



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### CLEAN/GREEN COMMITTEE MEETING

Friday, May 18, 2018

8:00 a.m. - 9:30 a.m.

#### **NOTE: CHANGE IN LOCATION**

United Food and Commercial Worker's Union (UFCW, Local 770)  
816 Camarillo Springs Rd, Camarillo, CA (Suite A)

### AGENDA

8:00 a.m.	<b>1.0 Call to Order and Agenda Review</b>	Anthony Mireles
8:02 a.m.	<b>2.0 Public Comments</b>	Anthony Mireles
	<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.	<b>3.0 Approval of Minutes: March 16, 2018</b>	Anthony Mireles
	<b>4.0 Ventura County Regional Strategic Workforce Development Plan</b>	
8:10 a.m.	<ul style="list-style-type: none"><li>Deputy Sector Navigator – AWET Update</li></ul>	Holly Chavez
8:20 a.m.	<ul style="list-style-type: none"><li>Clean/Green Committee's Focus and Planning Discussion</li><li>Year-End Review</li></ul>	Committee Members
8:50 a.m.	<ul style="list-style-type: none"><li>Joint Regional Sector Committees' Meeting: Action Plan for a Regional Approach to Work-Based learning Clean/Green</li></ul>	Patricia Duffy Committee Members
9:00 a.m.	<ul style="list-style-type: none"><li>Career Pathways - Update</li></ul>	Darrell Gooden Mary Anne Rooney
9:15 a.m.	<ul style="list-style-type: none"><li>Workgroup Report: Employer Awareness: Update</li></ul>	Patricia Duffy
9:20 a.m.	<ul style="list-style-type: none"><li>Calendar</li></ul>	Patricia Duffy
9:25 a.m.	<b>5.0 Committee Member Comments</b>	Committee Members
9:30 a.m.	<b>6.0 Adjournment</b>	Anthony Mireles

#### Next Meeting

TBD August Joint Sectors Meeting

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

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



**WDB Clean/Green Committee Meeting**  
**March 16, 2018**

**MINUTES**

**Meeting Attendees**

Committee Members

Anthony Mireles\* (Chair)  
John Brooks  
Victor Dollar  
Dave Fleisch  
Darrell Gooden  
Charles Harrington\*  
Grant Leichtfuss

WDB Staff

Patricia Duffy

Guests

*\*WDB Members*

**1.0 Call to Order and Agenda Review**

Anthony Mireles (Chair) called the meeting to order at 8:05 a.m. No changes were made to the agenda.

**2.0 Public Comments**

There were no public comments.

**3.0 Approval of Minutes: January 19, 2018**

Motion to approve: John Brooks  
Second: Victor Dollar  
Motion carried

**4.0 Ventura County Regional Strategic Workforce Development Plan**

- Deputy Sector Navigator – AWET

Patricia Duffy presented the AWET update for Holly Chavez, DSN Agriculture, Water, & Environmental Technology. The written report is included in the meeting packet. Ms. Chavez is currently developing a Regional Agriculture Student Program in conjunction with Cal Poly San Luis Obispo, Cuesta College, Hancock College, and Ventura College agriculture programs. In addition Ms. Chavez is working with the Vice Provost for International, Graduate, and Extended Education at Cal Poly toward the development of a regional community college student internship program in agriculture. AWET was a sponsor for the VC Innovates, Sustainable VC Careers in Clean Tech event held on March 14<sup>th</sup> at the Oxnard Advanced Water Treatment Facility.

- Workgroup Report: Employer Awareness: Update

Patricia Duffy informed the Committee members, an appointment has been scheduled to record the Clean/Green video introduction at VACE Multimedia Center.

- Joint Regional Sector Committees Meeting: Action Plan for a Regional Approach to Work-Based Learning Clean/Green

The Committee Members worked to develop an action plan for a regional approach to work-based learning in Clean/Green industries, as a follow up to the Regional Joint Sectors Committee meeting. The goal is to develop an action plan for an approach to work-based learning. The question presented to the Committee was “What steps do we need to take to implement a regional approach to work-based learning in Clean/Green.” The Committee Members had been given a form to complete as a follow up to the Joint Sectors Committee meeting. They selected the top 3 obstacles to work-based learning from five categories developed from the group sessions in the Joint Sectors meeting. The Clean/Green Committee members ranked the order of five action items, prioritizing the order for approaching the actions, from first to last. The plan is to report the results at the next WDB Board meeting, engage the Board in discussion and return to the Committee to discuss next steps in implementing the action plan.

- SUSTAINABLE VC – Careers in Clean Tech

Darrell Gooden gave an update on the success of the March 14<sup>th</sup> Sustainable VC Careers in Clean Tech, which was a program idea Darrell Gooden had presented at the Clean/Green Committee meetings and kept the Clean/Green Committee members informed as the event planning evolved. It was held at the Oxnard Advanced Water Treatment Facility with over 200 high school, community college, and industry participants. The event included, tours of the facility, guest speakers, hands on workshops and interactive career exploration sessions as well as a facilitated Entrée to Employment lunch. Forum themes included the magic of water, sustainable building, smart cars, and sustain-novation. Smart cars were available for students to explore.

## **5.0 Committee Member Comments**

There were no comments.

## **6.0 Adjournment**

Meeting adjourned at 9:35 a.m.

