



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

Thursday, April 26, 2018
8:00 a.m. – 10:00 a.m.

NOTE: DIFFERENT MEETING LOCATION

Ventura County Office of Education
5100 Adolfo Road (Salon C), Camarillo CA

MEETING AGENDA

8:00 a.m.	1.0 CALL TO ORDER AND AGENDA REVIEW	Vic Anselmo
8:05 a.m.	2.0 PUBLIC COMMENTS <i>Procedure: The public is welcome to comment. Public comment cards are available at the meeting sign-in table. All comments not related to items on the agenda may be made at the beginning of the meeting only.</i>	Vic Anselmo
8:10 a.m.	3.0 WDB CHAIR COMMENTS	Vic Anselmo
8:15 a.m.	4.0 CONSENT ITEMS 4.1 Approve Workforce Development Board Minutes: February 22, 2018 4.2 Receive and File: WDB Committee Reports 4.3 Approve Addition or Deletion of Providers and/or Programs (Courses for Eligible Training Providers List (ETPL))	Vic Anselmo
8:30 a.m.	5.0 PRESENTATION <u>P-20 Council</u> <i>Stan Mantooth, Ventura County Superintendent of Schools</i>	Vic Anselmo
8:45 a.m.	6.0 PRESENTATION <u>Los Angeles and Ventura Slingshot Project</u> <i>Cyd Spikes, L.A. / Ventura C3 Skills Alliance Project Consultant</i>	Vic Anselmo
9:00 a.m.	7.0 WIOA SUCCESS STORIES <u>Boys and Girls Club of Greater Oxnard and Port Hueneme</u> <i>Mario Quintana, Academic and Career Advisor</i>	Vic Anselmo

9:15 a.m.	8.0 JOINT REGIONAL SECTOR COMMITTEES' MEETING UPDATE	Vic Anselmo
9:35 a.m.	9.0 APPOINTMENT OF AD-HOC COMMITTEE <ul style="list-style-type: none"> Nominating Committee: WDB Action on June 7, 2018 	Vic Anselmo
9:45 a.m.	10.0 WDB ADMINISTRATION UPDATES <ul style="list-style-type: none"> WDB/WIOA Grants Update: Workforce Accelerator Fund 6.0 (WAF 6.0); Regional Plan Implementation (RPI); Regional Training Coordinator; 2017 Southern California Wildfires National Dislocated Worker Grant (NDWG); Forward Focus – AB 2060; High Performing Board (HPB) EDD/WIOA Fiscal & Procurement Monitoring April 30 – May 4 WDB Executive Director Position Update June 7, 2018 (Annual Meeting; Election of Officers) 	Melissa Livingston
9:55 a.m.	11.0 WDB MEMBER COMMENTS	WDB Members
10:00 a.m.	12.0 ADJOURNMENT <p><u>Next WDB Meeting (Annual)</u> June 7, 2018 (8:00 a.m.-10:00 a.m.) Ventura County Office of Education (VCOE) 5100 Adolfo Road, Salon C, Camarillo</p>	Vic Anselmo

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



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

MEETING MINUTES

February 22, 2018

United Food and Commercial Workers, Local 770
816 Camarillo Springs Road (Orchid Room), Camarillo

WDB Members Present

Vic Anselmo, WDB Chair
Gregory Liu, WDB Vice Chair
Conni Chan
Victor Dollar
Brian Gabler
Greg Gillespie
Kathy Harner

Charles Harrington
Marilyn Jansen
Dona Toteva Lacayo
Anthony Mireles
Bill Pratt
Roger Rice
Patty Schulz

Bruce Stenslie
Jesus Torres
Greg Van Ness
Stephen Yeoh
Celina Zacarias
Peter Zierhut

WDB Members Absent

Greg Barnes
Jim D. Faul
Jeremy Goldberg
Cindy Guenette

Victoria Jump
CAPT Douglas King
Byron Lindros
Jaime Mata

Tracy Perez
Alex Rivera
Sumantra Sengupta
Tony Skinner

WDB Administration Staff

Talia Barrera
Patricia Duffy

Tracy Johnson
Patrick Newburn

Vivian Pettit
Ma Odezza Robite

Guests

Nancy Ambriz	Human Services Agency, County of Ventura
Gil Cajala	Department of Rehabilitation
Rebecca Evans	Human Services Agency, County of Ventura
Tracy Gallaher	Representative, County of Ventura, Board of Supervisor John Zaragoza
Jessica Gallardo	PathPoint, Inc.
Sally Harrison	Representative, County of Ventura, CEO
Heidi Hayes	theAgency
Marybeth Jacobsen	Workforce Education Coalition
Tina Knight	County of Ventura, Human Services Agency
Rachel Linares	County of Ventura
Melissa Livingston	Human Services Agency, County of Ventura
Justin McIntire	Department of Rehabilitation
Richard McNeal	Retired WDB Administration Manager
Mary Navarro-Aldana	Employment Development Department
Patricia Quiroz	Representative, Office of Senator Hannah-Beth Jackson
Tre Robinson	Wholesome Harvest Bakery
Paul Stamper	Representative, County of Ventura, CEO
Karen Swanson	Department of Rehabilitation
Corey D. Williams	Small Business Administration

1.0 CALL TO ORDER AND AGENDA REVIEW

WDB Chair Vic Anselmo called the meeting to order at 8:05 a.m. No changes were made to the agenda.

2.0 PUBLIC COMMENTS

No public comments.

3.0 WDB CHAIR'S COMMENTS

Vic Anselmo thanked and welcomed everyone for attending today's meeting and introduced special guests, Patricia Quiroz, representative from the Office of Senator Hannah-Beth Jackson and Eileen Rohlifing, EDD Regional Advisor.

WDB Chair Anselmo extended thanks to recent Workforce Wednesday radio show KVTM AM 1590 participants. In January 2018, Melissa Livingston (Human Services Agency Chief Deputy Director) and Paul Stamper (County of Ventura CEO, Deputy Executive Officer) discussed the Ventura County Economic Vitality Strategic Plan. The process of developing this plan was a robust collaborative effort that brought an A-List of regional stakeholders together to create a blueprint on how to grow the local economy. Several stakeholder workshops were conducted to ensure that a wide spectrum of viewpoints from public and private interests were addressed and prioritized in the plan. Recordings of this and other Workforce Wednesday broadcasts are available on the WDB website, About Us/News tab: <http://www.workforceventuracounty.org/>

4.0 CONSENT ITEMS

4.1 Approve Workforce Development Board Minutes: January 25, 2018

4.2 Receive and File: WDB Committee Reports

4.3 Receive and File: WDB Financial Status Report: November 2017

Motion to approve the Consent Items: Charles Harrington

Second: Conni Chan

Motion carried unanimously

5.0 PRESENTATION

County of Ventura Economic Vitality Strategic Plan *Paul Stamper, Deputy Executive Officer, Ventura County CEO*

Paul Stamper provided an overview of the *County of Ventura Economic Vitality Strategic Plan (EVSP)*. Mr. Stamper recognized and thanked members and guests that participated in the economic vitality strategic plan process. Mr. Stamper provided handouts which included an overview of action items that came out of the planning process. Identified they wanted to take a formal approach to economic vitality in Ventura County. The questions they wanted to address were if they were doing all that they can, can they do more, and are they being a good partner. In addition, are they supporting and aligning with their community partners that are working in the area. The formal process came out with answers to those very questions. This led to them needing to clarify their role as it related to economic vitality. Where are the places the County of Ventura should lead, also where should they support and align with partners who are leads in their areas. The county also has a role as a convener and determine where is it they can bring groups together. The planning process consisted of economic studies

through consultants that were hired to support the planning process. They looked at the local economy and industry cluster, participated in four different summit sessions, with over 100 participants.

WDB member Anthony Mireles asked if labor was invited and stated labor was big economic vitality to the county, not just in construction, but all the different sectors within the unions. If their membership down it's an indicator that the economy is down, if membership is growing it lets them know the economy is doing well. Mr. Stamper did reply that they were not represented and extended invitations to those groups that didn't participate, but could have, that it's not too late, because they are heading into the implementation phase now. Part of the process did identify two other groups that are present, but were not included during the beginning process of the strategic planning.

Mr. Stamper stated key strengths for the county are great quality of life, great environment to protect, and good collaboration and cooperation within Ventura County in comparison to other regions.

One of the challenges is Ventura County recovered more slowly than other counties after the recession and now even more so with the recent Thomas Fire. Mr. Stamper announced there's going to be a recovery process associated with the recent fires and this occurred after the planning process.

Another challenge for the county is housing affordability. The four sessions Mr. Stamper and county partners participated in focused on housing because it was a high priority.

Pre-recession jobs in county were in alignment as far as job growth with the state and the country. However after the recession, the jobs across the state are growing and Ventura County is having a slow recovery. The presentation identified key local and trading industry clusters identifies the slow job growth.

Other concerns were the mix of jobs. Top clusters of job gain and losses were identified. The job gains, average wage was on the lower side. There were concerns due to affordability for the county and other coastal communities in general. Areas of job losses the average annual wage of jobs were higher. Samples of studies and detailed analysis are provided on their website.

Various strategies were identified concerning the strengths in local region, such as determining how to double down and make sure they are leveraging those to full capacity, ways to maximize workforce readiness, grow important industry clusters, focus on marketing and branding efforts, infrastructure conditions and needs (the county has a direct role and has over \$80MM in grants related to water infrastructure projects and active participants in the broadband initiative), and to monitor and address potential threats to progress. You may find more information regarding the economic vitality plan by visiting www.vcevso.org. Here you may get involved and access various resources.

Mr. Stamper shared they have developed a Steering Committee to leverage and coordinate with groups that are currently in place making sure to not duplicate work and hearing and supporting their needs and identify any gaps in the plan.

WDB member Dona Lacayo with the Port of Hueneme questioned why transportation was not listed in the industry cluster analysis. She wanted to know if it was studied and if there is a market analysis or economic study based in their study. Mr. Stamper was unsure if it was treated as a separate cluster or as enablers.

Ms Lacayo informed Mr. Stamper that by economic development and job creation for import/export in the county they are responsible for over 18,000 high paying jobs. She would like to see a little more study on transportation because it is a big economic vibrant engine in the county. Mr. Stamper agreed and stated he will take a look and report back.

WDB member Charles Harrington commented on one of the county's EVSP strategies "monitor and address potential threats to progress" regards to doing business in the county and stated the county staff is bringing in more people from outside the area that are building out the "flavor" that they are more accustomed to. An example is having regulations for permits for commercial or residential, that anything built after 1984 doesn't have to get high priced asbestos reports on buildings. He continued stating that the county has now brought in new staff and this staff is now saying that the old ways they were doing it were wrong from the beginning and now every building has to go get new reports. It's a minimum is \$600 for a small TI report, for a TI less than 400sq ft. The industry has been bringing in Chinese building products and the federal government is allowing 1% asbestos in the products. Now everyone that builds has to have these reports done, and he sees it as a threat to the industry, and adds they need to regulate who they hire.

Mr. Stamper responds that the county has a role as a regulator and the mindset they are trying to adopt is that their emphasis is not on enforcement but rather how to they help people navigate the roles and regulations that are out there in whatever they are trying to accomplish in business. When issues like that come up there is a higher level discussion that occurs if there's something they can do legislatively or otherwise to level the playing field. He stated they have county legislative analyst that works with the County Board of Supervisors on legislative agendas. Mr. Stamper introduced staff member Rachel Linares who fills the role as navigator relating to permit issues to listen to the customer of the community and take it back to their leadership at the county with a discussion around the issue.

WDB member Bill Pratt, commented that the county does need to compete with the other region. Assess who's the county's competition, within the state as well as around the country, and be tactical moving forward. He shared a tactical example that a Texas governor came to Oxnard to talk to Haas Automation about moving to their state and offered tax breaks to encourage them to relocate. This was a tactical play. Mr. Pratt urged that everything the county is focused on needs to ask are they economically competitive and what are the metrics and surveys of who the competition is because that's the ultimate bar of who we (the county) are competing against.

Mr. Pratt further added, a huge proportion of our residence works outside of the county. How many jobs in Santa Clarita, San Fernando Valley, and West Los Angeles have grown, because a lot of people commute to those areas and live in the county? He suggested that we look at the net increase in income taxes in the county because that might be the best measure as far as asking are we doing better here or not.

Mr. Pratt ended with saying there are certain job classifications, systems out there and he doesn't take statistics for face value because there's a lot of interpretation in them. Some industries have gone away and there will be new industries to take its place. He wants the county to ask moving forward, how do we evolve for where are we going and the where the economy as a whole is going? How do we make sure we have a place at the table for that new economy it's real vital. He reiterated his shared strategy, to survey what the competition is around the country and ask how our efforts stack up to that.

WDB member Connie Chan commented and shared that the Employment Development Department (EDD) has a Labor Market Information Division that produces labor market data of the counties and regions in the State. They have a Scorecard which has a summary of each county including industry data, historical data, and top ten employers and jobs in demands and stated that these are additional resources for use to boost the economy. Also, to help employers prevent employee layoffs is their Work Share Program. She shared that many businesses are not aware about the Work Share program when they are about to have worker layoffs. The businesses are to contact their EDD WARN unit (Worker Adjustment Retraining Notification) and inquire about work sharing. The program provides some supplemental income to keep the employees and prevent layoff.

6.0 PRESENTATION

Thomas Fire Disaster Recovery
Corey Williams and Rigoberto Gonzales, Public Information Officers
U.S. Small Business Administration, Office of Disaster Assistance

Rigoberto Gonzales provided an overview of the Small Business Administration (SBA) and the Thomas Fire disaster recovery efforts. The SBA is a primary source of low interest funding for disaster assistance. They are different from the regular SBA because they provide federal funding at very low interest to all business (regardless of size), nonprofits, homeowners, and renters. Very often people are misled that they only provide assistance to businesses. The SBA provides up to \$2MM in the form of loans to repair or replace the physical structure, inventory, equipment, where businesses operate. Included with the \$2MM cap is the Economic Injury Loan (EIL), has to do with allowing businesses to cover the working capital expenses to stay afloat while the disaster takes place and afterwards. Businesses that may not have suffered direct impact, but had to close doors or loss revenue because clients or customers could not have gotten to that business, due to road closures or the tourist traffic was highly reduced. Those businesses need to continue covering those capital expenditures over their businesses. Normally, this is something that takes longer for the business to wake up and realize as to how much negative impact taking care of those expenses are while taking care of their revenue. This is where the EIL comes in handy, the interest is 3.3% loans up to 30 years with a 5 month grace period, no processing fees, and the deadline to file is October 15, 2018.

For homeowners, SBA provides up to a \$200K loan for a repair and replacement of primary residence. This is for repairing physical structure or rebuilding the property regardless of having or not having insurance.

Also, there is up to a \$400K loan for homeowners and renters, this is to provide replacement of the personal property and the contents of that apartment or house. The deadline for this application is March 16, 2018.

How to access the loan and apply, you can go to a disaster recovery center in Ventura and in Santa Barbara. Ventura office is housed under another government agency, FEMA, providing a one-stop shop providing assistance to those affected by the disaster. You can also apply online at <https://www.sba.gov/disaster> or call (800) 659-2955.

He encourages all affected by the fire to contact the SBA and apply, even if they are not certain if they want or need the loan at that time. He stated, that it's better to have loan in progress rather than missing deadline and not being eligible to apply for loans.

SBA has partnered with other organizations to get the word out such as the Economic Development Collaborative of Ventura County (EDC-VC) and the Women's Economic Ventures (WEV). Those organization have enabled them to be more effective in outreach.

The approximate turnaround time for applying and actually attaining the loan is on average 30 days. As of to date, they have approved \$25MM in loans for affected counties (Los Angeles, San Diego, Santa Barbara, and Ventura County) with 6% of those from Ventura County. The loan applications for Ventura are from home owners and Santa Barbara application loans are for businesses.

The loan is provided by the federal Treasury Department and if the loan is below \$25K there is no collateral needed.

WDB member Bruce Stenslie commented the SBA has had a great responsiveness. He shared, the product is spectacularly good, the application process is incredibly smooth and easy to access, the turnaround he's seen has been outstanding, and can't beat the rates on the loans, the terms on loans, and asks the members that if there's anyone they know that has been affected and could benefit from

the loan they need to get in and register with FEMA to get in and considering the opportunities. Bruce thanked Rigo Gonzales and Corey Williams and the SBA staff for their great work.

