



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

Thursday, June 06, 2019

8:00 a.m. – 10:00 a.m.

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

### ANNUAL MEETING AGENDA - REVISED

- |           |  |             |
|-----------|--|-------------|
| 8:00 a.m. | <b>1.0 CALL TO ORDER AND AGENDA REVIEW</b>   | Gregory Liu |
| 8:05 a.m. | <b>2.0 PUBLIC COMMENTS</b>   | Gregory Liu |
|           | <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>   |             |
| 8:10 a.m. | <b>3.0 WDB CHAIR COMMENTS</b>  | Gregory Liu |
|           | <ul style="list-style-type: none"><li>➤ Welcome New WDB Member Carolyn Vang-Walker</li><li>➤ WDB Member Recognition and Appreciation for Charles Harrington</li><li>➤ WDB Administration Recognition and Appreciation for Talia Barrera and Tracy Johnson</li><li>➤ WDB Recognition and Appreciation for Mrs. Cheryl Moore</li></ul> |             |
| 8:25 a.m. | <b>4.0 CONSENT ITEMS</b>   | Gregory Liu |
|           | <ul style="list-style-type: none"><li>4.1 Approve Workforce Development Board Minutes: April 25, 2019 and Minutes for May 9, 2019 Special Meeting</li><li>4.2 Approve 2019-2020 Meeting Dates for WDB and Executive Committee</li><li>4.3 Receive and File: WDB Committee Minutes</li></ul>  |             |
| 8:30 a.m. | <b>5.0 ACTION ITEMS</b>  | Gregory Liu |
|           | <ul style="list-style-type: none"><li>5.1 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve a Workforce Innovation and Opportunity Act (WIOA) Tentative Balanced Budget for Program Year 2019-2020</li></ul>   |             |

5.2 Nominations for the Election of Workforce Development Board of Ventura County (WDB) Chair and WDB Vice Chair to Serve from July 1, 2019 through June 30, 2020

Vic Anselmo

8:45 a.m. **6.0 PRESENTATION**

Gregory Liu

[Port of Hueneme Project Labor Agreement](#)

*Dona Toteva Lacayo, Chief Commercial & Public Affairs Officer  
The Port of Hueneme Oxnard Harbor District*

*Tony Skinner, President/Business Representative,  
Tri-Counties Building & Construction Trades Council*

9:05 a.m. **7.0 WIOA IMPLEMENTATION**

Rebecca Evans

- WDB/WIOA Grants Update
- Update: WDB State Requirements
  - ✓ AJCC Partnership MOU (Comprehensive, Affiliate)
  - ✓ AJCC One Stop Operator Selection
  - ✓ WIOA Adult and Dislocated Worker Career Services Provider

9:20 a.m. **8.0 WDB ADMINISTRATION UPDATES**

Rebecca Evans

- CWA WORKCON 2019
- Preparation for WDB Planning meeting October 2019
- On the Calendar
  - July 23, 2019 (Time Certain TBD)  
Annual WDB Study Session with Board of Supervisors  
County Hall of Administration, 800 S. Victoria Avenue, Ventura
  - September 3-5, 2019  
California Workforce Association Conference  
Meeting of the Minds in Monterey Hunting Genius  
Monterey Marriott Hotel, Monterey CA

Gregory Liu

9:40 a.m. **9.0 RECOGNITION AND APPRECIATION OF OUTGOING CHAIR**

Tracy Perez  
Gregory Liu

9:55 a.m. **10.0 WDB MEMBER COMMENTS**

WDB Members

10:00 a.m. **11.0 ADJOURNMENT**

Gregory Liu

Next WDB Meeting  
August 22, 2019 (8:00 a.m.-10:00 a.m.)  
Ventura County Office of Education  
5100 Adolfo Road (Salon C), Camarillo CA

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

*In Remembrance of  
Former WDB Executive Director  
2006 - 2017*

*Mrs. Cheryl Moore*



*"I'm sort of an architect, a builder, a creator," she said. "I believe in leaving this world a better place than when I got here. That's what life is about, not a series of achievements you put on the résumé."*

It's not that she lacks a picture-perfect résumé.

The Pasadena native overcame a difficult childhood, graduated from college on scholarship, taught school, administered education programs, then went on to a career of more than 20 years with multibillion-dollar companies.

Cheryl Moore

Residence: Thousand Oaks.

Education: Bachelor's degree in Spanish, UC Irvine; master's in education, CSU Fullerton;  
National Endowment for the Humanities Fellowship, Harvard University.

Credits: Ventura County Star by Kathleen Wilson Sunday, April 22, 2007





## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### REGULAR MEETING MINUTES

April 25, 2019

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

#### **WDB Members Present**

Gregory Liu, WDB Chair	Marilyn Jansen	Tony Skinner
Tracy Perez, WDB Vice Chair	Victoria Jump	Bruce Stenslie
Vic Anselmo	CAPT Douglas King	Jesus Torres
Greg Barnes	Jaime Mata	Richard Trogman
Jesse Cuevas	Anthony Mireles	Celina Zacarias
Victor Dollar	Patty Schulz	

#### **WDB Members Absent**

Brian Gabler	Kathy Harner	Alex Rivera
Greg Gillespie	Charles Harrington	Rosa Serrato
Jeremy Goldberg	Dona Toteva Lacayo	Stephen Yeoh
Cindy Guenette	Bill Pratt	Peter Zierhut

#### **WDB Administration Staff**

Rebecca Evans, Executive Director	Patricia Duffy	Patrick Newburn
Talia Barrera	Tracy Johnson	Ma Odezza Robite

#### **Guests**

Ken Barrow	Human Services Agency, Fiscal Grants and Contracts
Mariana Cazares	Boys and Girls Club of Greater Oxnard and Port Hueneme
Diana Fernandez	Boys and Girls Club of Greater Oxnard and Port Hueneme
Tracy Gallaher	County of Ventura Board of Supervisor, Representative
Marybeth Jacobsen	Workforce Education Coalition
Melissa Livingston	Human Services Agency, Chief Deputy Director
Maria Lopez	Human Services Agency, Adult and Family Services, WIOA Programs
Karen Swanson	Department of Rehabilitation
Carolyn Vang-Walker	Ventura Adult and Continuing Education
Alexandria Wright	Ventura County Community College District, Economic & Workforce Development Department
Omar Zapata	Boys and Girls Club of Greater Oxnard and Port Hueneme

#### **1.0 CALL TO ORDER AND AGENDA REVIEW**



WDB Chair Gregory Liu called the meeting to order at 8:12 a.m. No changes were made to the agenda.

## **2.0 PUBLIC COMMENTS**

No public comments were made.

## **3.0 WDB CHAIR COMMENTS**

WDB Chair Gregory Liu welcomed and thanked members that could make it today and announced as of now they do not have a meeting quorum and consent and action items will not be discussed or voted on today. All items will move forward to the next WDB Meeting in June 2019.

On behalf of the WDB, Gregory Liu expressed sincere thanks and appreciation to board member Greg Van Ness for serving three year on the WDB and for serving on the Business Services Committee. Mr. Van Ness completed his term on the WDB and could not join today to receive his certificate of appreciation for his commitment and service while on the WDB. Chairman Liu and the WDB wish him all the best at Tolman and Wiker Insurance Services, LLC.

## **4.0 CONSENT ITEMS**

- 4.1 Approve Workforce Development Board Minutes: February 28, 2019
- 4.2 Receive and File: WDB Committee Reports
- 4.3 Receive and File: 2017-2018 Year-End Reviews

Due to absence of a quorum, the board could not approve consent items. Consent Items will be forwarded for approval at the next board meeting, if a quorum is present.

## **5.0 ACTION ITEMS**

Due to absence of a meeting quorum, the board could not approve today's six action items. Action Items will be forwarded for approval at the next board meeting, if a quorum is present.

The meeting packet with background information for each action item is available on the WDB website at: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

- 5.1 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve and Recommend to the Board of Supervisors Approval of the Ventura County Workforce Innovation and Opportunity Act (WIOA) Regional and Local Workforce Development Plans Update for Program Years 2017-2021 – Two Year Modifications**
- 5.2 Recommendation that Workforce Development Board of Ventura County (WDB) Approve a Contract with the Economic Development Collaborative (EDC), to Provide Business Retention – Layoff Aversion Services from July 1, 2019 through June 30, 2020, in an Amount not to exceed \$95,000 in WIOA Funds**
- 5.3 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve the Obligation of \$90,000 in PY 2019-2020, California Workforce Development Board (CWDB) Regional Plan Implementation Funds to the Economic Development Collaborative, to Augment and Support Existing Local Economic Development Efforts**

## **Related to Business Retention and Layoff Aversion Services As Defined by the CWDB Implementation Design**

- 5.4 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve the Option Term One (July 1, 2018 through June 30, 2019) of Contracts dated June 20, 2017 to Provide Comprehensive Workforce Innovation and Opportunity Act (WIOA) Youth Services in the Amounts not to Exceed \$604,000 for the Boys and Girls Club of Greater Oxnard and Port Hueneme, and Amounts not to Exceed \$604,000 for PathPoint**
- 5.5 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve the Renewal of a Contract with the Agency to Provide Marketing and Public Relations Services to the WDB from July 1, 2019, through June 30, 2020 in an Amount Not to Exceed \$150,000, in WIOA Core Funds**
- 5.6 Recommendation that the Workforce Development Board of Ventura County (WDB) Recommend that the Ventura County Board of Supervisors Approve the Submission of the Application for Subsequent Local Area Designation and Local Board Recertification Request for Program Years 2019-2021 for the Local Workforce Development Area, Ventura County, to the California Workforce Development Board**

## **6.0 PRESENTATION: CalJOBS Website, Local Ventura County Portal**

Chair Gregory Liu introduced Maria Lopez, Regional Training Coordinator for WIOA Programs, Human Services Agency/Adult and Family Services Department. Ms Lopez presented and provided an online demonstration of the local Ventura County portal for CalJOBS. The local portal's landing page displays America's Job Center of California serving Ventura County offering local news and events, services for individuals and businesses, labor market information, and other information and services. You may view this information at [www.venturacountyajcc.org](http://www.venturacountyajcc.org).

## **7.0 APPOINTMENT OF AD HOC COMMITTEE**

Chair Gregory Liu called for the appointment of forming the *Ad Hoc* Nominations Committee. The Committee will meet and return to the Board at its June 6 WDB Meeting presenting a slate of candidates for election as the 2019-2020 WDB Chair and Vice Chair in accordance with the WDB Bylaws. Chairman Liu called on WDB members Vic Anselmo (Committee Chair), Alex Rivera, and Peter Zierhut and they have agreed to serve on the committee. If Board members have input for the committee, please feel free to contact the committee members or Rebecca Evans.

## **8.0 WIOA IMPLEMENTATION**

WDB Finance and Resource Development Committee to begin July 1, 2019: Chairman Liu announced he will be working with Rebecca Evans and Vice Chair Tracy Perez to assemble this new committee and bring it to the June 6 WDB Meeting. The purpose of this committee is to work with Rebecca and the Human Services Agency Chief Financial Officer's team to review the financial status reports and to report to the executive committee monthly; and, to work with Ms Evans to develop and carry out a plan for resource development through funding and partnerships. If there are any members with interest in working on this committee or recommendations for the work of the committee to let him or Rebecca know after today's meeting.

WDB/WIOA Grants Update:

- **English Language Learning Co-Enrollment Pilot Program Grant Application:** Rebecca Evans reported the recent submission of the English Language Learner (ELL) Co-Enrollment Pilot Program Grant Application. The Labor and Workforce Development Agency (LWDA), the California Workforce Department Board (CWDB), and the Employment Development Department (EDD) announced the availability of up to \$1.2 million in WIOA Governor's Discretionary funds for the ELL Co-Enrollment Pilot. In addition to the ELL Co-Enrollment pilot projects, the CWDB will also fund an additional \$500K in services to provide coordinated technical assistance and evaluation. This is to expand existing ELL Navigator Pilot models and/or create new ELL Navigator Pilot sites with a focus on incorporating co-enrollment strategies that best support California s with barriers to employment. The purpose of this grant application submission for WDBVC is to create a greater collaboration to help provide supportive wrap-around services for English Language Learners through a close working relationship Ventura County's local Adult Education and community based organization partners. The submitted requested amount is \$300K funding with \$300K in-kind match. Grant period is June 1, 2019 – December 31, 2020. Submission deadline is April 1, 2019. Award notice will be in May 2019.
- **Prison to Employment:** Rebecca Evans reported new priorities are set by reentry and will resubmit packet to the state.
- **Update: WDB State Requirements:** Ms Evans reported on the progress of the following:

Due May 1, 2019 (Local Board Chair Signature Required)

- ✓ **AJCC Certification for Affiliate:** Ms Evans announced in order to meet the submission deadline an action item will go to the Executive Committee for Board to approve certification of the affiliate AJCC at 2900 N. Madera Road, Simi Valley according to the Hallmarks of Excellence Certification Exhibits and submit a signed copy to the California Workforce Development Board.

Due May 31, 2019 (CLEO Signature Required)

- ✓ **Subsequent Designation and Local Board Recertification:** Ms Evans reported due to not having a meeting quorum today the action item in the meeting packet will be presented at the June 6 WDB Meeting recommending the Ventura County Board of Supervisors Approve the Submission of the Application for Subsequent Local Area Designation and Local Board Recertification Request for Program Years 2019-2021 for the Local Workforce Development Area, Ventura County, to the California Workforce Development Board.

Due June 30, 2019 (CLEO Signature Required)

- ✓ **AJCC One Stop Operator Selection:** Ms Evans reported a neutral party the California Workforce Association is acting as a convener on behalf of the WDB. They did not receive a request for proposal and do have an option to sole source. They first wanted to make sure other entities have the opportunity to apply.
- ✓ **Career Services Provider:** Ms Evans announced she is working with the regional advisor and will submit a waiver to continue to work the Human Services Agency.
- ✓ **MOU Phase I/II (Comprehensive, Affiliate):** Ms Evans stated she is working with staff and partners to meet the MOU Phase I/II submission deadline.

All state requirements are on schedule to be submitted to the California Workforce Development Board and to the County Board of Supervisors for approval and signatures as instructed by the EDD Workforce Services Directives.

## 9.0 PERSPECTIVES FROM WASHINGTON, D.C.

✚ National Association of Workforce Boards Forum 2019

✚ Capitol Hill Meetings

Chair Greg Liu reported meetings were held at the Capitol Hill offices of Representatives Julia Brownley, Salud Carbajal, and Katie Hill from the Simi Valley area. He shared since budgets have been cut this is a great opportunity to ask them for help. If members are invited to attend the next NAWB Forum in Washington, DC.

## 10.0 WDB ADMINISTRATION UPDATES

WDB Executive Director Rebecca Evans reported on the following administration updates:

- CWA Day at the Capitol and Board of Director's Meeting (Sacramento)

Rebecca Evans reported WIOA will be up for reauthorization for program year 2020 soon and key work is securing the full approved appropriations for funding.

- Summer at the County – Interns for WDB Administration

Rebecca announced youth intern Haley Lucas who will join the WDB Administration team for the summer and provide support for researching and compiling committee assignments, local workforce data, potential funding opportunities and write a summary report, assist in conducting WDB Board and Committee meetings, and provide feedback on media & outreach efforts including social media and WDB website. Ms Evans confirmed with the Board this is a paid intern that will be funded with WIOA monies.

- Meeting with Congressman Salud Carbajal at AJCC RiverPark

Congressman Salud Carbajal had a successful and well-informed tour the America's Job Center of California at RiverPark in Oxnard and met with AJCC staff and WDB administration. She looks forward to having him back for another visit in the future.

- WDB Administration Manager Position Update

Ms Evans reported they have made a selection and the candidate will begin in two months after going through a comprehensive background check.

- Human Center Design for the AJCC Resource Center

Rebecca reported meetings are being held with AJCC resource center staff to determine a better flow in the resource area and will continue to work with staff to reconfigure the space.

- On the Calendar

- California Workforce Association Conferences:

- May 15-17 - WORKCON 2019, Orange County CA

- September 3-5 - Meeting of the Minds in Monterey Conference, Monterey CA

- ❖ Next WDB Meeting: Annual & Election of Officers  
June 6, 2019 (8:00 a.m.-10:00 a.m.)  
Ventura County Office of Education  
5100 Adolfo Road (Salon C), Camarillo

## **11.0 WDB MEMBER COMMENTS**

No comments were made.

## **12.0 ADJOURNMENT**

Motion to adjourn regular meeting at 9:00 a.m.: Tony Skinner  
Second: Victor Dollar  
Motion carried by WDB Chair Gregory Liu

Next WDB Meeting: Annual & Election of Officers  
June 6, 2019 (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

### SPECIAL MEETING MINUTES

May 09, 2019

United Food and Commercial Workers, Local 770  
816 Camarillo Springs Road, Camarillo CA

#### **WDB Members Present**

Gregory Liu, WDB Chair	Cindy Guenette	Patty Schulz
Tracy Perez, WDB Vice Chair	Marilyn Jansen	Rosa Serrato
Vic Anselmo	Dona Toteva Lacayo	Tony Skinner
Victor Dollar	Anthony Mireles	Richard Trogman
Brian Gabler	Bill Pratt	Celina Zacarias
Jeremy Goldberg	Alex Rivera	

#### **WDB Members Absent**

Greg Barnes	Victoria Jump	Jesus Torres
Jesse Cuevas	CAPT Douglas King	Stephen Yeoh
Greg Gillespie	Jaime Mata	Peter Zierhut
Kathy Harner	Bruce Stenslie	

#### **WDB Administration Staff**

Rebecca Evans, Executive Director	Patricia Duffy	Patrick Newburn
Talia Barrera	Tracy Johnson	Ma Odezza Robite

#### **Guests**

Mariana Cazares	Boys and Girls Club of Greater Oxnard and Port Hueneme
Bryan Gonzales	Human Services Agency, Administration, Fiscal Chief Financial Officer
Chris Vega	Human Services Agency, Administration, Fiscal Department
Kim Whitaker	PathPoint, Inc.

### **1.0 CALL TO ORDER AND AGENDA REVIEW**

WDB Chair Gregory Liu called the meeting to order at 8:02 a.m. No changes were made to the agenda.

### **2.0 PUBLIC COMMENTS**

No public comments were made.

### **3.0 CONSENT ITEMS**

- 3.1 Approve Workforce Development Board Minutes: February 28, 2019
- 3.2 Receive and File: WDB Committee Reports
- 3.3 Receive and File: 2017-2018 Year-End Reviews

Motion to approve the Consent Items: Victor Dollar  
Second: Anthony Mireles  
Motion carried unanimously.

#### **4.0 ACTION ITEMS**

The WDB 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](http://www.workforceventuracounty.org).

**4.1 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve and Recommend to the Board of Supervisors Approval of the Ventura County Workforce Innovation and Opportunity Act (WIOA) Regional and Local Workforce Development Plans Update for Program Years 2017-2021 – Two Year Modifications**

Motion to approve: Bill Pratt  
Second: Alex Rivera  
Motion carried unanimously.

**4.2 Recommendation that Workforce Development Board of Ventura County (WDB) Approve a Contract with the Economic Development Collaborative (EDC), to Provide Business Retention – Layoff Aversion Services from July 1, 2019 through June 30, 2020, in an Amount not to exceed \$95,000 in WIOA Funds**

Motion to approve: Brian Gabler  
Second: Cindy Guenette  
Motion carried unanimously.

**4.3 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve the Obligation of \$90,000 in PY 2019-2020, California Workforce Development Board (CWDB) Regional Plan Implementation Funds to the Economic Development Collaborative, to Augment and Support Existing Local Economic Development Efforts Related to Business Retention and Layoff Aversion Services As Defined by the CWDB Implementation Design**

Motion to approve: Brian Gabler  
Second: Cindy Guenette  
Motion carried unanimously.

**4.4 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve the Option Term One (July 1, 2018 through June 30, 2019) of Contracts dated June 20, 2017 to Provide Comprehensive Workforce Innovation and Opportunity Act (WIOA) Youth Services in the Amounts not to Exceed \$604,000 for the Boys and Girls Club of Greater Oxnard and Port Hueneme, and Amounts not to Exceed \$604,000 for PathPoint**

Motion to approve: Tony Skinner  
Second: Anthony Mireles  
Motion carried unanimously.

- 4.5 Recommendation that the Workforce Development Board of Ventura County (WDB) Approve the Renewal of a Contract with the Agency to Provide Marketing and Public Relations Services to the WDB from July 1, 2019, through June 30, 2020 in an Amount Not to Exceed \$150,000, in WIOA Core Funds**

Motion to approve: Vic Anselmo

Second: Tony Skinner

Motion carried unanimously.

- 4.6 Recommendation that the Workforce Development Board of Ventura County (WDB) Recommend that the Ventura County Board of Supervisors Approve the Submission of the Application for Subsequent Local Area Designation and Local Board Recertification Request for Program Years 2019-2021 for the Local Workforce Development Area, Ventura County, to the California Workforce Development Board**

Motion to approve: Anthony Mireles

Second: Tony Skinner

Motion carried unanimously

- 4.7 Recommendation that Workforce Development Board of Ventura County (WDB) Approve Certification of the Affiliate America's Job Center of California (AJCC) 2900 N. Madera Road, Simi Valley, California According to the Attached Hallmarks of Excellence Certification Exhibits and Submit Signed Copy to the California Workforce Development Board (CWDB)**

Motion to approve: Brian Gabler

Second: Marilyn Jansen

Motion carried unanimously.

## **5.0 ADJOURNMENT**

Motion to adjourn special meeting at 9:00 a.m.: Alex Rivera

Second: Bill Pratt

Motion carried by WDB Chair Gregory Liu

Next WDB Meeting: Annual & Election of Officers

June 6, 2019 (8:00 a.m.-10:00 a.m.)