### Next Meeting:

May 18, 2018 (8:00 – 9:30 a.m.)  
United Food and Commercial Workers (UFCW) Local 770 Suite A  
816 Camarillo Springs Rd, Camarillo, CA.



## **CLEAN/GREEN COMMITTEE 2-YEAR PLAN** **Workforce Development Board of Ventura County** **2016-2018**

### **Goal**

The Clean/Green Committee will develop a pipeline of skilled workers in clean/green occupations to address the workforce needs of employers, working in collaboration with business, economic development, education, labor, government, and community-based organizations. Focus areas:

- Recycling/reuse
- Energy efficiency
- Natural and sustainable product manufacturing
- Renewable energy
- Water conservation
- Infrastructure
- Services
- Education, compliance and awareness

### **Components of Plan**

- 1. Engage Leaders**

Engage a core team of Ventura County employers, agencies, education, labor, and other organizations most involved in clean/green workforce development. Develop ways to identify, engage, and communicate effectively with the core team and other clean/green workforce partners

  - Waste Facilities/ Recycling Centers
  - Water/Wastewater
  - Trash Haulers
  - Utilities/Energy
  - Landscapers
  - Architects
  - Contractors
  - Agriculture
  - Automotive
  - California State University, Channel Islands
  - Ventura County Community College District
  - Ventura County Office of Education
  - Adult education
  - Others
- 2. Analyze Data**

Conduct annual research to analyze clean/green workforce needs and changes.
- 3. Take Inventory**

Inventory current training providers in the region.

  - Industry-recognized certification programs
  - Apprenticeships
  - Pre-apprenticeships
  - Internships
  - Externships
  - High school academies
  - Regional Occupational Program
  - Adult education
  - Community colleges
  - Universities
  - Trade associations
  - Community organizations
- 4. Determine**

Determine focus area priorities for clean/green workforce development.



## **CLEAN/GREEN COMMITTEE 2-YEAR PLAN**

### **Workforce Development Board of Ventura County**

### **2016-2018**

#### **Priorities**

- Sector workforce readiness
- Career pathways
- Sector certifications
- Stackable credentials
- Pre-apprenticeship programs
- Apprenticeship programs
- Business participation:
  - Curriculum development
  - Job shadowing
  - Internships
  - Externships
  - On-the-job training
  - Career awareness/outreach

- 5. Identify Gaps** Monitor identified gaps and continue to identify new gaps between education and clean/green workforce development needs.
- 6. Take Action** Many employers, particularly small businesses, in Ventura County are not aware of the activities of the Workforce Development Board Clean/Green Committee in developing a pipeline of skilled workers for clean/green jobs. As such, we need to:
- **Create awareness** throughout all business communities and the public sector of clean green jobs and certification programs that exist to provide skilled workers.
  - **Develop understanding** by employers and managers of the importance clean green practices in their operation (regardless of size) and how hiring skilled clean green workers will improve their organization's performance. Emphasize that virtually every job, in every industry, should incorporate clean green practices.
  - **Encourage involvement** by leaders in business and the public sector, in the education of skilled clean green workers through engagement in the classroom, providing internships or job training programs for students or externships for faculty.
  - **Complete integration** of clean green practices and workers in all components of the workforce in businesses and the public sector in Ventura County.
- 7. Monitor Progress** The progress of the Clean/Green Committee is measured by the Workforce Development Board Year-End Review and a review of the Committee's 2-Year Plan.



## WDB CLEAN/GREEN COMMITTEE DEFINITIONS

- Workforce readiness
- Career pathways
- Sector certifications
- Stackable credentials
- Pre-apprenticeship programs
- Apprenticeship programs
- Business participation:
  - Curriculum development
  - Job shadowing
  - Internships
  - On-the-job training
  - Career awareness/outreach
  - Externships

**Workforce readiness:** These are identified skills that are needed for certain industry sectors. Each of the skills categories are defined by the sectors' chief activities.

**Career pathway programs:** Offer a clear sequence or pathway of education coursework and/or training credentials aligned with employer-validated work readiness standards and competencies. (Department of Labor Career Pathways Toolkit)

**Certifications:** Industry-recognized certifications that are particular to a given industry. Community colleges, trade schools and apprenticeship programs can prepare students for certifications. Some training programs have the additional authority to test for or approve the certifications on site, depending on the certification requirements.

**Stackable credentials:** These are credentials earned in different levels of programs within industry sectors. For example, a person might earn a water distribution credential of D1 level with less than a high school diploma. Through work experience and classes water distribution professionals can move up to D2, D3, D4 D5 levels. The California Department of Public Health and American Water Works Association (A.W.W.A) can issue these certifications. Requirements can vary for both agencies.

**Pre-apprenticeship and apprenticeship programs:** Formalized training programs, usually sponsored or organized by post-secondary agencies, in which skills development is based on number of hours of work experience and On the Job Training combined with a requisite amount of class time. At the end of a certified apprenticeship, a certification is obtained.

**Curriculum development - Career Technical Education (C.T.E.):** The partnership between industry representatives and educators to collaborate in the development of career technical education curriculum that reflects the needs of industry.

**Job shadowing:** The opportunity for participants to observe the actions of an industry employee while they are engaged in the common functions of their job. It is usually limited to a few hours in a day and is not a regularly occurring activity.

