000 | - | 10,806 |
| 41 | Outreach/Meeting/Conf-AFS | 20,000 | 5,000 | 3,500 | 3,000 | - | 3,200 | - | 5,300 | - | - | 20,000 | 13,000 | 7,000 | 23,000 | (3,000) | - |
| 42 | Subtotal - Other Allocated Expense | 426,500 | 73,500 | 58,000 | 19,000 | - | 27,200 | 5,500 | 70,300 | 71,500 | 47,500 | 426,500 | 271,000 | 155,500 | 398,250 | 28,250 | 307,226 |
| 43 | Subtotal- Program/Clients Expenses | | 503,168 | 495,428 | 1,262,000 | 114,000 | - | 27,200 | 5,500 | 70,300 | 171,500 | 47,500 | 2,499,000 | 197,597 | 2,888,145 | (191,548) | 2,310,214 |
| 44 | Total Direct Program Expense | | 1,893,028 | 1,648,978 | 1,493,672 | 258,050 | 46,726 | 163,845 | 13,288 | 206,945 | 226,014 | 5,998,045 | 6,013,266 | (15,221) | 6,348,145 | (350,100) | 5,580,966 |
| 45 | Overhead/Administration: | | 32.35% | 27.49% | 24.90% | 4.30% | 0.78% | 2.73% | 0.22% | 3.45% | 3.77% | 100.00% | 100.00% | | | | |
| 46 | Communication/Voice/data | 75,000 | 24,265 | 20,619 | 18,677 | 3,227 | 584 | 2,049 | 166 | 2,588 | 2,826 | 75,000 | 75,000 | 0 | 75,000 | (0) | 72,428 |
| 47 | Insurance | 14,043 | 4,543 | 3,861 | 3,497 | 604 | 109 | 384 | 31 | 485 | 529 | 14,043 | 14,043 | 0 | 14,043 | 0 | 14,122 |
| 48 | Facilities Maint. | 95,090 | 30,764 | 26,142 | 23,680 | 4,091 | 741 | 2,598 | 211 | 3,281 | 3,583 | 95,090 | 95,090 | (0) | 95,090 | (0) | 118,793 |
| 49 | Membership and dues | 12,350 | 3,996 | 3,395 | 3,075 | 531 | 96 | 337 | 27 | 426 | 465 | 12,350 | 12,350 | 0 | 12,350 | 0 | 13,213 |
| 50 | Education allowance (consolidated with line 64+65) | 0 | - | - | - | - | - | - | - | - | - | - | - | - | - | - | - |
| 51 | Indirect cost recovery(County A87) | 98,670 | 31,922 | 27,126 | 24,571 | 4,245 | 769 | 2,695 | 219 | 3,404 | 3,718 | 98,670 | 98,670 | (0) | 98,670 | (0) | 96,026 |

| FY 2018-19 WIOA BUDGET PLAN (DRAFT FOR WDB EXECUTIVE COMMITTEE MEETING 1/10/19) | | | | | | | | | | | | | | | | | | | |
|---|---|---------|----------------------|-----------|-----------|-------------------|--|--|-------------------------------------|-------------------------------------|---|----------------------------------|------------------------|---|---|-------------------------------------|---|-----------------|-----------|
| | | | | | | | | | | | | | | 5/10/18 "Budget Option 2" FY 18-19 Plan Total | \$ Change In-Between FY 18-19 Plans | FY 17-18 Plan Approved 2/8/18 | \$ Change from FY 17-18 Plan to FY 18-19 Plan | FY 17-18 Actual | |
| | | | Dislocated Worker | Adult | Youth | Rapid Response | High Performing Boards (WDB-1080) | Regional Capacity Building (AFS-1087) | Regional Organizer (WDB-1089) | Wrkforce Accel 6.0 (AFS-1117) | Regional Plan Implem. (WDB-1122) | Prison 2 Employmen t (AFS) | FY 18-19 Plan Total | | | | | | |
| A | Books and Publication | 2,000 | 647 | 550 | 498 | 86 | 16 | 55 | 4 | 69 | 75 | - | 2,000 | 2,000 | 0 | 2,000 | 0 | 2,414 | |
| | Office Equip./Supp. & Furniture/Fixtures<5000 | 20,000 | 6,471 | 5,498 | 4,981 | 860 | 156 | 546 | 44 | 690 | 754 | - | 20,000 | 20,000 | 0 | 20,000 | 0 | 24,934 | |
| A | Mail Center - ISF | 6,000 | 1,941 | 1,650 | 1,494 | 258 | 47 | 164 | 13 | 207 | 226 | - | 6,000 | 6,000 | 0 | 6,000 | 0 | 7,643 | |
| A | Purchase Charges - ISF | 3,800 | 1,229 | 1,045 | 946 | 163 | 30 | 104 | 8 | 131 | 143 | - | 3,800 | 3,800 | 0 | 3,800 | 0 | 3,906 | |
| A | Copy Machine - ISF | 9,000 | 2,912 | 2,474 | 2,241 | 387 | 70 | 246 | 20 | 311 | 339 | - | 9,000 | 9,000 | 0 | 9,000 | 0 | 8,993 | |
| A | Information Tech - ISF | 10,000 | 3,235 | 2,749 | 2,490 | 430 | 78 | 273 | 22 | 345 | 377 | - | 10,000 | 10,000 | 0 | 10,000 | 0 | 8,133 | |
| A | Computer Services Non ISF | 2,000 | 647 | 550 | 498 | 86 | 16 | 55 | 4 | 69 | 75 | - | 2,000 | 2,000 | 0 | 2,000 | 0 | 1,959 | |
| | Building Lease/Rental | 95,000 | 30,735 | 26,117 | 23,658 | 4,087 | 740 | 2,595 | 210 | 3,278 | 3,580 | - | 95,000 | 95,000 | (0) | 95,000 | (1) | 120,493 | |
| A | Storage Charges - ISF | 5,000 | 1,618 | 1,375 | 1,245 | 215 | 39 | 137 | 11 | 173 | 188 | - | 5,000 | 5,000 | 0 | 5,000 | 0 | 8,661 | |
| | Mileage Reimb. - Staffs only | 26,000 | 8,412 | 7,148 | 6,475 | 1,119 | 203 | 710 | 58 | 897 | 980 | - | 26,000 | 26,000 | 0 | 26,000 | 0 | 26,150 | |
| | Conference/Seminars - AFS Staffs | 8,000 | 2,588 | 2,199 | 1,992 | 344 | 62 | 219 | 18 | 276 | 301 | - | 8,000 | 8,000 | 0 | 11,000 | (3,000) | 15,469 | |
| | Conference and Seminars - WDB Staffs | 10,000 | 3,235 | 2,749 | 2,490 | 430 | 78 | 273 | 22 | 345 | 377 | - | 10,000 | 10,000 | 0 | 20,000 | (10,000) | 14,371 | |
| A | Fiscal/HR/BTD/ET (HSA) | 350,000 | 113,234 | 96,222 | 87,159 | 15,058 | 2,727 | 9,561 | 775 | 12,076 | 13,188 | - | 350,000 | 350,000 | (0) | 350,000 | (1) | 336,136 | |
| | Attorney Fees | 10,000 | 3,235 | 2,749 | 2,490 | 430 | 78 | 273 | 22 | 345 | 377 | - | 10,000 | 10,000 | 0 | 10,000 | 0 | 5,789 | |
| | Other misc. Admin Services | 5,000 | 1,618 | 1,375 | 1,245 | 215 | 39 | 137 | 11 | 173 | 188 | - | 5,000 | 5,000 | 0 | 5,000 | 0 | 5,620 | |
| Subtotal Overhead | | | 856,953 | 277,248 | 235,593 | 213,404 | 36,868 | 6,676 | 23,409 | 1,898 | 29,567 | 32,291 | - | 856,953 | 856,953 | 0 | 869,953 | (13,000) | 905,252 |
| Planned Total Grant Expenses | | | | 2,170,275 | 1,884,570 | 1,707,076 | 294,918 | 53,402 | 187,254 | 15,186 | 236,512 | 258,305 | 47,500 | 6,854,998 | 6,870,219 | (15,221) | 7,218,098 | (363,100) | 6,486,218 |
| A | Admin Rate for State Reporting | | 7% | 7% | 7% | 7% | 7% | 7% | 7% | 7% | 7% | 0% | 7% | | | | | | |
| | Admin Rate (State Reported + Other) | | 13% | 12% | 13% | 12% | 12% | 12% | 0% | 12% | 12% | 0% | 12% | | | | | | |
| Work in Progress: Grant Balances | | | | 5,835 | 11,619 | (12) | 2,444 | 1,436 | 2,803 | 151 | 6,352 | 5,449 | - | 36,080 | | | | | |

| | | | | | | | | | | |
|---|-----------|-----------|-----------|---------|--------|---------|-------|---------|---------|--------|
| Actual Spend Through 11/30/18 | 824,410 | 683,307 | 609,115 | 131,594 | 36,942 | 116,853 | 8,517 | 56,481 | 112,741 | - |
| % of Actual to Budget (42% Through the Fiscal Year) | 38% | 36% | 36% | 45% | 69% | 62% | 56% | 24% | 44% | 0% |
| Unspent Through 11/30/18 | 1,351,700 | 1,212,883 | 1,097,949 | 165,768 | 17,896 | 73,204 | 6,820 | 186,383 | 151,013 | 47,500 |

| | |
|---------------------|---|
| Budget Assumptions: | |
| 1 | Line 1 - WDB was not awarded the \$400K contract for Steps to Work (AB2060) (6/12/18) |
| 2 | Lines 3-11 - Grant balances rolled over from FY17-18 are final amounts (9/11/18) |
| 3 | Line 10 - \$100K fund transfer from Dislocated Worker to Adult is included in ITA/OJT committed in FY17-18 but spent in FY18-19 |
| 4 | Lines 18 and 19 - Salaries are based on CEO Salary Forecast, 26.7 FTEs for AFS assuming 24 filled + 2 to be filled, and .7 fixed-term; 6.75 FTES for WDB assuming 6 filled + Exe. Director to be filled for 6 months. |
| 5 | Line 24 - EDC-VC contract updated to reflect current year contract as well as unspent FY 17/18 funds that will be spent FY 18/19 (1/2/19) |
| 6 | Other cost changes are based on projected actual need |
| 7 | Line 62 - Conference/Seminars - AFS Staffs reduced by \$3K (5/3/18) |
| 8 | Line 63 - Conference and Seminars - WDB Staffs reduced by \$10K (5/3/18) |
| 9 | All other services and overhead costs are at FY17-18 levels |
| 10 | Updated with Prison 2 Employment information (12/6/18) |
| 11 | Updated with 11/19/18 WSIN 18-13 award amounts (11/23/18) |
| 12 | Updated with actual YTD through November expenditures (12/31/18) |
| 13 | 2018 Mega Wildfire NDWG awarded 12/26/18. Plan will be updated once more information becomes available (1/2/19) |