Ventura County Office of Education

5100 Adolfo Road (Salon C), Camarillo





## WORKFORCE DEVELOPMENT BOARD

2901 N. Ventura Road, Oxnard, CA 93036

(805) 477-5306

[workforceventuracounty.org](http://workforceventuracounty.org)

**TO: WORKFORCE DEVELOPMENT BOARD**

**FROM: GREGORY LIU, CHAIR  
EXECUTIVE COMMITTEE**

**DATE: JUNE 06, 2019**

**SUBJECT: RECOMMENDATION THAT THE WORKFORCE DEVELOPMENT BOARD OF  
VENTURA COUNTY (WDB) ADOPT THE TENTATIVE WDB MEETING CALENDAR  
AND THE TENTATIVE WDB EXECUTIVE COMMITTEE MEETING CALENDAR FOR  
PROGRAM YEAR 2019-2020**

### RECOMMENDATION

Recommend that the Workforce Development Board of Ventura County (WDB) adopt the tentative WDB meeting calendar and the tentative WDB Executive Committee meeting calendar for Program Year 2019-2020 as follows:

#### Workforce Development Board

- August 22, 2019 8:00 a.m. - 10:00 a.m.
- October 24, 2019 8:00 a.m. - 11:30 a.m. (Planning Meeting)
- December 5, 2019 8:00 a.m. - 10:00 a.m.
- February 27, 2020 8:00 a.m. - 10:00 a.m.
- April 23, 2020 8:00 a.m. - 10:00 a.m.
- June 4, 2020 8:00 a.m. - 10:00 a.m. (Annual Meeting)

#### WDB Executive Committee

- July 11, 2019 8:00 a.m. - 9:30 a.m.
- August 8, 2019 8:00 a.m. - 9:30 a.m.
- September 12, 2019 8:00 a.m. - 9:30 a.m.
- October 10, 2019 8:00 a.m. - 9:30 a.m.
- November 14, 2019 8:00 a.m. - 9:30 a.m.
- January 8, 2020 8:00 a.m. - 9:30 a.m.
- February 13, 2020 8:00 a.m. - 9:30 a.m.
- March 12, 2020 8:00 a.m. - 9:30 a.m.
- April 9, 2020 8:00 a.m. - 9:30 a.m.
- May 14, 2020 8:00 a.m. - 9:30 a.m.
- June 18, 2020 8:00 a.m. - 9:30 a.m.

Meeting dates for other WDB committees will be scheduled and announced by July 2019. Changes to the WDB and WDB committee meeting dates will be posted in a timely manner for public reference on the WDB website: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

If you have questions or need more information, please call me at (805) 981-1991 or Rebecca Evans, WDB Executive Director at (805) 289-8127.



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

June 06, 2019

### WDB Committee Minutes and Updates

<u>Committee</u>	<u>Next Meeting Date</u>	<u>Committee Minutes Update</u>
• Executive Committee	June 20, 2019	Minutes from the <u>November 8</u> , <u>January 10</u> , <u>February 14</u> , <u>March 14</u> , & <u>April 11</u> meetings are attached
• Business Services Committee	June 11, 2019	Minutes from the <u>May 14</u> meeting is attached
• Clean/Green Committee	July 26, 2019	Minutes from the <u>May 17</u> meeting is attached
• Healthcare Committee	TBD	Minutes from the <u>May 03</u> meeting is attached
• Manufacturing Committee	June 27, 2019	Minutes from the <u>April 18</u> meeting is attached
• Membership Committee	June 4, 2019	Minutes from the <u>April 16</u> meeting is attached
• Outreach Committee	TBD	<u>May 15</u> meeting was canceled.
• Programs Committee	June 5, 2019	Minutes from the <u>June 05</u> meeting will be provided at the next WDB meeting



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

### **MINUTES**

#### **Meeting Attendees**

##### Executive Committee

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

##### WDB Administration

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

##### Guests

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

#### **1.0 Call to Order and Agenda Review**

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

#### **2.0 Public Comments**

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

#### **3.0 WDB Chair Comments**

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

#### **4.0 Consent Items**

4.1 Approve Executive Committee Minutes: August 9, 2018

4.2 Receive and File: WDB Committees Meetings Updates/Reports

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

Motion to approve the Consent Items: Alex Rivera

Second: Anthony Mireles

Motion carried.

## 5.0 Performance Updates:

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

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

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

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

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

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

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

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

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

- **EDC-VC**

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

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

## 6.0 Financial Report and Committee Discussion

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

### 2018-2019 WIOA Budget Plan Expenditures

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

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

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

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

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

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

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

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

### WIOA Training Expenditures

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2018 to September 30, 2018, indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (25% in 2012-2013 through 2015-2016; 30% in 2016-2017 and each performance year thereafter) and against WIOA core grants across the overlapping federal two-year grant cycles.

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

Bryan Gonzales presented the financial report summary highlights as shown:

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



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

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

## 7.0 WDB Administration

- WDB Executive Director Selection Process Update

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

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

- WDB Administration Move to the Oxnard AJCC

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

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

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



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

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

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

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

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

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

Attendees are to be determined.

## **8.0 Committee Member Comments**

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

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

## **9.0 Adjournment**

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

Second: Anthony Mireles

Motion carried

### Next Meeting

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

United Food and Commercial Workers, Local 770

816 Camarillo Springs Road (Meeting Room), Camarillo



## **WDB Executive Committee Meeting**

**Thursday, January 10, 2019**

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

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

### **MINUTES**

#### **Meeting Attendees**

##### Executive Committee

Gregory Liu (WDB Chair)  
Brian Gabler  
Alex Rivera  
Patty Schulz  
Tony Skinner  
Jesus Torres

##### WDB Administration

Rebecca Evans,  
Executive Director  
Talia Barrera  
Patricia Duff  
Tracy Johnson  
Patrick Newburn  
Ma. Odezza Robite

##### Guests

Nancy Ambriz (WIOA Programs)  
Bryan Gonzales (HSA Fiscal CFO)  
Heidi Hayes (theAgency)  
Melissa Livingston (HSA Chief Deputy)  
Samantha Tobin (Linkedin)  
Christopher Vega (HSA Fiscal)  
Joey Zumaya (Linkedin)

#### **1.0 Call to Order and Agenda Review**

Gregory Liu called the meeting to order at 8:04 a.m. No changes were made to the agenda.

#### **2.0 Public Comments**

No public comments.

#### **3.0 WDB Chair Comments**

Chairman Gregory Liu welcomed the attendees and introduced to the Committee the new WDB Executive Director Rebecca Evans.

Rebecca Evans thanked everyone for attending and appreciates the opportunity of becoming the Executive Director of the Workforce Development Board of Ventura County. Ms Evans got to know most of the committee members by way of her immediate past role with the Humans Services Agency (HSA) working directly with Nancy Ambriz with the WIOA Title I services program. Ms Evans was the Senior Manager of the HSA/Adult Family Services providing oversight of the WIOA Program, Homeless Services, Veterans Services, RAIN Transitional Living Center, and the Homeless Management Information System. Prior to that Ms. Evans worked at Many Mansions an affordable housing provider in Ventura County and years prior she worked as the executive director of Ventura County Civic Alliance this is what sparked her interest and work in workforce development. Ventura County Civic Alliance (VCCA) looks at economy, social equity, and environment of Ventura County and is focused on measuring quality of life at indicators through the State of the Region Report. Ms. Evans worked with many of people at that time whom were a part of the WDB, specifically former WDB Executive Director Cheryl Moore and member of the VCCA Workforce Education team, and Tracy Perez as VCCA Chair of the Workforce Education Committee and now WDB Vice Chair. After that, she worked at the County Behavioral Health

Department doing workforce education and training under Prop 63 Mental Health Services Act. In that role, she was working to grow the department's future professionals in mental health. Ms. Evans plans to set time aside as a board to look at the regional plan, strategic plan, priorities, and committee structure for the WDB. Melissa and Rebecca will be setting up times to meet with each member at their convenience to hear what their priorities, interests, and engagement are. Additionally, what the HSA and WDB can do as a collective organization. A big priority will be growing partnerships with the business, education, and service community. By bringing those three together the WDB will be able to do the most to assist those needing workforce development, job seekers services, and the employers that need a ready and able workforce. Ms. Evans thanked the committee for the opportunity to say a few words and looks forward to working with the WDB Administration team.

#### 4.0 Consent Items

4.1 Approve Executive Committee Minutes: November 8, 2018

4.2 Receive and File: WDB Committees Meetings Updates & Reports

Motion to approve the Consent Items: Gregory Liu

Second: Alex Rivera

Motion carried.

#### 5.0 Financial Report and Committee Discussion

Chief Financial Officer Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through November 30, 2018 (42% into the Fiscal Year).

##### 2018-2019 WIOA Budget Plan Expenditures

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

The status of expenditures at 42% into the fiscal year was:

<u>WIOA Core Funds</u>	<u>2018-2019 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,170,275	824,410	38%
Adult	1,884,570	683,307	36%
Youth	1,707,076	609,115	36%
Rapid Response	294,918	131,594	45%
 <u>WIOA Non-Core Funds</u>			
High Performing Board	54,838	36,943	69%
CWDB Regional Capacity Bldg.	187,254	116,853	32%
Regional Organizer	15,186	8,517	56%
Workforce Accelerator 6.0	236,512	56,481	24%
Regional Plan Implementation	258,305	112,741	44%
Prison to Employment	47,500	-	0%

**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. Term 12/1/2016 – 12/31/2018.

**CWDB Regional Capacity Building/ Regional Training Coordinator:** Focuses on the professional development of staff and partners in the One-Stop System. Plan and implement regional and statewide trainings identified in the Statewide Training Plan. Implement a skill gap analysis for workforce professionals, identifying training priorities and developing ongoing training and capacity-building initiatives. Multiple program year grant term 3/1/2017 – 3/31/2019.

**Regional Organizer:** Funds to augment our continuing support for regional organizing and regional plan implementation. The WDBVC will support efforts for program alignment across core programs and will all mandatory partners. Regional Organizing activities in Ventura County will help facilitate the importance of fostering demand-driven skills attainment; enabling upward mobility for all; and aligning, coordinating and integrating workforce development programs. Multiple program year grant term 3/1/2017 – 3/31/2019.

**Workforce Accelerator 6.0:** STEPS Connection does not enroll participants, however; it seeks to strengthen partnerships to create an integrated and responsive "One-Stop" support services system; develop tools/resources to strengthen participation and employment outcomes; conduct a support service gap analysis; and develop a "best practice" guide. Program year grant term 2/1/2018 – 7/31/2019.

**Regional Plan Implementation:** Assists with WDBVC support leadership structures, improve staff capacity and training, strengthen sector initiatives, more fully integrate career services offered by AJCC partners, and help to build sustainable investments. Subcontracts awarded the Agency and to EDC-VC. Program year grant term 1/1/2018 – 6/30/2019.

**Prison to Employment Initiative (P2E):** Planning Grant Round 1 awarded \$47,500; Direct Services Grant Round 2 (implementation of plan) to be submitted on 2/15/19. Ventura Regional Plan to provide employment and supportive services to formerly incarcerated and justice-involved individuals. Emphasis on regional coalition with employers, labor, CBO's, CDCR, Sheriff, and local agencies. Governor Brown and State legislature funded \$37 million over three-year grant term 10/1/2018 – 3/31/2020.

### **WIOA Training Expenditures**

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2018 to November 30, 2018, indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (25% in 2012-2013 through 2015-2016; 30% in 2016-2017 and each performance year thereafter) and against WIOA core grants across the overlapping federal two-year grant cycles.

	Core Grant <u>FY 16-18</u> (Due 10/1/18)	Core Grant <u>FY 17-19</u> (Due 10/1/19)	Core Grant <u>FY 18-20</u> (Due 10/1/20)
Total Adult and Dislocated Worker Formula Fund Allocations	4,014,468	3,728,337	3,654,508
Training Expenditure Requirement	1,204,340	1,118,501	1,096,352
	30%	30%	30%

Formula Fund Training Expenditures	810,112	701,097	332,979
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	460,403	380,348	125,994
• Maximum Allowed Leveraged Resources (10%)	401,447	372,834	365,451
Total Leveraged Resources Used Toward Training Expenditures	401,447	372,834	125,994
• Total Amount Spent on Training	1,211,559	1,118,501	414,403
• % of Training Requirement Met (Final goal = 100%)	101%	100%	30%

Bryan Gonzales presented the financial report summary highlights as shown:

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

- b. Program services for STEPS-Youth program associated with this grant continue to be ramped up.
    - c. Direct Program/WIOA amounts is at 0%
      - 9 Contract of approximately \$65K for consultant to provide tools, resources, and facilitation of stakeholder meetings in process.
      - 10 Will continue to work with Programs to ensure grant funds are fully utilized.
  - 7. Regional Plan Implementation (WDB-1122)
    - a. Overall spend to Plan percentage is 44%
    - b. Direct Program costs are at 46%. Program staff will continue to work with EDC-VC and The Agency to monitor spend to agreement amounts.
  - e. Paid & Accrued – provides the breakout of actual paid and accrued expenditures
  - f. Training Report
    - i. 17-19 Grants (Due 10/1/19)
      - 1. 100% of training requirement met as of 11/30/18.
      - 2. Have until 6/30/19 to meet this requirement.
    - ii. 18-20 Grants (Due 10/1/20)
      - 1. 38% of training requirement met as of 11/30/18.
      - 2. Have until 6/30/20 to meet this requirement.
- 2. FY 2018-19 WIOA Budget Plan (Proposed for Executive Committee Meeting 1/10/19) – Year to Date Expenditures
  - a. 2018 Mega Wildfires NDWG grant awarded 12/26/18 with a contract period of 12/6/18-12/31/20.
  - b. Prison to Employment – Contract effective 10/1/18-3/31/20.
  - c. Row 24 EDC-VC Business Services – Budgeted and YTD Spend Amount includes prior year invoices that were not included in FY 6/30/18 accruals.
  - d. Row 31 ITA/OJT – This fiscal year, low training expenditures will be addressed in part with a shift of \$100,000 from Dislocated Worker to Adult where there is higher demand. Current FY 18/19 training expenditures first applied to line 32, “FY 17/18 ITA/OJT Committed 17/18 Spent in 18-19”, with the balance applied to Line 31, “ITA/OJT (30% required-10% leverage)”.
  - e. Row 39 Outreach/Marketing: theAgency – theAgency has amended its contract to include services for the Regional Plan Implementation. Reported amount is consistent with expectations and will continue to be monitored.
  - f. Rows 49-69 – Variances among these various expenditure categories is common, especially in categories with relatively small expenditure levels.
    - i. Row 55 Books and Publications – Includes purchase of “The Job Hunting Handbook” from Dahlstrom and Company. Confirmed with Programs this is expected.
  - g. Row 66 Conferences and Seminars WDB Staff – Does not include “grant specific” travel that has been moved to row 40. Fiscal staff reviewing financial records to determine whether any of these charges can be moved to other categories/grants.

Bryan Gonzales reported on the FY 2018-19 WIOA Budget Plan Update (Draft for WDB Executive Committee Meeting 1/10/18) with the following Budget Assumptions:

- 1. Line 1 - WDB was not awarded the \$400K contract for Steps to Work (AB2060) (6/12/18)
- 2. Lines 3-11 - Grant balances rolled over from FY17-18 are final amounts (9/11/18)

3. Line 10 - \$100K fund transfer from Dislocated Worker to Adult is included in ITA/OJT committed in FY17-18 but spent in FY18-19
4. Lines 18 and 19 - Salaries are based on CEO Salary Forecast, 26.7 FTEs for AFS assuming 24 filled + 2 to be filled, and .7 fixed-term; 6.75 FTEs for WDB assuming 6 filled + Exe. Director to be filled for 6 months.
5. Line 24 - EDC-VC contract updated to reflect current year contract as well as unspent FY 17/18 funds that will be spent FY 18/19 (1/2/19)
6. Other cost changes are based on projected actual need
7. Line 62 - Conference/Seminars - AFS Staffs reduced by \$3K (5/3/18)
8. Line 63 - Conference and Seminars - WDB Staffs reduced by \$10K (5/3/18)
9. All other services and overhead costs are at FY17-18 levels
10. Updated with Prison to Employment (P2E) information (12/6/18)
11. Updated with 11/19/18 WSIN 18-13 award amounts (11/23/18)
12. Updated with actual YTD through November expenditures (12/31/18)
13. 2018 Mega Wildfire NDWG awarded 12/26/18. Plan will be updated once more information becomes available (1/2/19)

Committee members took note to the \$1.6 million reduction change in core funding from FY 17-18 to FY 18-19 budget plan and will continue to keep an eye moving forward.

Bryan Gonzales additionally reported one of the steps fiscal will be taking that will make more sense on the budget report is that when grant funding comes in, fiscal will come to the WDB for board approval. If/when it does happen fiscal will update the budget plan and come to the board with a draft update version. In the past practice, fiscal waited to make updates because the WDB requested to review the budget prior to final updates and determine how the monies were to be spent according to the grant and provide feedback. However, the fact the grants themselves are actually approved when funding comes in the budget plan itself has dollar amounts and spending spread across all the grants and that information is used to split out other costs until they get more accurate information and update as they go along.

## 6.0 Action Items

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 on the WDB website: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

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

Melissa Livingston HSA Chief Deputy Director presented the action item to the committee referencing a State Employment Development (EDD) monitoring from 2017- where a determination was made that the Ventura County One Stop Operator procurement was a "failed procurement", based upon perceived lack of sufficient firewalls and a bidding process that supported a consortium approach excluding a single entity from competing for the contract award, and offering no financial incentive to prospective bidders. The State provided instruction that in order to address the failed procurement status and provide for a response to the monitoring corrective action plan a re-procurement of the services should occur by June 30, 2019.

Ms Livingston shared the recommended approach to be responsive to the findings of the EDD monitoring and most specifically to address firewall and open competition requirements to outsource to a third party the Request for Proposal (RFP) process for the One-Stop Operator (OSO); leveraging the services of the California Workforce Association (CWA). CWA has a long history with workforce programs and services, and has procured the OSO services in California for a number of other regions. Ms Livingston also recommended that the Committee approve payment not to exceed \$10,000 to CWA to perform the procurement services, and include in the RFP an amount not to exceed \$15,000 for the actual services of the OSO.

Motion to approve: Tony Skinner

Second: Alex Rivera

Motion carried unanimously.

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

Executive Director Rebecca Evans informed the committee today's action item is one that WDB applied for before with the Thomas Fire in 2017. However, this is new money with the recent disaster that was declared in Ventura County and it's to provide temporary employment and workforce development services for dislocated workers. If there is not a number of dislocated workers, it goes into the long term unemployed. Ms. Evans shared the WDB will be working in partnership with Goodwill Industries and the Foundation for California Community Colleges' Career Catalyst program to be the employer of record and Goodwill to provide the selection of work sites and the oversight of the job sites. The Title I WIOA Program will be providing technical assistance for Goodwill. Ms. Evans added we are pursuing this grant because it seems prudent to do it given the needs that are here locally. It still remains to be seen while we have potential employers and job seekers identified its whether we will have the number of people qualified ready and willing to do this type of recovery work in those sites.

Motion to approve: Tony Skinner

Second: Alex Rivera

Motion carried unanimously.

**6.3 Recommendation that Executive Committee of the Workforce Development Board of Ventura County (WDB) Ratify the Submission of a \$500,000 Grant Application by the WDB to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for a 2018-19 Veteran's Employment-Related Assistance Program Grant (VEAP)**

Rebecca Evans presented action item requesting committee ratify the submission of the VEAP grant which came out the week of Thanksgiving 2018 with a submission deadline of December 28, 2018. The HSA/Adult and Family Services department helped write and put everything together. The WDB had this grant funding in 2011 and it was successfully executed. This grant is to assist 55 veterans in Ventura County with workforce development services and is a unique opportunity to serve veterans with disabilities.

Motion to approve: Tony Skinner

Second: Alex Rivera

Motion carried unanimously.



#### **6.4 Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Approve on behalf of the WDB the Submission of a Grant Application to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for the Prison to Employment Initiative Direct and Supportive Service Grant**

Rebecca Evans informed the committee this grant application is to assist justice-involved individuals coming out of prison under supervision who need workforce development services. The state is very proud of this initiative because it is a statewide partnership between the CA Department of Corrections and Rehabilitation, EDD, and labor to train and support those in our community that need job skills and readiness and employment services. Our justice-involved are formerly incarcerated, those under supervision and those that have had infractions. Ms. Evans report several WDB members attended recently held stakeholder meetings.

Motion to approve: Tony Skinner

Second: Alex Rivera

Motion carried unanimously.

#### **7.0 LinkedIn Presentation: Ventura County Workforce Report, presented by Joey Zumaya leader of the public sector team in North America.**

Chairman Liu introduced and welcomed Mr. Zumaya to the committee. Joey Zumaya shared he has had the privilege of working with thousands of government agencies and now hundreds of workforce boards across the nation. The genesis of the report is how LinkedIn Economic Insights and LinkedIn Learning can benefit all of the boards across the nation. Mr. Zumaya shared he has exciting work with the National Workforce Development Board (NAWB) Washington, D.C., the California Workforce Association (CWA), Sacramento, CA and Florida's CareerSource.

Talia shared that they have been talking with LinkedIn Learning for months and this is an in-kind contribution. They are not charging the board and not seeking any other type of compensation it's just in-kind, one of the reason they wanted to partner with us is because they are our neighboring county. The presentation will be taken to our WDB in February. If the board would like to go in more detail and need more information, they can discuss a partnership in the future.

#### **8.0 WDB Administration**

- WDB/WIOA Grants Update

Rebecca Evans provided a brief review. Several grants are covered in action items. The committee is welcome to follow up with staff should have any questions about the grants. Recently grant requests for proposals have arrived with very short deadlines. In the future, we seek to bring the proposals to the board with enough time for review and approval rather than having the committee ratify them after the fact. The Prison to Employment submission is due February 15.

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

Rebecca Evans provided an update. WDB hired a consultant, Ken Barnes, who is helping WDB Admin facilitate the regional plan update that is due March 15, 2019. This is to ensure that we locally are participating in activities that comply with WIOA. We are working closely with Child Support Recovery Services and those who received eligibility benefits such as CalFresh. Making sure we are working with those who are on CalWORKS receiving CalFresh, those who are disabled, those who are justice-involved, those who are veterans, and other populations within our county that need workforce development services.