WDB member Anthony Mireles asked, what the minimum on FICO? The criteria SBA uses is they determine the ability to pay the loan, they use the credit history, however, is not as rigid and demanding as the private lending is. This allows space and opportunity to move forward and that their message is it having to do with encouraging people rather than discouraging people to apply. Credit should not be a factor to not apply. The applicant is to first register with FEMA, FEMA will refer them to SBA, SBA will help them with questions, and for those that do not qualify for the SBA loan they will refer them back to FEMA for the other needs assistance program. The intent of SBA and partnering with FEMA is to provide as much as possible of their resources and not to prevent them from accessing them.

WDB members thanked Rigoberto Gonzales and his team for the excellent work they are doing with the Thomas Fire disaster recovery efforts and getting the word out.

7.0 WIOA SUCCESS STORIES: PATHPOINT, INC., JESSICA GALLARDO, YOUTH SPECIALIST

PathPoint youth specialist Jessica Gallardo provided an overview of their program. PathPoint is one of two providers of the WIOA grant in Ventura County. They work with youth 16-24 years of age, and their goals is to help youth enroll back in school or help find stabilized employment. They provide supportive services such as: clothing, bus passes, gas cards, anything they can provide to youth to help them get to where they need to be. They also provide one to one case management with their participants to help guide them towards their future and help them accomplish all of their goals. In addition, they provide paid internships that they have with contracted work sites throughout the county for those youth that do not have any type of work experience, so that they can learn about the real world work experience, which allows them to have something to put on their resumes.

Ms Gallardo introduced their PY 2016-17 youth participant Jasmin Turner to share her success story to the Board. Jasmin a recent certified nursing assistant graduate from the Ventura Training Institute shared when she found PathPoint she was five month pregnant, panic stricken, looking for anything that would be stable to support herself and her child and began researching nursing assistant programs. She enjoyed helping people and saw that it would be a great career path to be able to support herself and her child. She found she found and met with the Ventura Training Institute counselor and they gave her a PathPoint flyer.

Jessica contacted PathPoint and met with Ms Gallardo. Ms Gallardo was able to get Jessica enrolled in the very next start date for the nursing assistant program. Jasmin was provided clothing, shoes, and gas cards, to help her out and in return this motivated Jasmin to validate her driver's license. Jasmin stated the program was amazing, it was short and fit her schedule, because she wasn't able to afford to be in something long term due to her pregnancy. Every step of the way Ms Gallardo was there to support Jasmin on her school journey. Jasmin was pleased to share to the Board she ended up finishing the program being the top student in her class. She was never told she was the best of anything her entire life, that sense of achievement meant everything to her. Now she has a way to support herself on her son and she thanked the WDB and PathPoint for the opportunity to make that happen.

Jasmin added she did get employed at Vista Del Mar, which was recently lost in the Thomas Fire, however, she just began a new job with Brookdale Senior Living with full benefits fulltime and now it will allow her to pay for her next steps of attending nursing school. It's been a wonderful experience and she thanks PathPoint and the WDB.

WDB Chair and the Board thanked Jasmin for sharing her story and that it shows the WDB is having a great impact in the community and congratulated her on her success.

8.0 OUTREACH UPDATE

WDB member Brian Gabler and Outreach Committee Chair, presented to the Board an update of outreach committee and what they do. The Outreach Committee is the only Committee that gets direct funding through the board. In order to place employees into businesses, the committee reaches out to employers so that they become aware of programs WDB/WIOA has to offer and explain how the programs would benefit them. Once the employers are aware of some of the training programs and other programs the WDB does then they reach out to employees/job seekers to get them into those locations. The committee is tasked to get the word out that the WDB is here, this is what we do, this is why you need to be a part of, or participate in the programs we have.

The revamp of the WDB website is the recent accomplishment over the last year. The visitor count to the website has gone up. For public education, the Committee engages members be involved in Workforce Wednesday radio interviews and Op-eds. Also, create and provide elevator speeches for WDB member to let others know what WDB is all about. The committee established great partnership working with WW KVTB, they have been helpful in putting the word out to those businesses that are listening. They provide Workforce Updates on what our workforce is like Ventura County, along with brochures and other marketing materials.

The WDB has had the Ventura County Grows Business programs for several years, it's a one-stop shop for business owners to look for assistance and programs that can help their businesses grow. If their businesses are growing in turn they may hire additional employees, they can take advantage of training programs, there are various links on the website to other programs or economic partners (EDC-VC) and partner agencies, and a prime goal is to provide assistance as a one stop location that they can find various different levels of help to grow their business. It's been successful as the unique visitors website count has grown and working hard to ramp up social media. For more information please visit www.venturacountygrowsbusiness.com.

Recent addition, is the Thomas Fire Recovery Resources Outreach funds WDB has recently received. These additional funds are to help people affected by the Thomas Fire, by making sure they know about the resources that are available to them. Bruce Stenslie has done a great job with the SBA and he will be a workforce Wednesday radio interviewee to help discuss grant programs that are available to them on the Thomas fire to help with the regional challenges that are affecting Ventura County as a whole.

Lastly, Mr. Gabler added PathPoint and the work they do is tremendous and the now WIOA priority is targeting youth 16-24, not just youth in high school or getting out of high school. The WDB's Jobs With A Future website (www.vcjobswithafuture.org) is to help persons with this age cohort to help steer them into a new direction. What are their interest, what are their options in terms of a career, and what are the things they need to do to help launch that career? The career pathways programs through the Ventura County Office of Education are very important and are a part of this program as well. This website has been recently updated to be the one location where youth can go to search around in determining the youths' interests and career path to take

Mr. Gabler reported the social media component (Twitter, Facebook, SnapChat) of the outreach activities are doing well. He invited members to attend an outreach committee meeting informing them that it's an educational experience to understand what the WDB does through the outreach committee. It helps understand all those components the WDB has and the reach we have. If the goal is to get employees into businesses we need to reach the businesses.

WDB member Greg Gillespie and Chancellor of the Ventura County Community College District, shared legislation is providing more dollars to community colleges where they can provide for students taking 15 units for free at no cost to them. Dr. Gillespie shared with AB-19 (Community Colleges, California College Promise), a lot of students qualify for a BOG fee waiver, but also providing \$1MM this coming year, if a student is registered for 15 credits and is ready for college level classes, they can use that money to cover their tuition for that year. The idea is to use that along with other resources to get people through school.

Mr. Gabler thanked WDB member for the information and stated that the community colleges are a great resource for someone who does not want to put the time into a four year degree and is a great educational source program to be promoted.

Brian Gabler introduced Heidi Hayes, the Agency, who WDB has contracted with over the last several years, reporting that we get at least two dollars for every dollar we spend on the agencies activities.

Heidi Hayes encourages members that if they have an interest in the community colleges segment, or if there is a specific program that they may qualify for, the outreach committee will call it out, and welcomes feedback for outreach activities to send to WDB staff Talia Barrera.

Brian Gabler also shared that if any of the other WDB committee's needs information out about their committee to please let the outreach committee know. They will work with them to help to get info out about what your committees are doing that are helpful to the targeted audience they have. If WDB committees need specific outreach please let the outreach committee know and they will help them get the message out.

WDB members thanked Brian Gabler for the great work the outreach committee is doing and look forward to hearing more updates in the future.

9.0 COUNTY OF VENTURA, HUMAN SERVICES AGENCY: REQUEST FOR PROPOSAL (RFP) PROCESS AND DISCUSSION

Tina Knight, Human Services Agency, Contract and Grants Unit Manager, provided an overview of the request for proposal (RFP) process for WDB contracts. Ms. Knight reported when WIOA funding is available and something needs to go to bid, she works with the WDB administrative staff that is over that particular program to work on the RFP. WDB administration manages the regulatory section, scope of work, performance deliverables, so that they can make those meet whatever needs that WDB has in contracting out those services. HSA Contract and Grants Unit manages the technical side of the proposal. What the county requires for all contracts RFPs, standard documentations, certifications, etc. They work together on the RFP and then that gets distributed by various means, (verified email distribution list, anyone can request to be added to the list).

In addition, the WDB RFPs all get a public notices in the VC Star, (copies are in packets). The two proposals (outreach services and rapid response) were done in tandem (same release and deadline dates). This was done to save time and money since the review committee was going to be the same for each RFP.

The bidder's conference had five agencies present for outreach and three present for rapid response. For each opportunity they only received one proposal and they do go out to bid every three years. Even if they receive only one proposal it still goes to the review committee. Ms. Knight informed the Board that if they were to find any concerns with the proposals they could always issue another RFP.

Both proposals received high scores, the Agency received 91.6 out of 100 and EDC-VC received 96.8 out of 100. They normally do a scoring analysis which would go to Melissa Livingston, HSA Chief

Deputy Director and interim WDB Executive Director over the WDB, the ultimate decision comes from her. When they only receive one proposal they are allowed to issue contract as a sole source vendor because they went through the due diligence of soliciting applications.

The next steps is they then go to the WDB and with the WDB approval they go to the County Board of Supervisors for final approval. This happens in May or June of each year for contracts starting the following July program year.

WDB member Bill Pratt asks how many days they RFP is published in the VC Star and asks what other counties has she looked at for practice. He states print media is dying out and asks is the county is going out of the county to beat the bushes and sees what comes out of it. Also, is there a generalized online service that they can post notices to for all to view.

Ms. Knight responded now that the VC Star has gone mostly to online posting, they are not managed through a single source any longer it's a nationalized services, that all the public notices that gets submitted to various papers, go into a nationalized database. It's about \$250 for one publication for one day. There are national agencies that assist in WDB applications that check those public notices regularly and have clients they then go out and solicit to help write their proposals. Ms Knight shared that she does receive out of area request frequently.

WDB member Jesus Torres asked if there is a clearinghouse that the announcement goes out to, a government RFP that it goes out to an API that players subscribes to.

Ms. Knight responded that the county is not sending WDB RFPs directly to a government publication clearinghouses and she believes they do get picked up by agencies that manage those sites because she gets requests from out of the country and ask if they have to be in the US to apply.

WDB member Victor Dollar confirmed that they do have a business out there that do just that.

WDB members thanked Ms Knight for the overview of the request for proposal process.

10.0 ACTION ITEM

Recommendation for Workforce Development Board of Ventura County (WDB) Approval of an Updated Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget Plan for Program Year 2017-2018

Melissa Livingston, HSA Chief Deputy Director presented a modified WIOA budget plan for WDB approval. The WDB Executive Committee reviewed the modified budget at its February 8 Meeting and approved the budget update as presented today. Ms Livingston stated whenever significant changes occur to the budget for the current plan year, budget updates will be presented to the WDB for approval recommended by the executive committee. The PY 2017-18 WIOA Budget was approved with a 3% reserve reduction for core programs and it still remains intact for the plan year.

The WDB received new grants, the Regional Plan Implementation grant in the amount of \$350K from the State to address strategies that have been outlined in the WDB s regional and local plans. Through that there's an augmentation to increase funding to both the Agency contract for outreach services and the EDC-VC contract for business services, which were extensions of the work they are currently doing within the scope of their current contracts. This budget reflects the addition of the \$350K some to be used with this fiscal year and the remaining will rollover to the next 2018-19 fiscal year.

Also received, in the amount of \$250K is the Workforce Accelerator 6.0 (WAF) grant which will be used for individuals that are incarcerated and move them into employment. The WAF 6.0, is also recognized in the current budget as well and is earmarked for use.

There is a balanced budget moving forward recognizing the modified budget to receive of additional monies and identify what portions of the money will be expended this current year plan and those that will rollover to next plan year.

Today's action from the Executive Committee, recommends that the Workforce Development Board (WDB) of Ventura County approve the 2017-2018 WIOA Budget Plan with the expectation that, after the year-end close, PY 2017-2018 WIOA Dislocated Worker, Adult, Youth and Rapid Response allocation the budget plan will be appropriately adjusted.

Motion to approve: Brian Gabler

Second: Bill Pratt

Motion carried unanimously

11.0 WDB ADMINISTRATION UPDATES

Proposed Changes Regarding the WDB Executive Director Position, WDB Administrative Entity, and WDB/WIOA Fiscal Agent

Melissa Livingston, HSA Chief Deputy Director provided a brief update from the January 25 WDB meeting, and as a follow up from the February 2018 Executive Committee meeting. She refreshed the Committee members on the proposed concept to transition the WDB Administration and Fiscal Entity outside of the County to a contracted agent; most specifically to address more stringent procurement and firewall requirements under WIOA while providing for greater autonomy and flexibility of the WDB.

Ms. Livingston shared that she had provided the Executive Committee a number of State Contracting monitoring reports and correspondence directly related to the One-Stop-Operator procurement and award from 2017. The Executive Committee after a review of the documentation and a robust discussion felt strongly that the local WDB Ventura County Corrective Action Plan effectively addressed the State monitoring findings alleviating the Executive Committees concerns that the current model was not effective. Although the item was not an action item on the Executive Committee agenda- the Executive Committee was unanimous in their position that the current model was working well and should not be changed. In response to the position of the Executive Committee the County has determined to not proceed with the proposed model change at this time. There is also current consideration as to whether the functions will remain with HSA or move to another County department. The County will also proceed with filling the current WDB Executive Director position, and targets the filling of the position in approximately 120 days.

Ms Livingston opened the floor for comments and questions, and asked any Executive Committee members present to provide any additional insights and details not covered in her status report. .

WDB member Jesus Torres inquired as to how the firewall concerns would be addressed if the Administrative and Fiscal functions remain with the County. Ms. Livingston responded the firewall in directly related to the adherence to policy and practice related to the separations of duties, and a system of checks and balances. Ensuring the Program Operator and WDB Administrative/Fiscal Agent are purely performing functions under their rightful purview, and there are no conflicts of interests in how work assignments and decision making occurs- while effectively addressing the commitments made in the Ventura County WDB Corrective Action Plans.

Jesus Torres asked if the State was in accord with the Ventura County Corrective Action Plan response. Ms. Livingston responded that the State EDD contract monitoring oversight concurs with the responses in the corrective action plan, as being appropriate and responsible, and will conduct further reviews and monitoring visits into the future to ensure proper practice. Ms. Livingston recognized that Ventura County's EDD Regional Advisor, Eileen Roling was present in the audience, and asked that she affirm accord- which Ms. Roling acknowledged.

WDB member and Board Chair, Vic Anselmo informed the Board that it would still be in the best interest of the WDB to use an outside party to conduct future procurements for the One-Stop-Operator. Ms. Livingston confirmed that planned future procurements for the One-Stop-Operator would be facilitated through a 3rd party- and most specifically with intentions to use the California Workforce Associations (CWA) who are experienced in WIOA Programs/Services and regulatory requirements.

WDB member Roger Rice asked about the process and involvement of filling the WDB Executive Director position. Does the WDB have input? Dr. Rice's concern is that this is an important position to operate effectively, efficiently, and collaboratively, and asks of about potential involvement.

Ms. Livingston shared that the WDB/Board of Supervisors Memorandum of Understanding (MOU) requires a joint and collaborative process for selection of the WDB Executive Director. It is typical for the WDB Chair and Vice Chair to sit on the final hiring interview and/or delegate the responsibility to other WDB members. County practice with an at-will position as the WDB Executive Director position, is to conduct a nation-wide recruitment. Typically the panel in addition to WDB and County participation would also include at least one community member/ business organization that represent those served by the WIOA program.

WDB members Peter Zierhut and Celina Zacarias shared their concern and disappointment for not being able to have a discussion amongst the collective WDB as to the advantages and disadvantages of the originally proposed model. Ms. Livingston responded that it is certainly the pleasure of the board if it would like to conduct a study session in the future to become better informed.

WDB Vice Chair Gregory Liu spoke on behalf of the Executive Committee's desire to stay with the current model at this juncture, most specifically to not delay the filling of the WDB Executive Director position any further. He shared the desire was to fill the vacancy timely, and was not opposed to open discussion on the model change in the future once an Executive Director was in place. .

WDB Chair, Vic Anselmo shared agreement with Greg's report out and asked if there any other comments or questions- no further comments were received.

12.0 WDB MEMBER COMMENTS

No comment was made. Vic. Thought it was great to have success stories and request to have more and more of them.

13.0 ADJOURNMENT

Motion to adjourn at 9:45 a.m.: Charles Harrington

Second: Greg Van Ness

Motion carried unanimously

Next WDB Meeting (Planning)

Thursday, April 26, 2018 (8:00 a.m.–10:00 a.m.)