TO: EXECUTIVE COMMITTEE

**FROM: MELISSA LIVINGSTON, CHIEF DEPUTY DIRECTOR
HUMAN SERVICES AGENCY**

DATE: JANUARY 10, 2019

**SUBJECT: REQUEST THE EXECUTIVE COMMITTEE TO APPROVE THE PROCUREMENT
OF THE SERVICES TO THE CALIFORNIA WORKOFRCE ASSOCIATION (CWA),
IN THE AMOUNT OF \$10,000 TO REPROCURE THE ONE-STOP-OPERATOR TO
PROVIDE COORDINATION OF THE DELIVERY OF SERVICES BY THE
AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) AND PARTNER NETWORK
FOR VENTURA COUNTY AND APPROVE A BUDGET AMOUNT NOT TO EXCEED
\$15,000 TO BE INCLUDED IN THE REQUEST FOR PROPOSAL (RFP) FOR
SUPPORT OF THE ACTUAL WORK OF THE SELECTED ONE-STOP-OPERATOR**

RECOMMENDATION

Request the Executive Committee to Approve the Procurement of Services of the California Workforce Association (CWA), in the Amount of \$10,000 to re-procure the One-Stop-Operator to Provide Coordination of the Delivery of Services by the America's Job Center of California (AJCC) and Partner Network for Ventura County, and Approve a Budget Not to Exceed \$15,000 to be included for the Request for Proposal for Support of the Actual Work of the Selected One-Stop-Operator.

BACKGROUND

The State Employment Development Department (EDD) issued a Workforce Services Directive (#WSD 16-14) effective in December of 2016; requiring all Local Boards select a One-Stop-Operator (OSO) through a competitive process at least every four (4) years. The intended role of the OSO is to coordinate service delivery for job seekers and business through the AJCC partner network. A Request for Proposals (RFP) was coordinated through your WDB Administrative entity in conjunction with the County General Services Agency (GSA). There was only one bid received from the RFP process from a Consortium representing the County of Ventura Human Services/Career Services Provider, EDD, and the Center for Employment Training (CET).

On May 18, 2017, your Committee approved the award of the OSO to a Consortium of the County of Ventura/Career Services Provider, EDD, and CET. Most specifically the MOU between the Consortium also approved by your Committee on May 18, 2017 detailed the roles and responsibilities of all three (3) entities as the collective Operator of the Ventura County AJCC overseeing the delivery system for career services located at 2901 North Ventura Road, in Oxnard California. The members of the Consortium, while acting in their capacity as Operator, do not themselves provide services, but rather only manage the general delivery of services by the AJCC one-stop partners. Roles of the Consortium Operators include the following:

Partner Coordination:

- Assist to develop and facilitate a system of inter-agency referrals
- Facilitate access to the system using technology
- Develop strategies to improve cross-partner performance
- Arrange and offer cross-partner training for front line staff
- Coordinate physical space planning and ongoing infrastructure needs
- Recognize and comply with applicable labor agreements affecting represented employees wherever they are located

WDB Coordination:

- Be the single point of contact for AJCC partners in dealings with the WDB and WDB Admin entity
- Collect and report to the WDB data that illustrates the progress of the partners in providing career services
- Comply with all WIOA grant requirements and restrictions

In May of 2017, a State EDD Fiscal and Procurement compliance monitoring occurred, and during that review concerns on non-compliance were raised by EDD as to the RFP process for the One Stop Operator; specifically related to the following perceptions:

- Perception of conflicts of interest and appropriate firewalls given the role of the WDB Administrative Entity in support and coordination of the RFP process in conjunction with an internal governmental agency- the General Services Agency.
- Perceived lack of a competitive process given the RFP was for a Consortium only, and did not provide access to a single entity to bid, and included the existing Career Services Provider.
- No funding was included in the RFP to support the functions of the OSO.
- Limited documentation of the RFP process was made available to EDD fiscal procurement monitors, including lack of a firewall policy to guide the RFP process and appropriate separation of duties.

Since the May 2017 compliance monitoring, the WDB Administrative Entity has developed a corrective action plan to address the perceived compliance issues, and awaiting a re-procurement of the OSO to satisfy closure of the corrective action plan reflected by all future procurements actions are conducted in a manner that provides full and open competition. Later correspondence coming from the California State Workforce Development Board (CWDB) reflected that Ventura County, as well as a number of other Regional Planning Units that had similar procurement compliance monitoring outcomes resulting in what was referred to by CWDB as “failed procurements” for the OSO, and were given “conditional approval” to continue in those OSO relationships giving time to put proper firewall policies in place and re-procure the OSO operator services by year two of the existing OSO agreements. Further guidance coming from EDD has confirmed that re-procurement of the OSO by the end of year two- June 30, 2019 would satisfy this requirement.

In response to the requirement to re-procure the OSO and to address the areas of compliance cited in the May 2017 procurement monitoring it is recommended that your Committee approve contracting with the California Workforce Association an independent third party to develop the RFP and conduct the procurement process. CWA is a non-profit membership organization that develops public policy strategies and builds local capacity to address critical workforce issues. CWA represents WDBs, over 200 AJCCs and key workforce development partners in California. CWA has conducted similar OSO procurements, are familiar with WIOA regulatory requirements, and have direct familiarity with procurement and firewall practices.

CWA has provided a quote for the procurement services of \$10,000 which includes drafting the RFP specifications, developing the contract requirements statement of work, and other procurement related documentation and processes. Your Committee approved a firewall policy at the October 2018 meeting, which will also provide the framework for support of this process. Additionally, the work of the One Stop Operator will require funding support. In review of other regional OSO agreement a reasonable budget ranging between \$10,000-\$15,000 has been included to ensure execution of the work of the OSO. It is recommended that your Committee also approve funding the OSO in an amount not to exceed \$15,000. The Plan Year 2018/2019 Budget has sufficient funding available to support the work efforts of CWA and the final RFP award of the OSO.

Your approval today will provide for the contracting of services with CWA and key procurement activities and deliverables to occur in the Spring of 2019 with an anticipated OSO recommendation for award to come before you board in the April to May 2019 timeframe, with a target implementation date of July 1 2019.

If you have questions or need more information, please contact Workforce Development Board staff at (805) 477-5306.



WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

(805) 477-5306

workforceventuracounty.org

TO: EXECUTIVE COMMITTEE

FROM: REBECCA EVANS, WDB EXECUTIVE DIRECTOR

DATE: JANUARY 10, 2019

SUBJECT: RECOMMENDATION THAT THE EXECUTIVE COMMITTEE OF THE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) RATIFY THE SUBMISSION OF A \$2,400,000 GRANT APPLICATION BY THE WDB TO THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) FOR A 2018 CALIFORNIA MEGA WILDFIRES NATIONAL DISLOCATED WORKER GRANT (NDWG)

RECOMMENDATION:

Recommendation that Executive Committee of the Workforce Development Board of Ventura County (WDB) ratify the submission of a \$2,400,000 Grant Application by the WDB to the California Employment Development Department (EDD) for the 2018 California Mega Wildfires National Dislocated Worker Grant (NDWG).

REASON FOR RATIFICATION:

The application for the 2018 California Mega Wildfires National Dislocated Worker Grant (NDWG) was due on November 19, 2018. Due to the short time frame to coordinate and prepare the final application, the WDB Administration staff were unable to come to your committee for approval prior to their submittal. Award announcement was expected in December 2018 with implementation of grant to begin as soon as feasible. This action taken by WDB administration was approved by the Human Services Agency (HSA) Chief Deputy Director. The Board of Supervisors has previously authorized the HSA Director, or designee to accept funding, and to sign any related grant agreements upon review and approval by the County Executive Office and County Counsel.

After to the NDWG application was submitted, the application was successful and on December 26, 2018 WDB was awarded \$810,404 as a first increment of the \$2,400,000 award. The \$810,404 (one third of total award) was included in the subgrant agreement No. K9110077. The first increment will provide paid temporary jobs for 17 dislocated workers, and provide for follow-up career and training services as well as supportive services. Additional funding increments may be requested based upon WDB having 70% expenditure and the continued need and ability to fulfill terms of the grant.

DISCUSSION:

On November 8, 2018 2:24 pm, the Woolsey fire began burning in the City of Simi Valley, and quickly spread throughout Ventura County into Los Angeles county it is reported that 96,949 acres (152 square miles) burned and destroyed 1600 structures. The smaller hill fire also started November 8, 2018 and burned 4,531 acres and destroyed four structures. Overall the fire threatened 57,000 structures and forced thousands of residents to evacuate throughout the burn area. The fire has also damaged or destroyed critical infrastructure, as well as closure of major highways and local roads. Apart from the

destruction of public infrastructure and residential property, major damage includes Ventura County's ecosystem—the chaparral and oak and pine forest that protect the settled Santa Monica mountains. 83% of all national parks service land in the Santa Monica Mountains National Recreation Area has been burned by the Woolsey fire.