- On the Calendar
  - CWA Youth@Work 2019:  
Will be held at the Hilton Long Beach CA from January 22-24, 2019. Attendees are WDB member Jaime Mata, WDB staff Patricia Duffy, and Edward Sajor from the STEPS Program.
  - WDB Local and Regional Plan Modification Meeting:  
Will be held on January 31, 2019 at the America's Job Center of California (AJCC), 2901 N. Ventura Road (3rd Fl., Ventura Room), Oxnard, from 6:00 p.m. to 7:00 p.m. This is a public stakeholder meeting held in the evening as a requirement in order to have more members of the community who might be able to come after work to provide comments and we are able to put that into our regional plan.  
  
WDB Meeting (2018-19 WDB Awards)  
February 28, 2019 (8:00 a.m. – 10:00 a.m.)  
Ventura County Office of Education  
5100 Adolfo Road (Salon C), Camarillo
  - NAWB Forum 2019  
March 23-27, 2019  
National Association of Workforce Boards  
The Washington Hilton, Washington, D.C.

## 9.0 Committee Member Comments

No member comments were made.

## 10.0 Adjournment

Motion to adjourn at 9:35 a.m.: Alex Rivera  
Second: Tony Skinner  
Motion carried

Next Meeting  
February 14, 2019 (8:00 a.m.-9:30 a.m.)  
United Food and Commercial Workers, Local 770  
816 Camarillo Springs Road (Meeting Room), Camarillo



**WDB Executive Committee Meeting**  
**Thursday, February 14, 2019**  
**8:00 a.m. - 9:30 a.m.**

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

**MINUTES**

**Meeting Attendees**

Executive Committee

Gregory Liu (WDB Chair)  
Tracy Perez (WDB Vice Chair)  
Vic Anselmo  
Greg Barnes  
Anthony Mireles  
Alex Rivera  
Patty Schulz  
Jesus Torres

WDB Administration

Talia Barrera  
Rebecca Evans  
Patrick Newburn  
Ma. Odezza Robite

Guests

Bryan Gonzales (HSA Fiscal)  
Melissa Livingston (HSA Chief Deputy  
Director)  
Christopher Vega (HSA Fiscal)

**1.0 Call to Order and Agenda Review**

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

**2.0 Public Comments**

No public comments.

**3.0 WDB Chair Comments**

Gregory Liu welcomed the attendees.

**4.0 Consent Items**

**4.1 Receive and File: WDB Committees Meetings Updates/Reports**

The members agreed that the minutes from the January 10 meeting will be approved at the next month's meeting.

**5.0 Financial Report and Committee Discussion**

Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019.

2018-2019 WIOA Budget Plan Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through December 31, 2018.

The status of expenditures at 50% into the fiscal year was:

<u>WIOA Core Funds</u>	<u>2018-2019 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,170,220	988,295	46%
Adult	1,884,520	871,017	46%
Youth	1,707,037	772,394	45%
Rapid Response	294,910	166,730	57%

<u>WIOA Non-Core Funds</u>			
High Performing Board	54,838	54,838	100%
CWDB Regional Capacity Bldg.	187,249	130,794	70%

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

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

#### WIOA Training Expenditures

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2018 to December 31, 2018, indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (50% into the fiscal year).

	<u>Core Grant FY 16-18</u>	<u>Core Grant FY 17-19</u>	<u>Core Grant FY 18-20</u>
Total Adult and Dislocated Worker Formula Fund Allocations	4,014,468	3,728,337	3,654,508
Training Expenditure Requirement	1,204,340	1,118,501	1,096,352
	30%	30%	30%
Formula Fund Training Expenditures	810,112	701,097	367,976
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	460,403	380,348	126,271
• Maximum Allowed Leveraged Resources (10%)	401,447	372,834	365,451
Total Leveraged Resources Used Toward Training Expenditures	401,447	372,834	126,271
• Total Amount Spent on Training	1,211,559	1,118,501	449,677
• % of Training Requirement Met (Final goal = 100%)	101%	100%	41%

Bryan Gonzales presented the financial report summary highlights as shown:

1. FY 2018-19 Financial Status Report – 7/1/18-12/31/18
  - a. Report Period 7/1/18-12/31/18
  - b. 50% through the fiscal year
  - c. Summary Chart – provides a visual view of magnitude of grants and expenditures to date
  - d. Actual to Plan
    - i. Core Grants
      1. Total expenditures are in line in most Core Grants.
      2. Rapid Response Other Operating costs are at 85% of Plan amounts.
        - a. Smaller proportional size of this grant compared to the other core grants can result in significant % swings.
    - ii. Other Grants
      1. Smaller size of the grants can result in fairly significant % swings overall.
      2. Grants have varying contract ending dates.
        - a. Special attention needs to be paid to these ending dates when evaluating grant to date spend percentages.
      3. High Performing Boards (WDB-1080)
        - a. Overall Plan spend amount has been updated to reflect total grant amount of \$54K.
      4. Regional Capacity Building (AFS-1087; 1090)
        - a. Overall spending has been increased 8 percentage points since last report.
        - b. Salaries and Benefits are now at 83%. This amount contains adjustments from prior fiscal year.
        - c. Direct Program costs remain at 27%.
          - i. Current YTD amount includes \$3.5K of expenditures on VOS Greeter Project.
          - ii. Training totaling approximately \$19K to commence January 2019 which will increase these costs.
      5. Regional Organizer (WDB-1089)
        - a. Continuing to work with Program to monitor spend, especially with Salaries and Benefits.
          - i. Program is working with EDD to prepare a budget modification to fully utilize grant funds.
      6. Workforce Accelerator 6.0 (AFS-1117)
        - a. Overall actual to plan total amounts is at 28%.
        - b. Direct Program/WIOA amounts currently is at 0%
          - i. Contract of approximately \$65K for consultant to provide tools, resources, and facilitation of stakeholder meetings signed and implemented.
            1. First task (to develop workplan) invoiced by CWA January 2019.
      7. Regional Plan Implementation (WDB-1122)
        - a. Overall spend to Plan percentage is 44%
        - b. Direct Program costs are at 52%. Program staff will continue to work with EDC-VC and The Agency to monitor spend to agreement amounts.
    - e. Paid & Accrued – provides the breakout of actual paid and accrued expenditures
    - f. Training Report
      - i. 17-19 Grants (Due 10/1/19)
        1. 100% of training requirement met as of 12/31/18.

2. Have until 6/30/19 to meet this requirement.
- ii. 18-20 Grants (Due 10/1/20)
  1. 41% of training requirement met as of 12/31/18.
  2. Have until 6/30/20 to meet this requirement.
2. FY 2018-19 WIOA Budget Plan (Presented at 1/10/19 WDB Executive Meeting - With High Performance Board Expenditure Update) – Year to Date Expenditures
  - a. Updates to Plan consist of:
    - i. High Performance Board planned expenditure amount has been updated to reflect total grant award amount.
    - ii. Column for 2018 Mega Wildfires NDWG grant totaling \$810K awarded 12/26/18 with a contract period of 12/6/18-12/31/20 will be added for January reporting.
  - b. Prison to Employment – Contract effective 10/1/18-3/31/20. No costs have been incurred as of 12/31/18, however, contract for \$45K in consultant services has been approved and signed.
  - c. Row 26 Boys and Girls Club: Core Program – Historically, costs have been low at the beginning of the fiscal year and increased as the year progresses. Current fiscal year is following this pattern.
  - d. Row 31 ITA/OJT – This fiscal year, low training expenditures will be addressed in part with a shift of \$100,000 from Dislocated Worker to Adult where there is higher demand. Current FY 18/19 training expenditures first applied to line 32, “FY 17/18 ITA/OJT Committed 17/18 Spent in 18-19”, with the balance applied to Line 31, “ITA/OJT (30% required-10% leverage)”.
  - e. Row 39 Outreach/Marketing: The Agency –The Agency has amended its contract to include services for the Regional Plan Implementation. Reported amount is consistent with expectations and will continue to be monitored to contracted amount.
  - f. Rows 49-69 – Variances among these various expenditure categories is common, especially in categories with relatively small expenditure levels.
    - i. Row 55 Books and Publications – Includes purchase of “The Job Hunting Handbook” from Dahlstrom and Company. Confirmed with Programs this is expected.
    - ii. Row 62 Conferences and Seminars WDB Staff – Does not include “grant specific” travel that has been moved to row 40.
    - iii. Fiscal staff reviewed financial records and moved \$5.8K in travel costs to Line 39 “WDB Expense-Non Staff”.
    - iv. Current year spend levels will be considered during consideration of future Plan levels.

With regard to salary and expenses, Rebecca Evans informed the attendees that the WDB Admin Team has started to code hours in payroll time reporting for time study purposes.

With regard to the Regional Organizer topic, one of the committee members asked who is the designated Regional Organizer. The reply was Patricia Duffy is the designated Regional Organizer.

## 6.0 Action Item

**Recommendation to approve the obligation of \$90,000 in 2019-2020, California Workforce Development Board (CWDB) Regional Plan Implementation funds to the Economic Development Collaborative, to augment and support existing local economic development efforts related to business retention and layoff aversion services as defined by the CWDB implementation design work plan.**

Funding for this grant will run from April 1, 2019 to October 2020.

Committee members discussed and agreed, before moving forward with this recommendation, to move the item for approval and discussion at the committee meeting on March 12, 2019. Committee members requested to have Bruce Stenslie - Economic Development Collaborative to present at next month's meeting to further explain details regarding this recommendation.

Motion to table this item for next meeting: Anthony Mireles

Second: Greg Barnes

Motion carried

## 7.0 WDB Administration

- WDB/WIOA Grants Update  
Patrick Newburn provided an update on the NDWG grant. One of the committee members asked when was this grant received. Patrick Newburn replied that it was on Dec 24, 2018 when we got the award, and then we were notified in January and then they gave us the money before the awarding in January 2019. Rebecca Evans informed that it was a retroactive date and that December 3 was the official award date. Patrick Newburn commented that it was fluid because of the disaster that happened to Ventura County.
- CWA Youth @Work 2019 Conference Update  
WDB Staff member Patricia Duffy and WDB Board member Jaime Mata and WIOA STEPS staff member Edward Sajor attended the CWA Youth Conference. None were present at the Executive Committee meeting to report out on the conference. An update from Jaime Mata is forthcoming.
- Update: WDB Regional and Local Plans PY 2017-21 – Two Year Modifications Meeting  
Rebecca Evans provided updates on these items.
- Update: WDB State Requirements  
Rebecca provided updates on these items. All items in progress and due June 30, 2019 except AJCC Certification of the affiliate site which is due April 1, 2019
  - Local Board Certification
  - AJCC Operator Selection
  - Career Services Provider
  - MOU Phase I (Comprehensive, Affiliate, and Specialized)
  - MOU Phase II (Comprehensive, Affiliate, and Specialized)
  - AJCC Certification for Affiliate & Specialized

Melissa Livingston shared with the attendees that there is now the presence of WDB Admin Team in the AJCC Riverpark building. This will create a different dynamic on operation and oversight.

One of the committee members thanked Melissa Livingston for the changes. A committee member asked if the Riverpark building is shared with private entities. Rebecca Evans answered in the affirmative.

- 2018 WDB Awards  
Talia Barrera informed the attendees that there will be WDB Awards presented at the upcoming WDB Board Meeting.

## **8.0 Committee Member Comments**

Patty Schulz informed the attendees that there is a new incoming WDB Board member: Rosa Serrato and informed them of possibly losing Board members: Greg Van Ness and Stephen Yeoh. One of the committee members suggested to recruit members from the energy sector. He said that he will refer them to Patrick Newburn. Patrick Newburn informed the attendees that the current WDB Board membership is compliant after Rosa Serrato's appointment, but if we will lose the two above-mentioned members, then the Board will not be compliant with regard to number of members.

Talia Barrera informed the attendees that the outgoing WDB members: Byron Lindros, Jim Faul, and Roger Rice will be recognized in the upcoming WDB Board Meeting.

## **9.0 Adjournment**

Motion to adjourn at 9:15 a.m.: Vic Anselmo

Second: Alex Rivera

Motion carried

### Next Meeting

March 14, 2019 (8:00 a.m.-9:30 a.m.)

United Food and Commercial Workers, Local 770

816 Camarillo Springs Road (Meeting Room), Camarillo





## **WDB Executive Committee Meeting**

**Thursday, March 14, 2019**

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

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

### **MINUTES**

#### **Meeting Attendees**

##### Executive Committee

Gregory Liu (WDB Chair)  
Tracy Perez (WDB Vice Chair)  
Greg Barnes  
Brian Gabler  
Anthony Mireles  
Alex Rivera  
Patty Schulz  
Jesus Torres

##### WDB Administration

Rebecca Evans, Executive  
Director  
Talia Barrera  
Patricia Duffy  
Patrick Newburn  
Ma. Odezza Robite

##### Guests

Ken Barnes (Consultant)  
Ken Barrow (HSA Fiscal)  
Bryan Gonzales (HSA Fiscal CFO)  
Melissa Livingston (HSA Chief Deputy  
Director)  
Bruce Stenslie (Economic Development  
Collaborative)  
Christopher Vega (HSA Fiscal)

#### **1.0 Call to Order and Agenda Review**

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

#### **2.0 Public Comments**

No public comments.

#### **3.0 WDB Chair Comments**

Gregory Liu welcomed the attendees.

#### **4.0 Consent Items**

- 4.1 Approve Executive Committee Minutes: March 14, 2019
- 4.2 Receive and File: WDB Committees Meetings Updates/Reports

Motion to approve the Consent Items: Brian Gabler  
Second: Alex Rivera  
Motion carried.

#### **5.0 Financial Report and Committee Discussion**

Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019.

Chief Financial Officer Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through November 30, 2018 (42% into the Fiscal Year).

#### 2018-2019 WIOA Budget Plan Expenditures

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

The status of expenditures at 42% into the fiscal year was:

<u>WIOA Core Funds</u>	<u>2018-2019 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,170,275	824,410	38%
Adult	1,884,570	683,307	36%
Youth	1,707,076	609,115	36%
Rapid Response	294,918	131,594	45%
 <u>WIOA Non-Core Funds</u>			
High Performing Board	54,838	36,943	69%
CWDB Regional Capacity Bldg.	187,254	116,853	32%
Regional Organizer	15,186	8,517	56%
Workforce Accelerator 6.0	236,512	56,481	24%
Regional Plan Implementation	258,305	112,741	44%
Prison to Employment	47,500	-	0%

**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. Term 12/1/2016 – 12/31/2018.

**CWDB Regional Capacity Building/ Regional Training Coordinator:** Focuses on the professional development of staff and partners in the One-Stop System. Plan and implement regional and statewide trainings identified in the Statewide Training Plan. Implement a skill gap analysis for workforce professionals, identifying training priorities and developing ongoing training and capacity-building initiatives. Multiple program year grant term 3/1/2017 – 3/31/2019.

**Regional Organizer:** Funds to augment our continuing support for regional organizing and regional plan implementation. The WDBVC will support efforts for program alignment across core programs and will all mandatory partners. Regional Organizing activities in Ventura County will help facilitate the importance of fostering demand-driven skills attainment; enabling upward mobility for all; and aligning, coordinating and integrating workforce development programs. Multiple program year grant term 3/1/2017 – 3/31/2019.

**Workforce Accelerator 6.0:** STEPS Connection does not enroll participants, however; it seeks to strengthen partnerships to create an integrated and responsive "One-Stop" support services system; develop tools/resources to strengthen participation and employment outcomes; conduct a support service gap analysis; and develop a "best practice" guide. Program year grant term 2/1/2018 – 7/31/2019.

**Regional Plan Implementation:** Assists with WDBVC support leadership structures, improve staff capacity and training, strengthen sector initiatives, more fully integrate career services offered by AJCC partners, and help to build sustainable investments. Subcontracts awarded the Agency and to EDC-VC. Program year grant term 1/1/2018 – 6/30/2019.

**Prison to Employment Initiative (P2E):** Planning Grant Round 1 awarded \$47,500; Direct Services Grant Round 2 (implementation of plan) to be submitted on 2/15/19. Ventura Regional Plan to provide employment and supportive services to formerly incarcerated and justice-involved individuals. Emphasis on regional coalition with employers, labor, CBO's, CDCR, Sheriff, and local agencies. Governor Brown and State legislature funded \$37 million over three-year grant term 10/1/2018 – 3/31/2020.

#### WIOA Training Expenditures

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2018 to January 31, 2019, indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (58% into the Fiscal year) and against WIOA core grants across the overlapping federal two-year grant cycles.

	Core Grant <u>FY 16-18</u> (Due 10/1/18)	Core Grant <u>FY 17-19</u> (Due 10/1/19)	Core Grant <u>FY 18-20</u> (Due 10/1/20)
Total Adult and Dislocated Worker Formula Fund Allocations	4,014,468	3,728,337	3,654,508
Training Expenditure Requirement	1,204,340	1,118,501	1,096,352
	30%	30%	30%
Formula Fund Training Expenditures	810,112	701,097	437,517
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	460,403	380,348	197,897
• Maximum Allowed Leveraged Resources (10%)	401,447	372,834	365,451
Total Leveraged Resources Used Toward Training Expenditures	401,447	372,834	197,897
• Total Amount Spent on Training	1,211,559	1,118,501	590,843
• % of Training Requirement Met (Final goal = 100%)	101%	100%	54%

Bryan Gonzales presented the financial report summary highlights as shown:

2018-2019 WIOA Budget Plan Expenditures

1. FY 2018-19 Financial Status Report – 7/1/18-1/31/19
  - a. Report Period 7/1/18-1/31/19
  - b. 58% through the fiscal year
  - c. Summary Chart – provides a visual view of magnitude of grants and expenditures to date
  - d. Actual to Plan
    - i. Core Grants
      1. Total expenditures are in line in most Core Grants.
      2. Rapid Response Other Operating costs are at 76% of Plan amounts.
        - a. Smaller proportional size of this grant compared to the other core grants can result in significant % swings.
    - ii. Other Grants
      1. Smaller size of the grants can result in significant % swings overall.
      2. Grants have varying contract ending dates.
        - a. Special attention needs to be paid to these ending dates when evaluating grant to date spend percentages.
      3. High Performing Boards (WDB-1080)
        - a. Grant performance period ended 12/31/18. 100% of available funds were spent during contract period.
      4. Regional Capacity Building (AFS-1087; 1090)
        - a. Overall spending has been increased 8 percentage points since last report.
        - b. Salaries and Benefits are now at 91%. This amount contains adjustments from prior fiscal year.
        - c. Direct Program costs remain at 27%.
          - 9 Current YTD amount includes \$3.5K of expenditures on VOS Greeter Project.
          - 10 Training totaling approximately \$21K that commenced January 2019 will increase these costs.
      5. Regional Organizer (WDB-1089)
        - a. Continuing to work with Program to monitor spend, especially with Salaries and Benefits.
          - 9 Program prepared a budget modification to move funds from Contractual Services to Salaries to fully utilize grant funds.
      6. Workforce Accelerator 6.0 (AFS-1117)
        - a. Overall actual to plan total amounts is at 32%.
        - b. Salaries and Benefits currently at 43%.
          - 9 Working with Programs to monitor spend rate to ensure maximum grant funds utilized.
        - c. Direct Program/WIOA amounts currently is at 9%.
          - 9 Contract of approximately \$65K for consultant to provide tools, resources, and facilitation of stakeholder meetings signed and implemented.
          - 9 First task (to develop workplan) invoiced by CWA January 2019.
      7. Regional Plan Implementation (WDB-1122)
        - a. Overall spend to Plan percentage is 41%

- b. Direct Program costs are at 45%.
      - 9 Program staff will continue to work with EDC-VC and The Agency to monitor spend to agreement amounts.
  - e. Paid & Accrued – provides the breakout of actual paid and accrued expenditures
  - f. Training Report
    - i. 17-19 Grants (Due 10/1/19)
      - 1. 100% of training requirement met as of 12/31/18.
      - 2. Have until 6/30/19 to meet this requirement.
    - ii. 18-20 Grants (Due 10/1/20)
      - 1. 48% of training requirement met as of 12/31/18.
      - 2. Have until 6/30/20 to meet this requirement.
- 2. FY 2018-19 WIOA Budget Plan (Presented at 2/14/19 WDB Executive Meeting: Updated with NDWG 2018 Information) – Year to Date Expenditures
  - a. Updates to Plan consist of:
    - i. Column for 2018 Mega Wildfires NDWG grant totaling \$810K awarded 12/26/18 with a contract period of 12/6/18-12/31/20 has been added.
      - 1. \$668,191 budgeted for 7/1/19-12/31/20
      - 2. \$142,213 budgeted for 1/1/19-6/1/19
  - b. Prison to Employment – Contract effective 10/1/18-3/31/20. \$19K in costs were paid as of 1/31/19. An additional \$11K in consultant services will be processed in February.
  - c. Row 26 Boys and Girls Club: Core Program – Historically, costs have been low at the beginning of the fiscal year and increased as the year progresses. Current fiscal year is following this pattern.
  - d. Row 31 ITA/OJT – This fiscal year, low training expenditures will be addressed in part with a shift of \$100,000 from Dislocated Worker to Adult where there is higher demand. Current FY 18/19 training expenditures first applied to line 32, “FY 17/18 ITA/OJT Committed 17/18 Spent in 18-19”, with the balance applied to Line 31, “ITA/OJT (30% required-10% leverage)”.
  - e. Rows 49-69 – Variances among these various expenditure categories is common, especially in categories with relatively small expenditure levels.
    - i. Row 51 Books and Publications – Underbudgeted. Budget reduction at beginning of the year should have been increased as grant funding increased. Will be adjusted for FY 2019-20 Budget.
    - ii. Row 62 Conferences and Seminars WDB Staff – Underbudgeted. Budget reduction at beginning of the year should have been increased as grant funding increased. Will be adjusted for FY 2019-20 Budget. Does not include “grant specific” travel that has been moved to row 40.
    - iii. Current year spend levels will be considered during development of FY 2019-20 Budget Plan.