**Internships:** A paid/unpaid position within a business whereby a student does work of value to the organization while they are engaged in completing the educational program or training leading to an entry level job in that industry.

**On-the-job training:** A position in which the employee learns the essential skills of a job while he is engaged in the job usually under the supervision of a senior employee.

**Career awareness/outreach:** Any variety of activities that raises the participant's awareness of an industry sector's job opportunities, or allows them to explore the variety of careers related to an industry sector.

**Externships:** Opportunities (paid or unpaid) for a teacher to work within a business so they can learn what that career is like from the inside out. Theoretically, the experience will help them speak with authority when they inform their students of work in that industry sector.



**The focus of the Clean/Green Committee is on jobs and training that will support environmentally sustainable business practices and legal compliance through;**

- recycling or reuse of existing materials;
- water conservation;
- energy efficiency in product manufacturing and distribution;
- energy efficiency through construction, installation and maintenance,
- natural and sustainable product manufacturing,
- renewable energy;
- Education, compliance and awareness.



## **2016-2017 YEAR-END REVIEW**

### **Workforce Development Board of Ventura County**

#### **WDB CLEAN/GREEN COMMITTEE**

##### **2016-2017 Members**

WDB Members: Anthony Mireles, Chair (Laborers International Union of North America), Victor Dollar (Brighton Management), Charles Harrington (SEIU Local 721)

Other Members: John Brooks (City of Thousand Oaks), Holly Chavez (Deputy Sector Navigator South Central Coast Region of California Community Colleges), Rebekah Evans (Ventura County Lodging Association), David Fleisch (County of Ventura Public Works Agency), Eric Humel (Oxnard City Corps), Teresa Johnson (Advisor), Grant Leichtfuss (Villa Park Orchards Association), Valeria Makarova (California Lutheran University), Tiffany Morse (Ventura County Office of Education), Kimberly Nilsson (Solid Waste Solutions, Inc.), Douglas O'Brien (Consultant, Energy Advisor), Wayne Pendrey (Ventura County Contractors Association), Mary Ann Rooney (Ventura County Civic Alliance)

##### **Committee Accomplishments**

In support of the WDB's *Ventura County Regional Strategic Workforce Development Plan 2013-2017*, the WDB Clean/Green Committee accomplishments included:

- WDB Cross Sector Meeting:  
In August 2016 the WDB had the first Cross Sector Meeting bringing all the WDB Sector Committees together, Clean/Green, Healthcare, Manufacturing and Business Services, to discuss common workforce needs across sectors.
- Employer Awareness Workgroup  
The Committee formed and Employer Awareness Workgroup. The workgroup was set up to explore a way to create short videos of local industry success stories on how sustainable practices in business saves money, grows business, and creates jobs. A proposal was submitted to Ventura Adult Continuing Education (VACE) Multimedia Program to work with the Clean/Green Workgroup to produce video interviews in different businesses that incorporate sustainable business practices. The proposal was accepted. Four interview sites were identified and VACE multimedia staff and students have worked with workgroup members to do on-site videos at four locations. The videos will be edited and distributed through the WDB.
- WDBVC Clean/Green Occupational Employment Data  
Updated the Clean/Green Occupational Employment Data chart for reference during priority and planning discussions.
- Inventory of Clean/Green Programs  
Continued Development of a draft matrix to inventory clean/green-related education and training programs available through the community colleges, adult schools and labor unions in Ventura County. Continued development of industry credential matrix.
- Clean/Green Workforce Development  
Discussions to identify the top three Ventura County clean/green workforce development priorities and possible next steps.



## **2016-2017 YEAR-END REVIEW**

### **Workforce Development Board of Ventura County**

#### **Committee Accomplishments (Continued)**

- **Regional Survey of Water/Wastewater Industry**  
In the previous year, the committee formed a workgroup to identify contacts in the water and waste/water industry. The workgroup developed an extensive list of contacts for Ventura and submitted it to the Deputy Sector Navigator for Agriculture Water and Environmental Technologies, who funded the survey completion. The survey was recently completed with a 42% response rate from the Ventura water/wastewater industries. Valuable information on the current and future water/wastewater workforce needs, for the region, was included in the survey report.
- **Apprenticeship Training**  
Continued coordination with the Laborers International Union of North America, Local 585 (LiUNA). The apprenticeship training program in Ventura County is included on the Eligible Training Provider List (ETPL) training list.
- **Career Pathways**  
Received updates from the California Career Pathways Trust grant project representatives and discussed opportunities to connect business and education for career awareness and workforce preparation.
- **Environmental Education**  
Welcomed Bill Camarillo, CEO of Agromin and Nan Drake, Director of Government Affairs and Public Relations for Harrison Industries, for a presentation on AB 1826, the new legislation and requirements for commercial organics recycling. Discussion on how the legislation is creating new job opportunities and innovative business opportunities.

<b>WDB CLEAN/GREEN COMMITTEE</b>
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#### **Insights:**

- Need to get more businesses involved.
- Engage the Chambers of Commerce to become involved, distribute Clean/Green videos on sustainable business to the Chambers.
- Continue to create awareness of the value of sustainable business practices.
- There is a need to Increase formal training opportunities in construction and agriculture.
- Include sustainability in hospitality program curriculum.
- Work with current programs (such as the program offered by Ventura Adult and Continuing Education) to help incarcerated individuals prepare for jobs after release and reduce recidivism.
- Work to increase apprenticeship/internship opportunities.