Ventura County Office of Education, 5100 Adolfo Road, Salon C, Camarillo



Workforce Development Board of Ventura County

April 26, 2018

WDB COMMITTEE REPORTS

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



WORKFORCE DEVELOPMENT BOARD

855 Partridge Drive, Ventura, CA 93003

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workforceventuracounty.org

TO: WORKFORCE DEVELOPMENT BOARD

**FROM: VIC ANSELMO, CHAIR
EXECUTIVE COMMITTEE**

DATE: APRIL 26, 2018

SUBJECT: EXECUTIVE COMMITTEE REPORT

The Executive Committee met on April 12, 2018. In attendance were Committee members: Vic Anselmo (Chair), Greg Barnes, Brian Gabler, Alex Rivera, Patty Schulz, Tony Skinner, and Jesus Torres. WDB staff: Melissa Livingston, (HSA Chief Deputy Director), Patricia Duffy, Tracy Johnson, Patrick Newburn, Vivian Pettit, and Ma. Odezza Robite; and guests: Rebecca Evans (HSA Adult and Family Services – WIOA Programs), Bryan Gonzales (HSA Fiscal CFO), Sally Harrison (County of Ventura, Budget and Finance Program Analyst), Richard McNeal (Public), and Chris Vega (HSA Fiscal). The following is a summary of topics discussed at the meeting:

WDB FINANCE AND GRANT REPORTS

- FY 2017-18 Financial Status Report: February 2018

At this meeting the Financial Status Report (FSR) for Fiscal Year 2017-2018, reflecting year-to-date expenditures from July 1, 2017 through February 28, 2018. Bryan Gonzales reported that actual expenditures at 67% into the fiscal year are on target overall. Mr. Gonzales explained that 2017-2018 spending goals are on target to meet plan requirements. A copy of the February 2018 FSR is in the April 12, 2018 Executive Committee meeting packet posted on the WDB website: www.workforceventuracounty.org. The status of expenditures at 67% into fiscal year was:

<u>WIOA Core Funds</u>	<u>2017-2018 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,307,232	1,332,671	58%
Adult	1,782,885	1,073,501	60%
Youth	1,874,121	1,148,096	61%
Rapid Response	418,260	301,396	72%
<u>WIOA Non-Core Funds</u>			
DOL Bridges 2 Work Grant	88,907	88,907	100%
CWDB Steps 2 Work Grant	105,297	105,297	100%
VC I-E3	189,078	106,756	56%
High Performing Board	0	0	0%
CWDB Regional Capacity Bldg.	141,206	27,950	20%

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. WDB staff will bring back at the Executive Committee in March, recommendations for proper use of these funds.

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

- WIA/WIOA Core Formula Funds Utilization

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2017 to December 31, 2017, 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 FY 15-17	Core Grant FY 16-18	Core Grant FY 17-19
Total Adult and Dislocated Worker Formula Fund Allocations	4,133,724	4,014,468	3,687,904
Training Expenditure Requirement	1,240,117	1,204,340	1,106,371
	30%	30%	30%
Formula Fund Training Expenditures	941,344	822,321	517,657
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	348,361	460,403	301,835
• Maximum Allowed Leveraged Resources (10%)	413,372	401,447	368,790
Total Leveraged Resources Used Toward Training Expenditures	348,361	401,447	301,835
• Total Amount Spent on Training	1,289,705	1,223,768	819,491
• % of Training Requirement Met (Final goal = 100%)	104%	102%	74%

Bryan Gonzales presented the financial report summary highlights as shown:

1. FY 2017-18 Financial Status Report – 7/1/17-2/28/18
 - a. Report Period 7/1/17-2/28/18
 - b. 67% 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 expenditure are in line in all Core Grants
 2. Some costs shifted to Core Grants as other small grants have ended
 - ii. Other Grants
 1. Small size of the grants can result in fairly significant % swings
 2. Bridges 2 Work and Steps 2 Work ended 12/31/17
 - a. 100% spend to date is appropriate
 - b. Final adjustments were made to maximize allowable allocated costs to these grants when they closed out (examples in high % Other Operating)
 3. VC I- E3 is on a slower than expected spend rate at this point and has been reviewed with program staff accordingly
 4. Regional Capacity Building – spending has been slow to date and has increased as staff have been working on this program and charging their time as well as attending pertinent conferences
 - a. 25% AA Regional Training Coordinator (\$43,385 award amount) grant term ending 3/31/18. Final adjustments being made to maximize allowable allocated costs to this grant.
 5. Regional Organizer (WIB) – Higher actual to plan percentage in direct program costs are due to required grant-related conferences and conference-related travel. Program staff has been consulted and will continue to monitor.
 - e. Paid & Accrued – provides the breakout of actual paid and accrued expenditures
 - f. Training Report
 - i. 16-18 Grants (due 10/1/18)
 1. 102% of training requirement met (as of 6/30/17)
 2. Technically have until FY 2017-18 to accomplish requirement
 - ii. 17-19 Grants (Due 10/1/19)
 1. To date spending and leverage level are appropriate (74% as of 2/28/18)
 2. As needed, some 17-19 allowed training costs and leverage amounts may be used to meet 16-18 requirement
2. FY 17-18 Plan (Approved 2/8/18) – Year To Date Expenditures
 - a. Row 27 – Grants have ended; no further charges will be incurred
 - b. Row 28 - Expenditures pertaining to Regional Plan Implementation (WIB) will start appearing within the next few months
 - c. Row 31 – Prior year ITA/OJT – spent at the beginning of the year
 - d. Row 38 – Prior year committed funds paid this year out of available grant (grant ended 12/31/17)
 - e. Row 39 – Will be managed to approved contract amount
 - f. Row 66 – Includes “grant specific” travel that has been moved to a separate/new budget line in the Proposed Plan Update

ACTION ITEM

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

Recommendation the Executive Committee Approve on behalf of the Workforce Development Board of Ventura County a Request to the California Employment Development Department to Transfer Workforce Innovation and Opportunity Act Subgrant Funding in the Amount of \$100,000 from the Dislocated Worker Program to the Adult Program in Recognition of Local Area Participant Needs and Maximization of Subgrant Funding.

The WIOA allows for the transfer of funds between the Adult and Dislocated Worker funding streams in order to maximize customer service and provide Local Workforce Development Boards with greater flexibility to provide services in the areas of greatest need. The WIOA Section 133(b)(4) states specifically that “up to and including 100 percent of funds allocated to the Title I Adult and Dislocated Worker programs may be transferred between these two funding streams”. Additionally, the California Employment Development Department –Workforce Services Directive, WSD15-23 provides the guidance as to process and protocol required of Local Workforce Development Areas to request the transfer of funds, which requires your local Ventura County WDB review and approval of the transfer request, participant plan, and budget plan, prior to submission to EDD

The request to transfer funds from the Dislocated Worker Program to the Adult Program is being recommended to best align funding streams with the highest needs within our local workforce area. Given a tight labor market in Ventura County, combined with the need to meet employer demand for skilled workers, the pool of Dislocated Workers remains below the capacity to adequately address the needs of employers.

Motion to approve: Greg Barnes
Second: Tony Skinner
Motion carried.

REVIEW AND DISCUSSION OF A WORKING DRAFT OF A PRELIMINARY WIOA BUDGET PLAN FOR PROGRAM YEAR 2018-2019

Bryan Gonzales HSA Chief Financial Officer led discussion regarding the FY 2018-19 draft budget plan. He is seeking Committee recommendations and strategy using this draft as a place-holder and starting point for discussion. Committee input will enable WIOA Programs, HSA Fiscal, and WDB Administration staff to develop a Tentative Balanced Budget for presentation at the May Executive Committee meeting. Mr. Gonzales stated that he does not get the final sub grant amounts until late in the year. Mr. Gonzales used seven budget assumptions in preparing the draft budget: 1) Core grants are not yet released and are assumed to be at FY 2017-18 level; 2) \$400K Steps2Work (AB-2060) is pending final notification; 3) Grant balanced rolled over from FY 17-18 are estimated, actual amounts may be different pending on year-end close out; 4) Proposed \$100K fund transfer from Dislocated Worker to Adult is not reflected; 5) Staffing based on CEO salaries forecast on filled positions, plus 2 vacant positions, and 0.7 fixed-term positions for AFS, and 1 vacant position for WDB Administration to be filled for 6 months; 6) Client training cost is reduced by \$100K from Dislocated Worker when compared to FY17-18 Plan; 7) All other services are overhead costs are at FY17-18- levels.

Committee members questioned if there were any new grants in the pipeline. Ms Livingston said there are always grant opportunities that we will have to actively be seeking out that the WDB Admin team is going to have to have a strategy moving forward to being proactive when seeking out the right grants due to a reduction in core funding may not be augmented to a level they would like.

There has been discussion about re-establishing the WDB Resource Development Committee that was formed in the past to seek grants opportunities and oversee the WIOA budget. Ms Livingston shared there will be more grant opportunities around work-based learning in apprenticeship and re-entry programs for justice involved citizens. Regarding other changes to expect, Ms Livingston shared there will be budget modifications to support WIOA programs. The administration model of the WDB staff will change in the near future as they will no longer be under the Human Services Agency. Additionally, current shared overhead costs of HSA for WIOA program and WDB staff, will be calculated differently when the WDB administrative and fiscal responsibilities are moved to another county entity, yet to be determined. Currently, WDB administrative function is afforded the resources of the HSA. There will be more planning meetings in the coming weeks that she hopes to have clarity.

Committee members questioned if the overall budget is going down shouldn't the overhead costs go down as well. Mr. Gonzales, explained the costs are not driven by percentages. The methodology that HSA uses was allowed from EDD and determines allocation of costs based upon staffing levels; if staffing goes down the costs would go down. Committee members questioned the salary savings related to the open Executive Director position. Mr. Gonzales replied that the cost savings will show as additional rollover and will be included in the revised budget. Committee Members questioned the reported staffing vacancies and asked if the budget assumes salaries and benefits savings. Mr. Gonzales explained WIOA programs have program requirements and those positions are budgeted based on the assumptions of the activities of the grants that are needed to run those programs. If program cost and salary savings occur as programs are implemented they will be reflected in updated budgets.

VENTURA COUNTY REGIONAL STRATEGIC WORKFORCE DEVELOPMENT PLAN:

- Perspectives from Washington, D.C.: National Association of Workforce Development Boards Conference and Capitol Hill Meetings

WDB Chair Vic Anselmo shared his experience attending the 2018 NAWB Forum along with WDB Vice Chair Gregory Liu, WDB member Peter Zierhut, and WDB staff Talia Barrera, Patricia Duffy, and Patrick Newburn. Mr. Anselmo noticed substantial discussion about Advanced Technology, and the need to research ways to embrace and bring technology into how we operate business. He shared a session he attended on WDB Marketing/Outreach to Businesses. The concept of outreach to businesses is making sure we are talking to businesses 'in their language', bringing them solutions to their problems, the model we need to talk about is how can we help you. He referred to a recent e-mail that was sent out from the Senior Advisor Robert Dougherty, from Congresswoman Julia Brownley's office, letting us know that as a result of our Washington D.C. meeting, a link to our <https://www.venturacountygrowsbusiness.com> is now included on their website. Melissa Livingston added she spoke with WDB staff Talia Barrera who shared the suggestion of the WDB members meeting with constituents locally to speak with them.

- Restructure of the Business Services Committee

Business Services Committee Chair Jesus Torres reported the previous activity of the Committee was researching business certification and technology certifications, and before proceeding further they decided to focus on defining the needs of the businesses in the region. The Committee will have a series of roundtables around the county, and partner with local chambers of commerce and discuss local themes; how can the WDB be of service and connect them with the myriad of WDB and AJCC services. Mr. Torres found that a lot of businesses do not know about the WDB and the committee hopes to increase telling our program success stories when connecting businesses AJCC and WIOA services. WDB Chair Anselmo asked the executive committee members to 'look into themselves and ask if all the funding went away, would the businesses even know, would they even know they would

have had services available to help them', and suggested this Business Services Committee mission and model would be a successful method to approach businesses.

WDB ADMINISTRATION

- Grants Update:

Workforce Accelerator Fund 6.0 (WAF 6.0) Regional Plan Implementation (RPI); Regional Training Coordinator; 2017 Southern California Wildfires National Dislocated Worker Grant (NDWG); Forward Focus - AB 2060; High Performing Board (HPB)

WDB staff Patrick Newburn reported updates of the non-core WDB grants. All of the grants will have a component of either serving people with barriers to employment or aligning resources, partnerships, and programs within our region so that we have all partners acting in accordance to the WDBs regional strategic plan of bringing people together and aligning resources. Mr. Newburn added that these kinds of State grants have short turn around application times and occasionally we come to the WDB after the fact for WDB ratification. Other grant opportunities will likely come and we will be proactive in going after them to advance our strategic plan outcomes. Ms Livingston added as the WDB re-establishes the Resource Development Committee this will help provide WDB direction and oversight of future grant opportunities.

- High Performing Board Grant: The governor gave discretionary funds to certain boards that met HPB measures. Our WDB received \$54K
- Regional Organizer Grant: Awarded in 2017, to bring program alignment across all the various programs in the region to bring together regulatory partners. The AJCC system currently has 20 partners in alignment providing workforce and social services.
- Regional Capacity Building Grant / Regional Training Coordinator Grant: Increases ability to train WDB Admin staff, WDB members, and AFS workers; to conducts skills gap analysis. Ex: What do we need to be trained in available consultants in the area?
- Regional Plan Implementation Grant: Provides the funding to implement the plans, roadmaps and structures previously created. This is to strengthen our sector initiatives, fully integrate our services that we are offering, work with AJCC partners. A lot of the work will come through outreach programs, contracts are set to be award to the Agency and EDC-VC to handle the outreach. WDB was awarded \$300K.
- Workforce Accelerator Fund 6.0 (WAF 6.0) Grant: As a result of the success of S.T.E.P.S. ex-offender program, the HSA Adult and Family Services will be taking advantage of this new grant. The youth oriented grant is to build capacity to eventually serve justice involved youth. The grant will provide ability to organize and build structure for identifying the gaps, needs, and structures needed to put into place to service the at-risk youth.
- Forward Focus – AB 2060 Grant (TBD/PENDING): HSA Adult and Family Services potentially will offer enrollment into training programs that are offered to supervised adult populations that are in State prison and are nearing release. \$400K applied for and is award decision pending.
- 2017 Southern California Wildfires National Dislocated Worker Grant (NDWG): The Department of Labor released the grant that will help with repair and clean-up effort from the December 2017 Thomas Fire. WDB received a sub-grant of \$1MM to provide 50 fulltime jobs for dislocated workers to work on repair and clean-up worksites, with all work and budget to be completed by December 31, 2018. The State also indicated we might receive up to \$5 MM in coming weeks. Mr. Newburn reported a sole source partner 'employer of record and worksite supervisor' had been identified after several interviews with potential partners, however, at the last minute that State agency partner pulled out of our project, having completed the scope of

work and budgets required for final contracts. Their reason was due to internal hiring complexities given the urgency to hire, train, and implement the work in the short time of the project. The unfortunate and unforeseen loss of this key partner, at the late stage of contract development in late March, caused the EDD to request that WDB withdraw our application. The State said the delay in our region to find another partner will have a ripple effect upon the other four southern California counties that are receiving the NDWG funds. The delay on our part would affect the other WDBs from receiving their additional funds before the December 31, 2018 NDWG project completion deadline. WDB-VC will not be receiving the award after all, however as last reported in early April, the State will award our share to La Cooperativa de Campesina de California and they in turn will sub-contract with Center for Employment Training (CET) in Oxnard to provide Ventura County the services of repair and clean up from the Thomas Fire. WDB staff will work with CET to provide our notes on planning and project implementation if requested. The Education Regional Director for CET, Jaime Mata is also our WDB member and AJCC partner and may report at the Board Meeting.

- EDD/WIOA Fiscal and Procurement Monitoring April 30 – May 4

Ms. Livingston announced to the Committee of an upcoming EDD WIOA Fiscal and Procurement Monitoring Review. The State monitor will be reviewing corrective action plans that were submitted in the last review findings ensuring accord and compliance. EDD may augment review because we did have a contract monitoring on our youth programs with some potential findings related to exit processing and supplemental payments. More information will be shared with the Programs Committee as this follow-up occurs.