As stated in the Employment And Training Administration Advisory System (U.S. Department Of Labor) Training and Employment Guidance Letter WIOA No. 2-15: NDWGs are discretionary grants awarded by the Secretary of Labor, under Section 170 of WIOA. Disaster NDWGs provide funding to create temporary employment opportunities to assist with clean-up and recovery efforts, when an area impacted by disaster is declared eligible for public assistance from the Federal Emergency Management Agency (FEMA) or otherwise recognized by a Federal agency with authority or jurisdiction over Federal response to the emergency or disaster.

Worksites will be determined, in consultation with relevant parties. We anticipate, clean-up work will be necessary in and around the communities of Bell Canyon, Camarillo, Hidden Hills, Lake Sherwood, Newbury Park, Oak Park, Simi Valley, Thousand Oaks, and Westlake Village. Primary efforts will ensure that large debris is removed from drainage channels, and sediment from debris basins. Cleanup and recovery efforts will include repair of fire damaged and destroyed public lands, public structures, public infrastructure within the disaster area. Work to remove and repair affected areas may include: debris, mud, sidewalk, path, trail repair, repair to culverts, road repairs, riparian revegetation, clean out of ditches and drainage outlets, repair and re-painting of outbuildings, fence debris removal and fence repair, tree removal, and parking lot repair.

The Human Services Agency through the Workforce Development Board (WDB) continues to seek available funding opportunities to assist in meeting identified workforce and training needs of the various target populations served by the HSA, WDB and its partners. Due to the Woolsey and Hill fires of 2018, we were made aware of the NDWG grant opportunity through the California Employment Development Department (EDD).

It is recommended that your committee ratify the submission and acceptance of a \$2,400,000 Grant Application by the WDB to the California Employment Development Department (EDD) for the 2018 California Mega Wildfires National Dislocated Worker Grant (NDWG).

If you have questions or need more information, contact me at (805)477-5306 or Patrick Newburn at (805) 477-5470, email patrick.newburn@ventura.org.



WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

(805) 477-5306

workforceventuracounty.org

TO: EXECUTIVE COMMITTEE

FROM: REBECCA EVANS, WDB EXECUTIVE DIRECTOR

DATE: JANUARY 10, 2019

SUBJECT: RECOMMENDATION THAT THE EXECUTIVE COMMITTEE OF THE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) RATIFY THE SUBMISSION OF A \$500,000 GRANT APPLICATION BY THE WDB TO THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AND THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) FOR A 2018-19 VETERANS' EMPLOYMENT-RELATED ASSISTANCE PROGRAM GRANT (VEAP)

RECOMMENDATION:

Recommendation that Executive Committee of the Workforce Development Board of Ventura County (WDB) ratify the submission of a \$500,000 Grant Application by the WDB to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for a 2018-2019 Veterans' Employment-Related Assistance Program Grant (VEAP).

REASON FOR RATIFICATION:

The application for a 2018-19 Veterans' Employment-Related Assistance Program Grant (VEAP) was announced November 27, 2018 and due before December 27, 2018. Due to the short time frame to coordinate and prepare the final application, the WDB Administration staff were unable to come to your committee for approval prior to their submittal. This action taken by WDB administration was approved by the Human Services Agency (HSA) Chief Deputy Director. The Board of Supervisors has previously authorized the HSA Director, or designee to accept funding, and to sign any related grant agreements upon review and approval by the County Executive Office and County Counsel.

DISCUSSION:

On November 27, 2018, the Employment Development Department, in coordination with the California Workforce Development Board, on behalf of the Labor and Workforce Development Agency, announced the availability of up to \$5 million in WIOA Governor's Discretionary funds were available through the Veterans' Employment-Related Assistance Program (VEAP) with a request award of up to \$500,000 for each grant award. The goal of this initiative is to promote the use of regional industry-sector strategies as the framework to help unemployed and underemployed veterans with significant barriers to employment transition from military careers to rewarding civilian employment.

This VEAP grant includes services to veterans with significant barriers to employment, including, but not limited to, disabled veterans; homeless veterans; recently separated service members who have been unemployed for 27 or more weeks in the previous 12 months; an offender, as identified in WIOA Section 3 (38), who is currently incarcerated or who has been released from incarceration; a veteran

lacking a high school diploma or equivalent certificate; a low-income individual [as defined by WIOA Section 3 (36)]; women; and minorities.

Successful applicants must use regional sector strategy approaches to meet the workforce and training needs of potential employers within their targeted industries. This approach must be based upon the creation or expansion of regional partnerships among: a Local Area, the local EDD Jobs for Veterans State Grant (JVSG) Program staff, the EDD Labor Market Information Division (LMID), America's Job Centers of California (AJCC), community colleges, local veteran organizations, local training organizations, public/private employers, community and business development organizations, training providers and labor organizations. Other key stakeholders include: advocacy groups, faith based and community based organizations. The state expects that the performance period for participating projects funded under this grant will be between 18 and 24 months, with a start date no later than April 1, 2019, and end date no later than March 31, 2021. It is the intent of this grant to fund projects that can leverage other resources to maximize the impact of the project, earn the maximum return on investment, and foster project replication and sustainability. Therefore, applicants are required to demonstrate at least 40 percent match of cash and/or in kind support from other sources.

Previously, WDB was awarded a VEAP grant in the amount of \$451,000 for the period of 7/11/11 through 3/31/13. Planned and expected outcomes were job placement, wage rate and retention for six months. Planned enrollments were 55 veterans. These planned enrollment numbers were exceeded by almost twice this number (102 enrollments), allowing more veterans to be served, trained and placed.

In November 2018, the veteran unemployment rate was 6.7% compared to 3.1% of the civilian population. In Ventura County (EDD, LMID and US Census Bureau, 2012-2016 American Community Survey) and per EDD UI information, 727 veterans in Ventura County are receiving unemployment insurance benefits, 221 were assessed at the AJCC and of those, 10 are Chapter 31 (80% to 100% disability rating) and, an additional 41 are eligible spouses of veterans. The non-veteran unemployment rate for November 2018 was 3.4 % (not seasonally adjusted- EDD). The data suggests veterans in Ventura County are unemployed at nearly twice the rate of the general population and the demand for services outpaces the current training resources available to serve this population.

There is a current unmet need. Veterans in Ventura County currently receive support services from NBVC through the Transitional Assistance Program (TAP) and from the Employment Development Department (EDD) and the County of Ventura, Human Services Agency, Veteran Services Office. Veterans also have access to services through the America's Job and Career Center (AJCC). However, there are no job training funds specifically designated for Veterans.

Proposed in our 2018-19 application, WDB through the Human Services Agency Adult and Family Services Department, and WIOA Programs will serve 55 participants over the term of the grant.

The County of Ventura, Veteran Services Office (VC CVSO) will provide outreach and referrals. The County of Ventura Veteran Services Office is the primary and premier access point to Federal VA and CalVETS (state) benefits. This office serves the entire County with 11 field offices throughout the county. The America's Job and Career Center operated by the Human Services Agency will also provide a central site to provide VC VETS services. The AJCC and EDD staff will also be a key source of referrals, including Salvation Army Haven, Adult Education and from 19 partners either on-site or via referral.

The service approach for the VC VETS Program is designed to maximize and leverage existing proven practices of employment services and training delivery through our WIOA program. The WIOA team successfully administered a previous VEAP grant in 2011 meeting all performance measures.

The WIOA team administering this program is now a part (effective October 2017) of the Adult and Family Services (AFS) Department within the Ventura County Human Services Agency. Within AFS, the Homeless Services Team and the Veteran Services Team are also programs which have already established cross functionality in working together to support common clients. This proposed VC VETS Program will focus on establishing, enhancing and growing professional skills and behavior resulting in an Individual employment plan that is customized for each Veteran.

VC VETS will connect Veterans with employers that maximize on the strengths of the Veteran, while meeting the employer's needs. The Veteran Services Office (VSO) and its many Veteran Collaborative of Ventura County (VCVC) partners will assist the Veteran Employment Services Officer (VESO) help veterans overcome barriers to employment. This will be accomplished through an awareness campaign to make disabled veterans, justice-involved veterans, and transitioning military personnel aware of VC-VETS program.

It is recommended that your committee ratify the submission of a \$500,000 Grant Application by the WDB to the California Employment Development Department (EDD) and the California Workforce Development Board for a 2018-19 Veterans' Employment-Related Assistance Program Grant (VEAP).

If you have questions or need more information, contact me at (805)477-5306 or Patrick Newburn at (805) 477-5470, email patrick.newburn@ventura.org.



WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

(805) 477-5306

workforceventuracounty.org

TO: EXECUTIVE COMMITTEE

FROM: REBECCA EVANS, WDB EXECUTIVE DIRECTOR

DATE: JANUARY 10, 2019

SUBJECT: RECOMMENDATION THAT THE EXECUTIVE COMMITTEE OF THE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) APPROVE ON BEHALF OF THE WDB THE SUBMISSION OF A GRANT APPLICATION TO THE CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AND THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) FOR THE PRISON TO EMPLOYMENT INITIATIVE DIRECT AND SUPPORTIVE SERVICE GRANTS (P2E)

RECOMMENDATION:

Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) approve on behalf of the WDB the submission of a grant application to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for the Prison to Employment Initiative Direct and Supportive Service Grants (P2E).

Background:

In July 2018, the California Legislature approved SB 856 (Budget & Fiscal Review, Chapter 30, Statutes of 2018), which included \$37 million in state general funds to resource the Prison to Employment Initiative proposed by Governor Jerry Brown in his 2018 budget proposal. Funding for the Prison to Employment Initiative (P2E) is intended to support regional planning efforts, fund regional plan implementation, and provide resources for direct services to the formerly incarcerated and other justice-involved individuals. It also sets aside specific resources for both supportive services and earn and learn activities. Regional Planning Grant funds are intended to support the development of plans for each region's justice-involved population.