## 6.0 Economic Development Collaborative:

- **Performance Report PY 2018-2019: Business Retention and Rapid Response Activities**

Bruce Stenslie, President and CEO of Economic Development Collaborative, presented the services provided by their organization: EDC serves Ventura and Santa Barbara counties in partnership with the Los Angeles Regional Small Business Development Center Network and is funded in part through a cooperative agreement with the U.S. Small Business Administration. They provide rapid response services and different core measures. Currently, there are 48 firms identified at risk and there are 232 jobs saved.

One of the members asked if the organization is spending any money. Bruce Stenslie replied that they pay the consultants through different sources.

One of the members also asked if there is a specific performance report or metrics to look at. In response, Mr. Stenslie distributed handouts (which are included in the meeting packet on the WDB website [www.workforceventuracounty.org](http://www.workforceventuracounty.org)). He mentioned that the goal was 120 jobs but at present, there were 133 jobs current for EDC. He also mentioned that they exceeded goals for 7 months in a year.

Rebecca Evans added that Talia Barrera keeps in touch with contractors and with Ken Barrow of HSA Fiscal to check the performance and expenditures.

- **Update: Regional Plan Implementation 1.0**

Bruce Stenslie presented RPI 1.0. One of the members asked on how the model is being utilized or if the capacity is utilized. Mr. Stenslie replied that they are not spending time consulting resources on businesses that are not growing anywhere. They do initial assessment and engagement. One of the members commented that the biggest challenge is getting the message out there since resources and services are widely available.

## **7.0 Action Items**

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 on the WDB website: [www.workforceventuracounty.org](http://www.workforceventuracounty.org).

### **7.1 Recommendation that the Executive Committee Recommend to the Workforce Development Board of Ventura County (WDB) the Approval and Recommendation to the Board of Supervisors to Approve a Contract with the Economic Development Collaborative (EDC), to Provide Business Retention – Layoff Aversion Services from July 1, 2019 through June 30, 2020, in the Amount of \$95,000 in WIOA Funds, Under RFP #1718.02, Released on August 28, 2017 and Closed on September 25, 2017**

Motion to approve: Greg Barnes  
Second: Anthony Mireles  
Motion carried.

### **7.2 Recommendation that the Executive Committee Recommend to the Workforce Development Board of Ventura County (WDB) the Approval and Recommendation to the Board of Supervisors to Approve the Obligation of \$90,000 in PY 2019-2020, California Workforce Development Board (CWDB) Regional Plan Implementation Funds to the Economic Development Collaborative, to Augment and Support Existing Local Economic Development Efforts Related to Business Retention and Layoff Aversion Services As Defined by the CWDB Implementation Design**

Motion to approve: Alex Rivera  
Second: Greg Barnes  
Motion carried.

### **7.3 Recommendation that the Workforce Development Board of Ventura County (WDB) Recommend County Board of Supervisors Approval of the Ventura County Workforce Innovation and Opportunity Act (WIOA) Regional and Local Workforce Development Plans Update for Program Years 2017-2021 – Two Year Modifications**

Ken Barnes, the consultant, provided an introduction of himself and a brief summary of the updates that were made to the local and regional plan since the State wanted updates on specific areas. He presented key updates which will be added to the 4-year regional plan. He stated that for local update, the primary focus was to help low-income families / to focus on poverty. He also informed the attendees that there was an expanded partnership with CalFresh and about 30,000 adults now receive CalFresh in Ventura County. He also mentioned that the State is asking for local workforce boards to work with Department of Rehabilitation. As for the regional plan update, the focus was on the Prison to Employment Initiative and to establish connections with Corrections.

Motion to approve: Anthony Mireles

Second: Jesus Torres

Motion carried.

## **8.0 WIOA Workforce Development**

- **WIOA Performance Indicators Q2 Reports for PY 2018-2019**

Patrick Newburn informed the attendees about the success measured through performance indicators. He further informed the attendees that the reports are now accurate because of CalJOBS. He also informed the attendees that the youth's measure of success is different with adult's measure because for adults, only the employment is included, not the education. He also explained the meaning on "carried-in" which means that we still need to serve them if they are not "closed out" yet/ or "exit cohort." One of the members suggested continuing to search for youth success stories. Another member suggested to post success stories on the website and suggested to create videos similar to the contents of a YouTube channel, and then the link of the videos can be embedded on the website so the videos will look more authentic. Talia Barrera mentioned that there were already success stories posted on websites, posters, and newsletters and that Human Services Agency already have videos of success stories.

## **9.0 WDB Administration**

- **WDB/WIOA Grants Update**

- Prison to Employment: Patrick Newburn provided updates: a consultant was hired through CWA, plan started officially in December 2018, the planning process was already concluded, and the final report will be submitted on March 15.
- Potential Grant for English Language Learners: Rebecca Evans reported that the WDB is working with partners in career services and adult education to determine if we can apply for a grant from the California Workforce Development Board for an English Language Learner Co-Enrollment Pilot. We currently have ESL classes provided by the Oxnard Adult School provided at the AJCC. Funding up to \$300,000 is available but there is a dollar for dollar 1:1 match required and we are seeking to understand from the State what funds are allowable to meet the match requirement.

- **WDB Membership Update**

Patty Schulz informed the attendees that there are currently 25 voting members of the WDB Board and that there is a need to fill the adult education category.

- **WDB Administration Manager Position Update**

Rebecca Evans provided an update that they are now at the stage of conducting interviews.

- **Proposed Workforce Development and Executive Committee Meetings Schedule for Program Year 2019-2020**

Rebecca Evans informed the attendees that the dates will be presented at the next meeting.

- **California Workforce Association Updates**
  - **Day at the Capitol**
  - **Board of Director's Meeting**

Rebecca Evans informed the attendees that she met with Assemblymember Jacqui Irwin and Senator Hannah Beth Jackson.

- **On the Calendar**

March 18, 2019: Congressional Visit of the AKCC Meeting with Congressman Salud Carbajal at the America's Job Center of California, 2901 N. Ventura Road, 3<sup>rd</sup> Floor, Oxnard CA 93036.

March 23-27, 2019: The Forum 2019 of the National Association of Workforce Board in Washington, D.C.

## **10.0 Committee Member Comments**

No comment.

## **11.0 Adjournment**

Motion to adjourn at 9:30 a.m.: Alex Rivera

Second: Brian Gabler

Motion carried

### Next Meeting

April 11, 2019 (8:00 a.m.-9:30 a.m.)

United Food and Commercial Workers, Local 770

816 Camarillo Springs Road (Meeting Room), Camarillo





## **WDB Executive Committee Meeting**

**Thursday, April 11, 2019**

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

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

### **MINUTES**

#### **Meeting Attendees**

##### Executive Committee

Gregory Liu (WDB Chair)  
Tracy Perez (WDB Vice Chair)  
Vic Anselmo  
Greg Barnes  
Anthony Mireles  
Alex Rivera  
Patty Schulz  
Tony Skinner

##### WDB Administration

Talia Barrera  
Rebecca Evans  
Tracy Johnson  
Patrick Newburn  
Ma. Odezza Robite

##### Guests

Bryan Gonzales (HSA Fiscal)  
Heidi Hayes (theAgency)  
Melissa Livingston (HSA Chief Deputy  
Director)  
Christopher Vega (HSA Fiscal)

#### **1.0 Call to Order and Agenda Review**

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

#### **2.0 Public Comments**

No public comments.

#### **3.0 WDB Chair Comments**

Gregory Liu welcomed and thanked the attendees for coming to the meeting.

#### **4.0 Consent Items**

4.1 Approve Executive Committee Minutes: March 14, 2019

4.2 Receive and File: WDB Committees Meetings Updates/Reports

Motion to approve the Consent Items: Alex Rivera

Second: Greg Barnes

Motion carried.

#### **5.0 Financial Report and Committee Discussion**

Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019.

Chief Financial Officer Bryan Gonzales, from HSA Fiscal, presented the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through February 28, 2019 (67% into the Fiscal Year).

#### 2018-2019 WIOA Budget Plan Expenditures

The Committee reviewed and discussed the Financial Status Report (FSR) for Fiscal Year 2018-2019, reflecting year-to-date expenditures from July 1, 2018 through February 28, 2019.

The status of expenditures at 67% into the fiscal year was:

<u>WIOA Core Funds</u>	<u>2018-2019 Plan</u>	<u>YTD Expended</u>	<u>% Expended vs. Plan</u>
Dislocated Worker	2,174,729	1,357,196	62%
Adult	1,879,903	1,250,672	67%
Youth	1,699,26	1,046,534	62%
Rapid Response	287,106	235,111	82%
 <u>WIOA Non-Core Funds</u>			
High Performing Board	54,838	54,838	100%
CWDB Regional Capacity Bldg.	186,778	127,734	68%
Regional Organizer	13,718	8,110	59%
Workforce Accelerator 6.0	235,910	91,216	39%
Regional Plan Implementation	257,647	127,424	49%
Prison to Employment	47,500	30,688	65%

**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. Term 12/1/2016 – 12/31/2018.

**CWDB Regional Capacity Building/ Regional Training Coordinator:** Focuses on the professional development of staff and partners in the One-Stop System. Plan and implement regional and statewide trainings identified in the Statewide Training Plan. Implement a skill gap analysis for workforce professionals, identifying training priorities and developing ongoing training and capacity-building initiatives. Multiple program year grant term 3/1/2017 – 3/31/2019.

**Regional Organizer:** Funds to augment our continuing support for regional organizing and regional plan implementation. The WDBVC will support efforts for program alignment across core programs and will all mandatory partners. Regional Organizing activities in Ventura County will help facilitate the importance of fostering demand-driven skills attainment; enabling upward mobility for all; and aligning, coordinating and integrating workforce development programs. Multiple program year grant term 3/1/2017 – 3/31/2019.

**Workforce Accelerator 6.0:** STEPS Connection does not enroll participants, however; it seeks to strengthen partnerships to create an integrated and responsive "One-Stop" support services system; develop tools/resources to strengthen participation and employment outcomes; conduct a support service gap analysis; and develop a "best practice" guide. Program year grant term 2/1/2018 – 7/31/2019.

**Regional Plan Implementation:** Assists with WDBVC support leadership structures, improve staff capacity and training, strengthen sector initiatives, more fully integrate career services offered by

AJCC partners, and help to build sustainable investments. Subcontracts awarded the Agency and to EDC-VC. Program year grant term 1/1/2018 – 6/30/2019.

*Prison to Employment Initiative (P2E)*: Planning Grant Round 1 awarded \$47,500; Direct Services Grant Round 2 (implementation of plan) to be submitted on 2/15/19. Ventura Regional Plan to provide employment and supportive services to formerly incarcerated and justice-involved individuals. Emphasis on regional coalition with employers, labor, CBO's, CDCR, Sheriff, and local agencies. Governor Brown and State legislature funded \$37 million over three-year grant term 10/1/2018 – 3/31/2020.

#### WIOA Training Expenditures

As shown in the table below, the summary of WIOA training expenditures, as of July 1, 2018 to February 28, 2019 indicated appropriate spending against the required Adult/Dislocated Worker training expenditure targets (67% into the Fiscal year) and against WIOA core grants across the overlapping federal two-year grant cycles.

	Core Grant <u>FY 16-18</u> (Due 10/1/18)	Core Grant <u>FY 17-19</u> (Due 10/1/19)	Core Grant <u>FY 18-20</u> (Due 10/1/20)
Total Adult and Dislocated Worker Formula Fund Allocations	4,014,468	3,728,337	3,654,508
Training Expenditure Requirement	1,204,340	1,118,501	1,096,352
	30%	30%	30%
Formula Fund Training Expenditures	810,112	701,097	510,786
Leveraged Resources			
• Total Leveraged Resources Used Toward Training Expenditures	460,403	380,348	141,793
• Maximum Allowed Leveraged Resources (10%)	401,447	372,834	365,451
Total Leveraged Resources Used Toward Training Expenditures	401,447	372,834	141,793
• Total Amount Spent on Training	1,211,559	1,118,501	608,009
• % of Training Requirement Met (Final goal = 100%)	101%	100%	55%

Bryan Gonzales presented the financial report summary highlights as shown:

#### 2018-2019 WIOA Budget Plan Expenditures

1. FY 2018-19 Financial Status Report – 7/1/18-1/31/19
  - a. Report Period 7/1/18-2/28/19
  - b. 58% through the fiscal year
  - c. Summary Chart – provides a visual view of magnitude of grants and expenditures to date
  - d. Actual to Plan
    - i. Core Grants
      1. Total expenditures are in line in most Core Grants.
      2. Rapid Response Other Operating costs are at 76% of Plan amounts.

- a. Smaller proportional size of this grant compared to the other core grants can result in significant % swings.
- i. Other Grants
  - 1. Smaller size of the grants can result in significant % swings overall.
  - 2. Grants have varying contract ending dates.
    - a. Special attention needs to be paid to these ending dates when evaluating grant to date spend percentages.
  - 3. High Performing Boards (WDB-1080)
    - a. Grant performance period ended 12/31/18. 100% of available funds were spent during contract period.
  - 4. Regional Capacity Building (AFS-1087; 1090)
    - a. Salaries and Benefits are now at 80%. This amount contains adjustments from prior fiscal year.
    - b. Direct Program costs remain at 27%.
      - i. Current YTD amount includes \$3.5K of expenditures on VOS Greeter Project.
      - ii. Training totaling approximately \$24K that will be paid in March 2019 will increase these costs.
  - 5. Regional Organizer (WDB-1089)
    - a. Continuing to work with Program to monitor spend, especially with Salaries and Benefits.
      - i. Program prepared a budget modification to move funds from Contractual Services to Salaries to fully utilize grant funds which was approved by the State.
  - 6. Workforce Accelerator 6.0 (AFS-1117)
    - a. Overall actual to plan total amounts is at 39%.
    - b. Salaries and Benefits currently at 53%.
      - i. Working with Programs to monitor spend rate to ensure maximum grant funds utilized.
    - c. Direct Program/WIOA amounts currently is at 9%.
      - i. Contract of approximately \$65K for consultant to provide tools, resources, and facilitation of stakeholder meetings signed and implemented.
        - 1. First task (to develop workplan) invoiced by CWA January 2019.
  - 7. Regional Plan Implementation (WDB-1122)
    - a. Overall spend to Plan percentage is 49%
    - b. Direct Program costs are at 48%.
      - i. Program staff will continue to work with EDC-VC and The Agency to monitor spend to agreement amounts.
- e. Paid & Accrued – provides the breakout of actual paid and accrued expenditures
- f. Training Report
  - ii. 17-19 Grants (Due 10/1/19)
    - 1. 100% of training requirement met as of 2/28/19.
    - 2. Have until 6/30/19 to meet this requirement.
  - iii. 18-20 Grants (Due 10/1/20)
    - 1. 55% of training requirement met as of 2/28/19.
    - 2. Have until 6/30/20 to meet this requirement.

2. FY 2018-19 WIOA Budget Plan (Presented at 2/14/19 WDB Executive Meeting: Updated with Separated NDWG 2018 Component Information) – Year to Date Expenditures
  - a. Updates to Plan consist of:
    - i. Due to EDD reporting requirements, separate columns for 2018 Mega Wildfires NDWG grant components have been added.
      1. Overall grant award remains at \$810K and was awarded 12/26/18 with a contract period of 12/6/18-12/31/20.
      2. Temporary Jobs Component \$142,213 budgeted for 7/1/18-6/30/19
      3. Workforce Development Component \$0 budgeted for 7/1/18-6/30/19
  - b. Prison to Employment – Contract effective 10/1/18-3/31/20. \$19K in costs were paid as of 1/31/19. An additional \$11K in consultant services were processed in February, which fully expended contracted amount.
  - c. Row 26 Boys and Girls Club: Core Program – Historically, costs have been low at the beginning of the fiscal year and increased as the year progresses. Current fiscal year is following this pattern. Contracts and Grants staff have been in contact with partner and will continue to monitor spending.
  - d. Row 31 ITA/OJT – This fiscal year, low training expenditures will be addressed in part with a shift of \$100,000 from Dislocated Worker to Adult where there is higher demand. Current FY 18/19 training expenditures first applied to line 32, “FY 17/18 ITA/OJT Committed 17/18 Spent in 18-19”, with the balance applied to Line 31, “ITA/OJT (30% required-10% leverage)”.
  - e. Row 36 Contractual Services
    - i. \$24K in Regional Training Coordinator funds to be expended in March 2019.
    - ii. NDWG Component of \$125K estimated to start expending in April 2019.
  - f. Overhead/Administration
    - i. Row 46 Insurance – Underbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - ii. Row 48 Membership and Dues – Underbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - iii. Row 51 Books and Publications – Underbudgeted. Budget reduction at beginning of the year should have been increased as grant funding increased. Will be adjusted for FY 2019-20 Budget.
    - iv. Row 52 Office Equip...<5000 – Overbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - v. Row 53 Mail Center-ISF - Underbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - vi. Row 55 Copy Machine – Overbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - vii. Row 59 Storage Charges-ISF – Underbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - viii. Row 60 Mileage Reimb.-Staff Only – Over budgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
    - ix. Row 61 Conferences/Seminars-AFS – Overbudgeted. Will be adjusted for FY 2019-20 Budget. Does not include “grant specific” travel that has been moved to row 40. Will be adjusted for FY 2019-20 Budget.
    - x. Row 62 Conferences and Seminars WDB Staff – Underbudgeted. Budget reduction at beginning of the year should have been increased as grant funding increased. Will be adjusted for FY 2019-20 Budget. Does not include “grant specific” travel that has been moved to row 38. Will be adjusted for FY 2019-20 Budget.

- xi. Row 64 Attorney Fees – Overbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.
- xii. Row 65 Other Misc. Admin Services – Overbudgeted. Small line item amounts can result in a significant % variance. Will be adjusted for FY 2019-20 Budget.

One of the members asked if the grants which have ended have “roll-over.” Brian Gonzales replied that they didn’t roll-over but they were renewed with new grants. One of the members asked if the leveraged resources are vendors. Brian Gonzales replied that there’s money which comes from Pell grants (10%) and then 30% has to be spent on training. One of the members asked where we are on reserves. Brian Gonzales replied that there were lowered reserves in the past and there will be more next year. It was raised to 2 1/2% He informed that there are savings because of the grants which came in.

Rebecca Evans asked the members if they want to continue the same full FSR format packet or focus on “actual to plan” and “training.” One of the members commented that he liked seeing the big picture as shown in the big sheet of the FSR. One of the members commented that he also likes seeing where we are and he always wants to know the expected target whether in percentage or in dollar amounts. Rebecca Evans informed the attendees that we will have a dashboard that will pair expenditure with performance but the target date is to be determined. She also informed the attendees that she and the HSA Fiscal team talked about the budget for next year; they will bring draft next meeting. She also informed the attendees that the recent Training and Employment Guidance Letters (TEGL) at the state level showed a reduction in funding, which means less money in core funding and less money coming in to spend. However, there is no exact amount yet. She also clarified the revenue and informed the attendees that they will adjust the expenditures accordingly and come back with a plan by May.

Melissa Livingston informed the attendees regarding the strategy: that we will step in a different budget structure and the possibility of “rightsizing” the career services staff. She informed the attendees that we balanced the budget by adjusting the reserves. There is a need for the creation of the resource development committee and a longer-term strategy and to be more creative (we may not meet performance if we move people around/ we did reduction of force years ago in WIOA program). Rebecca Evans reminded the attendees that management will inform those staff who will be affected once they have the facts and not just rumors. She agreed with Melissa about the creation of a finance and resource development committee who will work with HSA Fiscal department. She will talk to the chair, Greg Liu, on how to create this committee for the next fiscal year. She added that the Adult and Family Services department and WDB will do a “value stream analysis” with Career Services Team to streamline functions.

## **6.0 Action Items**

### **6.1 Recommendation that the Executive Committee Recommend to the Workforce Development Board of Ventura County (WDB) Approval of Option Term Two (July 1, 2019 through June 30, 2020) of Contracts dated June 20, 2017 to Provide Comprehensive Workforce Innovation and Opportunity Act (WIOA) Youth Services in the Amounts not to Exceed \$604,000 for the Boys and Girls Club of Greater Oxnard and Port Hueneme, and Amounts not to Exceed \$604,000 for PathPoint**

Motion to approve: Tony Skinner  
Second: Alex Rivera  
Motion carried.

**6.2 Recommend that the Workforce Development Board of Ventura County (WDB) Approve the Renewal of a Contract with the Agency to Provide Marketing and Public Relations Services to the WDB from July 1, 2019, through June 30, 2020 in an Amount Not to Exceed \$150,000, in WIOA Core Funds Under RFP #1718.01 Released on August 28, 2018 and Closed on September 25, 2017**

One of the members asked if use of social media for outreach is included in the contract. Talia Barrera replied in the affirmative (Facebook, LinkedIn, Twitter) and informed the attendees that videos and podcasts will also be included next year. One of the members asked if Instagram and Snapchat will also be included. A member asked what percentage of the Agency's budget this amount of the contract constitute. Heidi Hayes from the Agency replied that they are a private company and she is not comfortable in providing the answer to the question. What she shared to the committee was that WDB (even when it was still WIB) is a legacy account, which they care about and give importance to.

Motion to approve: Alex Rivera  
Second: Greg Barnes  
Motion carried.

**6.3 Recommendation that the Executive Committee of the Workforce Development Board of Ventura County (WDB) Ratify the Submission of: a Competitive Grant Application by the WDB to the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB) for a English Language Learner (ELL) Co-Enrollment Pilot Program. The proposal is for \$300,000 for a 19 month grant term beginning June 2019 an ending December 2020.**

Motion to approve: Anthony Mireles  
Second: Vic Anselmo  
Motion carried.

**6.4 Recommendation that the Workforce Development Board of Ventura County (WDB) Recommend that the Ventura County Board of Supervisors Approve the Submission of the Application for Subsequent Local Area Designation and Local Board Recertification Request for Program Years 2019-2021 for the Local Workforce Development Area, Ventura County, to the California Workforce Development Board**

Motion to approve: Anthony Mireles  
Second: Tony Skinner  
Motion carried.