Ms. Livingston reported that a team has formed to response to the monitoring review. Finds from the PY 2017-2018 review will also be reviewed to ensure documented corrective action plans have been executed. The One Stop Operator finding will continue to be an “open finding” until a new procurement and RFP process occurs in the next two years.

A Committee member asked about the firewall process. Ms Livingston responded that a firewall policy is being drafted that will be brought to the Executive Committee at a future meeting for review and approval.

- WDB Executive Director Position Update

Melissa Livingston reported the WDB Executive Director position is temporarily on hold, there are several meetings that will take place in the next weeks that she and HSA Chief Financial Officer Brian Gonzales will be attending, regarding the movement of the fiscal and administrative entity out of the Human Services Agency. The current position is classified under the HSA and this will need to be reclassified to a non-HSA classification, there has to be a final decision as to where the administration operations will be housed in the county. A planned nationwide recruitment will occur, and the WDB will be involved in the selection process in collaboration with the County. Currently there is discussion about moving the functions effective July 1, 2018 in the budget process, but this decision is still pending.

- Priorities for WDB Meetings

Chair Vic Anselmo announced an Ad Hoc Nominating Committee has been formed for the review and selection of the next PY 2018-19 WDB Chair and Vice Chair. WDB staff Patrick Newburn is supporting the committee and formation will be announced at the April 26 Board Meeting.

WDB Outreach Committee Chair Brian Gabler announced they will not be holding the 2018 WDB Awards at the June Board Meeting. The committee decided to move the 2018 WDB Awards to the Fall in order to allow for improved preparations and planning.

- On the calendar:
 - ✓ The next Workforce Development Board Meeting will be held on April 26, 2018, at the Ventura County of Education, 5100 Adolfo Road, Camarillo, from 8:00 a.m. to 10:00 a.m.
 - ✓ The Workforce Development Board Annual Meeting will be held on June 7, 2018, at the Ventura County of Education, 5100 Adolfo Road, Camarillo, from 8:00 a.m. to 10:00 a.m.

COMMITTEE MEMBER COMMENTS

Committee member Alex Rivera announced Congressman Steve Knight visited Milgard Manufacturing, Inc. in Simi Valley, in March to speak with Milgard's leadership team. Representative Knight shared one of the major employer in his district, Northrop Grumman, along with so many other employers, are having difficulty filling vacancies. Northrop Grumman is partnering with the Career Technical Education program offered at Antelope Valley College and offering accelerated apprenticeships. Representative Knight is interested in seeing how the model might be replicated in Simi Valley and throughout Ventura County. Mr. Rivera shared that he and Brian Gabler had a vision of having something like that to address employer staffing training needs here in the county. Smaller employers in Simi Valley and throughout the county, struggle to find qualified workers. Mr. Gabler added that a lot of private employers are forming their own workforce training programs and suggested that WDB outreach target businesses to make sure the employers know that there are AJCC and WIOA services available.

The next meeting of the Executive Committee is scheduled for May 10, 2018, from 8:00 a.m. to 9:30 a.m., at the UFCW-Local 770, 816 Camarillo Springs Road, Camarillo.

If you have questions or need more information, please call me at (805) 981-1991, or Melissa Livingston, HSA Chief Deputy Director at (805) 477-5306.



WORKFORCE DEVELOPMENT BOARD

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TO: WORKFORCE DEVELOPMENT BOARD

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

DATE: APRIL 26, 2018

SUBJECT: BUSINESS SERVICES COMMITTEE

The Business Services Committee met on Wednesday, April 18, 2018. In attendance were Committee members Jesus Torres (Chair)*, Tracy Perez (Vice Chair)*, Greg Van Ness*, Paula Hodge, and Heidi Hayes; WDB staff Talia Barrera; and guests Sumantra Sengupta (WDB Board Member*), Claire Briglio (Economic Development Collaborative of Ventura County) and Ray Bowman (Ventura County Small Business Development Center).

Jesus Torres shared with the committee a summary of the original focus and initiated the conversation on the new strategy for implementing a revised goal for the committee. Talia Barrera shared with the committee members that under the Workforce Innovation and Opportunity Act (WIOA) the federal regulations emphasize businesses as the primary customer and partnership alignment in the region.

Committee members discussed and reviewed the re-focusing and new role of the committee. The discussion included ideas for innovative partnerships with organizations that provide business support, how to help the WDB become more relevant to local businesses and help local employers find the talent they need among workforce, improving the demands of sustainable business engagement and expansion of economic development opportunities in the region to improve overall economic growth.

Some of the revised strategies include defining business services based on business needs, focus on business needs in the region, become a resource to the business community, actively learn and connect with businesses in the region, identify, engage and communicate with local partners in an effort to increase awareness of local resources to support businesses through local partnerships with economic development, chambers, SBDC, education, etc.

Talia Barrera also shared with the committee a tool that is currently being used for business engagement; Ventura County Grows Business website, which is a platform developed by the Workforce Development Board and is being utilized as a collaborative resource to provide information to businesses in the region.

Members agreed to work together to identify regional economic indicators related to business services.

Next steps include:

- Review the list of current WIOA partners
- Review Rapid Response reports to identify areas of opportunity
- Extend invitations to local Chambers, and other local organizations that support business services and begin conversations on the resources and support services offered
- Identify and prioritize business needs in the region

The next Business Services Committee meeting is scheduled on May 30, 2018, at the VCCF Nonprofit Center, Camarillo, from 8:30 a.m. to 10:00 a.m.

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



WORKFORCE DEVELOPMENT BOARD

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TO: WORKFORCE DEVELOPMENT BOARD

**FROM: ANTHONY MIRELES
CLEAN/GREEN COMMITTEE**

DATE: APRIL 26, 2018

SUBJECT: CLEAN/GREEN COMMITTEE REPORT

The Clean/Green Committee met on March 16, 2018. In attendance were Committee members Anthony Mireles (Chair), John Brooks, Victor Dollar, Dave Fleisch, Darrell Gooden, Charles Harrington, and Grant Leichtfuss; WDB staff Patricia Duffy. Topics of discussion included:

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 14th 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 – Career in Clean Tech

Darrell Gooden gave an update on the success of the March 14th 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.

The next meeting of the Clean/Green Committee is scheduled for May 18, 2018, from 8:00 a.m. to 9:30 a.m., at the UFCW-Local 770, 816 Camarillo Springs Road. Camarillo.

If you have questions or need more information, please call Patricia Duffy at (805) 477-5350, email Patricia.Duffy@ventura.org.



TO: WORKFORCE DEVELOPMENT BOARD

**FROM: GREG BARNES
HEALTHCARE COMMITTEE**

DATE: APRIL 26, 2018

SUBJECT: HEALTHCARE COMMITTEE REPORT

The WDB Healthcare Committee met on March 2, 2018. Attending the meeting were Committee members; Greg Barnes (Chair), Christina Lee, Sandra Melton, Irene Ornelas, Bill Werner, WDB staff Patricia Duffy; and guests Marilyn Jansen (Workforce Development Board and UFCW, Local 770), Charlyn Gutierrez (Westminster Free Clinic) The following is a summary of topics discussed:

Ventura County Regional Strategic Workforce Development Plan

- Regional Healthcare Care Coordinator Pathway Project: Update

Patricia Duffy announced the roll out of the courses for the Los Angeles/Ventura Healthcare Coordinator Project. This project was an extensive collaborative effort bringing together six Los Angeles WDBs, the Ventura WDB, colleges, clinics, associations and industry. Driven by the Healthcare Industry, expressing a need for training for care coordinators and with the SELACO WDB leading the grant funded process, numerous agencies collaborated over a two year process. Patricia mentioned the project name has been changed and is now called the C3 Skills Alliance (Collaborative for Care Coordination).

Ventura Community College District, through Dr. Alexandria Wright's program will be offering the entry level class for Patient Navigators. The anticipated start date for this first class is the end of March. Training for level II and level III Care Coordinators is being developed with the anticipation of having courses offered in the Ventura region in the Fall.

Patricia thanked the Healthcare Committee members for their active involvement in the Care Coordinator Pathway Project (C3 Skills Alliance). The Healthcare Committee members participated in developing a survey to identify the local need for Care Coordinator training. John Cordova, DSN for Healthcare, was actively involved as the Community College representative for this region, serving on the Education Committee for the project and leading the DACUM process to develop the curriculum. Mr. Cordova also provided on-going assistance with the process of curriculum development and expediting the curriculum development. Patricia Duffy served on the Leadership Committee and Industry Committee. WDB Healthcare Committee member Michelle Reynolds (Ventura County Healthcare Agency), was able to assist in identifying two healthcare professionals who volunteered to go to Los Angeles to represent Ventura in a two day process called a DACUM, a method used to develop a curriculum. Previous committee member and then Executive Director of the Camarillo Healthcare Center, Brett Watson attended the first Industry Committee meeting in Los Angeles and advocated for the need for Care Coordinator incumbent worker training in Skilled Nursing Facilities.

Patricia Duffy acknowledged the active support and involvement of the WDB Healthcare Committee Chair, Greg Barnes and Vice Chair, Richard Trogman and all the Healthcare Committee members in making this collaborative effort successful.

- Joint Regional Sector Committees' Meeting: Action Plan for a Regional Approach to Work-Based Learning in Healthcare:

The Committee Members worked to develop an action plan for a regional approach to work-based learning in Healthcare, as a follow up to the 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 Healthcare?" 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 Healthcare Committee members ranked the order of five action items, prioritizing how the actions needed to be approached, 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.

- Career Pathways: Updates

Irene Ornelas, reported on the upcoming Entrée to Employment Dinner for Healthcare that will be held on Thursday, May 17th at California Lutheran University from 6:00 pm-8:00 pm. Entrée to Employment brings together Healthcare Industry professionals with high school, adult education and community college students to interact in engaging dinner conversations regarding Healthcare Careers.

The next meeting of the Healthcare Committee is scheduled for May 4, 2018, from 8:00 a.m. to 9:30 a.m., at the UFCW-Local 770, 816 Camarillo Springs Road, Camarillo.

If you have questions or need more information contact Patricia Duffy at (805) 477-5306, e-mail Patricia.Duffy@ventura.org.



TO: WORKFORCE DEVELOPMENT BOARD

**FROM: ALEX RIVERA, CHAIR
MANUFACTURING COMMITTEE**

DATE: APRIL 26, 2018

SUBJECT: MANUFACTURING COMMITTEE REPORT

The Manufacturing Committee met on February 15, 2018. In attendance were Committee members: Alex Rivera* (Chair), Michael Bastine, Marybeth Jacobsen, Marilyn Jansen*, Tiffany Morse, Bill Pratt*, Mary Ann Rooney, Tre Robinson, and Alexandria Wright; Workforce Development Board (WDB) staff Patrick Newburn. Guests in attendance were Tracy DiFilippis (Goodwill SoCal), Fred Garcia (Human Services Agency, AFS-WIOA), Heidi Hayes (theAgency), Shannon Johnson (Moorpark College), Curtis McHugh (Haas Automation), and Edward Sajor (Human Services Agency, AFS-WIOA). * indicates WDB Member. The following is a summary of topics discussed at the meeting:

WORKFORCE DEVELOPMENT REPORTS

- Ventura County Office of Education: *Career Education*

Dr. Tiffany Morse provided an extensive update using Power Point slides about Career Technical Education (CTE) programs offered by the Ventura Office of Education. Special emphasis included an overview of the 150+ career pathways offered through VC Innovates. Additionally middle schools have 115 exploratory programs. Over 70 new CTE teachers were hired for the school year. In particular Mechatronics and Robotics have seen an increase in participation being offered at 15 high schools and middle schools. Dr. Morse reported that 2100+ students have received college credit through CTE pathway programs. A notable area of success are the Entre to Employment dinners offered through VC Innovates. 2300 students have connected directly with employers over dinner and table side conversation. Other community events have provided students opportunity to explore career options at Aviation Day, Ag Summit, Hospitality Week, Summer Camps, Sustainable Clean Technology event, and Made in VC. Morse also highlighted the success of the Career Education Centers that are hosted by VCOE using ASPIRE curriculum. Over 5800 students participate at 77 CEC programs serving 50 schools. CEC provided capstone projects for district CTE pathways, as well as providing internships for students in capstone courses. Committee members had thoughtful questions regarding business partnerships, pathways, and future funding. WDB Committee Chair Alex Rivera thanked Dr. Morse for the detailed presentation.

- Ventura County Community College District: *Workforce Services*

Dr. Alexandria Wright provided an update about the workforce programs offered through Ventura Community College District (Ventura, Oxnard and Moorpark campuses). Dr. Wright

reported that Strong Workforce funding from the State has enabled the three colleges to hire CTE coordinators. A new Mechatronics course (Engineering programs) is being offered at Ventura College in partnership with the Office of Naval Research. Dr. Wright highlighted several career focused certificates being offered including Computer Numerical Control (CNC) and the newest in Mechatronics. The district share lab space with VCOE/VC Innovates where K-12 uses the labs in the daytime, and college and adults use the labs at night. Of special note, the college district is beginning a free machinist readiness 100 hour course for no-credit at Ventura College. Lastly, Dr. Wright mentioned that continued funding is being explored through Strong Workforce grant applications including anew application for Medical Biotechnology. She emphasized the importance of continued partnerships with the Manufacturing Committee, WDB, and America's Job Center of California (AJCC).

- California Community Colleges: *Workforce Training – Manufacturing*

Michael Bastine, Deputy Sector Navigator for Manufacturing, from the California Community Colleges provided updates about new trends in the colleges to offer non-credit courses as a way provide a rapid placement into jobs, as well as an introductory tool to attract students into credit classes pursuing certificates and degrees. Mr. Bastine highlighted a 3 month program for Autistic students (Unusually Abled Academy) pursuing pathways into CNC careers. Mr. Bastine also mentioned that Strong Workforce Grants specific to courses in NIMS, Robotics and, Mechatronics may be available to Ventura County.

- Special Report: *Moorpark College Makerspace Internship Program*

Dr. Shannon Johnson, Moorpark College, provided an overview of the new paid internship program as part of the California Community College Maker Initiative. The Makerspace Internship Program at the college is structured to provide students 20 hours per intern, opportunities to demonstrate their passion for making, designing, and doing. Moorpark College is able to subsidize the student wages and partners with the California Community College Foundation to serve at the employer of record covering liability and payroll matters. The Makerspace program seeks partnerships with businesses to provide hands-on and creative ways to engage students in entrepreneurship, economic growth, and job creation. Dr. Johnson may be contacted at sjohnson1@vcccd.edu or (805)553-4845. WDB Committee Chair Alex Rivera thanks Shannon for her presentation and exciting new program that will benefit manufacturing.

WIOA WORKFORCE DEVELOPMENT PLANNING

- Joint Meeting WDB Regional Sector Committees November 16, 2017
“Skills Attainment for Upward Mobility & Aligned Services for Shared Prosperity

Committee members reviewed the report from the November 16, 2017 Joint Meeting of the WDB Regional Sector Committees, *“Skills Attainment for Upward Mobility & Aligned Services for Shared Prosperity.”* Members agreed that the lengthy report required more review than time allowed at today's meeting. Members directed WDB staff to conduct an online survey to collect rankings from members of the report findings and to allow members an opportunity to discuss the report and rankings at the next committee meeting.

COMMITTEE MEMBER COMMENTS

- Patrick Newburn gave an overview about businesses that were impacted by the December 4, 2017 Thomas Fire. Those affected are being served by various county agencies including

outreach and services conducted by the Economic Development Collaborative - Ventura County.

- Bill Pratt talked about the need for outreach to engage and advocate with more manufacturing businesses. Members discussed due to limited funding, the committee will need to discuss creative methods to achieve a broad business advocacy strategy. Marilyn Jansen also suggested the outreach strategy include advocacy with organized labor.
- Mary Ann Rooney announced an opportunity for businesses to provide job shadowing in manufacturing with 30 students available from the Oxnard Union High School District.
- Tracy DiFilippis from the Goodwill invited members to attend a one day conference March 22, 2018 at Goodwill Los Angeles about CNC and Industrial Mechanics occupations.

The next Manufacturing Committee meeting is scheduled for April 19, 2018, from 8:00 a.m. to 9:30 a.m., at the United Food and Commercial Workers, Local 770 building, 816 Camarillo Springs Road, Camarillo.

