



EXECUTIVE COMMITTEE MEETING AGENDA PACKET

Wednesday, October 31, 2018

8:00 a.m. – 10:30 a.m.

MBEST

3180 Imjin Road, Conference Room B, Marina, CA

Documents related to agenda items that are distributed to the WDB less than 72 hours prior to the meeting shall be available for public inspection at 1441 Schilling Place, North, Salinas, CA or visit our website at www.montereycountywdb.org. Documents distributed to the WDB at the meeting by County staff will be available at the meeting; documents distributed to the WDB by members of the public shall be made available after the meeting. This WIOA Title I financially assisted program or activity is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities. **ALTERNATE AGENDA FORMATS:** If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the Secretary to the WDB at (831)796-6434.

NOTICE TO THE PUBLIC

Members of the public who wish to address the Committee should identify themselves and state their name for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand it to the designated Workforce Development Board staff member.

Copies of the agenda have been placed on the table near the door for your convenience.

The procedure for this meeting is as follows:

- The Committee Secretary will verify quorum; the Chair will read the opening remarks.
- Members of the public wishing to make a comment on an item that is not on the agenda will be given two (2) minutes each to comment.
- Workforce Development Board staff and/or Committee Members will present recommendations for each action item on the agenda.
- Board members may ask questions of Workforce Development Board Staff and other Committee Members.
- Members of the public wishing to make a comment on an agenda item will be given two (2) minutes each to comment.
- The Committee may take action on any item designated as an action item.
- Workforce Development Board Executive Committee members may only discuss items listed on the Agenda pursuant to the "Brown Act." With respect to non-agenda items raised by the public, Workforce Development Board Executive Committee members may calendar them for a future meeting, may briefly respond, or may request clarification from the member of the public but, to remain in compliance with the Brown Act, they may not address non-agenda items raised by the public in a substantive or in-depth manner.



1441 Schilling Place, North
Salinas, CA 93901

(831) 796-6434
www.montereycountywdb.org

**Executive Committee
Members:**

*Erik Cushman,
WDB & Executive Chair*

Paula Calvetti
Cesar Lara
Mary Ann Leffel
Dr. Willard Clark Lewallen

Monterey County Workforce Development Board Executive Committee

MBEST, 3180 Imjin Road, Conference Room B, Marina, CA 93933

Wednesday, October 31, 2018; 8:00 a.m.

AGENDA

CALL TO ORDER/INTRODUCTIONS:		Erik Cushman, Chair
CHANGES TO AGENDA:		
PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA: (Limited to 2 minutes per person)		
CLOSED SESSION UNDER GOVERNMENT CODE SECTION 54950, RELATING TO THE FOLLOWING ITEMS: A. PURSUANT TO GOVERNMENT CODE SECTION 54957(B)(1), THE EXECUTIVE COMMITTEE WILL DISCUSS A PERFORMANCE EVALUATION OF THE EXECUTIVE DIRECTOR OF THE WORKFORCE DEVELOPMENT BOARD WITH THE ASSISTANT COUNTY ADMINISTRATIVE OFFICER OF MONTEREY COUNTY.		Erik Cushman, Chair
CONSENT CALENDAR:		Erik Cushman
1. ACTION: Approve minutes from Executive Committee meeting of August 1, 2018.		
DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:		Erik Cushman
1. Update on State-mandated two-year modification of Local and Regional Plans for PY 2017-2021.		Chris Donnelly
2. Report on Regional activities for PY 2018-2019. a. Training Coordinator b. Regional Coordinator c. SlingShot Coordinator		Javier Vanga Susan Marscellas Chris Donnelly
3. Discuss America's Job Center of California (AJCC) locations.		Chris Donnelly and Committee Members
4. Update on Prison to Employment "P2E" grant initiative.		Chris Donnelly
5. Update on State EDD Program Monitoring scheduled for November 5 – 9, 2018.		Chris Donnelly
6. Update on 2018-2019 State-negotiated Performance Goals.		Chris Donnelly
7. Update on the July through September 2018 performance of Monterey County Department of Social Services, provider of Adult and Dislocated Worker services, and the July through September 2018 performance of Turning Point of Central California, provider of Youth Services in South Monterey County.		Chris Donnelly
ANNOUNCEMENTS		Erik Cushman
SUBCOMMITTEE MEETINGS: Oversight: 11/8/2018, MBEST Executive: 11/21/2018, MBEST Business: 1/08/2019, MBEST	WDB MEETING: 12/5/2018, Soper Community Center 220 Coe Avenue, Seaside, CA	
ADJOURNMENT:		Erik Cushman
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UNADOPTED
Monterey County Workforce Development Board
Executive Committee
MBEST, 3180 Imjin Road, Conference Room B, Marina, CA 93933
Wednesday, August 1, 2018