**2016-2017 YEAR-END REVIEW**  
**Workforce Development Board of Ventura County**

- Need to identify clean energy training programs in Ventura County
- Identify emerging green industries and training needs.
- Work with educators to increase awareness of green jobs in different industry sectors such as agriculture, energy, transportation, hospitality, construction.
- Encourage green entrepreneurship by identifying the skills and talent pipeline needed to support green industries and to create the support network for green industries to recognize Ventura as a green innovation hub.

DRAFT



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY CLEAN/GREEN COMMITTEE

### Survey Results

**Goal:** To develop an action plan for a unified approach to work-based learning for Clean/Green in Ventura County.

Using the Joint Meeting WDB Regional Sector Committees' outcomes (November 2017), the Clean/Green Committee ranked the top three obstacles in five categories.

1. What top three Business Engagement obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
  - 1) Sustaining Commitment of Employers and not enough employers involved or hiring (#1 had a tie)
  - 2) Employer engagement
  - 3) Partnerships between business and education are needed and Partner collaboration/coordination (#3 had a tie)
2. What top three Process and Bureaucracy obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
  - 1) Coordination of efforts
  - 2) No framework and misaligned incentives (inability to triangulate) (# 2 had a tie)
  - 3) New things take time
3. What top three Leadership obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
  - 1) Project Champions wanted (strategic Oversight)
  - 2) Action Plans needed
  - 3) Common means of communicating work being done
4. What top three Education/Training/Marketing obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
  - 1) Need to establish certification/portability
  - 2) Student knowledge of career options
  - 3) Perception of academic learning vs. work-based learning

5. What top three Youth obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?

- 1) Youth missing soft skills
- 2) Transportation and supportive transit system not available (#2 had a tie)
- 3) Student career inspiration/initiative lacking

**ACTION PLAN:**

6. *What are the next five steps, in order of priority, the Clean/Green Committee needs to take to develop a unified work-based learning strategy in Ventura County?*

- 1) Plan to align leadership to have a common platform
- 2) Plan to engage business/employers
- 3) Plan to streamline the process/bureaucracy
- 4) Plan to align activities and market to the public what we are doing
- 5) Plan to engage youth in work-based learning activities



STATE OF CALIFORNIA  
**Labor & Workforce Development Agency**

GOVERNOR Edmund G. Brown Jr. • SECRETARY David Lanier

Agricultural Labor Relations Board • California Unemployment Insurance Appeals Board  
California Workforce Development Board • Department of Industrial Relations  
Employment Development Department • Employment Training Panel • Public Employment Relations Board

**NEWS RELEASE**

FOR IMMEDIATE RELEASE  
MAY 15, 2018

CONTACT: GARIN CASALEGGIO  
916-653-9900

**Labor and Workforce Development Agency Announces  
Record Number of Apprentices**

*California on track to reach 100,000 active apprentices by the end of 2020*

**SACRAMENTO** – California Labor and Workforce Development Agency Secretary David M. Lanier today announced that there are nearly 82,000 active apprentices in California – the highest number in the 79-year history of formal apprenticeship job training in the state. In 2015, California had approximately 53,000 active apprentices and is on track to double the number by the end of 2020.

“Apprenticeship programs provide workers with paid on-the-job training that can lead to good-paying careers and supply employers with skilled workers,” said Secretary Lanier. “We have made significant progress during this period of economic growth in strengthening existing apprenticeship opportunities – reflected by the nearly 50,000 apprentices in state-approved apprenticeships in the building trades – and in creating new programs in high-growth industries.”

California is home to the nation’s largest and fastest-growing apprenticeship system. According to the State Building and Construction Trades Council of California, the state-supported apprenticeships make more jobs available for young people out of high school.

“California has a highly trained and streamlined workforce of 450,000 men and women who are ready to build public infrastructure and private projects while earning middle-class wages – which enables them to buy a home, support a family and drive our economy,” said State Building and Construction Trades Council President Robbie Hunter. “Apprentices who learn skilled trades will be the workers of the future who keep California’s economy strong.”

California has invested \$15 million each year over the past three years through the California Apprenticeship Initiative to promote the creation of new apprenticeship programs in transportation and logistics, advanced manufacturing, healthcare and information technology. This initiative includes pre-apprenticeship programs which are designed to prepare individuals to enter registered apprenticeship programs through industry-based training and classroom instruction. Pre-apprenticeship programs also broaden opportunities for underrepresented

populations – including women and low-income individuals – to enter registered apprenticeship programs. California Apprenticeship Initiative grantees have registered more than 900 apprentices and pre-apprenticeship programs have enrolled more than 2,000 participants.

“SEIU Locals are proud to sponsor high-quality registered apprenticeship training programs in early childhood education, healthcare and state civil service occupations and we will continue to support expanding apprenticeships that provide a high quality learning experience that leads to high quality jobs,” said Roxanne Sanchez, President of SEIU California and SEIU Local 1021.