On August 27, 2018 WDB applied for a P2E planning grant, and was successfully awarded \$47,500 on September 17, 2018. WDB will use these funds to hire a consultant that will facilitate research, partnership development, the planning process and drafting sections of the revised WDB Regional and Local plans to address how we engage with and work with partner CBOs, Business, Labor, and other agencies to serve our local reentry population. The common goal is to provide success in training and employment, resulting in reduced recidivism rates, improved public safety, and return of economic benefits to individuals, families, and the community. On December 3, 2018, WDB contracted with the California Workforce Association (CWA) to provide their consulting services through *CauseIMPACTS* company to facilitate the P2E regional planning partnership coalition meetings and develop a regional plan due by March 15, 2019. WDB was informed of the P2E grant at their August and October meetings.

This action taken by WDB administration was approved by the Human Services Agency (HSA) Chief Deputy Director. The Board of Supervisors has previously authorized the HSA Director, or designee to

accept funding, and to sign any related grant agreements upon review and approval by the County Executive Office and County Counsel.

DISCUSSION:

On November 19, 2018, the EDD, in coordination with the CWDB, announced the availability of Prison to Employment Initiative Direct and Supportive Service Grants. These funds will go out as grants to each of the 14 Regional Planning Units (RPU), with up to \$14,000,000 released in Fiscal Year 2018-19, and up to \$20,000,000 released in Fiscal Year 2019-20. These grants are non WIOA (nonfederal) funds. CWDB will still track this data for purposes of this state program, even if WIOA funds are not used and the individual is not reportable for purposes of WIOA

In addition to the aforementioned planning grant, P2E funds will be distributed to RPUs via the two grants below:

- **Regional Implementation and Direct Services Grants** to fund the implementation of regional workforce corrections plans and provide direct services provided pursuant to these regional plans
- **Regional Supportive Services and Earn and Learn Grants** to provide supportive services and “earn and learn” opportunities for justice-involved and the formerly incarcerated

Both grants are expected to function in concert with one another. Applications will articulate the relationship between strategies for improving labor market outcomes for the region’s justice-involved population and strategies for connecting those individuals to the supportive services they need to in order to attain successful labor market outcomes.

Statutory program information, including authorized uses for grant funds and evaluation requirements were approved by the Legislature in SB 866 (Budget & Fiscal Review, Chapter 53, Statutes of 2018). Per this statute, grants are to be awarded for the following purposes:

- The development of regional partnerships and regional plans to provide and coordinate the necessary workforce, education, and related services that formerly incarcerated and other justice-involved individuals need to secure and retain employment and reduce the chances of recidivism.
- The implementation of the regional plans, including the provision of workforce, education, and related services and supportive services outlined in these regional plans.
- The provision of earn and learn opportunities for formerly incarcerated and other justice-involved individuals participating in the program.

Required partners include local workforce development boards, the California Department of Corrections and Rehabilitation Division of Adult Parole Operations, CBOs that serve the formerly incarcerated and other justice-involved individuals, and reentry service providers.

Successful applications will clearly articulate specific goals for the number of individuals to be served, specific goals for outcomes to be attained by individuals served, and a comprehensive plan for achieving these goals through a collaborative regional network of partners. Additionally, applicants are encouraged to identify existing and planned relationships with employers in in-demand industry sectors willing to hire formerly incarcerated individuals and describe existing and/or planned career pathways for individuals who have accrued work experience and/or received occupational skills training while incarcerated to transition to similar jobs post-release.

Regional Supportive Services and Earn and Learn Grants will provide supportive services and “earn and learn” opportunities that offer access to immediate income for justice-involved and the formerly incarcerated. Supportive services represent the larger of the two grants in this RFA largely because justice-involved individuals face significant life challenges and generally require a high intensity of support to overcome the societal barriers of attaining employment after incarceration. Successful applications will describe how the applying region will leverage funds provided through this grant to provide a full menu of supportive services to formerly-incarcerated individuals through a well-connected network of partners with experience serving this population.

All 14 RPUs will receive funds through this grant, and funds will be awarded in two cycles. The funding schedule will take place approximately as follows:

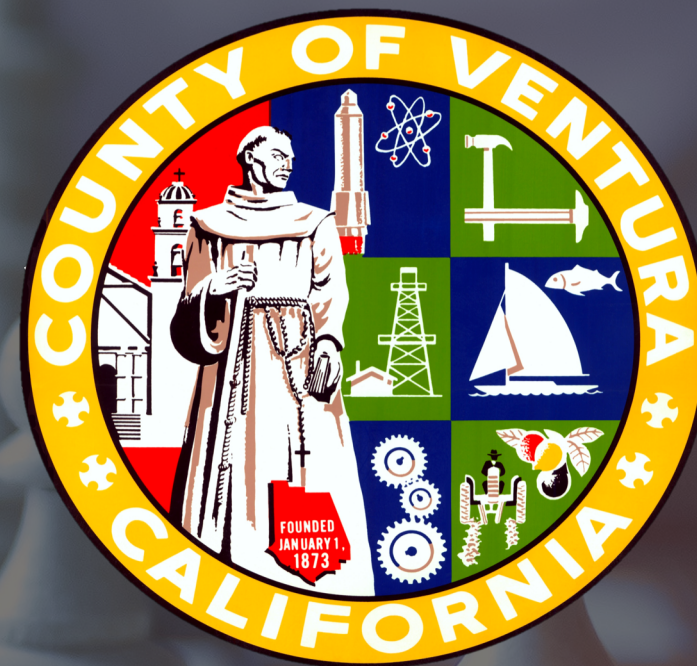
- April 2019: First round of grant funds announced.
- July 2019: Second round of grant funds announced.

Application for these grants is due February 15, 2019.

It is recommended that your committee approve on behalf of the WDB the submission of a grant application to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for the Prison to Employment Initiative Direct and Supportive Service Grants (P2E).

If you have questions or need more information, contact me at (805)477-5306 or Patrick Newburn at (805) 477-5470, email patrick.newburn@ventura.org.