If you have questions or need more information, please call me at (805) 579-5188, or contact Patrick Newburn at (805) 477-5306, email: patrick.newburn@ventura.org.



WORKFORCE DEVELOPMENT BOARD

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TO: WORKFORCE DEVELOPMENT BOARD

FROM: PATTY SCHULZ, CHAIR
MEMBERSHIP COMMITTEE

DATE: APRIL 26, 2018

SUBJECT: MEMBERSHIP COMMITTEE REPORT

The next Membership Committee meeting is scheduled for May 1, 2018, from 8:30 a.m. to 10:00 a.m., at the Human Services Agency 855 Partridge Dr., Juniper Room, Ventura. The report for that meeting will be available at the Executive Committee meeting May 10, 2018.

If you have questions or need more information, please call me at (805) 650-8611, or contact Patrick Newburn at (805) 477-5306, email patrick.newburn@ventura.org.



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TO: WORKFORCE DEVELOPMENT BOARD

**FROM: BRIAN GABLER, CHAIR
OUTREACH COMMITTEE**

DATE: APRIL 26, 2018

SUBJECT: OUTREACH COMMITTEE REPORT

The WDB Outreach Committee met March 21, 2018. Attending the meeting were Committee members Brian Gabler (Chair), and Bruce Stenslie; WDB staff Talia Barrera; and guests Nancy Ambriz (Human Services Agency Adult and Family Services) and Heidi Hayes (theAgency). The following is a brief summary of Workforce Development Board of Ventura County (WDB) outreach activities from November January 2018 to March 2018.

EMPLOYER OUTREACH

- **Workforce Wednesday**
 - **January 31** – Economic Vitality Strategic Plan: Melissa Livingston and Paul Stamper – Confirmed. Discussion guide attached.
 - **February 28** – Thomas Fire Recovery Resources for Businesses – Bruce Stenslie and Lisa Champagne Minyard. Discussion guide attached.
 - **March 28** – Millennials: How can/should employers adapt their work environment to recruit highly qualified millennials? Greg Van Ness and Sean Bhardwaj – Discussion guide DRAFT attached.
 - **April 25** –Port of Hueneme World Trade Week and MAST Open House: Kristin Decas and Dona Toteva Lacayo. Discussion guide in development.
 - **May & June 2018 Topics Under Consideration:**
 1. Maximizing Mentoring Opportunities – The “Unretirement” Trend. Victoria Jump + Older Worker in transition?
 2. Recommendations?
- **February 2018 Workforce Update Eblast**
 - February 6 – WDB Cohorts: 693 Sent/26% Open Rate/8% CTR
 - February 6 – Biz List: 5,506 Sent/4% Open Rate/3% CTR
- **April 2018 Issue “Workforce Update” Potential Topics**
 - Workforce Wednesday – March 28
 - “Millennials”
 - Partner Focus – Thomas Fire Recovery Update
 - WDB Dislocated Worker Grant
 - Success Story Feature

- **Thomas Fire Recovery Resources Outreach**
 - Dedicated additional radio buy on: (See attached updated integrated plan.)
 - KCLU - English
 - KXLM & KLJR – Spanish ○ English & Spanish radio Spots (2) ○ Online Banners (3)
- **Ventura County Grows Business Website – July to March 13, 2018** ○ 2,353 Unique Visitors
 - 46% increase year-over-year
 - 3,357 Sessions
 - 49% increase year-over year
 - 8,996 Pageviews
 - **28% increase year-over-year** ○ Mobile Users
 - **Increased from 5% to 33% of users.** ○ **New Pages/Content Added – See attached.**
 - Thomas Fire Recovery Resources
- **RPI Grant: Regional Business Outreach & Engagement**
 - Targeted outreach to the region’s high demand sectors
 - Regional outreach of training resources to businesses
 - Emphasis on “Workplace Learning” opportunities when possible
 - Cross-promote to youth VCJWF “training” opportunities ○ Expand use of Ventura County Grows Business website and social media assets ○ Media Plan & Creative Development of additional assets, where needed, in development
 - Planned Paid Media Implementation: May to June 2018
- **VCGB Facebook - January 1 to February 28, 2017**
 - As of March 14, 2018 – Likes/Fans, 3,232 (January 1st 3,067) ○ **20.7% Increase** (July 1 – 2,678)
 - Posts: 62 total posts since January 1 (approx. 31 per month or 6-7 per week)
 - Total Reach: 54,912 – Average 6,864/week
 - Paid Post Reach: 2,896 most for a single day (1/16/18)
 - Organic Post Reach: 572 most for a single day (1/7/18)

YOUTH OUTREACH

- **Paid Media Outreach**
 - 1/15/18 to 3/18/18. See attached plan updated for impressions due to campaign optimization for engagement on Pandora. Final impressions report to come after conclusion of program.
- **VC Jobs With a Future Website – July to March 14, 2018**
 - 4,100 Unique Visitors – Note: 72% of traffic during campaign period starting 1/15/18.
 - 132% increase year-over-year
 - 5,129 Sessions
 - 125% increase year-over-year
 - 11,695 Pageviews

- 136% increase year-over-year
 - Mobile Users
 - Increased from 8% to 67% of users
 - 2:05 Minutes per session
 - 22% Increase year-over-year
- **VC Jobs With a Future Website – July to March 14, 2018:**
 - Continued**
 - Conversion Rate: Defined as visiting 2 or 3 pages
 - 9.34% of total sessions
 - **New Page Development**
 - Designing “Link to Us” page/link so anyone visiting the page can add a backlink to their site as an additional resource.
- **VC Jobs with a Future – Twitter: January 1 to February 28, 2018**
 - As of March 14, 2017 – 1,013 followers
 - **33.3% increase (760 as of June 30, 2017)**
 - 114 Total Tweets since January 1 (59 days)
 - 1,379 Profile Visits (875 Nov/Dec)
 - 99,600 Impressions (89,200 Nov/Dec)
 - 1,688 Impressions per day average (1,500/day Nov/Dec)

JOB SEEKER OUTREACH

- **AJCC Collateral** - Develop new and update existing AJCC one-sheets and pamphlets to address “America’s” and applicable content updates including:
 - **New One Sheets (3-4 Versions)** –
 - Proposed layout to client for template approval on 10/2/17
 - Advised feedback would be available on 11/20/17. Pending.
 - **Update Existing Pamphlets (3 Versions)**
 - Revised layouts/design/content updates to WDB staff for review on 11/10/17. See attached drafts for: OJT, Job Seekers, Employer Services. Pending.
 - **Update Existing Tent Card (1)**
 - Will be completed when pamphlet feedback/approval is received. Pending.
- **Career Shops**
 - Workshops - sent April workshop information on March 12.
 - Workshops – sent March workshop listings out on February 6.
 - Workshops – sent February workshop listings out on January 9.
- **Clips:**
 - Moorpark Patch - April Simi Valley CalJOBS listing
 - 805Calendar.com - April Simi Valley CalJOBS listing
 - KCLU - April Simi Valley CalJOBS listing
 - KCLU – running March workshop listing.
 - 805Calendar.com – ran February 27 Simi Valley workshop listing
 - CitizensJournal.com – running March workshops listing
 - KDAR – running March workshop info
 - Moorpark Patch – posted Simi workshop listing
 - VC Star – ran March workshops release February 20

- KCLU – running February 2 workshop info
- 805Calendar.com – ran January 30 Simi Valley workshop listing
- KDAR – running February workshop info
- Moorpark Patch – posted Simi workshop listing

EMPLOYER OUTREACH

- **KCLU Sponsorship**
 - Provided new PSA and online banners for Thomas Fire Recovery starting February 19th.
- **Op-Eds**
 - **Youth Pathways to Employment pitch** – Pitched article to VCStar in early January to set up interviews with Erin Antrim of BGC and Kim Whitaker of PathPoint as well as with youth who have successfully completed their programs. Article to support relaunch of VC Jobs With A Future website. Re-pitched to VCStar and PCBT in late January and February with no response. Conclusion: no media interest at this time in the topic.
- **Clean Green Employer Awareness Videos**
 - **Voiceover development support and review** –Waiting on completion of videos to promote on the WDB, VCGB websites and via social media.
- **Workforce Ventura County Website**
 - **Google Analytics Stats July 1 to March 14, 2018**
 - Audience Overview – 7,544 Sessions/5,278 Unique Users
 - 18% Increase in unique users year-over-year
 - Visitors by Location

City	Acquisition			Behavior		
	Users	New Users	Sessions	Bounce Rate	Pages / Session	Avg. Session Duration
	4,390 % of Total: 83.18% (5,278)	4,274 % of Total: 82.49% (5,181)	6,507 % of Total: 86.25% (7,544)	48.42% Avg for View: 51.83% (-6.57%)	2.47 Avg for View: 2.40 (3.28%)	00:02:14 Avg for View: 00:02:04 (8.21%)
1. Ventura	999 (22.02%)	939 (21.97%)	1,742 (26.77%)	44.26%	2.80	00:03:13
2. Los Angeles	778 (17.15%)	711 (16.64%)	955 (14.68%)	57.91%	2.06	00:01:20
3. Oxnard	690 (15.21%)	654 (15.30%)	937 (14.40%)	49.84%	2.29	00:01:49
4. Thousand Oaks	359 (7.91%)	345 (7.87%)	492 (7.56%)	46.95%	2.41	00:01:39
5. Simi Valley	324 (7.14%)	315 (7.37%)	437 (6.72%)	44.85%	2.36	00:01:31
6. Camarillo	271 (5.97%)	252 (5.90%)	552 (8.48%)	48.19%	2.54	00:02:53
7. Sacramento	101 (2.23%)	97 (2.27%)	141 (2.17%)	42.55%	2.49	00:01:52
8. Santa Paula	94 (2.07%)	89 (2.08%)	126 (1.94%)	49.21%	2.46	00:02:27
9. Moorpark	79 (1.74%)	74 (1.73%)	109 (1.68%)	44.04%	2.66	00:02:06
10. Santa Barbara	74 (1.63%)	69 (1.61%)	104 (1.60%)	45.19%	2.70	00:04:15

- **Job Outlook Eblast:**
 - **January 19 (December 2017 Report)** – WDB Cohorts: 647/24.5% open rate/2.3% CTR
 - **January 19 (December 2017 Report)** - Biz List: 5,532/6% open rate/2% CTR
- **Job Outlook Most Recent Stats:** The following highlights local, state and national data in terms of NOT seasonally adjusted rates for **December 2017**:
 - **Ventura County remained unchanged** from 3.8% in November 2017 to 3.8% in December 2017 (December 2016 = 4.8%)
 - **California increased .2%** from 4.0% in November 2017 to 4.2% in December 2017 (December 2016 = 5.0%)
 - **U.S. was unchanged** from 3.9% in November 2017 to 3.9% in December 2017 (December 2016 = 4.5%)

The next meeting of the WDB Outreach Committee is scheduled for May 16, 2018, from 9:00 a.m. to 10:30 a.m., at the Ventura County Community Foundation Nonprofit Center, 4001 Mission Oaks Blvd., Camarillo.

If you have questions or need more information, please call me at (805) 583-6701, or contact Talia Barrera at (805) 477-5341, email Talia.Barrera@ventura.org.



WORKFORCE DEVELOPMENT BOARD

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TO: WORKFORCE DEVELOPMENT BOARD

**FROM: TONY SKINNER, CHAIR
PROGRAMS COMMITTEE**

DATE: APRIL 26, 2018

SUBJECT: PROGRAMS COMMITTEE REPORT

The Programs Committee met on February 7, 2018. In attendance were Committee members: Tony Skinner (Chair)*, Jerry Beckerman, Connie Chan*, Linda Fisher-Helton, Kathy Harner*, and Mary Navarro-Aldana [*= WDB Members.] WDB Staff in attendance was: Patrick Newburn. Guests in attendance were: Mariana Cazares and Omar Zapata (Boys and Girls Club of Greater Oxnard and Port Hueneme), Rebecca Evans and Christy Norton (Adult & Family Services, Human Services Agency, WIOA Programs), and Sheri Long (Vista Real Charter High School). The following summarizes topics discussed at the meeting:

PRESENTATION

Christy Norton, WIOA Program Coordinator – Business Services gave a presentation about WIOA Adult and Dislocated Worker Career Services, and Rapid Response services. Ms Norton provided an overview of the wide variety of employment services offered at the America's Job Center of California in Oxnard and Simi Valley California. Some of the topics covered included Labor Market Information, emphasis on Customer Choice is selecting services, online job matching tools available for job seekers (including CalJOBS software), Veteran Preference, and WIOA eligibility orientations. Christy Norton explained that the AJCC was a system of 20 partners providing services and referrals, more than just a brick and mortar location. Ms Norton provided members with a large packet of brochures and information about available services. Members asked several questions about the volume of people seeking services, WIOA eligibility, and individuals with barriers to employment. WDB Committee Chair Tony Skinner thanked Ms. Norton for her many years of service in employment services and for a robust presentation.

WIOA IMPLEMENTATION

Patrick Newburn provided the committee with an update regarding the January EDD monitoring of Youth Career Service Programs. This was the first EDD monitoring of Youth Career Services in a few years. The EDD representative conducted case reviews of 30 random client files selected from both PathPoint, Inc. and the Boys & Girls Clubs of Greater Oxnard and Port Hueneme (BGCOP). The detailed comments, observations, and findings (if any) following the monitor's weeklong review will be mailed to the WDB and ultimately shared with the committee in coming weeks. The monitor conducted an exit meeting with WDB and WIOA managers and shared suggestions for continuous improvement in several WIOA process and program services.

WIOA PROGRAM PROVIDERS ENROLLMENTS REPORT

Patrick Newburn presented the committee with a Second Quarter Report of enrollments and Expenses for all enrolled WIOA clients including Adults, Dislocated Workers, STEPS2Work and Bridges2Work (Justice Involved clients), as well as Youth Service Providers (PathPoint, Inc. and BGCOP). The committee was informed that the State reporting mechanism (CalJOBS) remains unable to produce reports for the four WIOA Performance measures following client's exit from WIOA services. The State has been working of the software programming issues and expect this issue to be resolved sometime in 2018. Meanwhile Committee members expressed the need to review outcomes of the Youth contracted service providers in order to provide oversight and recommendations to the WDB. Member comments were noted and WDB staff will work to deliver more detailed reports at the next committee meeting.

AJCC CERTIFICATION – HALLMARKS OF EXCELLENCE

Patrick Newburn provided committee members electronic files prior to the meeting for the upcoming Hallmarks of Excellence April evaluation. Those files over 30 pages, are details about the Hallmarks Matrix and require advance review prior to the April evaluation. At the meeting, members reviewed additional overview of responsibilities, the matrix of eight topics for evaluation, and the ranking criteria. The responsibility of the *Ad Hoc* Evaluations Committee (Program Committee) is to evaluate and make recommendations for continuous improvement and to share their report to the WDB so that the WDB may consider certifying the AJCC and submit its Hallmarks of Excellence certification and continuous improvement plan to the State by June 30, 2018.

CWA YOUTH CONFERENCE UPDATE

Linda Fisher-Helton attended the California Workforce Association (CWA) Youth Conference in Sacramento, as a guest of the WDB. Ms. Fisher-Helton spoke to committee members about her observations at the statewide gathering of youth career service providers. She commented how impressed she was with how Ventura WDB compares to the rest of the state workforce boards. Ms Fisher-Helton observed that our WDB has collaborations with programs and partners unlike other career service providers. In short, she said that we should be very proud of our programs, that the work we do sets the stage for the career path for our youth. WDB Committee Chair Tony Skinner thanked Ms. Linda Fisher-Helton for her worthwhile attendance and positive comments.

The next meeting of the Programs Committee is scheduled for April 17, 2018, from 2:30 p.m. to 4:30 p.m., at the AJCC Riverpark, 2901 N. Ventura Road, Oxnard. The report for that meeting will be available at the Executive Committee meeting May 10, 2018.

If you have questions or need more information, please call me at (805) 642-2149, or contact Patrick Newburn at (805) 477-5306, email patrick.newburn@ventura.org.