Members Present: Erik Cushman (Chair), Paula Calvetti, Cesar Lara, and Mary Ann Leffel

Members Absent: Dr. Willard Lewallen

Staff Present: Chris Donnelly, Flor Galvan, Elizabeth Kaylor and Javier Vanga

Call to Order/Introductions: Mr. Cushman called the meeting to order at 8:36 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Public Comment/Testimonial: None

Director's Report: The committee received the Director's Report regarding updates on WIOA Program and Fiscal Monitoring; the upcoming California Workforce Association – Meeting of the Minds Conference from September 4-6, 2018; an update on the Youth Services Request for Proposals, and an update on the Strategic Plan for Program Year 2018-19.

Consent Calendar:

1. Action: Approve the minutes from May 24, 2018 meeting.
A motion was made by Cesar Lara to approve the minutes from May 24, 2018, seconded by Mary Ann Leffel. 3-0-1 (Abstention: Paula Calvetti)

Discussion or Review of Business Calendar Action Items:

1. Action: Consider the appointment of Julia Belliard, Executive Director of Agricultural Personnel Management, representing Business, to the Workforce Development Board for a three-year term, with a recommendation, if any, to be forwarded to the Workforce Development Board for approval.
A motion was made by Mary Ann Leffel to approve the appointment of Julia Belliard, Executive Director of Agricultural Personnel Management, representing Business, to the Workforce Development Board for a three-year term, with a recommendation to forward to the Workforce Development Board for approval, seconded by Paula Calvetti. ALL AYES
2. Action: Consider the reappointment of Andy Hartmann, representing Labor, to the Workforce Development Board for a three-year term with a recommendation, if any, to be forwarded to the full Workforce Development Board for approval.
A motion was made by Mary Ann Leffel to approve the reappointment of Any Hartmann, representing Labor, to the Workforce Development Board for a three-year term, and forward to the full Workforce Development Board for approval, seconded by Cesar Lara. ALL AYES
3. Action: Consider and approve the Request for Quote Selection Committee's choice of a contractor to design and host the Monterey County Workforce Development Board's website.
A motion was made by Cesar Lara to consider and approve the Request for Quote Selection Committee's choice of Pat Davis Design Group to design and host the Monterey County Workforce Development Board's website, seconded by Mary Ann Leffel. ALL AYES
4. Action: Consider the Request for Quote Selection Committee's choice of contractors for provision of workshops and online training for One-Stop participants, with a recommendation, if any to be forwarded to the full Workforce Development Board for approval.
A motion was made by Cesar Lara to consider the Request for Quote Selection Committee's choice of a contractor for provision of workshops and online training for One-Stop participants, with a recommendation, that the Monterey Adult School, Alliance Career Training Schools, Dynamic Works Institute, New York Wired for Education and Treehouse Island be approved and forwarded to the full Workforce Development Board for approval, seconded by Mary Ann Leffel. ALL AYES

5. Provide preliminary close out report for WIOA Adult, Dislocated Worker and Youth Programs for PY 2017-18.
The Committee received a preliminary close out report for WIOA Adult, Dislocated Worker and Youth Programs for PY 2017-18.
6. Update on WIOA Adult, Dislocated Worker and Youth Programs for PY 2018–19.
The Committee received an update on WIOA Adult, Dislocated Worker and Youth Programs for PY 2018-19.