Using LinkedIn insights for Ventura County's Workforce Development Strategy





THE ECONOMIC GRAPH



MEMBERS

590M



COMPANIES

30M



JOB

20M



SKILLS

50K

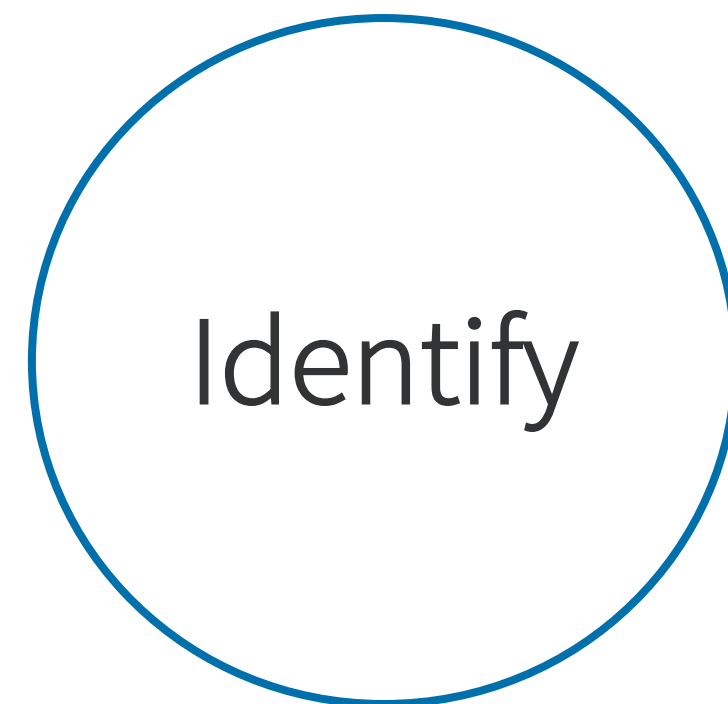


SCHOOLS

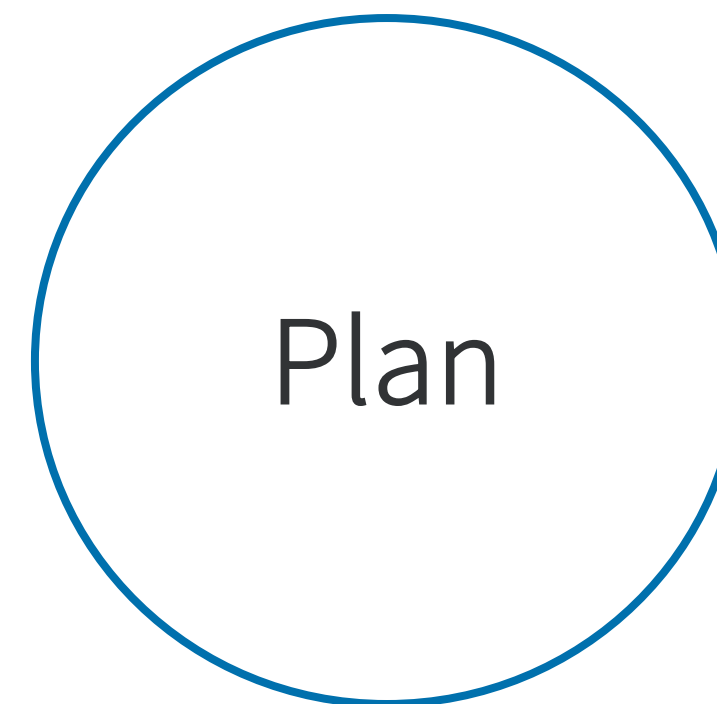
84K



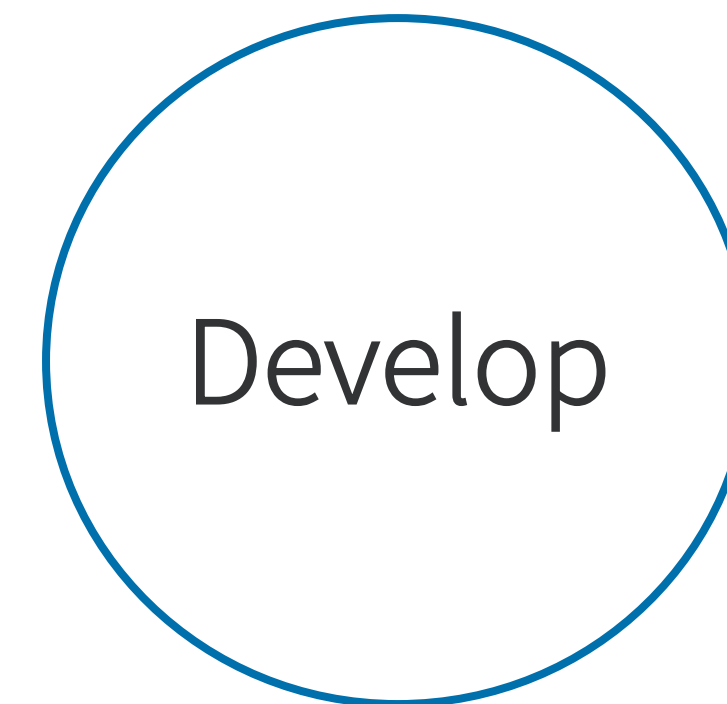
Empower your workforce by leveraging our unique insights



Identify



Plan



Develop



Empower
Your
Citizens

- What skills and employers are trending in your county or region?
- Where is talent coming from and going to?
- What skills gaps exists in your workforce?

- What is your plan for bridging the emerging talent and/or skills gaps?

- How are citizens already developing these skills on their own?
- LinkedIn Learning has content to grow these skills

VENTURA COUNTY

Not Just Global But Deep Regional Understanding



50_k
Members

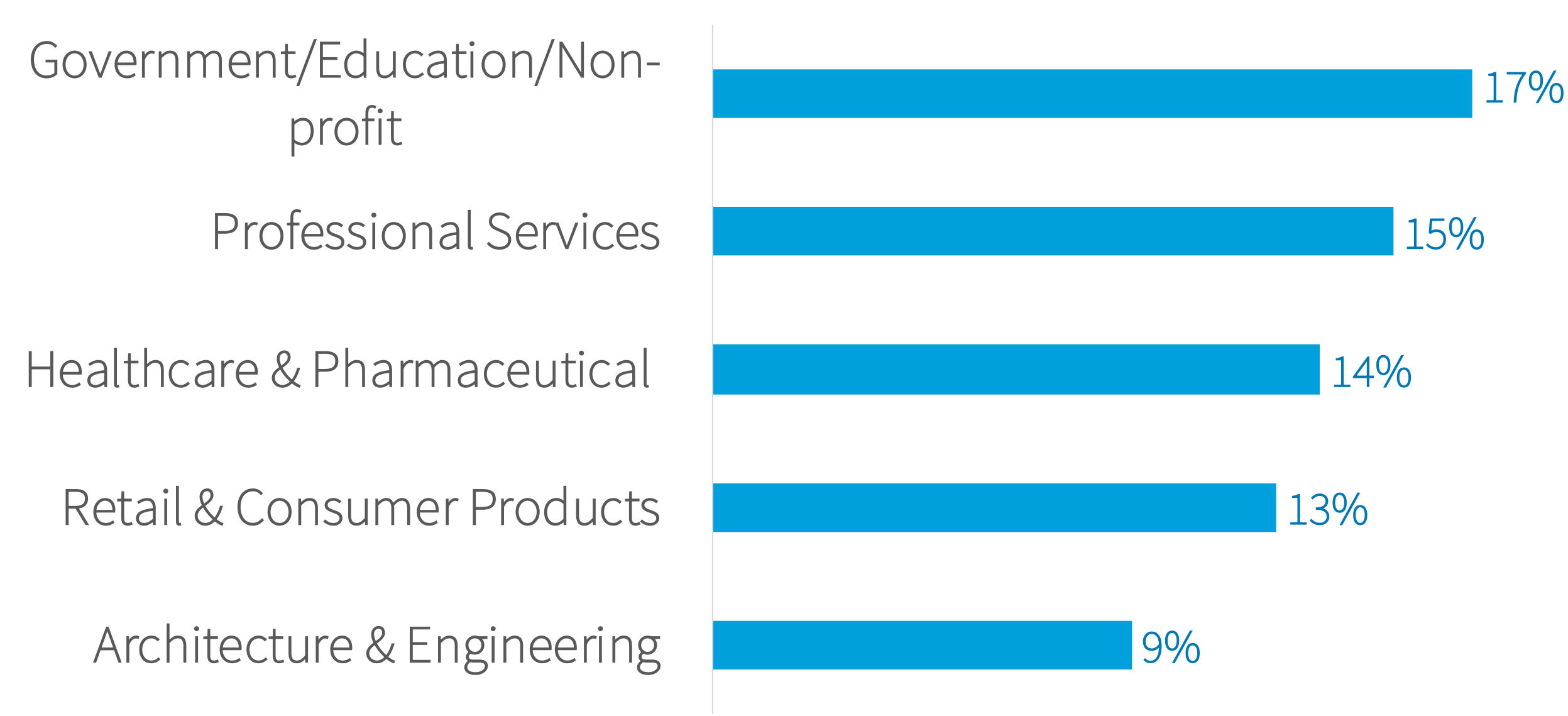
1.9_k
Employers

1.5_k
Open Jobs

23_k
Skills

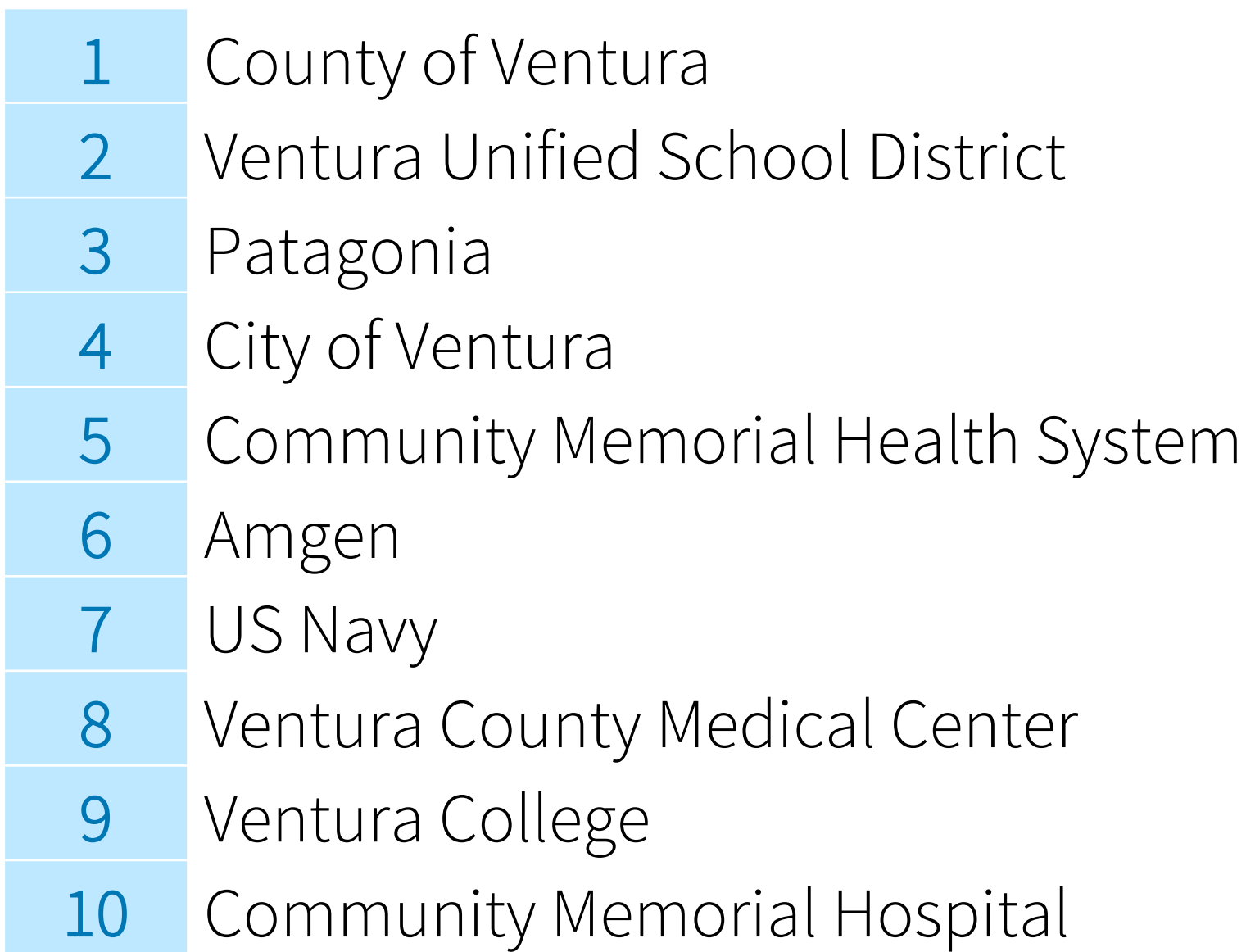
Understand Ventura County's Workforce Portfolio

Most members in Ventura County work in the **Government/Education/Non-profit** sector



(Top 5 Industries by headcount)

Top Employers include County of **Ventura**, **VUSD**, and **Patagonia**



(Top 10 employers by headcount)

Understand Employment Opportunities in the Broader **California** Market

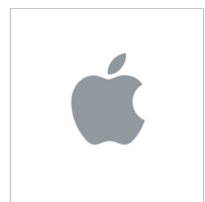
Software & IT, Health Care, and Education Dominate the Employment Landscape