The Road Repair and Accountability Act of 2017 – which invests \$52.4 billion over the next 10 years to fix roads, freeways and bridges throughout the state and improve public transportation – includes \$5 million per year for five years to expand pre-apprenticeship training programs. These programs provide at-risk youth, women, veterans and the formerly incarcerated with training in the construction trades.

The job training proposal in the transportation package builds on the California Workforce Development Board’s successful efforts in Proposition 39 pre-apprenticeship training pilots, called the High Road Construction Careers program. Since 2014, this program has trained more than 1,100 at-risk youth, veterans and other disadvantaged job seekers in construction and green job skills through regional partnerships of building trades councils, workforce boards, community colleges, schools and community organizations. Upon completion of the training, 875 were hired in construction employment or enrolled in higher education, including more than 330 of which joined a state-certified apprenticeship.

The Division of Apprenticeship Standards in the California Department of Industrial Relations creates opportunities for Californians to gain employable lifetime skills and provides employers with a highly skilled and experienced workforce while strengthening California’s economy. For more information on state registered apprenticeship programs and to search for available apprenticeship programs, visit <https://www.dir.ca.gov/das/das.html>.

###

**2018-2019 MEETING CALENDAR**  
**Workforce Development Board of Ventura County (WDB) and WDB Committees**

	WORKFORCE DEVELOPMENT BOARD	EXECUTIVE COMMITTEE	BUSINESS SERVICES COMMITTEE	CLEAN/GREEN COMMITTEE	HEALTHCARE COMMITTEE	MANUFACTURING COMMITTEE	MEMBERSHIP COMMITTEE	OUTREACH COMMITTEE	PROGRAMS COMMITTEE
JULY 2018									
AUGUST 2018				August TBD Joint Regional Mtg					
SEPTEMBER 2018				September 28 8:00 – 9:30 a.m.					
OCTOBER 2018									
NOVEMBER 2018				November 16 8:00 – 9:30 a.m.					
DECEMBER 2018									
<b><u>Locations</u></b> <b>AJCC Riverpark</b> = America's Job Center of California, 3 <sup>rd</sup> Floor, 2901 N. Ventura Road, Oxnard <b>EDC-VC</b> = Economic Development Collaborative - Ventura County, 4001 Mission Oaks Boulevard, Camarillo <b>HSA</b> = Human Services Agency, 855 Partridge Drive, Ventura <b>UFCW</b> = United Food and Commercial Workers International Union, 816 Camarillo Springs Rd, Camarillo <b>VCCF</b> = VCCF Nonprofit Center, 4001 Mission Oaks Boulevard, Camarillo <b>VCOE</b> = Ventura County Office of Education, 5100 Adolfo Road, Camarillo								CANCELED	RE-SCHEDULED
								NEW	CHANGED

**2018-2019 MEETING CALENDAR**  
**Workforce Development Board of Ventura County (WDB) and WDB Committees**

	WORKFORCE DEVELOPMENT BOARD	EXECUTIVE COMMITTEE	BUSINESS SERVICES COMMITTEE	CLEAN/GREEN COMMITTEE	HEALTHCARE COMMITTEE	MANUFACTURING COMMITTEE	MEMBERSHIP COMMITTEE	OUTREACH COMMITTEE	PROGRAMS COMMITTEE
JANUARY 2019				January 18 8:00 – 9:30 a.m.					
FEBRUARY 2019									
MARCH 2019				March 15 8:00 – 9:30 a.m.					
APRIL 2019									
MAY 2019				May 17 8:00 – 9:30 a.m.					
JUNE 2019									
<b><u>Locations</u></b> <b>AJCC Riverpark</b> = America's Job Center of California, 3 <sup>rd</sup> Floor, 2901 N. Ventura Road, Oxnard <b>EDC-VC</b> = Economic Development Collaborative - Ventura County, 4001 Mission Oaks Boulevard, Camarillo <b>HSA</b> = Human Services Agency, 855 Partridge Drive, Ventura <b>UFCW</b> = United Food and Commercial Workers International Union, 816 Camarillo Springs Rd, Camarillo <b>VCCF</b> = VCCF Nonprofit Center, 4001 Mission Oaks Boulevard, Camarillo <b>VCOE</b> = Ventura County Office of Education, 5100 Adolfo Road, Camarillo								<b>CANCELED</b>	<b>RE-SCHEDULED</b>
								<b>NEW</b>	<b>CHANGED</b>





## **2017-2018 YEAR-END REVIEW**

### **Workforce Development Board of Ventura County**

#### **WDB CLEAN/GREEN COMMITTEE**

##### **2017-2018 Members**

WDB Members: Anthony Mireles, Chair (Laborers International Union of North America), Victor Dollar (Brighton Management), Charles Harrington (SEIU Local 721)

Other Members: John Brooks (City of Thousand Oaks), Holly Chavez (Deputy Sector Navigator South Central Coast Region of California Community Colleges), David Fleisch (County of Ventura Public Works Agency), Darrell Gooden (Ventura County Office of Education), Eric Humel (Oxnard City Corps), Grant Leichtfuss (Villa Park Orchards Association), Valeria Makarova (California Lutheran University), Douglas O'Brien (Consultant, Energy Advisor), Wayne Pendrey (Ventura County Contractors Association), Mary Ann Rooney (Ventura County Civic Alliance)