WORKFORCE DEVELOPMENT BOARD

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TO: WORKFORCE DEVELOPMENT BOARD

FROM: MELISSA LIVINGSTON
CHIEF DEPUTY DIRECTOR, HSA

DATE: APRIL 26, 2018

**SUBJECT: RECOMMENDATION TO APPROVE THE ADDITION OR DELETION OF PROVIDERS
AND/OR PROGRAMS (COURSES) FOR THE ELIGIBLE TRAINING PROVIDER LIST
(ETPL)**

RECOMMENDATION

Approve the addition/deletion of providers and/or vocational training programs/courses to the Eligible Training Provider List (ETPL), as listed on Attachment 1.

DISCUSSION

Local Development Areas are responsible for the approval of (1) local providers of vocational classroom training who wish to be, or to remain, on the Eligible Training Provider List (ETPL) and, (2) of their several programs/courses.

From time to time, it is necessary to delete courses that are no longer being offered or are duplicates, and to approve new providers and the courses that they wish to add to the list. Workforce Development Board approval is needed before these courses may be removed from, or added to, the list.

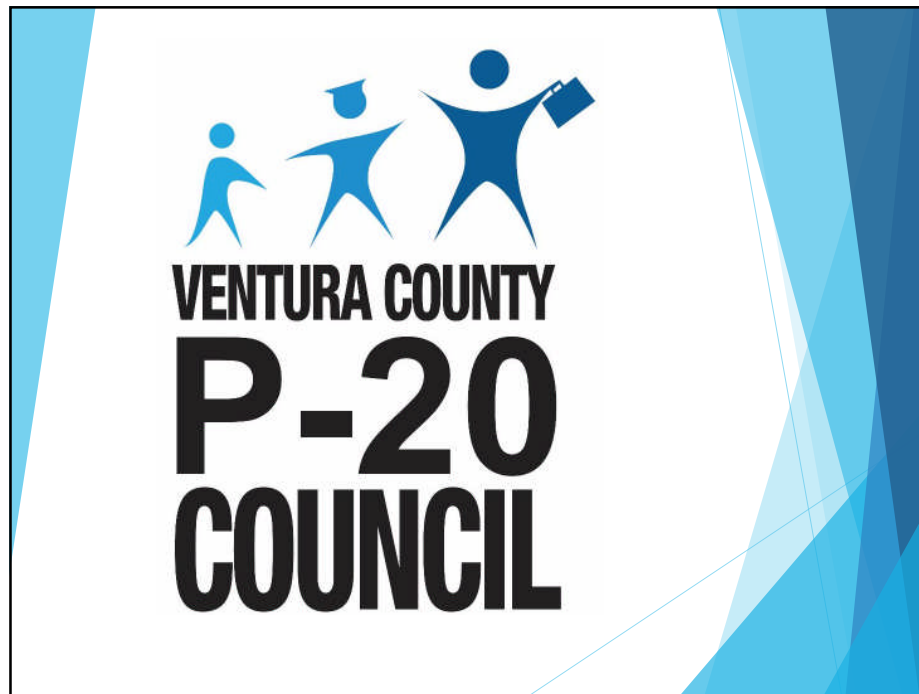
If you have questions or concerns, please contact Patricia Duffy at (805) 477-5306, email Patricia.duffy@ventura.org.

WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

APRIL 26, 2018

RECOMMENDED MODIFICATIONS TO THE ELIGIBLE TRAINING PROVIDER LIST (ETPL)

Provider Name	Program Name	Recommendation
Covered6	Physical Security Specialist	ADD



What is the P-20 Council?

A group of key decision makers from education, business, parent groups, government and community agencies who bring together partners throughout the region to promote the strengthening of educational and career pathways from pre-school (P) through college and post-secondary/career (20).



Core Council Members



Stan Mantooth, Chair
Ventura County Superintendent of Schools



Dr. Erika Beck
President, CSU Channel Islands



Henry Dubroff
Editor, Pacific Coast Business Times



Dr. Greg Gillespie
Chancellor, Ventura County Community College District



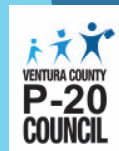
Eric Harrison
President & CEO, United Way of Ventura County



Jacqui Irwin
California State Assemblymember, 44th District



Captain Chris D. Janke
Commanding Officer, Naval Base Ventura County



Dr. Chris Kimball
President, California Lutheran University



Melissa Livingston
Chief Deputy Director, Ventura County Human Services



David Maron
Vice Chair, Ventura County Civic Alliance



Michael Powers
County Executive Officer for Ventura County



Petra Puls
Executive Director, First 5 Ventura County



Maria Steck
Treasurer, 12th District PTA

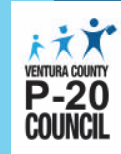


Bruce Stenslie
CEO, Economic Development Collaborative - Ventura County



History

- ▶ Co-founded as P-16 Council in 2006 by CSUCI's first president, Dr. Richard Rush and Dr. Charles Weis, County Superintendent of Schools
- ▶ Changed name to P-20 Council to encompass graduate school in 2015
- ▶ Facilitated nearly \$100 million in grants for local education since its inception



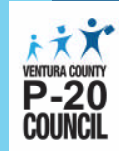
Mission Statement

The Ventura County P-20 Council serves as an engine to advance academic achievement and to eliminate performance gaps thereby promoting college completion, career preparation, and lifelong learning for Ventura County.



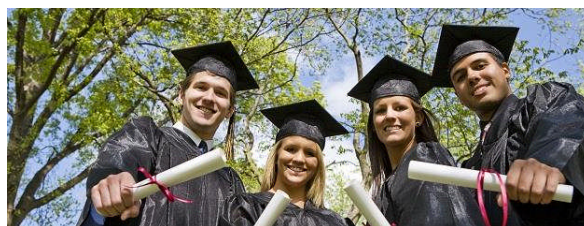
Initiatives: VC STEM

- ▶ Connects schools and businesses
- ▶ Provides STEM mentoring
- ▶ Helps schools enhance STEM programs



Initiatives: College Promise Programs

- ▶ Middle and high school students commit to prepare for college-level work
- ▶ Guaranteed enrollment to Oxnard College or CSUCI



Initiatives: Business Outreach

- ▶ Facilitate internships and company tours
- ▶ Support local workforce development and creation of career pathways



Our Vision

- ▶ Expand educational pathways that prepare students for careers in Ventura County
- ▶ Serve as a one-stop-shop for local businesses who want to engage with the education community
- ▶ Become a central clearinghouse for education information in Ventura County



Get Involved At:



www.vcp20.org

OUR MISSION



The Ventura County P-20 Council serves as an engine to advance academic achievement and to eliminate performance gaps, thereby promoting college completion, career preparation, and lifelong learning for Ventura County.

OUR VISION

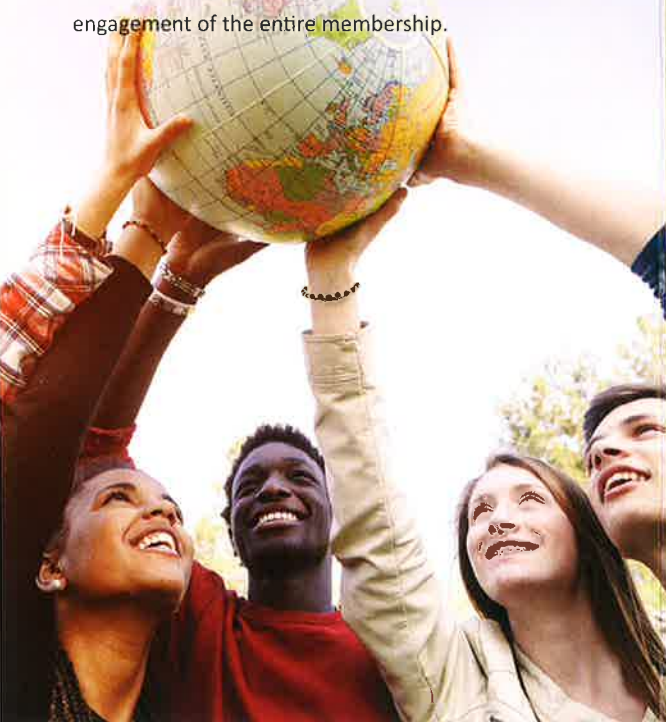


The Ventura County P-20 Council envisions a strong collaboration among educational, business and community organizations to create a culture that supports the knowledge and workforce needs of our region.

OUR VALUES



The Ventura County P-20 Council values the academic preparation and success of students in our region, including the need for business, community, and family involvement. In addition, the Council values collaboration and cooperation among partner organizations and the engagement of the entire membership.



VENTURA COUNTY P-20 COUNCIL

Phone: 805.437.3570

Email: info@vcp20.org

www.vcp20.org

VENTURA COUNTY P-20 COUNCIL

*Uniting the Community to Expand
Educational Opportunity and Build
a Sustainable Workforce*



WHAT IS THE P-20 COUNCIL?

The Ventura County P-20 Council unites key decision makers from education, business, government and community organizations to support the growth of educational and career pathways from pre-school (P) through college and post-secondary/career (20). Since our founding in 2006, we have facilitated tens of millions of dollars in grants

OUR GOALS

- Facilitate education and business connections throughout the county
- Raise awareness about the importance of a strong education pipeline from preschool through college
- Support the improvement of student tracking and data sharing
- Support parent engagement from preschool through higher education as an integral part of student success



SERVING STUDENTS

The Ventura County P-20 Council believes that ALL children can complete a college degree and/or attain a successful career. That's why we work to promote initiatives and programs that help students prepare academically and financially for a college education and a rewarding career.



EARLY CHILDHOOD EDUCATION

Eighty percent of a child's brain development happens in the first three years of life. That's why the P-20 Council collaborates with First 5 Ventura County and the Ventura County Office of Education to advocate for funding and expansion of high quality preschool programs.

STEM EDUCATION

The Ventura County STEM Network is a P-20 Council initiative that advances science, technology, engineering and math education. Through student mentoring and teacher support, VC STEM is making our region a nationally recognized leader in STEM education.

FINANCIAL AID SUPPORT

Navigating the process of applying for college financial aid is difficult for many students—especially those who are the first in their families to pursue a college degree. The P-20 Council facilitates workshops for parents and training for educators to remove this barrier to higher education.

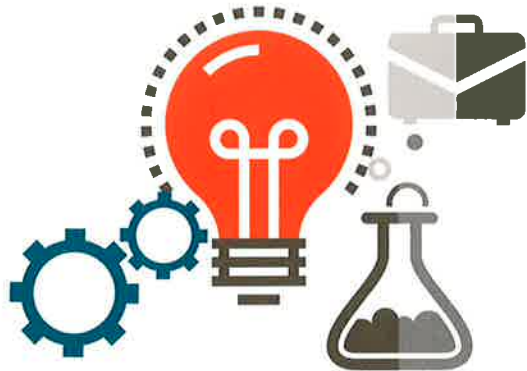
COLLEGE COMMITMENT PROGRAMS

The P-20 Council works to advance initiatives that get students to commit to attending college as early as elementary school. In return, programs like CSU Channel Island's STEMpact and Oxnard College's Promise Pathway offer guaranteed admission and academic support.



SUPPORTING BUSINESS

Building a skilled workforce that can meet the needs of our local business community is a primary mission of the Ventura County P-20 Council. From high-tech to hospitality, the P-20 Council works to align education pathways with the Ventura County careers of today and the future.



YOUR ONE-STOP-SHOP *Connecting Business with Education*

Figuring out how to best engage with the education community can be a challenge for businesses, and that's where the P-20 Council comes in.

We're here to serve as a starting point for all of your questions about education in Ventura County. Connect with us to:

- Find qualified interns
- Help craft pathways that will prepare students for careers in your industry
- Expose students to your business by providing guest speakers and mentors or hosting facility tours
- Provide job shadowing opportunities



GETTING INVOLVED

The best way to get started is by filling out the brief form online at: www.vcp20.org/join-us

Let us know what your company has to offer and how we can help build a workforce that's ready for the unique needs of your business and industry.



THE P-20 COUNCIL INCLUDES LEADERS FROM THESE ORGANIZATIONS:

- 12th District PTA
- California Lutheran University
- California State Assembly
- California State University Channel Islands
- Economic Development Collaborative - Ventura County
- First 5 Ventura County
- Naval Base Ventura County
- Pacific Coast Business Times
- United Way of Ventura County
- Ventura County Community College District
- Ventura County Executive Office
- Ventura County Human Services Agency
- Ventura County Office of Education
- Workforce Development Board of Ventura County



BUILDING A SKILLED WORKFORCE IN CARE COORDINATION

An Industry-Driven Regional Healthcare Training Partnership

WHAT IS CARE COORDINATION?

Care coordination is a rewarding and fast-growing career in the health care industry.

Care coordination is all about health care professionals working together to ensure that patients' health needs are being met and that the right care is being delivered in the right place, at the right time, and by the right person.



ROLES OF CARE COORDINATION



Health Care Team

Physicians and Nurses
Pharmacists
Health Practitioners
Specialists
Insurance Providers
Patient, Family and Caregivers



Care Coordination

Assess Patient Needs
Create Proactive Care Plan
Support Patient Goals
Align Resources with Patient Needs
Link to Community Resources
Monitor & Follow-Up
Communicate & Share Knowledge
Help with Transitions of Care



Patient

Improved Health Outcomes





REGIONAL COLLABORATION WORKFORCE DEVELOPMENT BOARDS



"Regional collaboration is the willingness to face challenges and the courage to break down traditional methods of doing business..."

*Yolanda Castro, Executive Director
SELACO WDB*



OBJECTIVES

- Develop industry-led training solutions
- Identify exemplary training programs and best practices
- Provide training linked to industry skill requirements

“tackle big issues...create space to take risks....turn the tide on income mobility”

California WDB



AltaMed

Avanti Hospitals

Beach Cities Health District

Beverly Oncology

California Hospital Association

Camarillo Healthcare Center

Cedars Sinai Medical Center

Centinela Hospital Medical Center

Central Neighborhood Foundation

Citrus Valley Health Partners

Community Clinics Association of Los Angeles County

Community Health Alliance of Pasadena (ChapCare)

Hospital Association of Southern California

Huntington Hospital

JWCH Institute

Kaiser Permanente

LA Care

Los Angeles Area Chamber of Commerce

Memorial Hospital of Gardena

Methodist Hospital of Southern California

Pacific Clinics

Paladin Healthcare

Providence St. Joseph Medical Center

San Gabriel Valley Economic Partnership

Santa Paula Hospital

The Children's Clinic

T.H.E. Clinic

UCLA Health

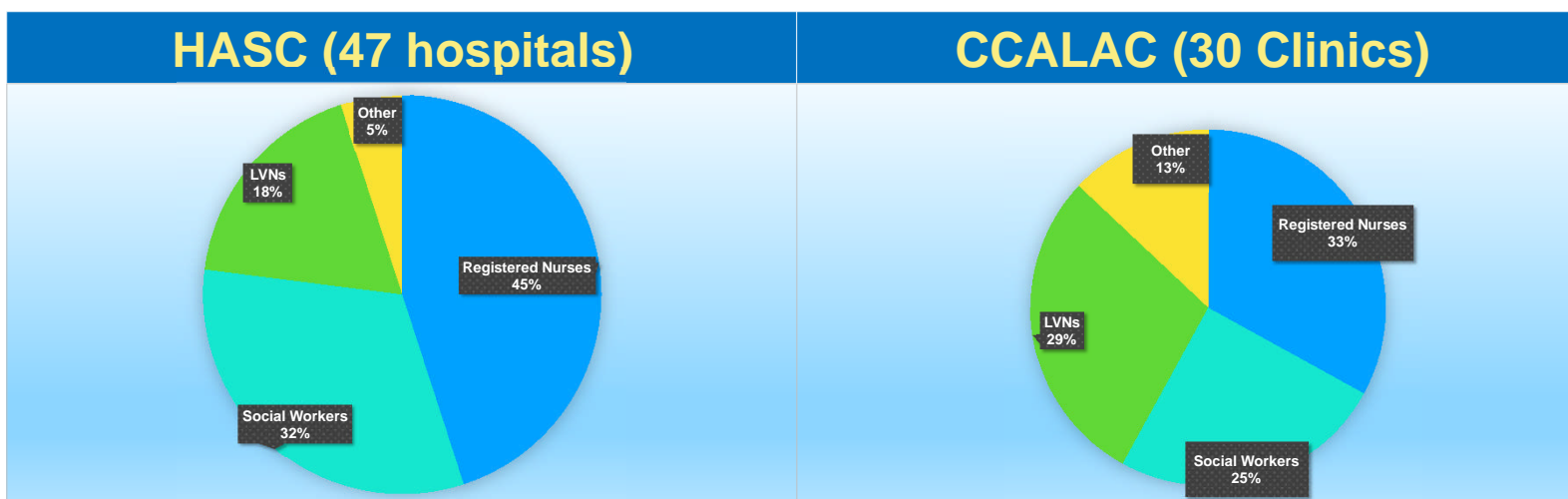
Universal Community Health Center

Venice Family Clinic

Ventura County Medical Center

INDUSTRY SURVEY

WHO IS ASSIGNED CARE COORDINATION DUTIES?