Largest employers

Top employers by headcount



Kaiser Permanente



Apple



Google



US Navy



Los Angeles Unified School District

Others: Wells Fargo, Bank of America, AT&T, State of California, Oracle

Growing employers

Companies with largest increase in net hires last year



Google



Apple



Kaiser Permanente



Facebook



Amazon

Others: Salesforce, Tesla, Workday, Netflix, Northrop Grumman

Align your workforce relative to in-demand skills

In California, tech skills are in high demand

Top In-Demand Skills - Skills with highest hiring rates in the last year

Mass Market

- 1 Zendesk
- 2 Marketo
- 3 HootSuite
- 4 Google Drive
- 5 Scheme

Medium Market

- 1 CisionPoint
- 2 Racket
- 3 Asana
- 4 HubSpot
- 5 Trello

Niche Skills

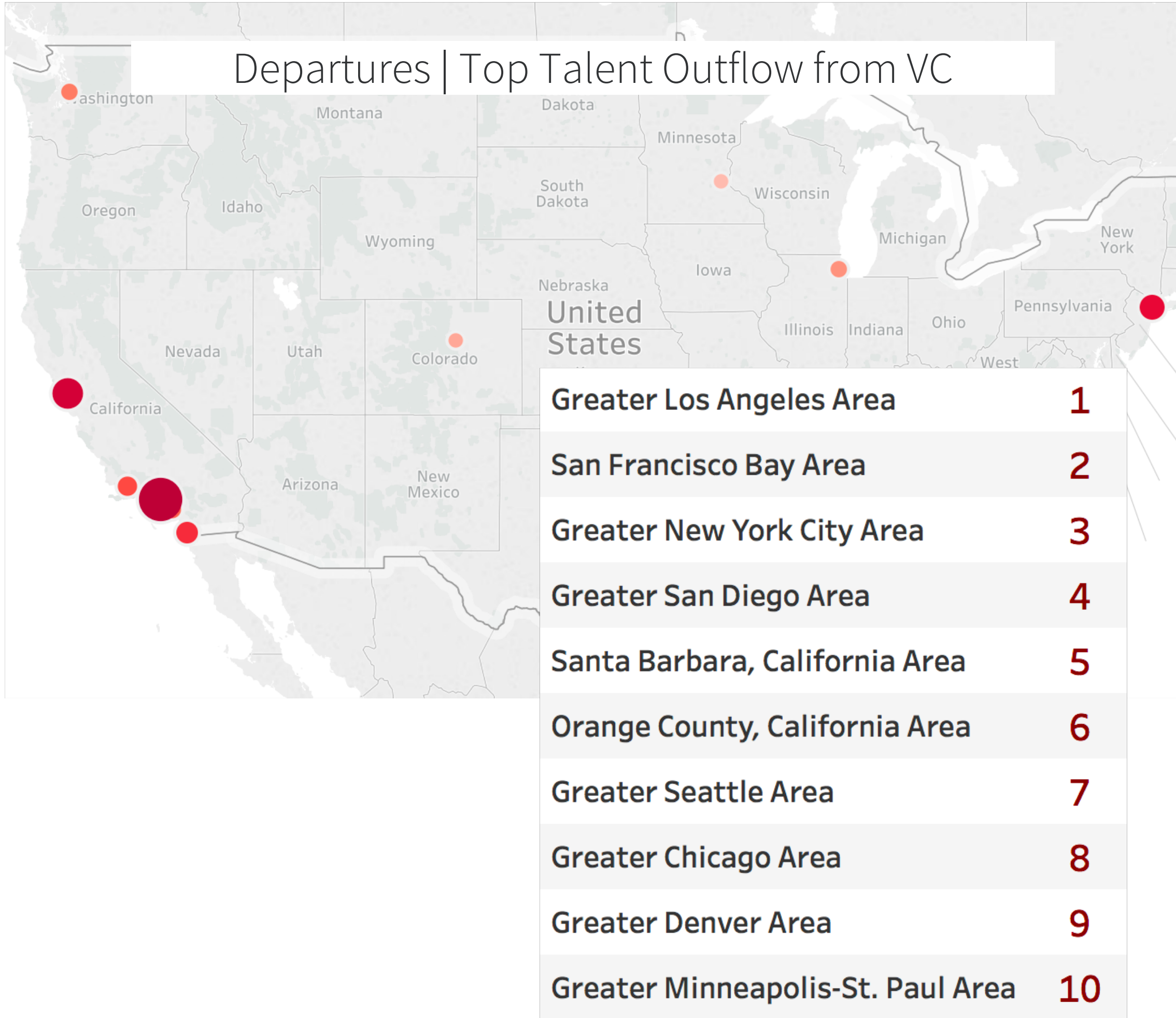
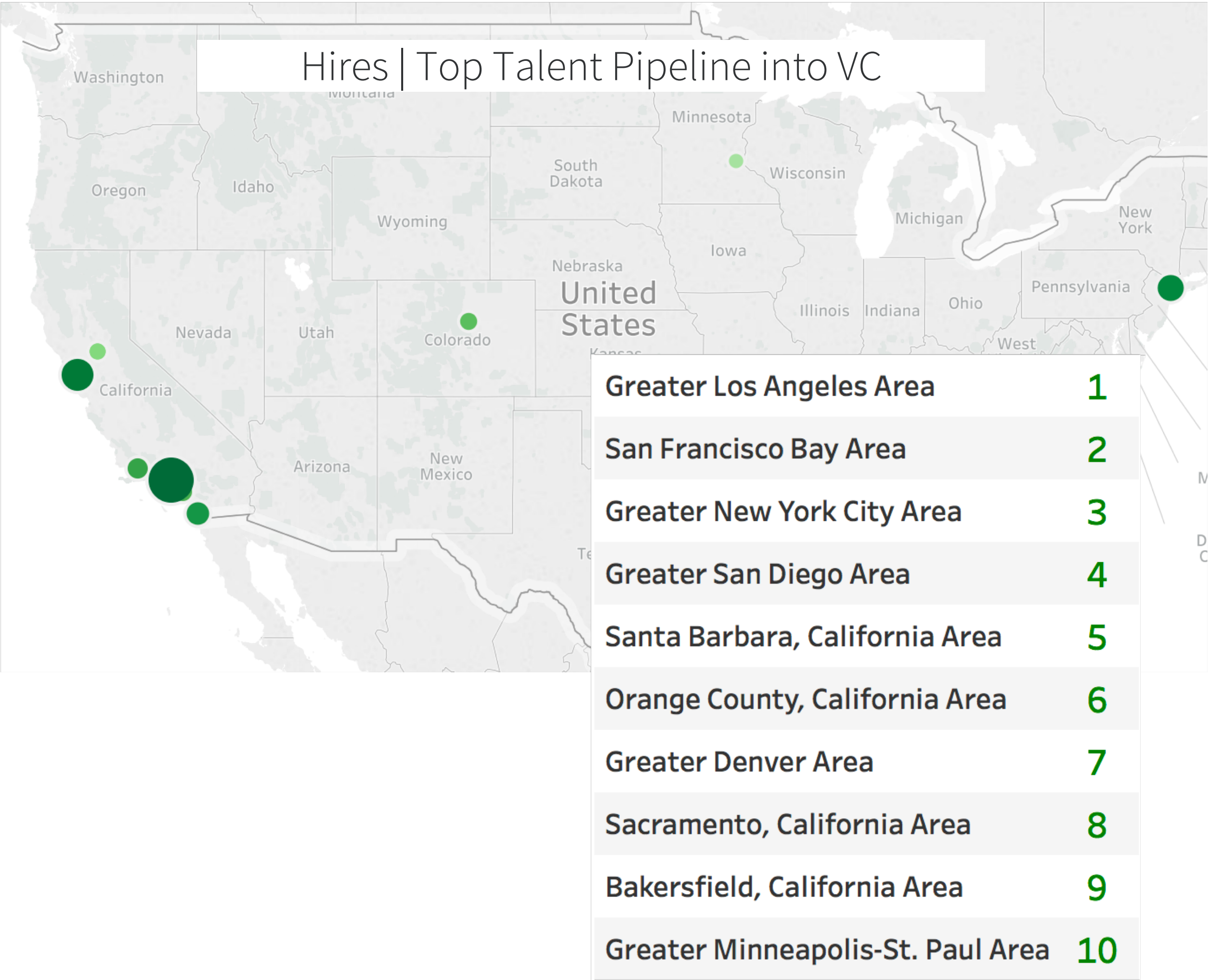
- 1 Google Suite
- 2 KiCAD
- 3 Opera Reservation System
- 4 Diptrace
- 5 Pardot

Definitions

The skills above are segmented into groups based on how prevalent they are among LinkedIn members. Mass Market are the top 3rd tier of skills by popularity; Medium Market are the middle 3rd; Niche Skills are the bottom 3rd.