##### **Committee Accomplishments**

- Broaden the Clean/Green Committee membership to reflect the region's industries.  
The Committee added two new members. An agriculture industry representative and a Career Pathways representative for Energy Environment and Utilities, enabling the Committee to have a broader view of industry workforce needs and training gaps in the region.
- Joint Regional Sector Committees' Meeting "Skills Attainment for Upward Mobility & Aligned Services for Shared Prosperity"  
Clean/Green Committee members participated in the Joint Regional Sector Committee meeting held on November 16<sup>th</sup> 2018. The meeting included WDB Committee members from five Committees, WDB Board members and community partners. The focus was to launch a regional approach to work-based learning. Bob Lanter, Director of the California Workforce Association and Vinz Koller, Social Policy Research Associates, led attendees through an interactive process. Mr. Koller described the Swiss Apprenticeship model "College Without Debt" and attendees went through group activities to identify what's going on regionally in work-based learning, obstacles, and actions that we need to address to move forward as a region.  
  
As a follow up to the Joint Regional Sector Committee meeting, Clean/Green Committee Members worked to develop an action plan for a regional approach to work-based learning in Clean/Green industries. The results were reported at the WDB Board meeting and the Committee will continue to define the next steps in implementing the action plan.
- Employer Awareness Workgroup  
The Employer Awareness Workgroup of the Clean/Green Committee created short videos of local industry success stories on how sustainable practices in business saves money, grows business, and creates jobs. VACE Multi Media Program provided their program expertise to create these videos for the Committee. The filming was completed at four different sites, Conejo Awards, Kaiser Permanente Medical Building construction site, Marriott Ventura Beach and the Himalaya Restaurant. Four members of the Clean/Green Committee Workgroup reviewed the unedited versions of the videos. The final edits are being completed by the VACE Multi Media Program and the videos will be distributed through our websites and our social media sites.
- SUSTAINABLE VC – Careers in Clean Tech  
The successful March 14<sup>th</sup> event, Sustainable VC Careers in Clean Tech, was a program idea



## **2017-2018 YEAR-END REVIEW**

### **Workforce Development Board of Ventura County**

Clean/Green Committee member Darrell Gooden presented at the Clean/Green Committee meetings for input and kept the Clean/Green Committee members informed as the event planning evolved. It was held at the Oxnard Advanced Water Treatment Facility with over 200 high school, community college, and industry participants. The event included, tours of the facility, guest

speakers, hands on workshops and interactive career exploration sessions as well as a facilitated Entrée to Employment lunch. Forum themes included the magic of water, sustainable building, smart cars, and sustain-novation. Smart cars were available for students to explore.

- **Guest Speaker: Ventura County Community College District**  
Dr. Alexandria Wright shared her research and Green Jobs Report with the Committee. The report explored defining green jobs based on the definition by the federal Bureau of Labor Statistics. "Output approach: Jobs in businesses that produce goods or provide services and conserve natural resources". "Process Approach: Jobs in which workers' duties involve making the establishment's production processes more environmentally friendly." The data for Ventura County green job growth is identified in the report.
- **Environmental Education**  
Dr. Valeria Makarova informed the Committee about the Progress Report, Principles of Responsible Management Education that was recently produced by California Lutheran's School of Management. "The mission of PRME is to transform management education, research and thought leadership globally by providing the Principles for Responsible Management Education framework, developing learning communities and promoting awareness about the United Nations' Sustainable Development Goals." By providing the tools to students on how to incorporate environmental and social responsibility into their decision making the students will bring sustainable business practices to their jobs. The goal is to bring sustainable education to all levels.
- **Career Pathways**  
Received updates from the California Career Pathways Trust grant project representatives and discussed opportunities to connect business and education for career awareness and workforce preparation.
- **Agriculture Water and Environmental Technologies**  
Received updates from the Community College South Central Coast Deputy Sector Navigator on the projects they are supporting and sponsoring. These projects broaden student awareness of jobs in these fields and identify industry needs to align Community College Career Technical Education programs to meet these needs.

<b>WDB CLEAN/GREEN COMMITTEE</b>
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#### **Insights:**

- *Need to get more businesses involved.*
- *Engage the Chambers of Commerce to become involved, distribute Clean/Green videos on sustainable business to the Chambers.*



## **2017-2018 YEAR-END REVIEW**

### **Workforce Development Board of Ventura County**

- *Continue to create awareness of the value of sustainable business practices.*
- *There is a need to Increase formal training opportunities in construction and agriculture.*
- *Include sustainability in hospitality program curriculum.*
- *Work with current programs (such as the program offered by Ventura Adult and Continuing Education) to help incarcerated individuals prepare for jobs after release and reduce recidivism.*
- *Work to increase apprenticeship/internship opportunities.*
- *Need to identify clean energy training programs in Ventura County*
- *Identify emerging green industries and training needs.*
- *Work with educators to increase awareness of green jobs in different industry sectors such as agriculture, energy, transportation, hospitality, construction.*
- *Work with educators to include sustainable practices in the Ventura College Agriculture Program curriculum.*
- *Encourage green entrepreneurship by identifying the skills and talent pipeline needed to support green industries and to create the support network for green industries to recognize Ventura as a green innovation hub.*

DRAFT

DRAFT





# *Summer Internships*

APWA Ventura  
NEEDS YOU!  
**2018**

**BE A HOST  
EMPLOYER/SPONSOR**

CONTACT KRISTINE DURAND at  
[KDurand@BrierleyAssociates.com](mailto:KDurand@BrierleyAssociates.com) or  
(805) 824 1200

Private Firm and Public Agency Benefits:

- APWA Funding would subsidize labor costs for internships, effectively increasing the amount of opportunities for students to gain experience.
- All work products by internship would reside with firm or public agency.
- Allows firms and public agencies to evaluate potential candidates for future internal employment opportunities.