Adjournment: Mr. Cushman adjourned the meeting at 10:05 a.m.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON TWO YEAR MODIFICATION OF LOCAL AND REGIONAL PLANS FOR PY 2017-2021

DATE: OCTOBER 31, 2018

INFORMATION:

Under WIOA, a biennial update of regional and local plans is required in order to ensure that plans remain current and account for “changes in labor market and economic conditions or in other factors affecting the implementation of the local plan.”

The California Workforce Development Board has also made changes to the State Plan which require that local boards update their plans to keep them consistent with the policy direction of the State Plan.

- Required and elective regional plan modifications to align, coordinate, and integrate reentry and workforce services to the formerly incarcerated and other justice-involved individuals.
- Required and elective local plan modifications arising from local or regional partnerships with county human service CalFresh programs.
- Required and elective local plan modifications arising from local or regional partnerships with Local Child Support Agencies (LCSAs) to provide workforce services to unemployed, underemployed, and payment-delinquent non-custodial parents.
- Required and elective local plan modifications arising from local or regional partnerships with programs that serve individuals with disabilities, including detail on strategies to implement Competitive Integrated Employment.
- Required and elective local plan requirements pertaining to services for English Language Learners, the Foreign Born, and Refugees.
- Required regional plan content detailing compliance with State Plan guidance and state law relating to Multi-Craft Core Curriculum (MC3) pre-apprenticeship partnerships.
- Required regional self-assessment using Indicators of Regional Coordination and Alignment.
- Other changes to local and regional plans made pursuant to changes in labor market and economic conditions or in other factors affecting the implementation of local or regional plans, including modifications to negotiated performance goals.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE
FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR
SUBJECT: REPORT ON REGIONAL ACTIVITIES FOR PROGRAM YEAR 2018-2019
DATE: OCTOBER 31, 2018

INFORMATION:

WDB staff will provide an update on various regional grants including recent outcomes for the Slingshot initiative, Regional Organizer/Regional Plan Implementation effort, and Regional Training Coordinator activities.

BACKGROUND:

Monterey County was identified as the fiscal agent/lead Workforce Development Board for the Coastal Regional Planning Unit's local areas: Santa Cruz, Monterey, San Luis Obispo, and Santa Barbara counties. As such, Monterey County WDB is the recipient of funding intended for accomplishing regional goals among the Coastal RPU.

REGIONAL ACTIVITIES:

The Monterey County Workforce Development Board is presently administering the following regional projects in support of and in cooperation with the Coastal RPU members.

Slingshot Healthcare Initiative:

The Coastal RPU's Slingshot initiative focuses on the healthcare sector. Based on input from business and industry champions, it was determined that the regional priorities are: Health Career Awareness Campaign, Specialty Nursing Education, and Community Health Worker Training; with the latter being the primary focus of its initial efforts.

Regional Organizer/Regional Plan Implementation:

Regional Organizers support the development of regional leadership and the implementation of Regional Plans, build on the efforts of the Slingshot coalitions, and coordinate with other regional efforts.

Regional Training Coordinator:

Regional Training Coordinators are responsible for coordinating the staff development and capacity building efforts in each of the regional planning units.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: DISCUSS AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) LOCATIONS

DATE: OCTOBER 31, 2018

INFORMATION:

The Executive Committee will discuss current and future locations for the America's Job Center of California and satellite offices for Monterey County. This item was referred from the Oversight Committee and the Workforce Development Board.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE
FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR
SUBJECT: UPDATE ON PRISON TO EMPLOYMENT “P2E” GRANT INITIATIVE
DATE: OCTOBER 31, 2018

INFORMATION:

As part of the 2018 State budget process, the California Legislature approved, and Governor Brown signed, legislation which established the Prison to Employment Initiative. The 2018 state budget includes \$37 million over three budget years to fund workforce development and reentry services for previously incarcerated and justice-involved individuals. “Justice-involved” refers to individuals who are on parole, probation, mandatory supervision, or post-release community supervision and are supervised by, or are under the jurisdiction of, a county or the California Department of Corrections and Rehabilitation.

The California Workforce Development Board will make Prison to Employment funds available local workforce development boards to support partnership development and to build or scale up existing programs to serve the needs of the reentry population of California’s fourteen regions.