Need to fill roles with in-demand skills means you are competing nationwide for top talent

Ventura County is experiencing a net **INFLOW** of talent from LA, SF, NYC, and Orange County



* Talent flow analysis period 10/2017 – 10/2018

Dynamically Understand *where* to develop your workforce

Skills Flows to/from Ventura County

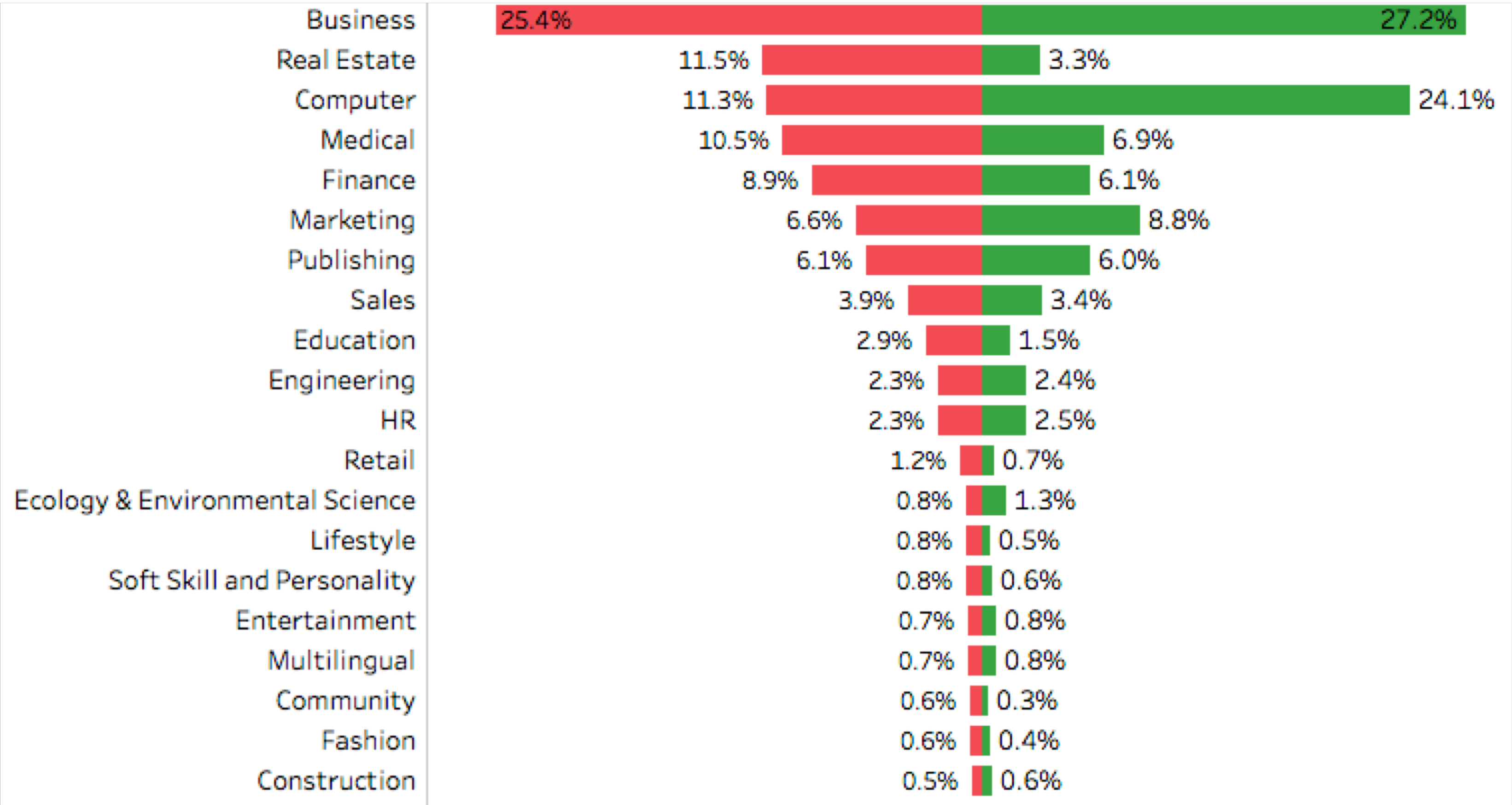
Skillset

Outflow | Inflow

% of total outflow/inflow

Over the last year, there was a net **outflow** of Real Estate, Medical, and Finance skills in Ventura County

How will you compensate for these lost skills?



*Analysis period: 10/2017 – 10/2018

Build your Citizen Workforce

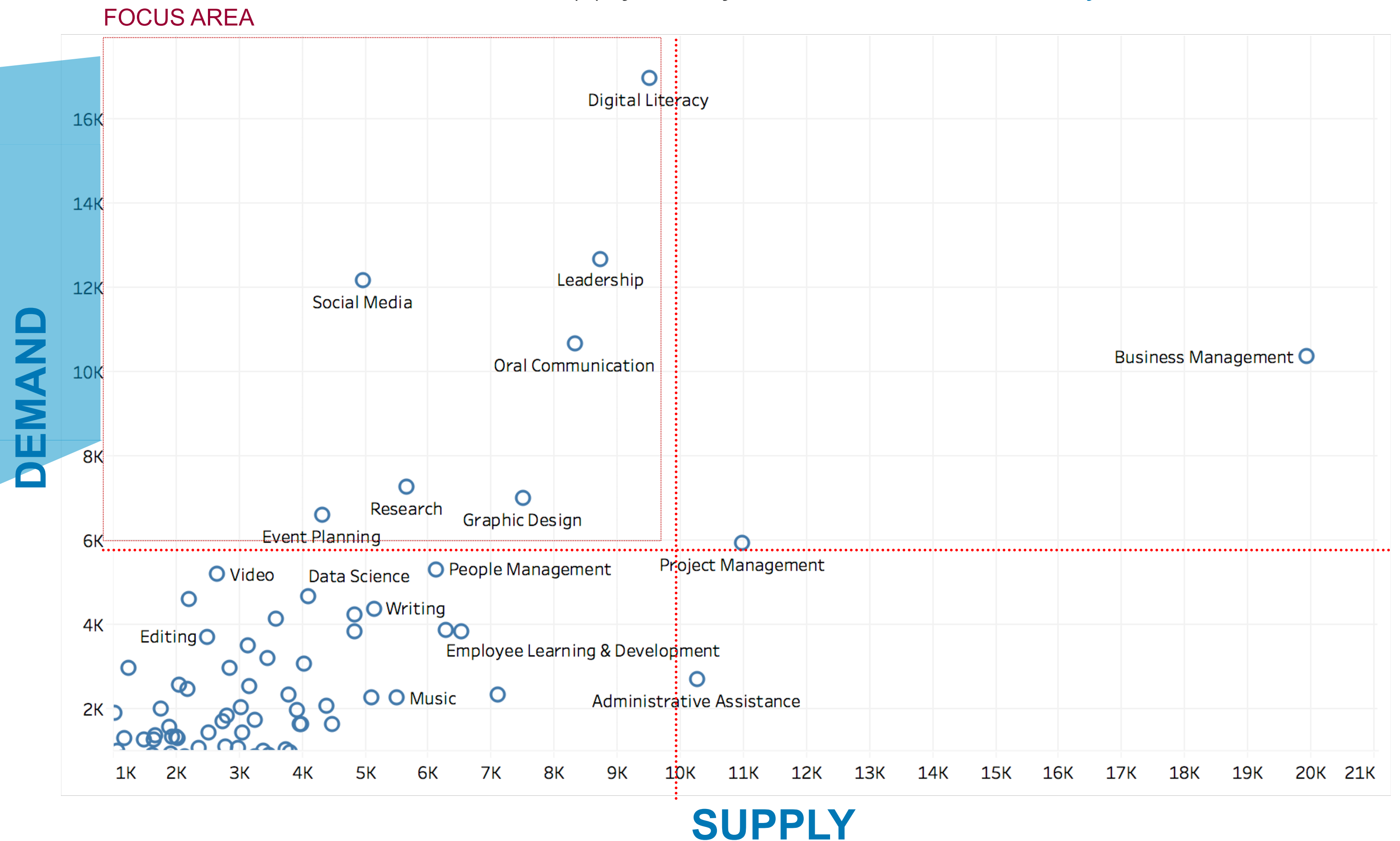
Prioritize skill development in areas with high excess demand

Demand & Supply of Key Skills in [Ventura County](#)

Focus on the “Soft” skills



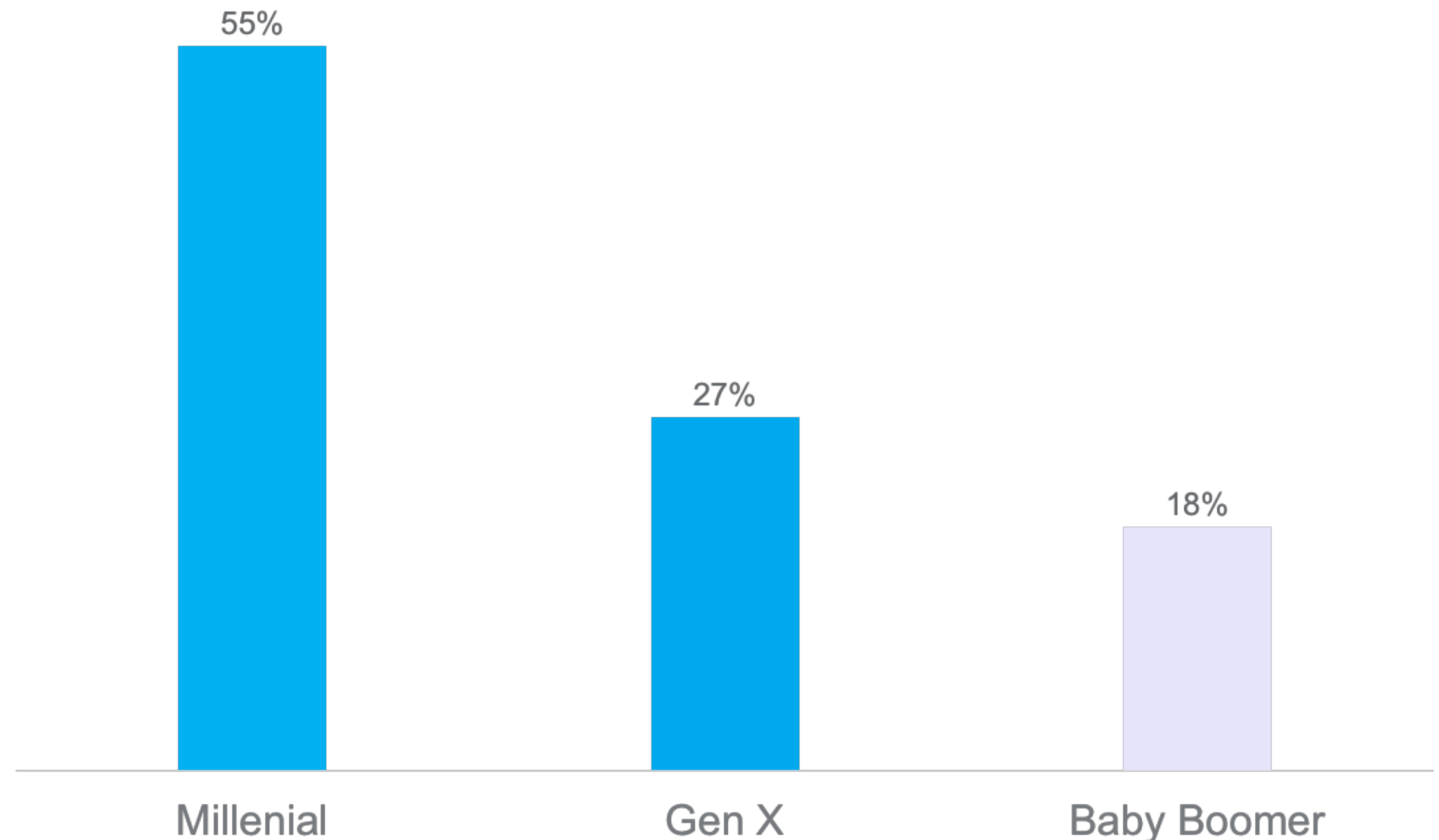
- Digital Literacy
- Leadership
- Social Media
- Oral Communication
- Research
- Graphic Design
- Event Planning