## **7.0 WIOA Implementation**

Rebecca Evans provided updates on:

- WDB/WIOA Grants Updates
- WDB Regional and Local Plans PY 2017-21 – Two Year Modification: Submitted to CWDB on March 15, 2019
- Update: WDB State Requirements  
**Due May 1, 2019 (Local Board Chair Signature)**
  - ✓ AJCC Certification for Affiliate & Specialized**Due May 31, 2019 (CLEO Signature Required)**
  - ✓ Subsequent Designation and Local Board Recertification

### **Due June 30, 2019 (CLEO Signature Required)**

- ✓ AJCC One Stop Operator Selection
- ✓ Career Services Provider
- ✓ MOU Phase I (Comprehensive and Affiliate)
- ✓ MOU Phase II (Comprehensive and Affiliate)

## **8.0 WDB Administration**

Rebecca Evans provided updates on:

- April 25 WDB Meeting
  - Ad Hoc Nominations Committee for Chair and Vice Chair
  - 2017-2018 Committees Year-End Reviews
  - Proposed Workforce Development Board and Executive Committee Meetings Schedule for Program Year 2019-2020
- WDB Administration Manager Position Update
- Human Center Design for the AJCC Resource Center
- Summer at the County – Interns for WDB Administration

Committee member asked if it was a paid internship. Rebecca Evans responded that it was not a paid internship.

- WDB Membership Update

Patty Schulz provided a quick update on WDB Membership and Greg Liu and Tracy Perez provided updates on the recent NAWB Forum which they attended in Washington, D.C.

- Meeting with Congressman Salud Carbajal at AJCC RiverPark
- National Association of Workforce Board Forum in Washington, D.C.
  - Capitol Hill Meetings

## **9.0 Committee Member Comments**

No comment was made.

## **10.0 Adjournment**

Motion to adjourn at 9:30 a.m.: Alex Rivera

Second: Anthony Mireles

Motion carried

### Next Meeting

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

United Food and Commercial Workers, Local 770

816 Camarillo Springs Road (Meeting Room), Camarillo





## **WDB Business Services Committee Meeting**

Tuesday, May 14, 2019

10:00 a.m. - 11:00 a.m.

America's Job Center of California (Ventura Room)  
2901 N. Ventura Rd., Oxnard, CA 93036

### **MINUTES**

#### **Meeting Attendees**

The Business Services Committee met on Tuesday May 14, 2019. In attendance were Committee member Jesus Torres (Chair), WDB staff Talia Barrera; WDB Board member Bruce Stenslie, and guests Yvonne Jonason (Employment Training Panel), California Community College), and Fred Garcia (America's Job Center of California-WIOA).

#### **1.0 Call to Order and Agenda Review**

Jesus Torres called the meeting to order at 10:08 a.m. No changes were made to the agenda.

#### **2.0 Public Comments**

No Public Comments

#### **3.0 Approval of Minutes**

Unable to approve the minutes due to no quorum. Will approve the minutes at the next meeting.

#### **4.0 Committee Chair Comments**

No Comments

#### **5.0 Regional Plan Implementation Grant Update: Update**

Bruce Stenslie provided an update on the Regional Plan Implementation 1.0 grant supported by the Workforce Development Board of Ventura County. The objectives of the implementation were to support regional leadership and capacity to align existing workforce programs and reduce duplication of business outreach. Bruce shared with the committee that to-date EDC has been working to create a business engagement ecosystem, this will include the development of a Kaizen/Lean project with EDC Small Business Development Center, the America's Job Center of California, and the Workforce Development Board staff, and develop an understanding of partner resources and services available to businesses, as well as alignment of outreach processes, priorities and establishing communication and information sharing systems. Bruce will continue to provide updates on the implementation and outcomes at future meetings.

## **6.0 America's Job Center of California: Update**

Fred Garcia provided an update on the activities and events at the America's Job Center of California. The AJCC Rapid Response team is working on services for WARN notices that were received within the program year which started on April 1, 2019, first quarter of the program year. Some businesses due to closing and others due to relocation. Deckers and Harbor Freight, have now moved to Moreno Valley. Brassler Holdings is moving out of area, and California Amplifier is moving its corporate headquarters to Houston.

## **7.0 Committee Member Comments**

No committee member comments

## **8.0 Adjournment**

Jesus Torres adjourned the meeting at 11:00 a.m.

### Next Meeting

June 11, 2019 (10:00 a.m. – 11:30 a.m.)

Ventura County Community College District

761 E. Daily Drive, Suite #200, Camarillo CA 93010



## **WDB Clean/Green Committee Meeting**

**Friday, May 17, 2019**

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

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

### **MINUTES**

#### **Meeting Attendees**

##### Committee Members

Anthony Mireles\* (Chair)  
Holly Chavez  
Victor Dollar\*  
Dave Fleisch  
Darrell Gooden  
Leigh Walker

##### WDB Staff

Patricia Duffy

##### Guests

Karen Schmidt (Clean Power Alliance)  
Kelly Ferguson (LA Clean Tech  
Incubator, LACI)  
Yvonne Jonason (ETP)

*\*WDB Members*

#### **1.0 Call to Order and Agenda Review**

Anthony Mireles (Chair) called the meeting to order at 8:05 a.m.

#### **2.0 Public Comments**

No public comments.

#### **3.0 Approval of Minutes: March 15, 2019**

Motion to approve: Dave Fleisch  
Second: Holly Chavez  
Motion carried

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

- Guest Speaker: Karen Schmidt, Clean Power Alliance  
Karen Schmidt, Clean Power Alliance Regional Affairs Manager, presented an overview of the Clean Power Alliance. The Clean Power Alliance (CPA) is a public agency which enables community choice to bring clean renewable energy to local communities. State legislation, passed in 2002, enabled local government more local control over energy decisions and clean energy. The legislation allowed for CCAs (community choice aggregation). There are 19 CCAs in the State of California. Community choice energy allows local governments to purchase and invest in renewable energy sources. This allows for community based control over electricity sources and can create jobs in the renewable energy sector. In Ventura, Southern California Edison will continue to deliver service to and send the bill and maintain lines and wires. CCA becomes the default provider when a local government chooses to opt in. It is up to each local

government to join the Clean Power Alliance and to determine the percentage of clean power. This is the default; however, each individual consumer can opt out or determine the level of clean energy they want by notifying the electric company. In Ventura, seven of the ten cities have joined as well as the County unincorporated areas. The three cities not participating are: Port Hueneme, Santa Paula and Fillmore. Santa Paula joined Lancaster Clean Energy instead so Santa Paula is participating, but not in the Ventura Program. The structure is a Joint Powers Authority. There are 32 member agencies and two county governments, Los Angeles and Ventura. There are eight member agencies in Ventura, the seven out of 10 cities and the unincorporated county area.

Out of the 31 member agencies in the service area, 10 out of 31 chose the 100% tier. Five of the eight jurisdictions in Ventura chose 100%, this include the County unincorporated areas and the City of Ventura.

This puts Ventura on the map nationwide to reduce greenhouse gas emissions.

There are three rate tiers with three different price points.

- Lean Power 36% renewable
- Mid Clean Power- 50% renewable
- 100% Green Power- zeros out greenhouse gas emissions. There is a 7%-9% premium for consumers at this level.

As of February 2019, residential customers began this service and in May 2019, industrial and commercial customers will begin service.

Revenues will be reinvested in the communities. In July, there will be a town hall in Ventura to hear about priorities. CPA is working to establish a scholarship fund for community college students who are pursuing clean job careers in the three community colleges in Ventura.

- Deputy Sector Navigator – AWET Update  
Holly Chavez, DSN for Agriculture Water and Environmental Technologies, gave an update to the Committee members. The Agriculture Apprenticeship Forum held at the Crowne Plaza on April 22, 2019 was very successful. There was a large percentage of representatives from the Agricultural industry, which was the goal to have industry participation.

Ms. Chavez announced the appointment of Sheneui Weber, as the new Vice Chancellor of Workforce and Economic Development for the California Community Colleges.

The Strong Workforce funds for K-12 have been allocated. Ms. Chavez participated in the committee to review applications and distribute the funding. She announced that VCOE received a large award.

- Career Pathways Update:  
Darrell Gooden reported on the student participation in the MAST event held at The Port of Hueneme on April 10, 2019. This was the 6th annual event. MAST stands for Annual Maritime Advanced Systems and Technology Expo. There were over 400 participants and 250 students attended from the Ventura school system. There was an autonomous underwater vehicle competition as well as numerous other opportunities to explore innovative technologies.

Mr. Gooden discussed with the committee members their recommendations for the location of the next Sustainable VC event he will be sponsoring.

- LA Clean Tech Incubator (LACI)

Kelly Ferguson, Director of Market Transformation at LACI had joined us for the meeting and we asked her to share with the committee members about the work of LACI. We will have her join us in the future as a guest speaker to learn more about LACI and how we can work together. Ms. Ferguson informed us that LACI was formed to foster more green jobs in LA County, support workforce development initiatives, and identify skills needed to support start-ups that promote the growth of green jobs. She is the contact for the Santa Barbara and Ventura regions.

- Planning Discussion

The Committee members only had time for a brief discussion on planning. We discussed where the Committee could have the most impact in terms of identifying skills gaps and the training needed to fill those gaps. Energy came up because it crosses so many sectors and due to recent legislation in energy conservation and the use of solar in new construction, we discussed identifying if we will be able to meet that labor demand and if we have enough training programs to meet the needs.

## **5.0 Committee Member Comments**

Victor Dollar announced that last month was Hospitality Week and the hotels hosted the high school students to learn more about the different jobs available in the hospitality industry and career pathways in the industry.

Dave Fleisch announced Public Works week which is next week. Ventura will be hosting their public works event on Tuesday, May 21 from 9:00-2:00 at the Government Center. This is a large event and 800 students are expected to attend.

## **6.0 Adjournment**

Meeting adjourned at 9:30 a.m.

Next Meeting:

July 26, 2019 (8:00 – 9:30 a.m.)

United Food and Commercial Workers (UFCW), Local 770

816 Camarillo Springs Rd, (Meeting Room), Camarillo, CA.



## **WDB Healthcare Committee Meeting**

**Friday, May 03, 2019**

**8:00 a.m. - 10:00 a.m.**

Crowne Plaza Ventura Beach Hotel  
450 East Harbor Boulevard, Ventura CA

### **MINUTES**

#### **Meeting Attendees**

##### Committee

Greg Barnes\* (Chair)  
Thea Bruzdinski  
John Cordova  
Marilyn Jansen\*  
Irene Ornelas  
Michelle Reynolds

##### WDB Administration

Patricia Duffy  
Rebecca Evans  
Ma. Odezza Robite

##### Guests

Wendy Deras (Health Workforce  
Initiative Inland Empire)  
Debbie Newcomb (Ventura College)  
Alicia Rincon (Westminster Free Clinic)  
Teresa Telles (OUHSD)

*\*WDB Member*

#### **1.0 Call to Order and Agenda Review**

Greg Barnes called the meeting to order at 8:10 a.m.

#### **2.0 Public Comments**

No public comments

#### **3.0 Approval of Minutes: March 1, 2019**

Motion to approve: Marilyn Jansen

Second: Irene Ornelas

Motion carried.

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

- Healthcare Deputy Sector Navigator: Update

Irene Ornelas, the Deputy Sector Navigator for Healthcare for the South Coast Central Coast Community College Region, announced the Ethics of Patient Care workshop that will be held on May 31, 2019 in collaboration with Ventura College. RNs will receive free CEUs and a networking breakfast and lunch will be provided.

- Meeting Calendar

Patricia Duffy presented next year's meeting calendar for approval by the committee members.

- Specialty Nursing – Prioritizing Regional Needs/Developing an Action Plan

The committee members engaged in a robust discussion on the need for specialty nursing training in the Ventura Region. During previous discussions it had been determined that most of our hospitals did in-house training for specialty nursing and the County Health Care Agency identified the most needs, since in-house training was not provided. The Hospital Association of Southern California had done previous research, which indicated difficulty filling vacancies for specialty nurses, however, where those vacancies were identified was not shared.

John Cordova led the discussion on options for training specialty nurses. What had been identified previously was that our region did not seem to have enough demand in one specialty area to justify a training program.

John Cordova discussed looking at apprenticeship models in healthcare as creative solutions to meet these needs. Funds are becoming available for apprenticeship programs and competency based models are often more lenient on the hours required and specialty training requires less hours. One solution was to work with DAS (Division of Apprenticeship Standards) on requirements for new healthcare apprenticeships in specialty training. Utilizing ETP (Employment Training Panel) money for incumbent worker training in specialty areas is available to hospitals that are not nonprofit hospitals.

Mr. Cordova discussed other creative solutions the community colleges are exploring, such as the community colleges trying to align with other colleges to meet the training needs when there is not enough demand in one area to develop a training program.

The one specialty area the committee members agreed everyone had in common was behavioral health. Ventura has a critical shortage of mental health beds. The ERs have patients with serious mental health problems with no mental health facility available to admit them. One hospital has CNAs designated to sit with mental health patients in the ER. This led to a discussion on the need for mental health training at numerous levels in healthcare including ER staff, CNAs and security guards.

Vista Del Mar, a behavioral health hospital burned down during the Thomas Fire. Currently, staffing shortages are limiting how fast they can staff up to meet the needs. A committee member informed us that the County is breaking ground for a prison hospital at Todd Road jail and is expanding the number of beds at the County mental health unit, which will increase the demand for more psych nurses and behavioral health specialists.

The committee members discussed looking at incorporating behavioral health training and training on aging “mental health across a lifespan” into more healthcare training programs. The need for healthcare professionals to identify a delirium in a patient can be life-saving especially in older patients; a delirium caused by medication is often mistakenly attributed to their age or mental illness.

Committee members determined the two specialty areas the committee would like to explore are behavioral health and care coordinators. An action item was proposed to do a job analysis to identify need.

## **5.0 Committee Member Comments**

There were no committee member comments.

## **6.0 Adjournment**

The meeting adjourned at 10:05 a.m.

Next Meeting: TBD



## **WDB Manufacturing Committee Meeting**

**Thursday, April 18, 2019**

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

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

### **MINUTES**

#### **Meeting Attendees**

##### Committee Members

Alex Rivera\* (Chair)  
Michael Bastine  
Marybeth Jacobsen  
Alix Wright

##### Guests

Yvonne Jonason  
Lisa Eklund

##### WDB Staff

Patrick Newburn

*\*WDB Members*

#### **1.0 Call to Order and Agenda Review**

Chair Alex Rivera called the meeting to order at 8:09 a.m.

#### **2.0 Public Comments**

No public comments.

#### **3.0 Approval of Minutes: February 21, 2019**

Motion: Michael Bastine  
Second: Alex Rivera  
Motion approved.

#### **4.0 Workforce Reports**

##### **• Ventura County Community Colleges District – Alix Wright**

Dr. Alix Wright provided the committee with new information about the Summer pre-apprenticeship training series offered free of cost at Ventura Community College. The training consists of two courses, one is 40-hour Team Assembler Training leading to a completion credential; the other is a 100-hour Entry-level CNC set/Operator course, leading to a local industry credential. The Assembler course has space for 24 students, and the CNC course has space for 20 students. Additionally, Buena High School (in Ventura) is offering a Team Assembler Boot Camp.

Alix also noted that Ventura County Community College District (VCCCD) is hiring an Apprenticeship Director to start in July. The position is funded for three years and will help propel the advancement of Apprenticeships. VCCCD and WDB are jointly in collaboration to develop apprenticeship models for local business. Committee members commented that it would be good if similar Team Assembler courses were offered in Simi Valley or Moorpark College. Another commented that employers would likely interview the students, but will need more explanation about the apprenticeship model.



- **Workforce Education Coalition – Marybeth Jacobsen**

Marybeth Jacobsen provided the committee with a PowerPoint presentation about STEM-Equity Manufacturing tours for students from Royal High School (10 girls) and Sinaloa Middle School (10 girls). Other tours were provided for Fillmore Continuation High School and Fillmore Middle school girls. Tours were provided at TMJ Concepts in Ventura, Freedom Designs in Simi Valley, Aerovironment in Simi Valley, and Sessa Manufacturing in Ventura.

Marybeth explained the importance of exposing girls to careers in advanced manufacturing and science industries. She provided the committee with evaluation comments from the students, pointing to the value added by the tours.

## **5.0 Presentation**

### ***Employment Training Panel***

*Yvonne Jonason, Economic Development Analyst, State of California*

Yvonne Jonason provided the committee with a PowerPoint presentation and handout, about the state of California Employment Training Panel (ETP). The ETP is a joint business-labor state agency that funds training to ensure employers have the skilled workers they need to compete locally and globally.

The funds are not grants, but rather reimbursement for the customized job skills training offered to employees. Reimbursement is up to \$26.00 hourly (\$22.00 for small employers). Manufacturers are a target industry and is at top of list for awards. Details about the ETP are available directly by calling 916-327-5640, or by website: [www.etp.ca.gov](http://www.etp.ca.gov). Additionally, WDB member, Bruce Stenslie with the Economic Development Collaborative is an excellent local contact to learn more about ETP.

Alex Rivera, Committee Chair thanked Ms. Jonason for an excellent presentation. Yvonne offered to attend other WDB meeting to share the programs value and ease to get started.

## **6.0 Workforce Development Planning**

Patrick Newburn presented the Committee Discussion Results from February 18, 2019 meeting. Committee members offered to review and discuss at next meeting.

Patrick provided a brief update on the National Dislocated Worker Grant for fire recovery jobs and projects. Patrick also informed the committee about the states initiative to provide employment and training opportunities to justice involved individuals and formerly incarcerated, through the Prison to Employment Grant.

## **7.0 Committee Member Comments**

No comments were made.

## **8.0 Adjournment**

Alex Rivera adjourned the meeting at 9:35 a.m.

### Next Meeting:

June 27, 2019 (8:00 a.m. – 9:30 a.m.)

United Food and Commercial Workers Union

816 Camarillo Springs Road (Meeting Room), Camarillo



## **WDB Membership Committee Meeting**

**Tuesday, April 16, 2019**

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

Human Services Agency  
855 Partridge Drive (Juniper Room), Ventura, Ca. 93003

### **MINUTES**

#### **Meeting Attendees**

##### Membership Committee

Patty Schulz, Committee Chair\*

Capt. Doug King\*

Jeremy Goldberg\*

Jesus Torres\*

##### WDB Staff

Patrick Newburn

Rebecca Evans

\* WDB Member

#### **1.0 Call to Order and Agenda Review**

Committee Chair Patty Schulz called the meeting to order at 8:03 a.m.

#### **2.0 Public Comments**

No public comments.

#### **3.0 Approval of Minutes:** February 05, 2019

Motion to approve: Jeremy Goldberg

Second: Capt. Doug King

Motion carried.

#### **4.0 Membership Status**

- Reappointments: Jeremy Goldberg, Richard Trogman, Tracy Perez, Stephen Yeoh, and Peter Zierhut were reappointed by the county Board of Supervisors (BOS) for new three-year terms on April 9, 2019. Goldberg, Trogman, and Yeoh new terms will expire March 8, 2022; Perez and Zierhut new terms will expire May 17, 2022. Committee members reviewed all WDB membership terms and discussed each member with no new reappointments required. Committee members accepted term expiration of Greg Van Ness with no reappointment desired by Mr. Van Ness. Additionally, Charles Harrington, term will expire May 17, 2019, and he is not expected to renew reappointment.
- Appointments: Committee members discussed board composition, WIOA categories of representation, required business member and workforce member ratios, and the engagement/recruitment process. The committee agreed that the WDB requires one

Education/Training category representing Adult Education according to WIOA and WDB by laws. The committee reviewed two applications in that category. Executive Director Rebecca Evans provided insight for their consideration about both candidates. The committee voted to extend a recommendation to the BOS for one candidate based upon the strength of their recommendation from the Ventura County Adult Education Consortium. The second candidate from the Ventura County Office of Education, although well qualified will be considered at a future date to be determined.

- Recruitments: One new candidate from the business category/ agriculture industry sector has been engaged by both WDB vice chair and staff, and has attended WDB meetings. The committee directed staff to provide an application and request resume and reference for future consideration for appointment.
- Attendance: Members discussed WDB member attendance at WDB & Committee meetings and agreed to review records at next committee meeting in June. Members agreed in the importance of WDB membership regularly attending the bi-monthly meetings is important to provide consistent and informed oversight of WIOA funds and programs.

## **5.0 Executive Director – Board Member Engagement / WIOA Workforce Development**

Rebecca Evans provided information about Jaime Mata who is on-leave from his employer, Center for Employment Training. Jesus Torres will reach-out to Mr. Mata to determine status and request that he contact Ms. Evans as per by-laws.

Evans discussed recent individual meetings with WDB members which included Melissa Livingston, Assistant Agency Director, Human Services Agency. The meetings are intended to learn from members and build strong relationships with executive director. WDB members reported enthusiastic commitment to mission and goals of WDB. Rebecca also recommended to members during her meetings, that they set goals and remain focused using the Local and Regional Plans 2017-2020 (strategic plan) as their guide.

## **6.0 Committee Member Comments**

Committee members requested that staff provide committee meeting schedules early to allow opportunity for improved attendance.

## **7.0 Adjournment**

Patty Schulz adjourned the meeting at 9:20 a.m.

### Next Meeting

June 4, 2019 (8:30 a.m.-10:00 a.m.)

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



## WORKFORCE DEVELOPMENT BOARD

2901 N. Ventura Road, Oxnard, CA 93036

(805) 477-5306

[workforceventuracounty.org](http://workforceventuracounty.org)

**TO: WORKFORCE DEVELOPMENT BOARD**

**FROM: REBECCA EVANS  
WDB EXECUTIVE DIRECTOR**

**DATE: JUNE 06, 2019**

**SUBJECT: RECOMMENDATION THAT THE WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY (WDB) APPROVE A WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) BALANCED BUDGET PLAN FOR PROGRAM YEAR 2019-2020**

### **RECOMMENDATION**

Recommend that the Workforce Development Board of Ventura County (WDB) Approve of a Workforce Innovation and Opportunity Act (WIOA) Balanced Budget Plan for Program Year 2019-2020.