Pursuant to this initiative, the Request for Applications for Phase I, Regional Planning Grants, was released on July 27, 2018 to fund collaborative development of regional partnerships and plans to serve formerly incarcerated and other justice-involved individuals. The Coastal Region Planning Unit (RPU), composed of the workforce development boards of Monterey, Santa Cruz, San Luis Obispo and Santa Barbara Counties, received \$95,000 to be used over an 18-month period (October 1, 2018 – March 30, 2020) to develop the partnerships that will be an essential component of this three-phase grant program.

The Monterey County Workforce Development Board (WDB) is the fiscal agent of the Coastal RPU, responsible for contracting on its behalf; in its capacity as fiscal agent, it seeks to utilize the consulting services of Civic Solutions Initiative – Works, LLC (CSI-Works) to participate in the planning stage of the Prison to Employment Initiative. The WDB will procure the consulting services of CSI-Works through an agreement with the California Workforce Association (CWA).

The responsibilities of CSI-Works will include engaging and convening stakeholders on programs implementing Prison to Employment services; facilitating regional stakeholder meetings on implementation of the Prison to Employment Initiative; developing recommendations for modification of the Coastal RPU’s Regional Plan to incorporate Prison to Employment programs; developing Prison to Employment MOUs and partner agreements with stakeholders at the regional, local, and state level; collecting and analyzing data related to the Prison to Employment target population and to Coastal RPU workforce opportunities; developing recommendations for obtaining and utilizing subsequent rounds of Prison to Employment funding from the State; and delivering recommendations for Prison to Employment service delivery models and other funding opportunities.

The Monterey County Board of Supervisors approved utilization of the consulting services of CSI-Works on October 23, 2018.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON STATE EDD PROGRAM MONITORING SCHEDULED FOR NOVEMBER 5-9, 2018

DATE: OCTOBER 31, 2018

INFORMATION:

The State of California Compliance Review Office's annual monitoring review of the WDB's 85 Percent Formula Grant Program activities funded by the WIOA for Program Year 2018-19 is scheduled for November 5-9, 2018.

The program portion of the review will focus on determination of MCWDB's compliance with applicable federal and state laws, regulations, and policies related to WIOA. The review will also consist of interviews with MCWDB staff and service provider staff; a review of selected participant case files; and a review of policies and procedures pertaining to Adult, Dislocated Worker, Youth, and Rapid Response Program operations.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON PROGRAM YEAR 2018-2019 STATE-NEGOTIATED PERFORMANCE GOALS

DATE: OCTOBER 31, 2018

INFORMATION:

Monterey County's performance goals for 2018-2019 were successfully negotiated with the state to ensure that we would meet the minimum 90% success rate.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON JULY THROUGH SEPTEMBER 2018 PERFORMANCE OF MONTEREY COUNTY DEPARTMENT OF SOCIAL SERVICES, PROVIDER OF ADULT AND DISLOCATED WORKER SERVICES, AND THE JULY THROUGH SEPTEMBER 2018 PERFORMANCE OF TURNING POINT OF CENTRAL CALIFORNIA, PROVIDER OF YOUTH SERVICES IN SOUTH MONTEREY COUNTY

DATE: OCTOBER 31, 2018

INFORMATION:

WDB staff will provide an update on performance for Adult, Dislocated Worker and Youth programs by services providers, Department of Social Services and Turning Point, for July through September 2018.

Performance and Enrollment Goals

WIOA Title I Adult Program

July 1, 2018 through September 30, 2018

Service Provider: Department of Social Services

	Overall Goal	Jul	Aug	Sep	Total	% of Goal	Comments
A. Enrollments							
New Enrollments (North or South County)	208	29	21	28	78	38%	
B. Program Performance Goals							
1. Number of Individuals placed in Occupational Skills Training	83	13	6	0	19	23%	
1a. Distinct Individual Training Accounts	75	0	3	0	3	4%	
2. Number of Individuals placed in occupational skills training in WDB priority industry sectors	75	9	3	0	12	16%	
3. Number of Individuals who have completed occupational skills training with credential	67	0	0	0	0	0%	
4. Number of Individuals who have completed occupational skills training and entered employment in WDB priority industry sectors	48	0	0	0	0	0%	
5. Number of Individuals entered into employment in WDB priority industry sectors	90	0	0	1	1	1%	
C. Other Program Elements							
1. SB 734 Expenditures	\$ 414,582	\$ 62,165	\$ 22,188	\$ -	\$ 84,353	20%	