*To yield a more robust indication of 'Demand', this analysis gauges demand in the Greater Los Angeles area, and is derived from LinkedIn Job postings and Confirmed Hires. To determine 'Supply', this analysis assesses skills explicitly and implicitly determined from LinkedIn member profiles in Ventura County. Analysis period: Demand – last 12 months, Supply: 11/2018 snapshot

On LinkedIn, Ventura County is Demographically Diverse But Skewed Towards Millennials

Millennials in Ventura County were the most likely to be on LinkedIn compared to any other demographic age group.



* Member age is inferred using LinkedIn's proprietary algorithm. This analysis was able to deduce age for 35% of Ventura County's LinkedIn members.

What's Unique Across Each Generation?

- **Finance** is a top function among **Baby Boomers**
- **Media & Communication** is a top function among **Gen Xers**
- **Administration** is a top function among **Millennials**

Plan Ahead. Consider the “Silver Tsunami” and its implications on Ventura County’s Talent Pool

Top 10 Job Functions per Generation

| RANK | Baby Boomer | Gen X | Millennial |
|------|-------------------------------|-------------------------------|-------------------------------|
| 1 | Business Development | Business Development | Operations |
| 2 | Operations | Operations | Business Development |
| 3 | Education | Education | Healthcare Services |
| 4 | Sales | Sales | Education |
| 5 | Healthcare Services | Healthcare Services | Sales |
| 6 | Engineering | Arts and Design | Arts and Design |
| 7 | Arts and Design | Engineering | Community and Social Services |
| 8 | Finance | Information Technology | Engineering |
| 9 | Information Technology | Community and Social Services | Administrative |
| 10 | Community and Social Services | Media and Communication | Information Technology |

*Rank is determined by headcount per function per generation. Functions that are unique to a generation are colored in blue. Job Functions were determined using LinkedIn’s proprietary algorithm which classifies job titles into standardized functions

Understand Your Skillsets

Top 10 Skillsets Across Demographic Age Group

| RANK | Baby Boomer | Gen X | Millennial |
|------|------------------------------|------------------------------|-------------------------|
| 1 | Sales Management | Budgeting | Adobe Photoshop |
| 2 | Budgeting | Sales Management | Social Media Marketing |
| 3 | Program Management | Program Management | Data Entry |
| 4 | Nonprofit Organizations | Nonprofit Organizations | Nonprofit Organizations |
| 5 | Product Development | Social Media Marketing | Fundraising |
| 6 | Business Process Improvement | Business Process Improvement | Inventory Management |
| 7 | Fundraising | Fundraising | Data Analysis |
| 8 | Insurance | Product Development | Sales Management |
| 9 | Entrepreneurship | Recruiting | Recruiting |
| 10 | Social Media Marketing | Adobe Photoshop | Budgeting |

*Rank is determined by headcount per skill per generation. Skills that are unique to a generation are colored in blue. Skills are based off those explicitly listed on (and inferred from) Ventura County member profiles

Baby Boomers are likely to retire with unique **Insurance** and **Entrepreneurship** skills.

Millennials are uniquely bringing in **Data** and **Inventory Management** skills.

Compensate or Develop these skills among your citizens

Bridge the Gap by Tying the Opportunity Areas Directly to Content

Over 10,000 courses (400,000 videos) with 130+ new courses added each month

Leadership & management

- Business strategy
- Coaching & mentoring
- Leadership/Management skills
- Innovation
- Decision-making
- Teams & collaboration
- Operations management

Functional roles

- Sales
- Project management & six sigma
- Marketing
- Finance & accounting
- Customer service
- Creative pro & graphic design
- L&D & education
- HR, Recruiting
- CAD
- Business intelligence / Analyst

Technology & software engineering

- * Data science
- * Software development
- * Web design & development
- * IT infrastructure
- * Cloud computing
- * Security
- * Testing & methodologies
- * Information management

Professional development & business software

- Communication & public speaking
- Decision-making
- Collaboration
- Writing
- Productivity
- Business software
- Excel / Word / PowerPoint / Outlook
- G-Suite / Mac OS
- Office 365 / Windows 10
- Access / Tableau

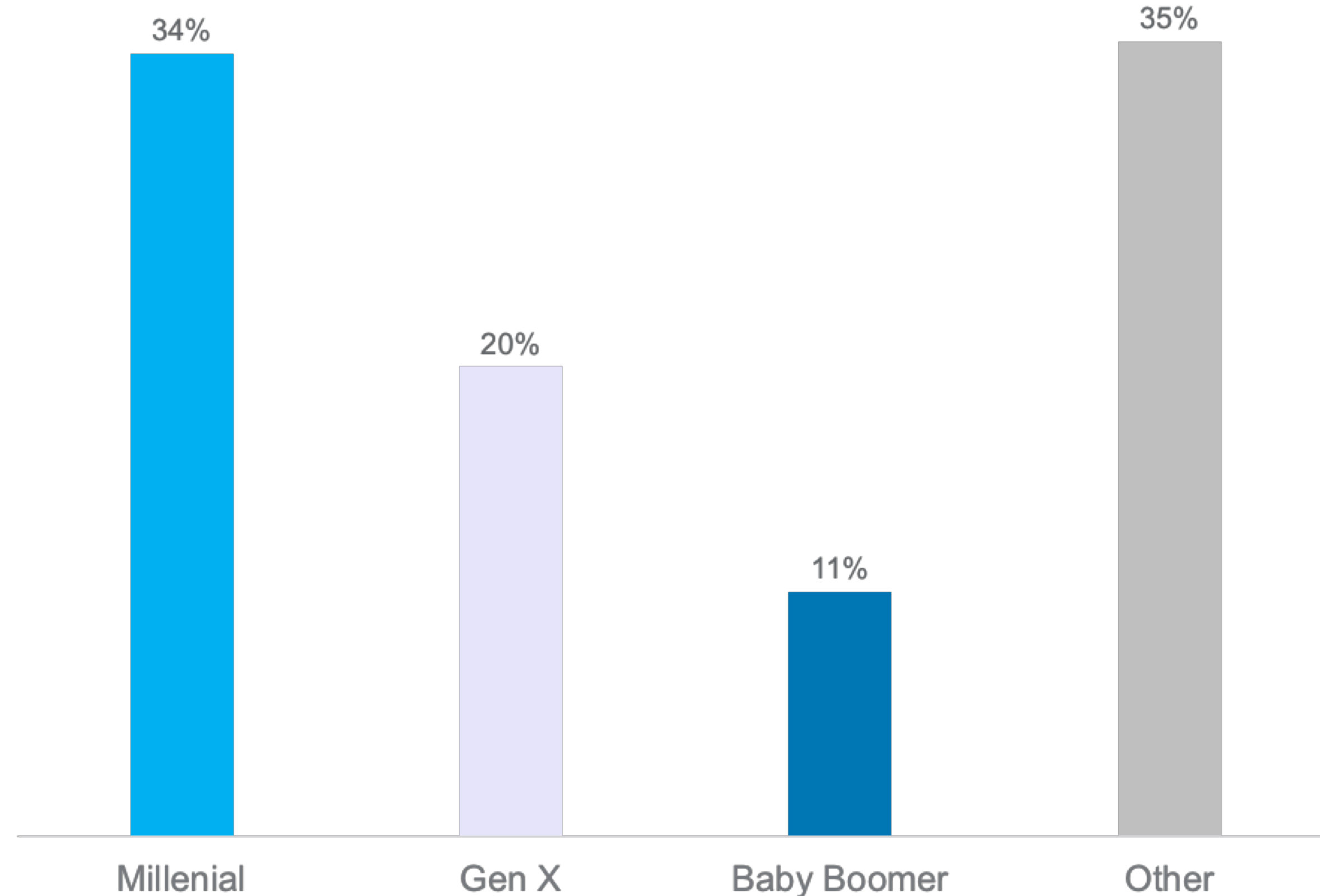
Note: Languages include English, German, French, Spanish, Japanese; Topics are a sampling of Lynda.com's most popular topics

Your Citizens are Already Engaging with LinkedIn Learning

1,772

Number of Unique Learners in Ventura County in 2018

Millennials in Ventura County were the most likely to be watching LiL content. Baby Boomers were the least likely.



*'Other' includes VC members whose age could not be determined in addition to VC members who do not fit into any of the other generation classifications