**AMERICAN PUBLIC WORKS ASSOCIATION**  
**Ventura County Chapter**



**GOAL**

To assist students in attaining their career aspirations and building a foundation of future public work leaders. Students will have the opportunity to gain a two-month, paid summer internship with one of the participating Ventura County public or private agencies participating in the program.

**ELIGIBILITY**

To be eligible for an APWA Internship, students must meet all requirements listed below:

- Full- or part- time student enrolled in a public works related curriculum. Public works related curriculum includes supporting and upper division classes in civil engineering or public works policy.
- Completed application with listed enclosures.
- Must be presently attending school.

**METHOD OF SELECTION**

The student selection shall be based on the following application documents:

- Completed application form.
- Recommendation letter from your supervisor, employer or college advisor.
- Personal statement summarizing your background, interests, achievements, and career goals. List classes in which you are currently enrolled and classes you will be taking in the next 12 months. Personal statement should not exceed two pages.
- Current resume not exceeding two pages.

Selected applicants may be invited to an interview by APWA for internship nomination. Based upon available internships, firms may elect to conduct follow-up interviews of nominees where successful candidates will be offered a two-month, paid, summer internship with participating Ventura County firms or agencies.

**APWA INTERNSHIP  
APPLICATION**

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Night Telephone: (            ) \_\_\_\_\_

Day Telephone: (            ) \_\_\_\_\_

College/Institute Attending: \_\_\_\_\_

No. of Units Enrolled in Major: \_\_\_\_\_

Supervisor/Employer/Advisor

Name: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

I have enclosed the following:

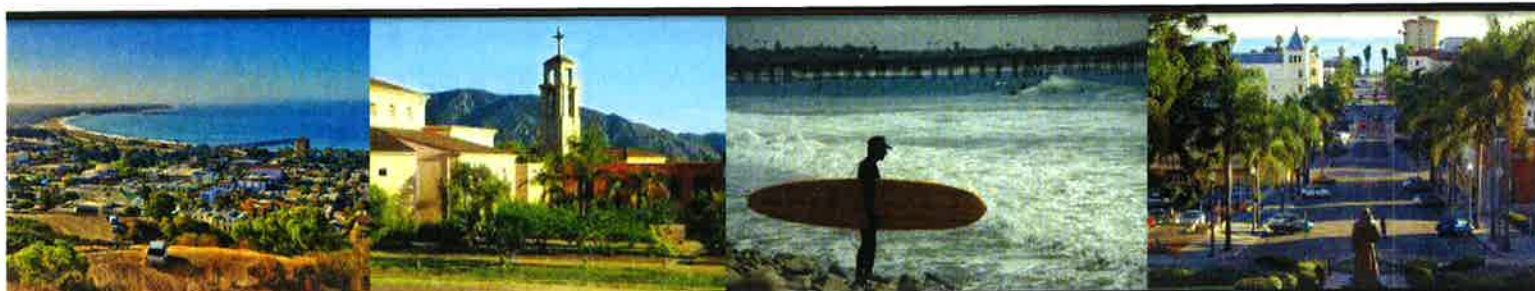
- ☐ This Application Form (completed)
- ☐ Letter of Recommendation from appropriate source
- ☐ Background Summary
- ☐ Personal Statement
- ☐ Resume

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

*I understand that all information will remain confidential. If awarded an internship, APWA has my permission to publicize an internship and my picture to the news media, in the Chapter minutes, Chapter Newsletter and/or school newspaper.*

**DUE DATE FOR SUBMITTAL:** Applications are due by close of business on *Friday, April 27, 2018*.

Forward questions and/or application materials to Kristine Durand, APWA Internship Chair, at [kdurand@brierleyassociates.com](mailto:kdurand@brierleyassociates.com). Visit our website to obtain the material electronically: [ventura.apwa.net](http://ventura.apwa.net)







VENTURA COUNTY CHAPTER  
*Public Works Internship  
Program Agreement 2018*

This Agreement is intended to memorialize the obligations of the American Public Works Association, Ventura County Chapter (*APWA Ventura*) and the Public Works Internship Employer (*Employer*) relative to participation in the Public Works Internship Program. The Agreement provides a basic framework, but does not replace any federal, state, or local employment laws nor any existing company policies in place by any Employer. The goal of this Agreement is to ensure that participating Employers are aware of all obligations of participation, and aware of the steps APWA Ventura will take to support proper selection, placement, and development of student Internship participants.

1. Student Eligibility

Any full-time student, with preference given to students who attend Ventura County colleges and universities, will be eligible to participate in the American Public Works Association, Ventura Chapter Internship Program (*Program*).