Note: Limited training funds during first quarter

Performance and Enrollment Goals
WIOA Title I Dislocated Worker Program
 July 1, 2018 through September 30, 2018

Service Provider: Department of Social Services

	Overall Goal	Jul	Aug	Sep	Total	% of Goal	Comments
A. Enrollments							
New Enrollments (North or South County)	250	21	11	19	51	20%	
B. Program Performance Goals							
1. Number of Individuals placed in Occupational Skills Training	100	7	16	0	23	23%	
1a. Distinct Individual Training Accounts	80	0	3	6	9	11%	
2. Number of Individuals placed in occupational skills training in WDB priority industry sectors	95	5	16	0	21	22%	
3. Number of Individuals who have completed occupational skills training with credential	83	0	0	1	1	1%	
4. Number of Individuals who have completed occupational skills training and entered employment in WDB priority industry sectors	67	0	0	0	0	0%	
5. Number of Individuals entered into employment in WDB priority industry sectors	110	1	1	0	2	2%	
C. Other Program Elements							
1. SB 734 Expenditures	\$ 468,496	\$ 35,000	\$ 57,445	\$ -	\$ 92,445	20%	

Note: One (1) participant dropped out of training
 Limited training funds during first quarter

Performance and Enrollment Goals

WIOA Title I Youth-North Program

July 1, 2018 through September 30, 2018

Service Provider: Turning Point

	Overall Goal	Jul	Aug	Sep	Total	% of Goal	Comments
A. Enrollments							
New Enrollments (North)	110	4	1	4	9	8%	
B. Program Performance Goals							
1. Number of Individuals placed in Occupational Skills Training	50	0	1	0	1	2%	
2. Number of Individuals placed in Work Experience/Pre Apprenticeships	74	1	1	2	4	5%	
3. Number of Individuals who have completed occupational skills training in WDB priority industry sectors	40	0	1	0	1	3%	
4. Number of Individuals who have completed occupational skills training and entered employment in WDB priority industry sectors	30	0	0	0	0	0%	
5. Number of Individuals entered into employment in WDB priority industry sectors	40	0	2	3	5	13%	
6. Number of Individuals entered into employment in Non-WDB priority industry sectors	5	0	0	0	0	0%	
C. Other Program Elements							
1. 20% Work Experience Expenditures	\$ 203,337	\$ 1,754	\$ 1,956	\$ 17,285	\$ 20,995	10%	
2. Occupational Skills Training Expenditures	\$ 97,000	\$ -	\$ -	\$ 1,219	\$ 1,219	1%	

Performance and Enrollment Goals

WIOA Title I Youth-North Program

July 1, 2018 through September 30, 2018

Service Provider: ResCare

	Overall Goal	Jul	Aug	Sep	Total	% of Goal	Comments
A. Enrollments							
New Enrollments (North)	62	0	0	0	0	0%	
B. Program Performance Goals							
1. Number of Individuals placed in Occupational Skills Training	23	0	0	0	0	0%	
2. Number of Individuals placed in Work Experience/Pre Apprenticeships	42	0	0	0	0	0%	
3. Number of Individuals who have completed occupational skills training in WDB priority industry sectors	17	0	0	0	0	0%	
4. Number of Individuals who have completed occupational skills training and entered employment in WDB priority industry sectors	17	0	0	0	0	0%	
5. Number of Individuals entered into employment in WDB priority industry sectors	23	0	0	0	0	0%	
6. Number of Individuals entered into employment in Non-WDB priority industry sectors	5	0	0	0	0	0%	
C. Other Program Elements							
1. 20% Work Experience Expenditures	\$ 100,000	\$ -	\$ -		\$ -	0%	
2. Occupational Skills Training Expenditures	\$ -	\$ -	\$ -		\$ -	0%	