### **BACKGROUND**

The Workforce Innovation and Opportunity Act (Act) and WDB Bylaws require that the local board develop a budget for the purpose of carrying out the duties and priorities of the local board.

Each Program Year (PY), the WDB reviews and approves a tentative budget, identifying revenues and planned expenditures for the administration of employment and training programs in Ventura County. As necessary information becomes known (e.g., funding allocations, prior year carry-in funds), the approved tentative balanced budget is updated, reflecting current program needs and recommending new programs/services with available uncommitted funds.

### **DISCUSSION**

Considerations for discussion and approval of the plan:

- Information Notice WSIN18-32 from EDD provided WIOA Formula Fund planning allocations for Ventura County for PY 2019-2020 and these allocations reflect a reduction in Dislocated Worker funding of (\$136,029), Adult (\$116,112), and Youth (\$124,806) compared to the PY 2018-2019 for a total estimated planning reduction of (\$376,947) in core funding.
- Projected year-end rollover amounts are less than in prior years. Final actual year-end close will confirm the amount of 2018-2019 rollover in each of the funding categories. The WDB usually makes adjustments to the budget plan following the year-end close (typically around October, depending on the circumstances).

- The WDB could decide to make a mid-year budget plan adjustment, with corresponding changes in authorized expenditures for the remainder of the year (e.g., reduce WIOA programs and services and/or reduce costs for other WDB initiatives).
- Adjustments by the WDB usually are recommended to the WDB by the Executive Committee.

Today's action recommends that the Workforce Development Board (WDB) of Ventura County approve the 2019-2020 Budget Plan based on the information we have to date.

If you have questions or need more information, please contact Rebecca Evans, Executive Director of the Workforce Development Board at (805) 477-5306.

FY 2019-20 WIOA BUDGET PLAN - DRAFT (CONFIDENTIAL) SCENARIO 1 (5/6/19)																	
		Dislocated Worker	Adult	Youth	Rapid Response	Regional Training Capacity	Regional Planning Implementation	VEAP	Workforce Accel 6.0 (AFS-1117)	ELL	Prison 2 Employment (AFS)	NDWG 2018 Temporary Jobs (WDB-1140)	NDWG 2018 Workforce Dev (WDB-1143)	FY 19-20 Plan	FY 18-19 Plan		
Revenue Projection:						4/1/19- 9/30/20	4/1/19- 9/30/20		2/1/18- 7/31/19		10/1/18- 3/31/20	12/6/18- 12/31/20	12/6/18- 12/31/20				
	FY19 -20 Grants (Based on FY 19/20 DW, AD, YTH Allocation 4/24/19)	-2.0%	1,915,927	1,386,440	1,506,029	297,362	157,300		185,000	-	250,000	-	47,500	333,333	477,071	6,555,962	7,286,161
	FY 19 -20 Mgmt. Reserve:(2.0% DW, Adult, Youth)		(38,319)	(27,729)	(30,121)	-	-	-	-	-	-	-	-	-	-	(96,169)	(129,634)
	Transfer DW to Adult (Assumption transfer as FY 18/19)		(100,000)	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-
	Grant balance rollover		-	-	-	-	(26,000)	(35,000)	-	-	-	-	-	-	-	(61,000)	(668,191)
	Spent in prior years		-	-	-	-	(26,000)	(35,000)	-	(236,956)	-	(47,500)	(142,213)	-	-	(487,669)	(178,702)
	Balance rolled over from prior year grants:																
	FY 18 -19 Mgt Reserve		51,299	37,564	40,771	-	-	-	-	-	-	-	-	-	-	129,634	168,412
	Additional rollover - Salaries Savings/ Overhead Saving/(Overage)		68,407	6,514	-	-	-	-	-	-	-	-	-	-	-	74,921	130,600
	FY 18 -19 Unspent Direct expense		-	1,992	10,000	-	-	-	-	-	-	-	-	-	-	11,992	-
	ITA/OJT Committed FY 18 -19 Spent in FY 19 -20		-	-	-	-	-	-	-	-	-	-	-	-	-	-	362,546
	Total Available Grants to be Spent		10,000	10,000	-	-	-	-	-	-	-	-	-	-	-	20,000	62,097
	Grants %		1,907,314	1,514,781	1,526,679	297,362	105,300	115,000	-	13,044	-	-	191,120	477,071	6,147,671	7,033,289	7,033,289
			31.0%	24.6%	24.8%	4.8%	1.7%	1.9%	0.0%	0.2%	0.0%	0.0%	3.1%	7.8%	100.0%		
	AFS FTEs Assigned to the programs		10.19	10.46	-	1.00	0.30	-	-	0.10	-	-	0.15	0.80	23.00		24.00
	% Direct FTES Allocated to Core Grants		47.1%	48.3%	0.0%	4.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%		
	% Admin Staff Allocated (Estimated %need input from WIOA staff for FY19-20)		21.0%	21.0%	27.30%	7.70%	3.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	100.0%		
Expenditure Projection:		Admin Core Grant Allocation	35%	35%	20%	10%											
Salaries and Benefits:																	
	AFS Total	3,000	-	-	-	-	-	-	3,000	-	-	-	-	-	-	3,000	
	AFSWIOA Total (23 FTE's)	2,701,025	1,189,510	1,126,281	-	163,054	74,298	-	8,926	-	-	18,873	120,082	2,701,025		2,522,683	
	WDB Admin Total (6 FTE's)	943,284	319,068	319,068	188,657	94,328	6,333	15,831	-	-	-	-	-	943,284		780,025	
	*Salaries Reduction	(809,958)	(276,704)	(479,439)	57,933	(111,748)			-	-	-	-	-	(809,958)		-	
	Subtotal Salaries and Benefits	2,837,351	1,231,874	965,910	246,590	145,634	80,631	15,831	-	11,926	-	-	18,873	120,082	2,837,351		3,302,708
Direct Expenses:																	
Grant Specific Contracts																	
	*EDC-VC Business Services (Reduced from \$95K to \$90K)		-	-	-	90,000	-	60,000	-	-	-	-	-	-	-	150,000	195,000
	*Boys and Girls Club: Core Program (Reduced from \$604K to \$525K)		-	-	525,000	-	-	-	-	-	-	-	-	-	-	525,000	604,000
	*PathPoint: Core Program (Reduced from \$604K to \$525K)		-	-	525,000	-	-	-	-	-	-	-	-	-	-	525,000	604,000
	Subtotal - Contracted Program Expense		-	-	1,050,000	90,000	-	60,000	-	-	-	-	-	-	-	1,200,000	1,403,000
Client Expenses:																	
	*ITA / OJT (30% required - 10% leverage) (Updated with new avail to spend %'s)		343,317	272,661	-	-	-	-	-	-	-	-	-	-	-	615,977	765,000
	ITA / OJT Committed 17-18 Spent in 18-19		10,000	10,000	-	-	-	-	-	-	-	-	-	-	-	20,000	62,096
	Others/Childcare/Trans - JTA		20,000	20,000	-	-	-	-	-	-	-	-	-	-	-	40,000	40,000
	Subtotal - Client Expense		373,317	302,661	-	-	-	-	-	-	-	-	-	-	-	675,977	867,096
Other Allocated/Contracted Expenses																	
	Contractual Services	548,744	-	-	-	-	8,950	23,000	-	-	-	-	164,919	351,875	548,744		286,852
	*Outreach - theAgency (Reduced from \$150K)	75,000	26,250	20,250	22,500	6,000	-	-	-	-	-	-	-	-	-	75,000	185,000
	Outreach/Conference -WDB	39,935	12,000	12,000	7,000	4,000	2,867	2,068	-	-	-	-	-	-	-	39,935	47,000
	WDB Expense - Non Staff	8,000	4,000	2,000	2,000	-	-	-	-	-	-	-	-	-	-	8,000	8,000
	Outreach/Meeting/Conf-AFS	17,000	5,000	3,500	-	3,000	-	-	-	-	-	-	1,375	4,125	17,000		23,000
	Subtotal - other allocated expense	688,679	47,250	37,750	31,500	13,000	11,817	25,068	-	-	-	-	166,294	356,000	688,679		549,852
	Subtotal- Program/Clients Expenses		420,567	340,411	1,081,500	103,000	11,817	85,068	-	-	-	-	166,294	356,000	2,564,656		2,819,948
	Total Direct Program Expense		1,652,440	1,306,320	1,328,090	248,634	92,448	100,899	-	11,926	-	-	185,167	476,082	5,402,008		6,122,656

													Expired FY 18/19 Grant Expenses	Total FY 18-19 Plan Expenses
FY 18/19 Planned Total Grant Expenses	2,174,729	1,879,903	1,699,266	287,106	-	-	-	235,910	-	47,500	142,213	-	512,981	6,979,608





## WORKFORCE DEVELOPMENT BOARD

2901 N. Ventura Road, Oxnard, CA 93036

(805) 477-5306

[workforceventuracounty.org](http://workforceventuracounty.org)

**TO: WORKFORCE DEVELOPMENT BOARD**

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

**DATE: JUNE 06, 2019**

**SUBJECT: NOMINATIONS FOR THE ELECTION OF WORKFORCE DEVELOPMENT BOARD  
OF VENTURA COUNTY (WDB) CHAIR AND WDB VICE CHAIR TO SERVE FROM  
JULY 1, 2019, THROUGH JUNE 30, 2020**

### NOMINATIONS

The *Ad Hoc* Nominations Committee respectfully places the following candidates in nomination for consideration by the Workforce Development Board of Ventura County (WDB) to serve as WDB officers from July 1, 2019, through June 30, 2020: Tracy Perez WDB Chair and Peter Zierhut for WDB Vice Chair.

### DISCUSSION

Members of the Nominations Committee were Vic Anselmo (Chair), Alex Rivera, and Peter Zierhut. In considering WDB officers candidates for 2019-2020, the committee convened on May 22, 2019 via teleconference, discussed all eligible business category members, and conducted outreach to finalist officer candidates. The committee also referred to the WDB Officer Considerations and Bylaws of 2016, and used the strategic vision of the Regional and Local Plan for guidance, for the nomination of the WDB Chair and WDB Vice Chair:

1. Desired Traits: demonstrates leadership qualities; represents an industry sector that is important in the county; is fair and objective; steers a moderate course; is even tempered; is a good facilitator of meetings; is unbiased and a positive communicator, a unifier
2. Time Required: Approximately 1-2 days per month
3. Primary Role: provides leadership; is the only WDB member authorized to speak for the board as a group, other than in rare and specifically authorized instances; models involvement; helps recruit new board members; makes committee assignments; implements the MOU with the County Board of Supervisors and the MOU with the Human Services Agency; assures execution of WDB goals and objectives; is primary WDB liaison to the County Board of Supervisors; manages the WDB and promotes good WDB member training
4. Enforcement Role: ensures that the WDB complies with its own rules as specified by the WDB Bylaws, the MOU and the Workforce Innovation and Opportunity Act (WIOA); ensures that meetings deal only with those issues that belong to the WDB to decide; ensures that the WDB



has the necessary tools to carry out its mission; identifies obstacles and develops creative measures, when necessary, for the WDB to be successful

5. Relations with Executive Director: maintains close communication; offers direction, advice and feedback on behalf of the WDB members and stakeholders as appropriate; in keeping with the MOU, participates in reviewing the performance of the Executive Director and gives feedback to the Executive Director's County supervisor, the HSA Agency Director

## **BACKGROUND ON TRACY PEREZ**

Tracy Perez was appointed to the Workforce Development Board (WDB) on May 3, 2016. Tracy currently serves as the Vice Chair, and as a member of the WDB Business Services Committee. Prior to being appointed to the WDB, Ms. Perez was Chair of the Executive Committee for the Ventura County Civic Alliance (VCCA), Co-Chair of the VCCA Workforce Education Committee, Board Member of the Ventura County Economic Development Association (VCEDA), former Board Member of Habitat for Humanity Ventura County, former Member of Ag Futures Alliance Roundtable Ventura County, and is an active participant of House Farm Workers Task Force and CAUSE Triple Bottom Line Business Network.

Tracy brings over 15 years of business development and management experience and has over 17 years' experience. She is currently employed as Regional Manager at United Staffing Associates. Ms. Perez has consistently demonstrated success in developing and maintaining valuable business relationships with her clients and members of the business community. Tracy has a vast knowledge of the Ventura County job market understanding the needs and challenges of our local employers and workforce. Tracy is a lifelong resident of Ventura County, born and raised in Oxnard.

## **BACKGROUND ON PETER ZIERHUT**

Peter Zierhut was first appointed to Workforce Investment Board (WIB) of Ventura County in March 2006, and served through 2007. During those brief years, Peter served as WIB Chairman, Vice Chairman, member of the Executive Committee, and member of the Youth Council. Mr. Zierhut had to resign in late 2007 due to career advancement and relocation out of the state. Peter was again appointed to the Workforce Development Board (WDB) on May 3, 2016. Peter currently serves on the Manufacturing Committee. He continues to be a dynamic advocate for developing manufacturing training programs in Ventura County and across the United States.

Other volunteer roles include Board Member and Manager of the Gene Haas Foundation, and Board Chair of the Economic Development Collaborative of Ventura County, and board member of Boys & Girls Clubs of Greater Oxnard and Port Hueneme. Zierhut currently is Vice President of Motorsports Marketing at Haas Automation, Inc., one of the world's leading manufacturers of industrial machine tools. Peter's career at Haas spans more than 35 years.

## **ELECTION**

During the WDB officer election process on June 6, 2019, other nominations for WDB Chair and WDB Vice Chair will be accepted from the floor.

If you have questions or need more information, please contact Patrick Newburn at (805) 477-5470, email [patrick.newburn@ventura.org](mailto:patrick.newburn@ventura.org).



**The Port  
OF Hueneme**



— committed to —  
**COMMUNITY**



## ***Workforce Development Board Update***

**June 6, 2019**





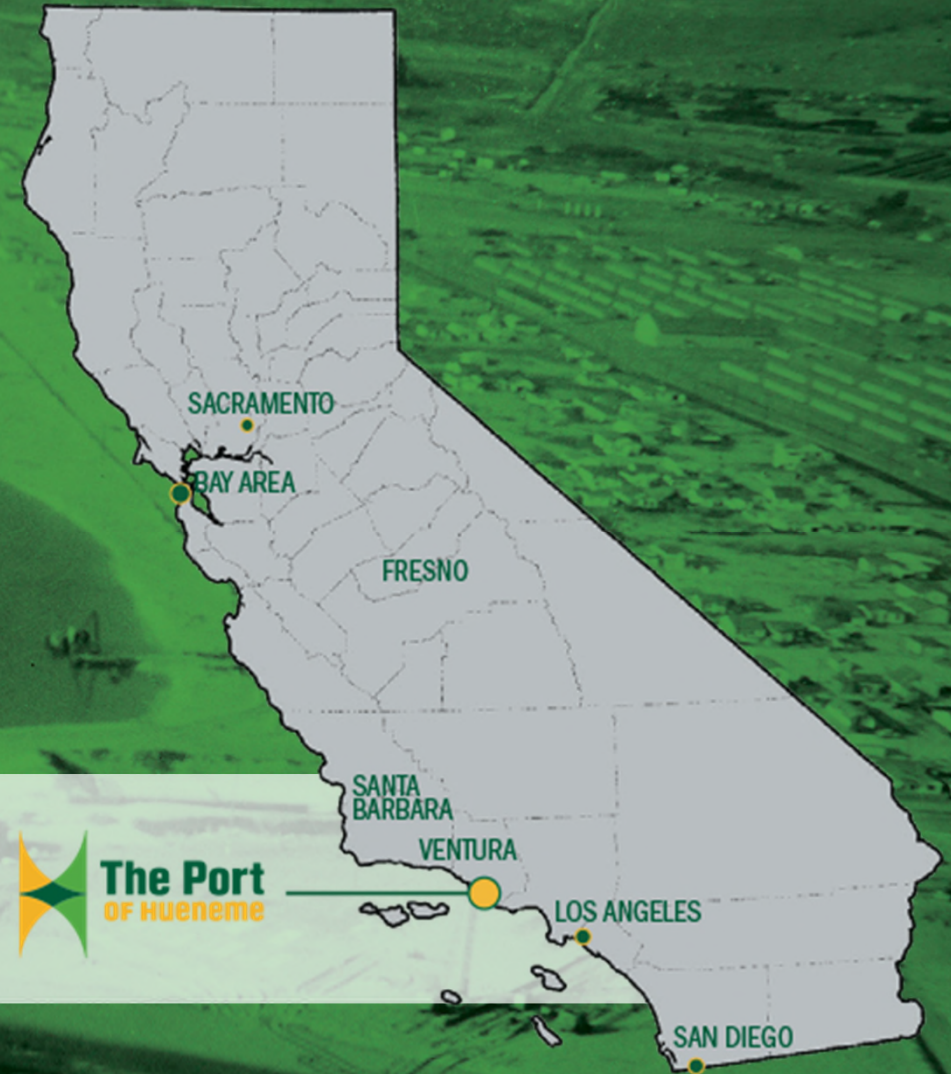
**The Port**  
**OF Hueneme**



**PROJECT LABOR AGREEMENT**



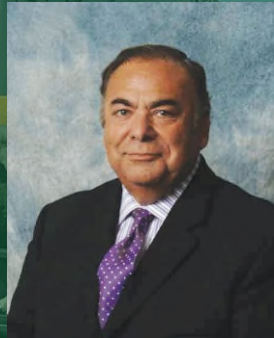
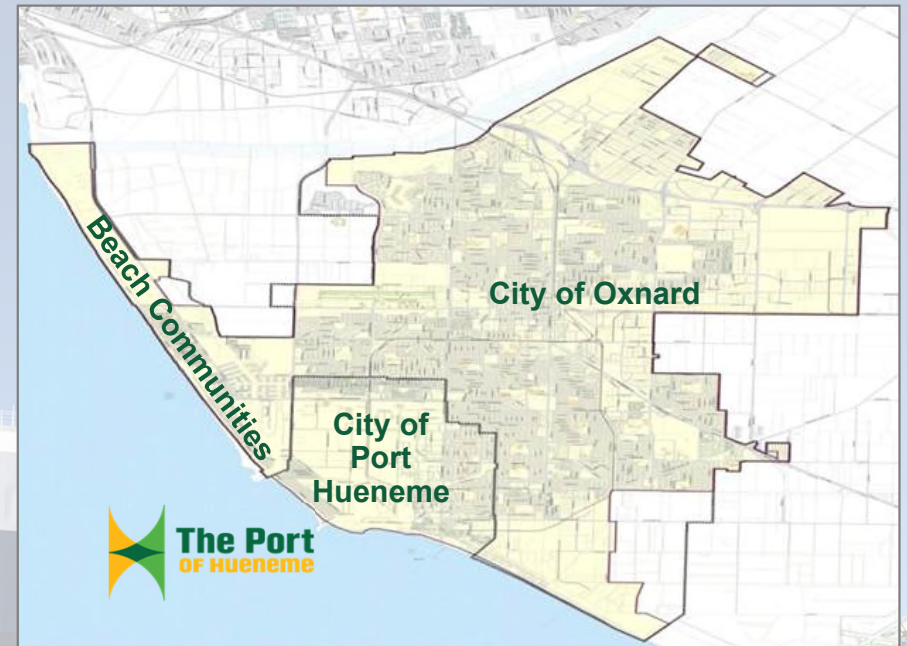
# IN THE BEGINNING HISTORY





# PORT GOVERNANCE

## STREAMLINED BUSINESS MODEL



**PRESIDENT JESS  
HERRERA**



**VICE PRESIDENT  
JESS RAMIREZ**



**SECRETARY  
JASON T. HODGE**



**COMMISSIONER  
MARY ANNE  
ROONEY**



**COMMISSIONER  
MANUEL LOPEZ**

The Port is governed by five locally elected Port Commissioners.





# VISION AND MISSION

## VISION

To operate as a **self-supporting** Port that enforces the principles of sound public stewardship maximizing the potential of maritime-related commerce and regional economic benefit.

## MISSION

To be the preferred port for **specialized cargo** and provide the maximum possible economic and social benefits to our community and industries served.