1. Registered Nurses
2. Social Workers
3. Licensed Vocational Nurses
4. Other: Medical Assistants, Certified Nurse Assistants, Home Health Aides

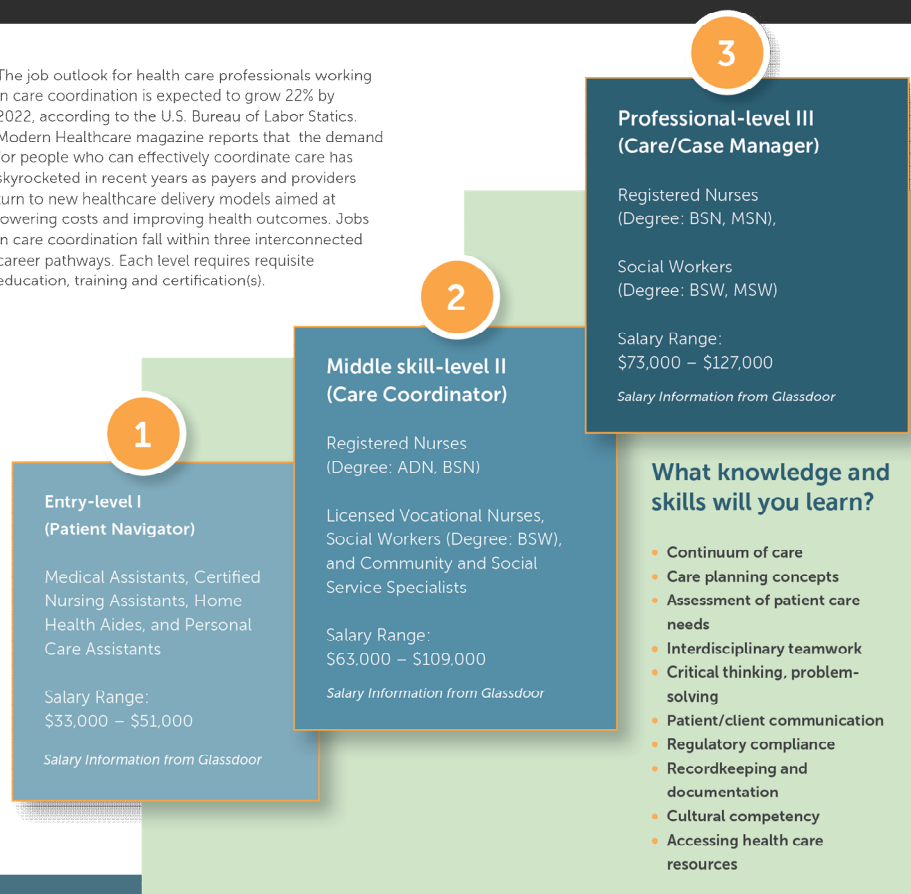
DACUM JOB ANALYSIS

WHAT SKILLS ARE IN DEMAND?



IN DEMAND CAREER PATHWAY JOBS

The job outlook for health care professionals working in care coordination is expected to grow 22% by 2022, according to the U.S. Bureau of Labor Statics. Modern Healthcare magazine reports that the demand for people who can effectively coordinate care has skyrocketed in recent years as payers and providers turn to new healthcare delivery models aimed at lowering costs and improving health outcomes. Jobs in care coordination fall within three interconnected career pathways. Each level requires requisite education, training and certification(s).



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Modern Healthcare magazine reports that the demand for people who can effectively coordinate care has skyrocketed in recent years as payers and providers turn to new healthcare delivery models aimed at lowering costs and improving health outcomes.



TRAINING AT EVERY LEVEL OF THE CAREER PATHWAY



Entry-Level I Patient Navigator Classroom Training

132 Underemployed & Unemployed Job Seekers Trained - Cost: \$1,525 / \$201,300

Certified Medical Assistants, Certified Nurse Assistants, Home Health Aides

Training Providers

Downey Adult School

East San Gabriel Valley ROP

El Camino College

Glendale College

Ventura Community College District



Middle-Skill Level II Care Coordinator Online Training

61 Incumbent Workers Trained - Cost: \$2,041 / \$124,525

Registered Nurses and Social Workers

Training Provider

California State University (CSU) Institute for Palliative Care
Care Excellence Foundational Series
Care Excellence Advanced Series



Middle-Skill Level II Care Coordinator Classroom Training

- Developed by: Hospital Association of Southern California and Training Consultant, Loma Linda University Medical
- For: Registered Nurses and Social Workers

Professional-Level III Care Management Onsite Training

- Developed by: CSU Institute for Palliative Care
- For: Experienced Registered Nurses and Social Workers



SUSTAINABLE OUTCOMES

- Developed an industry-led engagement strategy than can be replicated with any sector.
- Trained nearly 200 new and incumbent workers in the care coordination skills demanded by industry.
- Created new curricula and career pathway training programs that are available statewide to adult schools, community colleges and the CSU system.
- Resources available at c3skillsalliance@selaco.com



Building the C3 Skills Alliance

An Industry-Driven Regional Healthcare Training Partnership



C³SKILLSALLIANCE
Collaborative for Care Coordination

Over the last decade, the California Workforce Development Board (CWDB), which advises the Governor on the use of millions of dollars in federal workforce development funding, has increasingly focused its efforts on solving challenges that limit economic opportunities for both businesses and workers. Its SlingShot initiative, launched in 2014, tasked leaders from industry, workforce development, and education, along with other stakeholders, with developing regional approaches to stimulate economic growth, create employment opportunities and build talent. While SlingShot required regional stakeholders to take on big issues, it also provided ample space to take risks and test new strategies.

In Los Angeles and Ventura Counties, seven local workforce development boards (WDBs) agreed to tackle skills in care coordination needed within the healthcare industry.

IT ALL STARTED BY LISTENING TO BUSINESS:

Concurrent with the state's initiatives to coalesce regional efforts around significant workforce challenges, discussions among business, workforce and education professionals about emerging training and hiring needs were taking place as part of the Healthcare Industry Partnership formed by the South Bay Workforce Investment Board (SBWIB). Industry representatives expressed an urgent need for skilled healthcare workers with care coordination and case management skills at facilities providing acute care, community clinics, outpatient facilities and with public health organizations. The CEO of Centinela Hospital, Linda Bradley, quickly emerged as an industry champion on working to better address the need for these skills. Following the decision of the local WDBs to adopt this workforce challenge as a regional priority, leadership from the Hospital Association of Southern California (HASC), which represents 170 hospitals and medical centers, and the Community Clinic Association of Los Angeles County (CCALAC), with 59 members organizations, brought additional industry support to the region's coordinated efforts to develop strategies and identify training resources for improving care coordination skills.

"SlingShot provides a public-private partnership where we can move something forward on a faster timeline than we might have done otherwise"

LINDA BRADLEY, CEO OF CENTINELA HOSPITAL

BUILDING A BROAD BASE OF STAKEHOLDER SUPPORT:

To fulfill the objectives of the SlingShot grant and to put into place the resources required to address workforce needs identified by healthcare employers, the Southeast Los Angeles County Workforce Development Board (SELACO WDB), which agreed to manage the state grant, led the effort to organize a "coalition of the willing" into a structured "collaborative," capable of delivering results. Within a few months of developing an initial action plan, the stakeholders entered into a "compact" agreement defining their roles and commitments. The parties included hospitals, clinics and other healthcare organizations; public and private educational institutions; economic development; organized labor; and seven local WDBs operating in Los Angeles and Ventura counties. To support the extensive work of the C3 Skills Alliance, the stakeholders agreed to participate on three functional teams (Industry, Education & Labor, and Investment) and a Leadership Team, that would oversee and guide collaboration. The Industry Team was principally focused on determining the skills, training and hiring needs of business, while the Education Team was responsible for mapping assets and developing training solutions. The Investment Team was charged, principally, with budget oversight. From September 2016 through April 2018, the teams have met frequently to share information, implement workplan activities and evaluate progress on project's goals.





“

“Regional collaboration is the willingness to face challenges and the courage to break down traditional methods of doing business even when the outcomes can’t be guaranteed. Success of the C3 Skills Alliance is attributed to the “willing,” who committed to a progressive change in how we do business to address a skills gap in the healthcare industry.”

YOLANDA CASTRO, EXECUTIVE DIRECTOR
SOUTHEAST LOS ANGELES WORKFORCE DEVELOPMENT BOARD

HEALTHCARE TEAM

Physicians and Nurses
Pharmacists
Health Practitioners
Specialists
Insurance Providers
Patient, Family and Caregivers



CARE COORDINATION

Assess Patient Needs
Create Proactive Care Plan
Support Patient Goals
Align Resources with Patient Needs
Link to Community Resources
Monitor & Follow-Up
Communicate & Share Knowledge
Help with Transitions of Care



PATIENT

Improved Health Outcomes



GAINING A BETTER UNDERSTANDING OF BUSINESS NEEDS:

To better quantify the extent of need for care coordination skills training, the Alliance worked closely with its healthcare association partners to survey their members on key issues. A total of 77 surveys were returned that indicated the following. The vast majority of the survey respondents employ care coordination/case management staff (1,004 employees at 54 businesses). Care coordination is largely conducted by Registered Nurses (RNs) and Social Workers, but nearly a quarter of those performing this function at responding businesses are LVNs, Certified Nursing Assistants (CNAs) and Medical Assistants (MAs). Respondents also indicated that there are significant gaps in care coordination skills among employees and job applicants, including: coordination (organizing, planning, correlating and facilitating), understanding treatment plans, familiarity with medical terminology and more. Survey results, combined with additional labor market analysis, revealed that care coordination skills are utilized by workers with various levels of education and responsibility and that efforts to identify and develop training solutions must correspond to these differences. C3 Skills Alliance stakeholders agreed to and adopted a career pathway profile for care coordination that identified three distinct skill tiers: entry-level, which encompasses patient navigation skills used by CNAs, MAs and others with similar skill sets; a technical level in which four-year degree RNs, Social Workers and Community Health Workers are grouped; and a professional level including Social Workers and RNs with advanced skills typically associated with attainment of a Master's Degree. The unique skill needs of workers at each level became consistent reference points throughout the Alliance's work in developing appropriate training strategies.

CONDUCTING A JOB AND SKILL ANALYSIS: Due to the still emerging nature of care coordination within healthcare delivery services and the lack of a common description for what skills and competencies are required for this work, the Alliance engaged its education partners to conduct an analysis. The community college's Deputy Sector Navigators responsible for Los Angeles and Ventura counties led a two-day discussion in which industry professionals that oversee care coordination provided information on skills associated with this work. Using a DACUM process, the panel identified general knowledge and skills required of successful workers, tools, equipment, supplies, and materials used, important worker behaviors essential for success, duties for which workers are responsible and tasks that they perform. The resulting Competency Profile became a critical resource for evaluating training.

DETERMINING THE AVAILABILITY OF TRAINING:

Based on the C3 Alliance partners' work in assessing the healthcare industry's needs for care coordination skills and

in determining the skills that should comprise curricula to meet these needs, the community college system's regional Center of Excellence (COE) was engaged to conduct a scan of courses, programs and curricula available throughout California. This work was supplemented by additional research conducted by Alliance consultants. The net result was a short list of online and classroom-based programs, some of which were at institutions outside the region. Ultimately, the scan revealed few courses that addressed industry-identified skills gaps that were available within the Los Angeles/Ventura region. It highlighted the fact that: online learning filled some gaps; new courses were needed at each of the three career-pathway levels; and the content of some existing courses should be enhanced. C3 Alliance leadership convened stakeholders from the Industry and Education Teams to review and vet identified courses/curricula using the DACUM Competency Profile as a guideline for determining suitability and strength for instruction in patient navigation, case management, care coordination and the management of these processes. The Leadership Team then evaluated recommendations resulting from this process and approved: a slate of existing care coordination courses, most of which are offered online; the development of a new entry-level patient navigation skills course through the enhancement of existing curricula; and development of a new technical-level course for the community college system and new professional-level curricula by the State University system.

PROMOTING TRAINING TO POTENTIAL STUDENTS AND BUSINESSES:

To ensure that job seekers, those working at all levels in occupations that use care coordination skills, and healthcare organizations were all aware of training programs identified and developed and which could be funded, in whole or part, through the state grant, Full Capacity Marketing, Inc was procured and several communications strategies were implemented. Perhaps the most important such strategy was the adoption of the C3 Skills Alliance moniker, as this enabled stakeholders to promote their work through messages that communicated a connection to "skills" and "care coordination." Using various messaging templates and informational materials, structured webinars with healthcare organizations, presentations to students and orientations to job seekers were all delivered effectively. The initial impact of the Alliance's communications and outreach efforts was to achieve planned enrollments for new and incumbent workers.

IMPLEMENTING TRAINING AT EVERY LEVEL:

The Alliance's early work in gathering industry data about how care coordination skills are deployed by various types of workers was critical in understanding training needed at the three distinct levels: entry, technical and professional. Recognizing that resources varied for individuals at each tier, the stakeholders took unique approaches to address



“

“The collaborative relationship between all of us [as educators] has focused on facilitating the development of a career pathway curriculum for new workers to enter and move forward in the industry.”

BLANCA ROCHIN, PRINCIPAL
DOWNEY ADULT SCHOOL

the needs of each level of learner. For entry-level learners, existing curricula was re-tooled and implemented by providers representing adult education and a Regional Occupational Program (ROP). The course is also being offered by various community colleges. At the technical level, the leadership team, with recommendations from education, approved a slate of online coursework. HASC has played a leadership role with industry and education partners to facilitate development of a technical-level course that will be ready for delivery at community college campuses in the fall of 2018. For those at the professional level, the California State University's (CSU) Institute for Palliative Care is developing curriculum that focuses on care management for those overseeing the work of care coordination teams. The cohort-based training course will be available through CSU Care Excellence in 2019.

BUILDING ON THE INVESTMENT: Investments supporting the activities and achievements of the C3 Skills Alliance far exceed the \$1 million SlingShot grant. The efforts and resources of industry and education partners reflect significant contributions of time, research, data analysis and other intelligence that serve as leverage to the CWDB's investment. The full range of investments made will continue to provide value to the industry and workers long after the conclusion of grant activities. The identification, enhancement and development of coursework will continue to meet the needs of new entrants into careers that rely on care coordination skills, along with those of incumbent workers looking to increase their skills, competitiveness and earning power. Healthcare providers will continue to enjoy the availability of workers whose skills make them more effective and more efficient in managing patient care. The ultimate beneficiaries are patients who will live healthier and more productive lives.

The stakeholders that worked to build the Alliance have also made it possible to both expand the current initiative and to replicate it through a variety of efforts. The healthcare industry, which employs individuals at all skill levels across myriad occupations, has identified additional areas, many of which are in nursing, where better skills and more training are needed. These include skills for those working in critical care, emergency, perioperative, neonatal and other specialty areas. HASC is continuing to work with regional stakeholders to address these needs through a Regional Planning Implementation grant funded by the CWDB. In addition, resources for care coordination are growing through ongoing efforts of the C3 partners. The process used by the C3 Alliance provides a blueprint for regions looking to transform industry need into a well planned strategic response. It serves as a model for regional sector engagement and development of career pathways that are precisely aligned to industry needs.



Care coordination is largely conducted by Registered Nurses (RNs) and Social Workers, but nearly a quarter of those performing this function at responding businesses are LVNs, Certified Nursing Assistants (CNAs) Medical Assistants (MAs).



Survey results, combined with additional labor market analysis, revealed that care coordination skills are utilized by workers with various levels of education and responsibility and that efforts to identify and develop training solutions must correspond to these differences.



There are significant gaps in care coordination skills among employees and job applicants, including: coordination (organizing, planning, correlating and facilitating), understanding treatment plans, familiarity with medical terminology and more.

WHO PROVIDES CARE COORDINATION?