2. Placement and Selection

- a. The chapter's Internship Chair will provide information materials describing the scope of the Program to the qualifying colleges and universities so they may present the Program to eligible and interested students.
- b. Students who apply may state a preference for a specific type of public works employer. Students should expect to be compensated at a minimum rate equivalent to \$10 per hour.
- c. The Internship Chair will review all applications and determine, based on the Program's developed criteria, the applicants to be interviewed. This process is necessarily objective and subjective; the process for selecting interview applicants will not be shared. However, employers will be solicited for feedback as to the qualities of Interns most desired for each employment opportunity.
- d. The Internship Chair will establish and determine the general selection criteria. Employers have the option to provide input regarding the selection process. Employers and/or their representatives should be independent of any conflict or personal connection to applicants that could jeopardize the impartial nature of the process.
- e. Interviews will be scheduled and conducted individually between interested Employers and Interns.
- f. Employers will make the final determination regarding individuals who are selected to participate in the Program based on the application review, the interview recommendations, and consideration of preferences per the Employers' work needs.
- g. The Internship Chair shall assign Interns in accordance with participating Employers. Interns shall become an employee of the participating Employer.
- h. Selected Interns shall have one week after notification to return the Letter of Acceptance electronically to the Employer.
- i. After selections are made and placements accepted, Interns shall be introduced to the local chapter members during a monthly meeting held in the summer. Interns will also be given the opportunity to participate and/or attend various seminars led by APWA, Ventura County Chapter during the Program. These seminars may be in conjunction with, or replaced by, the current monthly offering to general membership.





VENTURA COUNTY CHAPTER  
*Public Works Internship  
Program Agreement 2018*

- j. An employer will have two weeks after the student intern begins to notify the APWA Ventura County Chapter Internship Chair whether the placement is to continue or to be terminated due to significant Employer concerns/issues. If the concern cannot be resolved, the student will be removed and other candidates who participated in the process will be identified.

(The MOU agreement does not alter the employers' at-will status while employed. Both the Employer and Intern may terminate the employment relationship at any time with or without notice, and with or without cause. The employer will notify the APWA, Ventura County Chapter Internship Chair if the employee is terminated within the 8-week internship period.)

3. Employer Roles & Responsibilities

- a. *Participating Employers* – Public Works Departments, Civil Engineering Firms, Policy/Government Agencies, and related entities (collectively, *Employer*)
- b. *Definition of Participation* – A Public Works Employer who signs a Public Works Internship Program Agreement accepts a summer Intern for placement in its Public Works Employment workplace/location. Each participating employer will have the option to identify qualifying/disqualifying criteria and/or identify a preferred student from among the applicants who has successfully participated in the interview process. Every effort will be made to accommodate the requests and comments of a participating employer.
- c. *Compensation* – Each participating employer is requested to compensate Interns at a minimum rate equivalent to \$10 per hour. Each participating employer will be responsible for complying with all applicable federal, state, and local wage and hour laws. APWA, Ventura County Chapter will provide matching funds **up to \$1,000.<sup>00</sup>** towards the intern's labor costs for the program. No additional compensation will be provided by APWA National, or APWA, Ventura County Chapter.
- d. *Training* – Interns are expected to participate in the same manner as any new employee in any training program conducted by the participating Employer. In addition, participating Employers are encouraged to ask its public works employees to devote appropriate attention to provide supplemental support or mentorship to interns; it is anticipated this process will be informal. Success of the Internship Program will largely depend on the extent to which the Intern is immersed in the Public Works Employment workplace/location, including work involvement and continual interaction with assigned Employers. Activities and expectations are anticipated to be identical to that of any trainee or new employee.
- e. *Monitoring* – Based on availability of professional volunteers and *when possible*, each intern will be assigned an APWA member who is NOT an employee of the Public Works Employer where the intern is placed. This member will be asked to follow the Intern's progress and to check in with the Intern during the 8-week program.
- f. *APWA Indemnification* – Participating Employers agree to hold APWA, Ventura County Chapter harmless for Interns' actions while employed by the Employer.
- g. *Post-Internship Employment Opportunities* – Whether or not the participating Employer makes an offer of employment once the program has ended, and whether the Intern accepts, is a decision



VENTURA COUNTY CHAPTER  
*Public Works Internship  
Program Agreement 2018*

independent of the Public Works Internship Program. There are no expectations of either party, or APWA, Ventura County Chapter.

- h. *Exit Interviews* – Each Intern shall receive an exit interview with the Employer and/or the Internship Chair. The interview shall convey to the Intern as highly a detailed evaluation as possible.
- i. *Feedback* – With input from the chapter's Executive Committee (if any), the Internship Chair will provide feedback to Employers and Interns throughout the program.
- j. *EEOC Compliance* – This program is an Equal Opportunity Program, available to all eligible students without regard to race, ethnicity, gender, sexual orientation, national origin, or any protected classification under either local, state, or federal law. All students who meet the basic eligibility criteria will be encouraged to apply.

***Employer hereby agrees to the foregoing and to participate in the American Public Works Association, Ventura County Chapter Internship Program by hiring an Intern, Summer 2018.***

By: \_\_\_\_\_

*Participating Organization/Company Representative (Printed/Signature)*

*Date*

By: \_\_\_\_\_

*APWA Ventura County Chapter Internship Chair (Printed/Signature)*

*Date*