**OUT LEASE PROPERTY**

**JOINT USE TERMINAL**

**NORTH TERMINAL**

**SOUTH TERMINAL**

**35 FT      MAIN CHANNEL DEPTH**  
**120 ACRE    TERMINAL**  
**24 ACRE    TERMINAL (JOINT USE)**  
**130 ACRE    NAVY OUT-LEASE**

**4,250 LF      6 DEEP DRAFT BERTHS**  
**320 LF        1 SHALLOW DRAFT**  
**256,000 SF   ON-DOCK COLD STORAGE**  
**299            ON-DOCK REEFER PLUGS**



# THE SUPPLY CHAIN

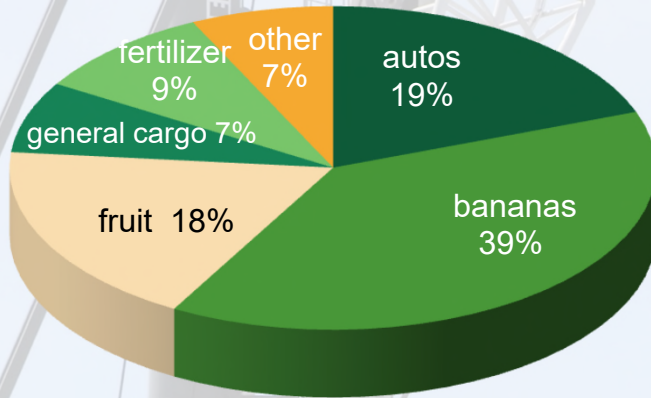
PORT  
INTERMODAL  
CORRIDOR

500 ACRES  
INLAND PORT

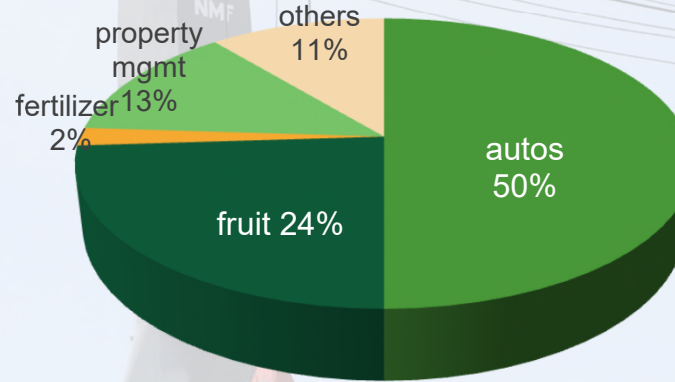




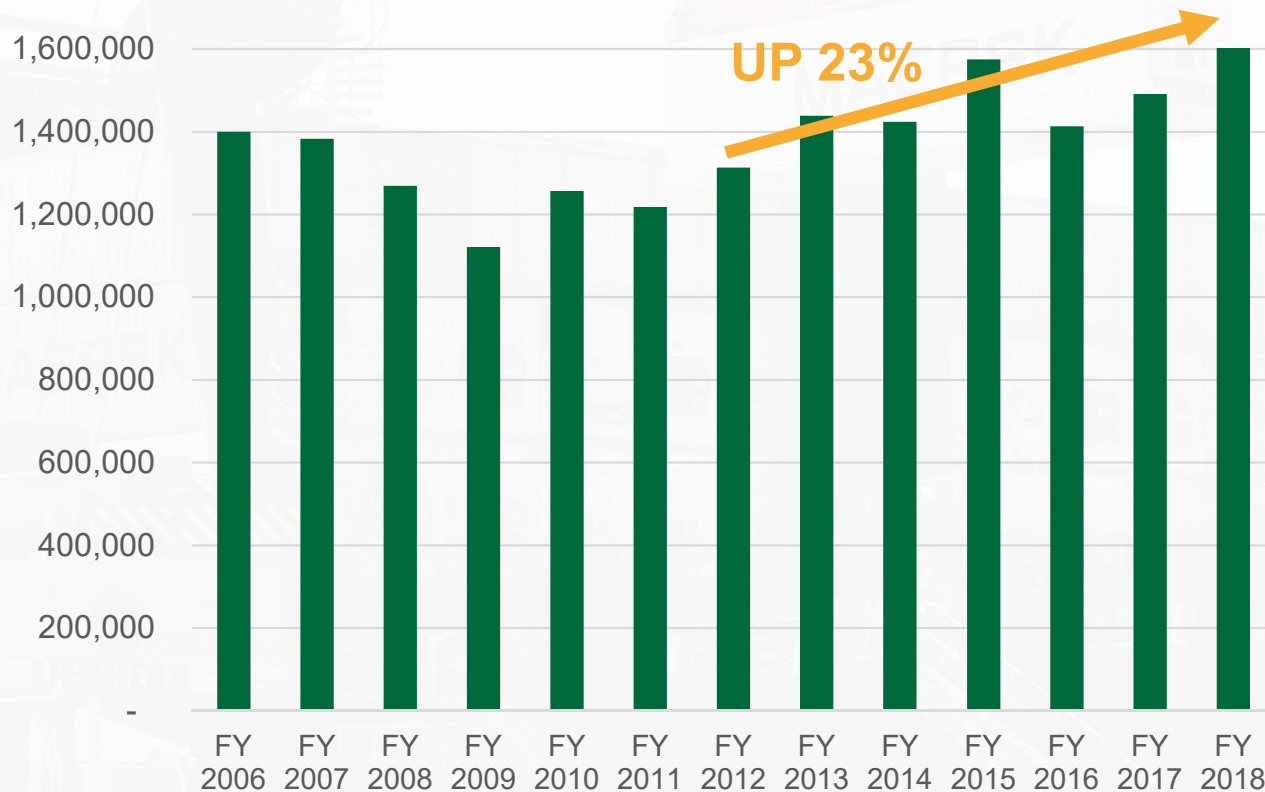
**CARGO TONNAGE  
BY SEGMENT**



**REVENUE TONNAGE  
BY SEGMENT**



**HISTORIC CARGO THROUGHPUT**



# CARGO TYPES

▶ **\$9.5 BILLION**  
in cargo value

▶ **\$119 MILLION**  
tax revenue to local  
cities and state of CA

▶ **\$32.1 MILLION**  
to Ventura County

▶ That creates  
**\$1.7 BILLION**  
in economic activity

# SOCIAL EQUITY FIGHTING POVERTY...

**15,834 JOBS** related to Port activity.

**Poverty Level** Oxnard at 15% - 32,700 people live in poverty





# PORT OF HUENEME CONTINUING TO THRIVE



**TOTAL  
ECONOMIC  
ACTIVITY**  
13% INCREASE

**TAX REVENUE**  
to local cities and state of CA  
28% INCREASE

**JOBS**  
16% INCREASE



2015 2018



2015 2018



2015 2018





I'm from  
Oxnard.

I'm from  
Camarillo.

I'm from  
Port Hueneme.

I'm from  
Ventura.

# ECONOMY JOBS

MUNICIPALITIES	PERCENT (JOBS BENEFIT)	DIRECT JOBS
Oxnard	52.48%	1,357
Port Hueneme	13.53%	350
Ventura	12.47%	323
Camarillo	7%	181
Thousand Oaks	1.61%	42
Moorpark	1.48%	38
Simi Valley	1.63%	42
Santa Paula	2.54%	66
Ojai	1.35%	35
Other Ventura County	1.53%	39
County of Los Angeles	2.99%	77
Other California	1.38%	36
<b>TOTAL</b>	<b>100%</b>	<b>2,585</b>



# CURRENT INVESTMENTS OVER \$45M INSIDE THE GATE

*Army Corps of Engineers  
Channel Deepening*

## **TIGER – New Berthing Capacity:**

allows larger, deeper draft vessels,  
complements ACOE deepening effort

## **Containerization Capacity:**

Wharf Modernization/Demolition  
of a warehouse

## **ACOE Project:**

deepening of the  
general navigation  
channel

Paving

Wharf Improvements

Wharf Improvements

Cold Storage  
Modernization

Paving

## **EDA - Paving:**

cold storage capacity, refrigerated  
container plugs, paving

## **\$3M ZANZEFF Grant:**

electrical infrastructure for zero  
emission cranes and equipment

**Port Intermodal Corridor  
Primary Freight Network**

Existing Rail

**+563**

**NEW JOBS FOR REGION**  
(direct and indirect)

**+\$28 MILLION**


**POSITIVE REVENUE  
IMPACTS**

**+\$4.6 MILLION**

**STATE & LOCAL TAXES**



# Project Labor Agreement

The background of the slide features several dark green silhouettes of people in various poses. On the left, two men in business suits shake hands. In the center, a group of four people are seated around a table, appearing to be in a meeting. On the right, a woman in a business suit stands with her hand on her chin. At the bottom left, a construction worker in a hard hat and safety vest stands with his hand on his chin. In the bottom center, a person is kneeling, possibly working on the ground. At the bottom right, a construction worker in a hard hat and safety vest is walking while carrying a shovel over his shoulder.

-Employment agreements between contractors and labor organizations on construction projects.

-Port of Hueneme controlled projects estimated to be at or over \$250,000 will go to PLA


-"Helmets to Hardhats" program-will assist in creating and maintaining an integrated database of veterans interested in working on these projects and of apprenticeship and employment opportunities for these projects.



# Apprenticeships-Tony Skinner



Both Parties will facilitate, encourage, and assist local residents to commence and progress in Labor/Management Apprenticeship and/or training Programs in the construction industry leading to participation in such apprenticeship programs.



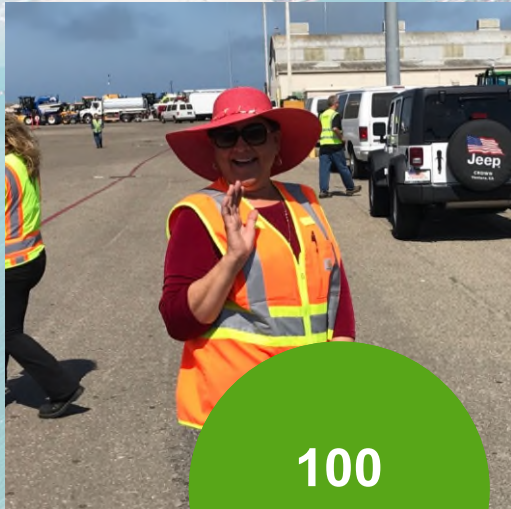
The Port, and PLA partners work to identify and establish effective programs for persons interested in entering the construction industry and which will help prepare them for the formal joint labor/management apprenticeship programs maintained by the signatory Unions.

# PLA JOB EXAMPLES

- 
1. Asbestos Heat & Frost Insulators (Local 5)
  2. Boilermakers (Local 92)
  3. Bricklayers & Allied Craftworkers (Local 4)
  4. Cement Masons (Local 600)
  5. Electricians (Local 952)
  6. Elevator Constructors (Local 18)
  7. Iron Workers (Reinforced – Local 416)
  8. Iron Workers (Structural – Local 433)
  9. Laborers (Local 585)
  10. Operating Engineers (Local 12)
  11. Operating Engineers (Local 12)
  12. Operating Engineers (Local 12)
  13. Painters & Allied Trades DC 36
  14. Pipe Trades (Local 484)



# JOB CREATION OPPORTUNITIES



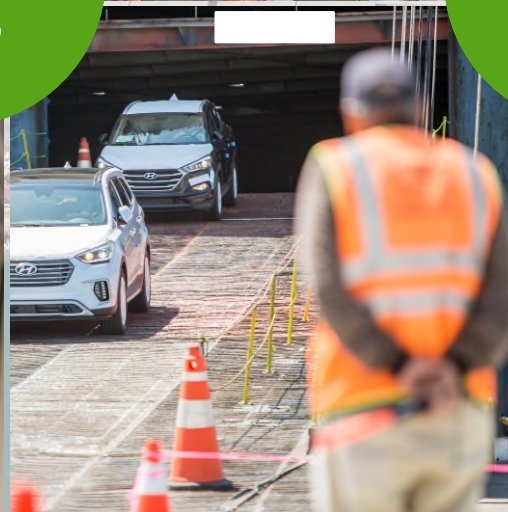
100  
acres



2,000  
jobs



\$240M  
tax \$





# GOOD PAYING JOBS MARITIME CAREERS



*We Make Cargo Move*



# EXAMPLES OF JOBS



## AUTO SECTOR JOBS AT THE PORT

- **3,042** jobs as a result of the auto sector at the Port
- **\$73,390** average pay for auto processing jobs

**WWL: 35 F/T JOBS**

with 401k, dental and life insurance

**20 P/T JOBS**

**GLOVIS EMPLOYS 169  
— 147 FROM OXNARD**

Port pilots, ILWU longshoremen, local labor unions, trucking companies, stevedores, car technicians, logistics & auto plant managers, freight forwarders



A graphic of a spotlight with a grey base and a black top, containing a yellow oval. A yellow beam of light projects from the spotlight, illuminating the text below.

# PORT AND OUR COMMUNITY



Strategic  
Partnerships

# YOUR NEIGHBORS



# SPONSORSHIPS & MEMBERSHIPS



MILITARY MIXER



FRIENDS OF THE BARD MANSION



CHARITY GOLF TOURNAMENT



CHARITY GOLF TOURNAMENT



VENTURA COUNTY BOOKMOBILE



MICOP



Hueneme Chamber of Commerce

Total: \$321,108



# EDUCATION & OUTREACH

- **School tours** – for elementary, middle and high schools
- **Global Trade and Logistics Class** – students learn about maritime industry through courses taught by the Port & its customers
- **Higher Education Internships** – partnerships with local colleges and universities



STRATEGIC  
PARTNERS  
YOUTH



# UPDATE ON RECENT PORT INTERNS



## **MAATIMU BROWN**

Rio Mesa High School graduate. Made Dean's List in 2017 and 2018 at California State University Long Beach, where he is majoring in Operations and Supply Chain Management.



## **ALONDRA RAMIREZ**

Hueneme High School graduate. Now in class of 2021 at San Jose State University, and is an International Business major.



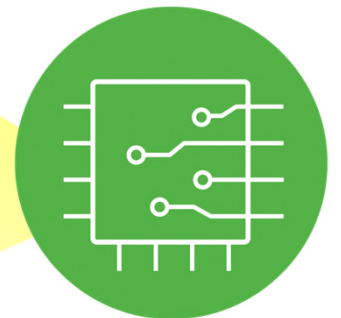
## **ZOË NEIL**

Graduated from CSUSI with a degree in Communications with an Emphasis in Business and Nonprofit. Currently a case manager for a Northern California organization serving community needs.





# PORT AND INNOVATION



Innovation  
& Technology

# INNOVATION TECHNOLOGY

**mast** Maritime Advanced  
Systems & Technology  
Laboratory At  
The Port Of Hueneme

INCUBATOR FOR NEW TECHNOLOGY

OPPORTUNITY ZONE

ATTRACT VENTURE CAPITAL

TAP THE ENTREPRENEURIAL SPIRIT OF  
VENTURA COUNTY



**The Port  
OF Hueneme**  
Oxnard Harbor District



ECONOMIC  
DEVELOPMENT  
COLLABORATIVE



Matterlabs





# mast

Maritime Advanced  
Systems & Technology  
Laboratory At  
The Port Of Hueneme

## 6TH ANNUAL MAST EXPO APRIL 10 2019



Over 300 STEM students from local high schools including: Oxnard, Channel Islands, Santa Paula, Hueneme, Santa Susana, as well as Colina Middle School and Pleasant Valley Christian School



**YOUNG INNOVATORS & INVENTORS**

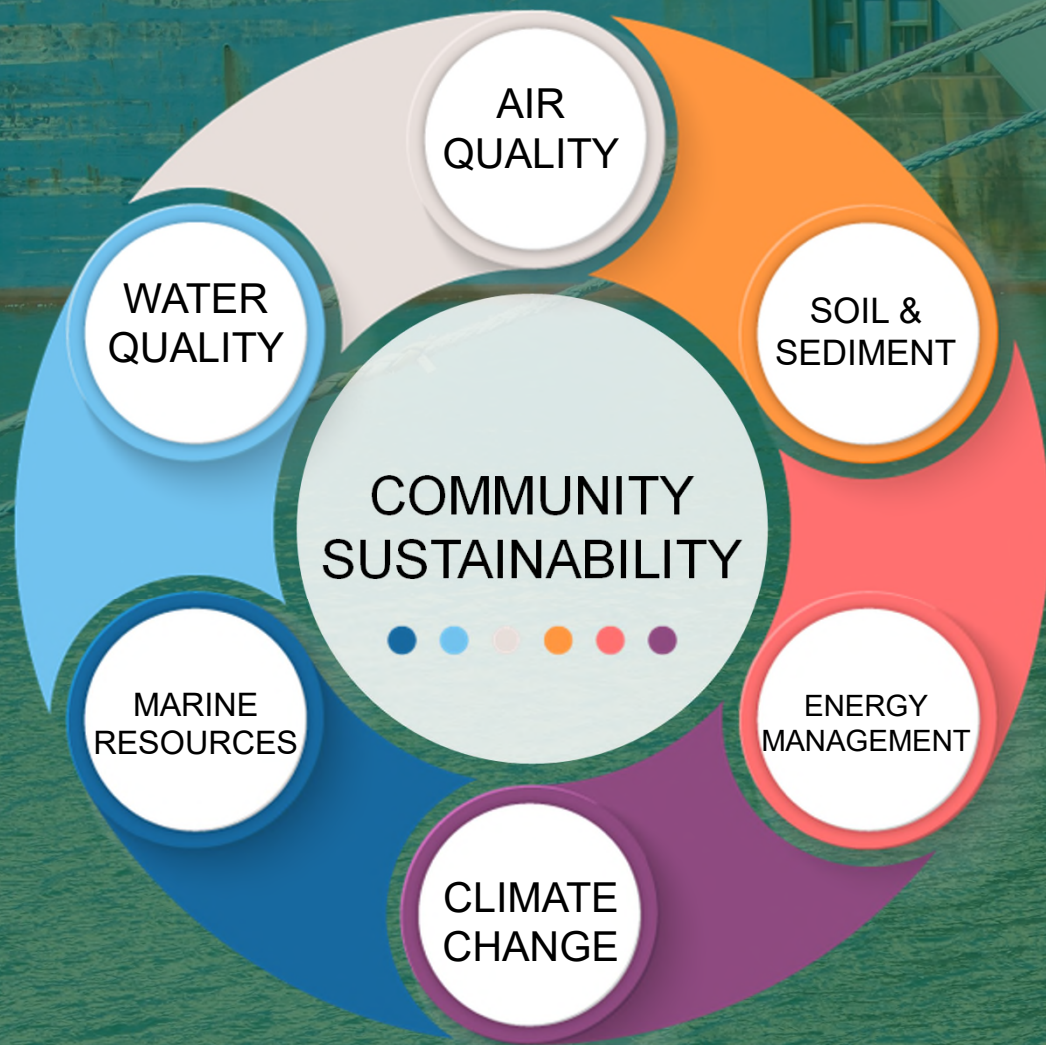


# PORT AND OUR ENVIRONMENT



Environment





# ENVIRONMENT

## ENVIRONMENTAL FRAMEWORK







SUSTAINABILITY

COMMUNITY

#CommittedtoSustainability

SUSTAINABILITY  
+ COMMUNITY

## ENVIRONMENTAL FRAMEWORK MATRIX

- Key Performance Indicators
- “Tracker” to Measure Performance
- Prioritizes Projects



# GOING IN THE RIGHT DIRECTION

**CARGO  
GROWTH  
SINCE  
2008  
+ 26%**

## EMISSIONS

SO<sub>x</sub> -98%  
PM<sub>10</sub> -86%  
PM<sub>2.5</sub> -82%

**SINCE  
2008**

*\*Based on life  
estimate of  
Shoreside  
Power*



# GREEN PORT

#CommittedtoEnvironment



## GREEN MARINE CERTIFIED 2017 & 2018

- First port in California



## COMPREHENSIVE ENVIRONMENTAL MANAGEMENT AWARD 2018

- American Association of Port Authorities (AAPA)
- Comprehensive Environmental Program Category



## GREENEST US PORT 2017

- Green US Shipping Summit



## ENVIRONMENTAL STEWARDSHIP AWARD 2017

- Ventura County Board of Supervisors



# A GREEN PORT!

## GREEN PORT PROJECTS...JUST TO NAME A FEW



Working with local groups to address the Port's emissions, air quality requirements for the Port, and more



Electric Vehicle Charging Stations and a "Green Fleet" of Port vehicles with electric cargo handling equipment to come



Clean LED technology in over 130 lighting fixtures on the Port





# BananaFestival

A CELEBRATION OF A DIVERSE WORKING PORT

## BANANA FESTIVAL 2019

- **SAVE THE DATE!**  
**SEPTEMBER 28!**





**The Port  
OF Hueneme**



— committed to —  
**COMMUNITY**

**Follow @theportofhueneme**



**and find us at portofh.org**

**#CommittedtoCommunity**



**FOR IMMEDIATE RELEASE**

May 29, 2019

Contact: Becky Haycox  
Marketing & Communications Specialist  
(805) 488-3677  
bhaycox@portofh.org

### **Port Adds 2,201 Local Jobs, Spurs Economic Growth for Ventura County**

**PORT OF HUENEME, May 29, 2019** – The Port of Hueneme leads Ventura County's economic growth with 15,834 total jobs in 2018, an increase from 13,633 in 2015. In their newest economic study, the Port shows substantial increases in job creation, economic activity, tax revenue generated for local cities, and total economic activity.

Oxnard Harbor District President Jess Herrera stated, "For over 83 years, the Port has been Ventura County's legacy industry providing economic opportunity for our community. This new economic study once again confirms that our continued growth and success provides even greater benefits to our cities, in taxes, and our citizens in family sustaining job opportunities. The Port continues to be a growing and stable partner in our county's prosperity.

Port cargos grew to 1.6 million tons in FY2018, a new all-time high for the Port which resulted in a record number of jobs being created for local residents. Since 2015, the Port has increased its economic impact from \$1.5 billion to \$1.7 billion annually. This includes local business revenues and re-spending by direct employees.

Bruce Stenslie, President & CEO of the Economic Development Collaborative stated, "Ventura County has been in a categorical economic slump since the Great Recession, with the county's major industries showing a lack of job generation. Offsetting those overall losses, one positive point is export trade, with the Port a primary driver of jobs and growth in our local economy."

The Port's growth has also increased the tax revenues that will go directly to local municipalities and the state by 28% over the past 3 years, from \$93 million to \$119 million.

"The Port not only generates jobs, but we also generate tax revenues for the local cities through our customers that base their operations here," said CEO & Port Director Kristin Decas. "These tax revenues go directly to supporting our local schools, firefighters, police officers, city streets, health and social services, and community events." In addition to the economic benefits the Port brings to local residents, it also focuses its resources on improving the social fabric of the community through sponsorships and community events.



*We Make Cargo Move*



**TOTAL  
ECONOMIC  
ACTIVITY**  
**13% INCREASE**

**JOB**  
**16% INCREASE**



**2015 2018**

**TAX REVENUE**  
*to local cities and state of CA*  
**28% INCREASE**



**2015 2018**



**2015 2018**

“As a special district, we have a responsibility to operate in the best interest of our residents which includes providing ladders of economic opportunity, and investing in the fabric of our community,” said Oxnard Harbor District Commissioner Mary Anne Rooney. “As a Commissioner, it is critical we invest some of the District’s resources with local non-profits and groups who are helping build a stronger community.”

The Port sponsored over 80 non-profits and community groups this past year, the most to date in the history of the Port. Investments were focused with groups that promote youth engagement, Veteran assistance, cultural empowerment, affordable housing, increasing accessibility to healthy food and internet access. These groups included Habitat for Humanity, the Ventura County Bookmobile, FOOD Share, MICOP, Boys and Girls Club, Latino Peace Officers Association, Reel Guppies, and Diversity Collective to name a few.

