



## NONPERFORMANCE POLICY

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### PURPOSE

This policy provides the guidance and establishes the minimum performance requirements and the definition of nonperformance. This policy is effective on the date of issuance.

### SCOPE

The Workforce Development Board of Ventura County (WDBVC) and its contractors and subrecipients.

### REFERENCES

- Workforce Services Directive WIAD06-10, Subject: LWIA Nonperformance Policy (November 14, 2006)
- WIOA Section 116

### POLICY

The WIOA Section 116 contains the requirements of the performance accountability system to assess the effectiveness of states and local areas in achieving continuous improvement of activities under Title I of WIOA. Section 116 informs local areas that failure to meet local performance levels in any year may result in the provision of technical assistance by the State, and that sanctions will be applied for failure to meet performance in two consecutive years. Section 116 specifies the provision of technical assistance, the imposition of corrective actions, and general sanctions that the state may require of local areas not meeting performance.

The Workforce Development Board of Ventura County's (WDBVC) policy regarding local area nonperformance:

The service providers, subrecipients and contractors are expected to achieve at least 80 percent of their local performance goal on each performance measure. The providers performing below 80 percent on one or more of the measures will be offered necessary technical assistance the first year.

Nonperformance on one or more of the same performance measures in two consecutive years will result in the WDBVC imposing sanctions as provided for under WIOA Section 116.

If a provider is not performing at a minimum of 80 percent on one or more of the measures, WDBVC staff will work with provider staff to identify the provider's needs relative to improving performance. The providers not meeting the minimum standard on one or more of the required measures must complete and submit the attached Corrective Action and Technical Assistance

Plan. The plan must be signed by both the President/Chief Executive/etc. and/or Board of Directors Chairperson, or by their officially designated alternates. The plan is due at the WDBVC no later than 60 days after the date of the letter of notification that the provider has failed performance.

If a need for technical assistance is identified, it may be provided from a variety of sources including local, State, federal and nongovernmental. Funding for technical assistance from the WDBVC is contingent upon the availability of funds.

The provider will be notified regarding the acceptance or nonacceptance of the Corrective Action and Technical Assistance Plan within 30 days of its receipt by the WDBVC.

If a provider does not achieve at least 80 percent on the same measure(s) for a second consecutive year, the WDBVC will take corrective action as required in WIOA Section 116.

**ACTION**

Bring this policy to the attention of all affected staff.

**INQUIRIES**

Inquiries regarding this policy can be addressed to the WDBVC at 805-477-5306.

/S/ Rebecca Evans, Executive Director  
Workforce Development Board of Ventura County

**ATTACHMENTS:**

Attachment I - Corrective Action and Technical Assistance Plan