HOSPITALS

45%
REGISTERED NURSES



23%
LVNs, CNAs, MAs

32%
SOCIAL WORKERS

CLINICS

33%
REGISTERED NURSES



42%
LVNs, CNAs, MAs

25%
SOCIAL WORKERS



“

“SlingShot provides a public-private partnership where we can move something forward on a faster timeline than we might have done otherwise”

LINDA BRADLEY, CEO
CENTINELA HOSPITAL

A photograph of three healthcare professionals, two women and one man, smiling warmly. They are wearing blue scrubs. The woman in the foreground on the right is wearing a surgical mask pulled down under her chin. The background is a soft-focus clinical setting.

“

“Before this course, I assumed empathy and compassion were not things that could be taught, but the facts proved otherwise. I now feel confident in providing patients credible resources that may alleviate financial stress, educational materials pertaining to their medical conditions and information on organizations dedicated to making patients feel more at ease. My eyes were opened to the important need for patient care coordination.”

REBECCA MARTINEZ, STUDENT
DOWNEY ADULT SCHOOL

OUTCOMES

Created new curricula and career pathway training programs that are available statewide to adult schools, community colleges and the CSU system.

Trained nearly 200 new and incumbent workers in the care coordination skills demanded by industry.

Implemented an industry-led engagement strategy that can be replicated with any sector.



C³SKILLSALLIANCE
Collaborative for Care Coordination



For more information on
the C3 Skills Alliance contact:
c3skillsalliance@selaco.com

YOUTH EMPOWERMENT PROGRAM




04/26/2018



BOYS & GIRLS CLUBS
OF GREATER OXNARD AND
PORT HUENEME

WHO WE ARE...



BOYS & GIRLS CLUBS
OF GREATER OXNARD AND
PORT HUENEME

The Boys & Girls Clubs of Greater Oxnard and Port Hueneme help youth reach their fullest potential through a positive environment, lifelong learning, and quality programs dedicated to the arts, education, character and leadership development, health and recreation.

04/26/2018

Youth Empowerment Program

- YEP is a federally funded program through the Department of Labor.
- We received this grant in 2004
- The purpose of this program is to provide comprehensive youth Workforce Innovation and Opportunity Act (WIOA) services to out-of-school youth in Ventura County between the ages of 16-24, to those living in Oxnard and Port Hueneme.

04/26/2018

Who is eligible?

- Youth, age 16-24, who is not attending school and meets at least one of the following criteria:
 - School dropout
 - Within compulsory school age, but has not attended for at least the most recent school year calendar quarter
 - Recipient of a secondary school diploma or its recognized equivalent who is low-income **and**
 - Basic skills deficient **or**
 - English language learner
 - Subject to the juvenile justice system
 - Homeless, a runaway, in foster care or aged out of foster care, or in an out-of-home placement
 - Pregnant or parenting
 - Disabled
 - Low-income and requires additional assistance to enter or complete an educational program or secure employment

04/26/2018

YEP Goals

- Assistance youth obtaining High School Diploma, G.E.D. or HISET?
- Assistance youth obtaining employment and or education and retaining?
- Assistance youth enrolling into Vocational Training or College?



04/26/2018

WHAT WE DO...

- Participants receive 40 hours of Job Ready instruction that teaches them resume writing, mock interviewing, job searching etc.
- Set an individualized plan which will guide the students to attain their goals of employment or education
- Each youth has an Academic and Career Advisor assigned to assist in providing wrap around services during active and follow up phase

04/26/2018

Support Services and Events

- University fieldtrip
- Financial Aid workshop
- Conflict Resolution workshop
- Teen Dating Issues workshop
- Interview clothes purchase
- Job Searching
- Financial Literacy Workshop
- College and Career Fair
- Mock Interviews
- Team building hikes
- Networking Fieldtrips
- Bus Passes
- Work Tools
- Drivers License
- Mentor

04/26/2018

Subsidized Employment

- 125 hours of work experience @ \$11/hr
- Place the youth at worksites depending on their interests.
- They treat it as if its their job because potentially they can get hired on.



04/26/2018

Vocational Training

- Students interested in vocational training undergo an essay and interview process.
- Those selected receive funding to pay for their vocational course and materials.



04/26/2018

College and Career Center

- The College and Career Center offers many resources to promote higher education and assist our youth in attaining employment. Our College and Career Center consists of:
 - Computers so youth may research schools, careers, and current employment opportunities
 - Compilation of job applications from local employers and a job board
 - Job interviewing and job searching techniques
 - Information on financial aid and scholarships
 - Weekly Job Listing

04/26/2018

Special Thanks to our Partners

- Oxnard Adult Ed
- Oxnard Union HS District
- VACE
- Oxnard Police Dept.
- Ventura County Probation Agencies
- Coalition for Family Harmony
- Pacific Coast Trade School
- Center for Employment Training
- California Conservation Corp
- Tri Counties Building and Construction Trades Council
- Oxnard Manor Healthcare Center
- Ventura County Public Health
- Smart and Final Extra!
- Ventura Training Institute
- Vida Es Oro
- Vista Real Charter High School
- Ventura County Housing Authority
- PDAP of Ventura County
- Pacific Clinics TAY Tunnel
- A Little Piece of Heaven
- Adobe Animal Hospital
- Clinical Training Institute
- El Concilio
- Imperium Reiggn Empire
- Haas Automation, Inc.
- K.B Catering Services, LLC
- La Hermandad
- TJ Maxx & Marshalls, Inc.
- Party City
- Petco
- Ventura County Credit Union
- Ventura Adult Continuing Education
- Wellness Center

04/26/2018

Contact Information

Youth Empowerment Program Director

Harriet H. Samuelsson Branch

126 E. Seventh Street

Oxnard CA 93030

805-483-1118

04/26/2018



**BOYS & GIRLS CLUBS
OF GREATER OXNARD AND
PORT HUENEME**

H.H.S. Teen Center

126 E. Seventh Street, Oxnard, CA 93030

O: 805.483.1118 | W: BGCOP.org

YOUTH EMPOWERMENT PROGRAM

Do YOU Live in Oxnard or Port Hueneme?

Need Assistance Getting YOUR High School Diploma or G.E.D.?

Need Assistance Finding a Job?

Need Assistance in Enrolling in Vocational School or College?

**If YOU Answered YES to ANY of Those Questions...
Then The Youth Empowerment Program is for YOU!**

JOB ACCELERATED PROGRAM | EARN UP TO \$500

Learn Job Search Skills, Create a Resume, Interview Techniques, Obtain Employment, Enroll into Vocational Training or College, Obtain your High School Diploma or GED and much MORE!

REQUIREMENTS: Program is for Ages 18-24



GREAT FUTURES START HERE.

Programs sponsored by the Workforce Investment Network of Ventura County, an equal opportunity employer/program. TDD/TTY inquiries: call 1(800)735-2929.



Boys & Girls Clubs of Greater Oxnard and Port Hueneme
REFERRAL FORM

YOUTH
EMPOWERMENT
PROGRAM

CLIENT INFORMATION			
First Name		Last Name	
DOB	Age	City <input type="checkbox"/> Oxnard <input type="checkbox"/> Port Hueneme	
Primary Phone Number		Alternate Phone Number	
Email Address			
POSSIBLE BARRIER(S) (CHECK MORE THAN ONE IF NEEDED)			
<input type="checkbox"/> Pregnant/Parenting		<input type="checkbox"/> Foster Youth	
<input type="checkbox"/> History of Incarceration		<input type="checkbox"/> Runaway Youth	
<input type="checkbox"/> High School Dropout		<input type="checkbox"/> Gang Affiliation	
<input type="checkbox"/> Potential Dropout		<input type="checkbox"/> Basic Skills Deficient	
<input type="checkbox"/> Unemployed/Underemployed		<input type="checkbox"/> Disability/IEP	
<input type="checkbox"/> Homeless		<input type="checkbox"/> Substance Abuse	
REFERRING SOURCE			
Referral Date	Name & Title		
Phone Number	Agency		
COMMENTS			

126 E. Seventh Street, Oxnard, CA 93030
O: 805.483.1118 | F: 805.483.1108 | W: BGCOP.org

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JOINT REGIONAL SECTOR COMMITTEES' MEETING UPDATE



- ✓ **Manufacturing**
- ✓ **Healthcare**
- ✓ **Clean/Green**



1

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

Using the Joint Meeting WDB Regional Sector Committees' Outcomes (November 2017), the *Manufacturing Committee* ranked the top three obstacles in five categories:



1. What are top three or more current work-based learning activities being practiced in Manufacturing?
 - 1 **Incumbent Worker Training**
 - 2 **On the Job Training – America's Job Center/WIOA**
 - 3 **University Internships**
2. What is the ideal vision of work-based learning one year from now in Ventura County?
 - 1 **Anchor employers; employers are saying "Thank you!"**
 - 2 **Clear understanding of pathways**
 - 3 **Directory of all Work Based learning programs with business partnerships**
3. 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 **Partnerships between business and education are needed**
 - 2 **Employer engagement**
 - 3 **Sustaining Commitment of Employers**
4. 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 **Fractured leadership and direction (capacity/priorities)**
 - 3 **Funding stream**



2

WDB Manufacturing Committee Survey Continued....

Manufacturing Committee

5. What top three Leadership obstacles stand in the way of reaching the vision of a unified work-based learning strategy of Ventura County?
 - 1 Project Champions wanted (Strategic Oversight)
 - 2 Funds + Better coordination
 - 3 Actionable Plans needed
6. 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 Student knowledge of career options
 - 2 Perception of academic learning vs. work-based learning
 - 3 Education integrated with industry
7. What top three Youth obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
 - 1 Student career inspiration/ initiative lacking
 - 2 Transportation
 - 3 Supportive transit system not available
8. What are top three Next Steps for the WDB Manufacturing Committee?
 - 1 Actively network to bring business to table
 - 2 Pair with business to provide training
 - 3 Utilize programs that are available (once we find out)



3

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

Using the Joint Meeting WDB Regional Sector Committees' Outcomes (November 2017), the **Healthcare 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 Partnerships between business and education are needed
 - 2 Employer engagement
 - 3 Sustaining Commitment of Employers 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 Restrictive HR Policies
 - 3 Fractured leadership and direction (capacity/priorities) and WDB + Partners capacity (#3 had a tie)
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 Actionable plans needed
 - 2 Funds and better coordination
 - 3 Common means of communicating work being done



4

WDB Healthcare Committee Survey Continued....

Healthcare Committee

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 Education integrated with industry
- 2 Length of time to get training from idea to classroom and need to establish certification/portability (#2 had a tie)
- 3 Matching training vs. work schedule

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

Action plan:

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

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



5

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 Business Engagement 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



6

WDB Clean/Green Committee Survey Continued....

Clean/Green Committee

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**



JOINT REGIONAL SECTOR COMMITTEES' MEETING UPDATE



- ✓ **Manufacturing**
- ✓ **Healthcare**
- ✓ **Clean/Green**



1

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

Using the Joint Meeting WDB Regional Sector Committees' Outcomes (November 2017), the *Manufacturing Committee* ranked the top three obstacles in five categories:



1. What are top three or more current work-based learning activities being practiced in Manufacturing?
 - 1 **Incumbent Worker Training**
 - 2 **On the Job Training – America's Job Center/WIOA**
 - 3 **University Internships**
2. What is the ideal vision of work-based learning one year from now in Ventura County?
 - 1 **Anchor employers; employers are saying "Thank you!"**
 - 2 **Clear understanding of pathways**
 - 3 **Directory of all Work Based learning programs with business partnerships**
3. 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 **Partnerships between business and education are needed**
 - 2 **Employer engagement**
 - 3 **Sustaining Commitment of Employers**
4. 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 **Fractured leadership and direction (capacity/priorities)**
 - 3 **Funding stream**



2

WDB Manufacturing Committee Survey Continued....

Manufacturing Committee

5. What top three Leadership obstacles stand in the way of reaching the vision of a unified work-based learning strategy of Ventura County?
 - 1 Project Champions wanted (Strategic Oversight)
 - 2 Funds + Better coordination
 - 3 Actionable Plans needed
6. 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 Student knowledge of career options
 - 2 Perception of academic learning vs. work-based learning
 - 3 Education integrated with industry
7. What top three Youth obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
 - 1 Student career inspiration/ initiative lacking
 - 2 Transportation
 - 3 Supportive transit system not available
8. What are top three Next Steps for the WDB Manufacturing Committee?
 - 1 Actively network to bring business to table
 - 2 Pair with business to provide training
 - 3 Utilize programs that are available (once we find out)



3

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

Using the Joint Meeting WDB Regional Sector Committees' Outcomes (November 2017), the **Healthcare 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 Partnerships between business and education are needed
 - 2 Employer engagement
 - 3 Sustaining Commitment of Employers 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 Restrictive HR Policies
 - 3 Fractured leadership and direction (capacity/priorities) and WDB + Partners capacity (#3 had a tie)
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 Actionable plans needed
 - 2 Funds and better coordination
 - 3 Common means of communicating work being done



4

WDB Healthcare Committee Survey Continued....

Healthcare Committee

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 Education integrated with industry
- 2 Length of time to get training from idea to classroom and need to establish certification/portability (#2 had a tie)
- 3 Matching training vs. work schedule

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

Action plan:

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

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



5

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 Business Engagement 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



6

WDB Clean/Green Committee Survey Continued....

Clean/Green Committee

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**





WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY MANUFACTURING COMMITTEE

Survey Results

Using the findings from the Joint Meeting WDB Regional Sector Committee (November 2017), your committee ranked your top three or more answers to the following eight questions:

1. What are top three or more current work-based learning activities being practiced in Manufacturing?
 - 1 **Incumbent Worker Training**
 - 2 **On the Job Training – America’s Job Center/WIOA**
 - 3 **University Internships**
 - 4 Adult Education Pre-apprenticeships
 - 5 Department of Rehabilitation – limited internships/externships
2. What is the ideal vision of work-based learning one year from now in Ventura County?
 - 1 **Anchor employers; employers are saying “Thank you!”**
 - 2 **Clear understanding of pathways**
 - 3 **Directory of all Work Based learning programs with business partnerships**
 - 4 Businesses are retained/created
 - 5 Robust marketing on CTE
3. 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 **Partnerships between business and education are needed**
 - 2 **Employer engagement**
 - 3 **Sustaining Commitment of Employers**
 - 4 Employer Champions wanted
 - 5 Not enough employers involved or hiring
4. 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 **Fractured leadership and direction (capacity/priorities)**
 - 3 **Funding stream**
 - 4 Red Tape
 - 5 No Framework
5. What top three Leadership obstacles stand in the way of reaching the vision of a unified work-based learning strategy of Ventura County?
 - 1 **Project Champions wanted (Strategic Oversight)**
 - 2 **Funds + Better coordination**
 - 3 **Actionable Plans needed**
 - 4 Develop Common Vision-Education among all LEAs
 - 5 Common means of communicating work being done

6. 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 **Student knowledge of career options**
 - 2 **Perception of academic learning vs. work-based learning**
 - 3 **Education integrated with industry**
 - 4 Need to establish certification/portability
 - 5 Limited program information available
7. What top three Youth obstacles stand in the way of reaching the vision of a unified work-based learning strategy in Ventura County?
- 1 **Student career inspiration/ initiative lacking**
 - 2 **Transportation**
 - 3 **Supportive transit system not available**
 - 4 Youth missing soft skills
 - 5 Inclusion for all youth
8. What are top three Next Steps for the WDB Manufacturing Committee?
- 1 **Actively network to bring business to table**
 - 2 **Pair with business to provide training**
 - 3 **Utilize programs that are available (once we find out)**
 - 4 Working on task force/ WDB
 - 5 Work through policies – align education to cut red tape



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY HEALTHCARE COMMITTEE

Survey Results

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

Using the Joint Meeting WDB Regional Sector Committees' outcomes (November 2017), the Healthcare 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) Partnerships between business and education are needed
 - 2) Employer engagement
 - 3) Sustaining Commitment of Employers 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) Restrictive HR Policies
 - 3) Fractured leadership and direction (capacity/priorities) and WDB + Partners capacity (#3 had a tie)
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) Actionable plans needed
 - 2) Funds and better coordination
 - 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) Education integrated with industry
 - 2) Length of time to get training from idea to classroom and need to establish certification/portability (#2 had a tie)
 - 3) Matching training vs. work schedule.

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

ACTION PLAN:

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

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



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