Since 2015, the Port’s customer base has grown, spurring much of the local economic opportunity and enabling the Port to invest in the local community. Dave Peterson, Port Manager for Subaru of America, Inc. explained their role in local job creation, “Since investing in the Port of Hueneme, we have been able to employ 40 full time employees plus additional port terminal personnel, shipping line workers, and ILWU labor. Depending on the

demand, we also add an additional 20-40 part-time employees on top of the 40 full timers." Port customers, like Subaru, have brought good-paying sustainable jobs to the local economy.

"Mission Produce has enjoyed working with the Port of Hueneme", stated Ben Barnard VP Global Partnerships and Business Development Mission Produce, Inc. "Their dedication to continuous improvement and expansion efforts has helped us grow our Oxnard, California business significantly over the past few years. The improvements they have made allow a more seamless product flow on all our west coast imports into Hueneme and also allowed us to greatly expand our infrastructure in preparation for even more scheduled arrivals through the Port. This has been a great thing for the City of Oxnard and Ventura County alike as it has allowed our business, as well as others, to increase the workforce which will in return bring more revenue to the surrounding community."

[Click Here](#) to view the Port's Newest Economic Impact Report

[Click Here](#) to view the Port's Community Investments

**The Port of Hueneme** is one of the most productive and efficient commercial trade gateways for niche cargo on the West Coast. The Port is governed by five locally elected Port Commissioners. The Port moves \$9.5 billion in goods each year and consistently ranks among the top ten U.S. ports for automobiles and fresh produce. Port operations support the community by bringing \$1.7 billion in economic activity and creating 15,834 trade-related jobs. Trade through the Port of Hueneme generates more than \$119 million in direct and related state and local taxes, which fund vital community services. In 2017, the Port of Hueneme became the first port in California to become Green Marine certified.

[www.portofh.org](http://www.portofh.org)

###

## *Why Hueneme*



**The Port**  
OF Hueneme





**The Port**  
**OF Hueneme**

# Commercial Trade Gateway

The Port of Hueneme is a vital niche market port for autos, fresh produce, general cargo, bulk liquids, and fish.



Follow Us On Social Media!



#wemakecargomove



**JOIN OUR MAILING LIST.** Email us at:  
info@portofh.org

Foreign Trade Zone #205



**WORLD TRADE CENTER**  
**OXNARD**

805-488-3677

www.PortofH.org

## ***A Niche Port Making a Big Impact***

The Port of Hueneme is a vital economic engine for California and Ventura County, with \$9 billion in goods movement, generating \$1.5 billion in economic activity, and providing 13,633 trade-related jobs.

- In 1867 entrepreneur and later, U.S. Senator Thomas Bard built a wharf for agricultural products destined for San Francisco. Bard's Wharf at the village of "Wynema" became the most productive Southern California grain port for the next two decades.
- In 1937 the California State Legislature recognized the establishment of the Oxnard Harbor District, kick-starting the construction of the Port of Hueneme, a self-supporting, port of choice for autos, fresh produce and more.
- At the beginning of World War II, the U.S. Navy acquired the seaport for exclusive military operations and the Port became the 2<sup>nd</sup> busiest war material shipping point on the West Coast, averaging more than a ship a day.
- After the first autos arrived in 1977, and fresh produce shippers chose the Port for its West Coast operations in 1979, the Port of Hueneme emerged as one of California's fastest growing international trade gateways.





***Commercial Trade Gateway to North, Central and South America, Asia, Africa and Europe.***

The Port of Hueneme's prime geographic location provides shorter sailing times and quicker speed to market.

The only commercial deep-water port between Los Angeles and San Francisco, the Port of Hueneme is adjacent to major populated urban areas, automotive epicenters and California's agriculture heartland. The Port is just 60 miles north of Los Angeles and offers a highly efficient and uncongested alternative to other West Coast ports.

### ***Port of Hueneme Timeline and Key Milestones***

**1872** Senator Thomas Bard envisions a commercial harbor, and constructs the first wharf. His son Richard completes the vision.

**1937** The state of California authorizes the creation of the Oxnard Harbor District, now operating as the Port of Hueneme.

**1938** Construction begins through the sale of bonds. Perhaps for the first time in U.S. history, a port is built without any federal funding.

**1942** At a time of national need, the U.S. Navy takes over the Port, which becomes the second busiest Pacific Coast port during WWII.

**1948** The government grants the Port access to Wharf #1 for commercial purposes, beginning a history of joint use and partnership.

**1977** First imported cars arrive; auto trade begins for the Port.

**1979** Fresh produce shippers choose the Port for their West Coast operations.

**1984** Acquisition of Wharf #2 and adjoining land from the Navy.

**1993** The Port develops largest cold storage capacity on the West Coast, and the Banana Trade makes the Port of Hueneme home.

**2013** Introduced strategic marketing plan and new branding initiatives to pave way for global brand recognition.

**2014 & 2015** Record cargo years for the Port with over 1.5 million revenue tons.

**2015** Adopted 2020 Strategic Plan

**2017** The Port celebrates 80 years as a vibrant commercial port.



# A Vibrant U.S. West Coast Port with Higher Productivity and No Congestion.

## why not?



### KEY IMPORTS

- Autos
- Bananas & other Fresh Produce
- Heavy Cargo
- Liquid Bulk
- Domestic Oil
- Fish

### KEY EXPORTS

- Autos
- Heavy Cargo
- Fresh Produce

### Why Not Hueneme?

- Hueneme (why-nee-me) is a native Chumash word that means "half-way place." This is still meaningful today, as the Port of Hueneme is the only deep-water commercial port between Los Angeles and San Francisco, and a vital link in the international cargo logistics chain.
- Our flexible attitude, convenient location, and specialized focus have made the Port one of the most productive and efficient international trade gateways on the Pacific Coast.
- A niche market port by design, our specialized services complement nearby ports.
- A leading U.S. port for autos and fresh produce, ranking among the top U.S. ports for general cargo throughput.
- Uncongested waterways, docks and transportation corridors results in quick turnaround and speed to market.
- Full-service port including: Stevedoring, Crane Service, Cold Storage, Marine equipment/supplies, Railroad, Spill Response & Recovery services, Warehousing and Chandlery.
- Top 11% of U.S. Ports for cargo throughput.

### Prime Geographic Location

- Strategically located in the most populated state in the U.S. with convenient access to agriculture, automotive and consumer epicenters of Southern and Central California.
- Just 1 hour away from Los Angeles metro area, the largest urban center on the West Coast with a population of 12,900,000.
- Unique position near the Santa Barbara Channel and the 600+ ft. deep Hueneme Canyon, provides ideal navigation.





# We Make Cargo Move for Ro-Ro, Perishables, Project Cargo, Liquid Bulk and Fish.

## Uncongested and Uncomplicated

- We get the job done. The Port has a flexible, "can do" attitude, with an open door policy and easy access to Port management and decision makers.
- Well trained, highly productive, motivated labor force focused on unique customer requirements and cargo throughput.
- Pilots and purpose-built tugs provide quick approach and departure. Less than one hour approach and 30 minute departure.
- Secure, clean, well maintained port complex.
- Effective berth management. We get you to a berth fast.
- Port approach is a deep water canyon allowing quick and efficient access to the shipping channel from the Port.
- Free X-rays by co-located CBP and all cargo scanned for radiation signatures at no cost (at gate) allows for timely inspections.



## Capacity for Growth in All Cargoes

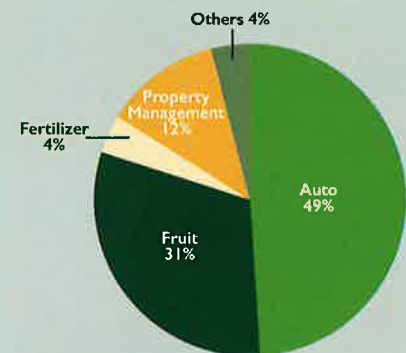
- More than 340,000+ autos annually with over 8,000 parking bays.
- Up to 900 Containers per week.
- Up to 22,000 Pallets per month.
- 4 acre Liquid Bulk terminal handling more than 165,000 metric tons annually.

## A Niche Port Making a Big Impact

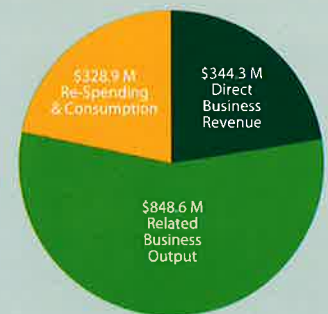
- The Port of Hueneme is a vital economic engine for Ventura County and California, with \$9 billion in goods movement, generating \$1.5 billion in economic activity, and providing 13,633 trade-related jobs.



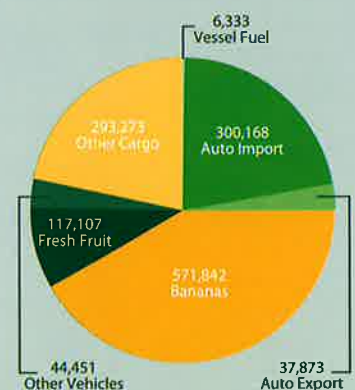
## Revenue Tonnage by Segment



## \$9 Billion in Goods Movement \$1.5 Billion Economic Activity



## 401 Vessel Calls 1,371,047 Total Tons







# Effective and Reliable Port Cargo Hub

## key info



### Services

- Brusco Tug & Barge
- Stevedores: Ceres, Pacific Ro-Ro, Ports America, SSA Marine
- MSRC
- NRC
- Port Hueneme Ice
- OST Truck & Crane
- T&T Truck & Crane
- Port of Hueneme Pilots Association
- Allied Universal
- TracTide Marine Fuels

### DC & Warehousing

- Anacapa Fresh
- Channel Islands Logistics
- Chiquita
- Del Norte Warehousing
- Freska
- Lineage Logistics
- Mission Produce
- Seaboard Produce
- Western PreCooling

**NOT CONGESTED:** We know EVERY DAY COUNTS!

**SAVE TIME AND MONEY:** Reduce costs due to timely inspections.

**NO WAITING:** In line, at the gate or in the channel.

**VALUE:** Free X-rays by CBP and all cargo scanned for radiation signatures at no cost (at gate).

**STRATEGIC LOCATION:** Less congestion – access to UPRR via G+W and interstate network.

**EFFICIENT:** 130 pallets an hour average Breakbulk throughput.

**FAST:** Convenient customs clearance.

**SAFE:** Safe and secure port.



## Key Information

Harbor Depth	Entrance Channel 35 ft MLLW (10 m)
Channel Length	2,300 Lft (700 m)
Turning Basin	1,200 ft (365 m)
Largest Vessel	800 ft (244 m) LOA ; 35 ft (10 m) depth
Tides	Average rise and fall approx 5.4 ft - 6 ft (1.65 m)
Anchorage	2 miles South of the Port Hueneme Lighthouse
On-Port Terminal	120 acres (Port Owned)
	Up to 34 acres (Joint Use - Port Leased)
Wharfs/Berths	Wharf 1: Berths 1,2,3 (600 Lft ea.) - Commercial Cargo (183 m)
	Wharf 2: Berths 4,5 (700 Lft ea.) - Commercial Cargo (213 m)
	Wharf 3: Berth 6 (1,000 Lft Joint Use) - Commercial Cargo (305 m)
	Wharf 4, 5, 6 (License Agreement with Navy)
	1 Shallow Draft (320 Lft) - Squid Fishery (97 m)
	4 Floats approx 600 ft of Floating Dock - Small Craft Support Vessels (183 m)
Short Haul Rail	12-mile Short Track (Class III) (19 km)
	Owned by Ventura County Railway
	Operated by Genesee & Wyoming
Long Haul Rail	Connects to Union Pacific at Oxnard Interchange
Rail Yard	8 acre Switchyard holds 99 Box Cars or 80 Auto Racks
Off-Dock Navy Out Lease	130 acres (Leased by Navy)
Parcel 1	10 acre Off-Port Property on Arcturus Ave (Port Leased)
Parcel 2	5 acre Off-Port Property on Edison Ave (Port Leased)
Off-Dock Private Parcels	279 acres Privately Owned Port Industrial Property
Refrigeration	256,000 ft <sup>2</sup> On-Dock (23783 m <sup>2</sup> )
	Off-site Distribution Centers (Channel Island Cold Storage, Mission Produce, Seaboard, Del Norte Distribution and Lineage Logistics) 1,000,000+ SF temperature controlled facilities; transload operations including fumigation and reefer support; processing for Fish industry.
Cranes	Mobile shore cranes available
Tugs	Brusco Tug & Barge (Port Contracted)
Pilotage	Port Hueneme Pilots Association (Port Contracted)
Labor	ILWU Local #46, Teamsters and Operating Engineers
Stevedores	Ceres, Pacific Ro-Ro, Ports America and SSA Marine
Fuel	TracTide (Port Contracted)
Security	Allied Universal (Port Contracted)

## Shipping Lines

- Champion Tankers
- Chiquita/Great White Fleet
- COSCO
- Del Monte/Network Shipping
- EUKOR
- GLOVIS
- Great White Fleet
- K-Line
- Mitsui OSK Lines
- Norbulk
- NYK Lines
- Maersk
- SeaLand
- Seim Car Carriers
- Wallenius Wilhelmsen Logistics (WWL)



## Customers

### FRESH PRODUCE

- Chiquita
- Del Monte
- Freska
- Mission Produce
- One Banana

### AUTO

- BMW
- GLOVIS
- WWL

### VEHICLE BRANDS

- BMW, MINI, Rolls Royce, Volvo, Land Rover, Jaguar, Maserati, Ford, Hyundai, Kai, Aston, Martin, Mitsubishi, Cadillac, Chevrolet, Buick, Honda, Toyota, Nissan, Acura, Tesla

### RO-RO/HIGH AND HEAVY PRODUCTS

- Caterpillar, John Deere, Case, New Holland, Hyster, Specialized Construction and Mining Equipment

### LIQUID BULK

- Yara North America

### OFFSHORE OIL INDUSTRY

- DCOR
- EXXON
- Freeport-McMoRan

### FISH

- Oxnard Unloading Services





# vital link



## Intermodal Leadership

- Owns VCRR which supports integrated intermodal services on and near dock.
- Selected to participate The National Freight Advisory Committee (NFAC) and Maritime Transportation System National Advisory Council (MTSNAC) to advise the USDOT Secretary on matters related to maritime transportation, port development challenges and implementation of the Moving Ahead for Progress in the 21st Century Act (MAP-21) surface transportation projects.
- West coast leader partnering with US Maritime Administration (MARAD) to enhance Short Sea Coastal Shipping initiatives.

# Efficient Sea, Road and Rail Connections Enhance Intermodal Velocity

## Rail Corridors

- The Port owns near-dock Ventura County Railway, a Class III short-line railroad and 12-mile loop of track operated by Genesee & Wyoming Railroad.
- 8-acre switchyard holds 99 box cars or 80 auto racks. VCRR accesses the Port at the South Spur. The North Spur ends inside Naval Base Ventura County (NBVC) where all switching is performed by the short line railroad.
- Rail Industrial Clearance Association (RICA) award for Most Improved Port, 2012.
- An Industrial Spur has been developed for Wallenius Wilhelmsen Logistics (WWL) to serve its customers, and rail platform developed along the Edison spur to support domestically manufactured BMW vehicles inbound to its vehicle distribution center. GLOVIS uses North Spur for inbound vehicle shipments.
- Freight transferred to and from the Port connects to Union Pacific Railroad, providing an important intermodal link to North America.



## Rail Corridors

- The Port access roads have been designated "Highways of National Significance," since they also serve the U.S. Naval Base.
- The Port Intermodal Corridor (PIC) is an uncongested strategic access route that connects the Port's main entrance with Highway 101 and Interstate 5.
- Highway 101 connect to 126, 232, 118 and 405 transportation corridors
- Secondary access to Highway 101 via Ventura Road, a 4-lane roadway located east of the Port's main gate.
- Uncongested access to industrial and commercial centers of Ventura and Los Angeles Counties



*Convenient access to all major U.S. highways and Union Pacific rail routes*



## The Future Course of the Port is Set for Positive Growth and Maritime Innovation

### *Future Initiatives*

**OPTIMAL TRAFFIC FLOW:** The Port is committed to improving traffic flow and space utilization to support the diversity of cargo on-site. The Port's Traffic Management Study uncovered a number of workflow and traffic issues that will support its commitment to optimal cargo velocity. The Port Operators Group are focused on the implementation of immediate, near-term and long-term strategies.

**IMPROVED FREIGHT MOBILITY:** As owner of the Ventura County Rail Road that connects with the Port's on dock infrastructure, planned improvements will maximize the structural integrity and efficiency of the intermodal network. New surfacing will optimize freight mobility and efficient traffic flow along the Port's intermodal corridor.

**INCREASED INTERMODAL VELOCITY:** The Port's Intermodal Corridor Improvement Project provides long-term infrastructure enhancements that facilitate the efficient movement of cargo in the most environmentally responsible manner possible. The project provides critical upgrades to Port facilities and will ensure increased intermodal velocity and the long-term competitiveness of the Port.

**LARGER, MORE EFFICIENT SHIPS:** The Port of Hueneme dredging project would deepen the port to 40 feet, thus opening the Port to deeper-drafting cargo ships. Deepening the harbor would accommodate larger and more efficient ships to call on the Port.

**EXPANDED SHORE POWER:** Committed to creating a better environment for crews, dockworkers and local residents, the Port has installed its state-of-the-art shore power infrastructure system on Wharf 1 to provide shore power to Berths 1, 2, and 3 for vessel regulation under the CARB at Berth Regulation. Expansion efforts will focus on the implementation to Wharf 2, providing shore power to Berths 4 and 5.

**IMPROVED CONNECTIVITY AND WATERFRONT ENVIRONMENT:** The Port's modernization project is an infrastructure investment committed to improving freight connectivity. The benefits include improvements to existing transportation facilities, contributing to the economic competitiveness of a national port-of-entry, improving the quality of the working waterfront environment and surrounding community with benefits to the environment.



# trade zone



Foreign Trade Zone #205



WORLD TRADE CENTER  
OXNARD

## Strategic Partnerships that Promote Economic Development Activity

### ***Foreign Trade Zone #205***

A U.S. Foreign Trade Zone (FTZ) is a secure area located at or near a U.S. port of entry that is considered outside of U.S. Customs Territory. The FTZ program was created by Congress in 1934 to stimulate growth by deferring, reducing or eliminating custom duties.

- The Port of Hueneme is grantee of U.S. Foreign-Trade Zone #205. Established in 1994 and offers a wide range of manufacturing, processing and warehousing activities.
- Alternative Site Framework (ASF) makes available up to 2,000 acres for fast track activation.
- Capable of accommodating storage and light assembly activities within its boundaries, under a duty-deferred status.
- Flexibility to accommodate all applicable cargo.
- Secure and safe port.
- Activates in as short as 30 days.
- Saves you *time* and *money*.



### ***World Trade Center Oxnard***

As the license holder of the Oxnard World Trade Center, the Port promotes the development of import and export activities within the business community.

- Brings together business and government entities involved in international trade and provides facilities and service to increase trade and economic development.
- Provides reciprocal benefits offered by more than 360 World Trade Centers in 92 countries around the world.
- MOU with Economic Development Collaborative-Ventura County and California Lutheran University to hold trade summits to increase exports.
- Provides the latest trade information and services, such as local products, market conditions, government regulations, and overall business culture, based on the member's specific region of interest.
- Supports the local economy if the region.
- The world's largest business-to-business international trade association.







# Committed to Protecting the Environment and Supporting a Healthy Quality of Life

## Environmental Steward

Being green is the way we do business at the Port of Hueneme. In partnership with its customers, the Port strives to minimize the environmental impacts associated with trade operations on the local community.

- Active participation in community events and activities. Community engagement and promoting the Port's environmental stewardship efforts play a key role in our ability to successfully operate and develop facilities.
- Full compliance with federal, state and local regulations, and implementation of pollution prevention measures.
- The Environmental Framework is an action plan for the Port to expand its environmental stewardship program.

## Green Initiatives

- The Port, and every port tenant, is proactive about reducing emission by using cleaner burning fuels in the vessels and equipment used to move cargo.
- Clean energy at the Port includes using energy efficient utilities and alternative fuels.
- Replacing conventional diesel with low emission propane-fueled trucks, and electrifying cargo handling equipment reduce on-dock emissions.
- The Port actively monitors water quality to mitigate impacts to marine life.
- The Port provides shoreside power for vessels and air quality improvement (over the 30-year life of the project).
  - 92% reduction in Particulate Matter
  - 55% reduction in Greenhouse Gases
  - 98% reduction in NOx

- In 2009, the Port voluntarily prepared an Air Emissions Inventory (EI) to quantify the air quality impacts associated with maritime operations.
- Partnered with the U.S. Navy and U.S. Army Corps of Engineers (USACE) to construct and monitor a Confined Aquatic Disposal Cell to dispose of contaminated sediment.
- Implemented shoreside power for reduced emissions.

## Awards & Certification

- Green Marine Certification, 2017 - First California port to receive this third party validation
- Greenest US Port, 2017 - Green Shipping Summit USA
- Environmental Stewardship Award - Ventura County Board of Supervisors

## Environmental Work

- LED Lighting - Installed energy efficient LED lighting; reduces light pollution
- Electric Vehicle Charging Stations - Implemented in 2017, open to the public
- Storm Drain Filters - Protecting our beaches with state-of-the-art storm drain filters

# green port

*Maritime Advanced Systems  
and Technology Laboratory*

**mast** Maritime Advanced  
Systems & Technology  
Laboratory At  
The Port Of Hueneme

To foster ideas, innovation and leading edge technologies for the advancement of ports and the maritime environment.

- Leverage unique geographic, operational and environmental assets of Port location.
- Partner with a network of leading academic, research and in-service engineering centers.
- Enable solutions to relevant challenges in the maritime domain.
- Provide a surrounding for sustained research, experimentation and test programs.





*We Make Cargo Move*



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