



MONTEREY COUNTY ECONOMIC DEVELOPMENT

MONTEREY COUNTY WORKFORCE INVESTMENT BOARD

ERIK CUSHMAN, WIB CHAIR

Monterey County Workforce Investment Board (WIB) OVERSIGHT COMMITTEE

Shoreline Workforce Development, 249 10th Street, Marina, CA

Thursday, November 8, 2012

8:30am

Oversight Committee Members:

Mary Ann Leffel, Chair

Al Davis

Rick Deraiche

Cesar Lara

Judith Profeta

Larry Silva

Teresa Sullivan

Brian Turlington

Andrea Zeller-Nield

AGENDA

CALL TO ORDER / INTRODUCTIONS:	Mary Ann Leffel, Chair
CHANGES TO AGENDA:	
PUBLIC COMMENT:	
CONSENT CALENDAR:	Mary Ann Leffel
C-1. Action: Approve the minutes of the September 13, 2012 Oversight Committee meeting.	
BUSINESS MEETING CALENDAR:	
1. Action: Consider and approve WIB Policy #2012-03 WIA Training Expenditure Requirements (SB 734).	Marleen Esquerra
2. Information: Update on current and pending, local, State and Federal monitoring of Monterey County's local workforce investment system.	Joyce Aldrich
3. Information: Receive a report on WIA Title I Adult and Dislocated Worker program providers for PY 2012-13.	Wil Moore Rosie Chavez Rod Powell
4. Information: Report on required Rapid Response activities to private sector employers in Monterey County, including small businesses.	Joyce Aldrich
5. Information: Update on the Budget Ad-hoc Workgroup and Local Workforce Investment Area budgets for PYs 2011-12 and 2012-13.	Joyce Aldrich
6. Information: Report on the number of local WIA training placements and expenditures.	Marleen Esquerra
ANNOUNCEMENTS OF EVENTS:	Mary Ann Leffel
Subcommittee Meetings:	WIB Meetings:
Youth: 11/13/2012 – Shoreline, Marina	12/5/2012 – Marina Library
Oversight: 12/13/2012 – Shoreline, Marina	
Executive: 11/21/2012 – Shoreline, Marina	
ADJOURN:	Mary Ann Leffel
To request information, please contact the Monterey County Workforce Investment Board staff at (831) 796-6434 or visit our website at www.montereycountywib.org .	

Monterey County
Workforce Investment
Board (WIB)

Joyce Aldrich,
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UNADOPTED
MONTEREY COUNTY WORKFORCE INVESTMENT BOARD
OVERSIGHT COMMITTEE
September 13, 2012; 8:30am
 Shoreline Workforce Development, 249 10th Street, Marina, CA

MEMBERS PRESENT: Al Davis, Cesar Lara, Larry Silva, Teresa Sullivan and Brian Turlington

MEMBERS ABSENT: Rick Deraiche (Excused), Mary Ann Leffel (Excused), Judith Profeta (Excused) and Andrea Zeller-Nield (Excused)

STAFF PRESENT: Joyce Aldrich, Marleen Esquerra and Flor Galvan

OTHERS PRESENT: Rosie Chavez, Estella Girardey, Wil Moore and Eileen Rohlfing

CALL TO ORDER/INTRODUCTIONS: Mr. Silva called the meeting to order at 8:41am and asked for introductions. A quorum was established.

CHANGES TO THE AGENDA: Ms. Esquerra advised that she had three handouts for Information items #6 Rapid Response update, #7, Update on new additional grants and #9, LWIA budget update.

PUBLIC COMMENT: None

CONSENT CALENDAR:

C-1 Action: Approve the minutes of the August 9, 2012 Oversight Committee meeting.

Motion: Ms. Sullivan motioned to approve the action item as stated.

Second: Mr. Lara

Motion Passed Unanimously

BUSINESS MEETING CALENDAR:

1. **Information: Update on current and pending, local, state and federal monitoring of Monterey County's local workforce investment system.** Ms. Aldrich reported the WIB had been involved in eleven monitoring reviews on a local, state and federal level throughout 2012. Six reviews were conducted and finalized locally by WIB staff; two were completed by the State's Compliance Review and Audit Evaluation Division; and three were completed by the Department of Labor. She expects to receive the State's final report on the Fiscal and Procurement review. She also stated that it is expected that the State will conduct a monitoring review concerning the Adult and Dislocated Worker Program within the next two months. In addition, she reported that the WIB received a draft report on the CALGRIP audit. The WIB provided a response and are awaiting a reply from the State. Also, the WIB is working with the auditor on the OIG audit. WIB staff expect to receive a response within 30 days. The WIB has not received a draft response concerning the Multi-Sector grant in collaboration with South Bay WIB. She informed the Committee that WIB staff are currently ramping up for local monitoring.

2. **Action: Review and approve the final monitoring report for the Office for employment Training's adult, Dislocated Worker and Rapid Response programs for program year 2011-12.** Ms. Esquerra reported that the monitoring report covers the first three quarters of the year. As part of the review, WIB staff reviewed 10% of case files (approx. 60-61 files); conducted a walk through of the One-Stop Career Center, interviewed staff and visited each of the service areas that interact with customers. As a result, several observations surfaced in which OET had the opportunity to resolve prior to the draft report being completed. At the time of the final monitoring report, two observations remained open concerning a number of Grievance and Complaint and the Selective Service forms that were missing from the participant case files. OET resolved a portion of the findings; however, the issues will remain open until WIB staff can verify during a future onsite visit that OET successfully implemented its corrective action plans.
Motion: Mr. Lara motioned to accept action item as stated.
Second: Mr. Turlington
Motion Passed Unanimously

3. **Action: review and approve the Final On-The-Job Training National Emergency Grant Monitoring Report for the Office for Employment Training for Program Years 2010-12.** Ms. Esquerra stated the reports show the results of OET and Shorelines' performance on the OJT-NEG project that serves participants that have been impacted by long term unemployment. Shoreline met 100% of their contract goal at 37 enrollments and OET met 83% (5 of 6) of their enrollment goal. Upon exit, all participants entered unsubsidized employment. OET had zero findings and two observations concerning their budget. Two observations were noted in Shoreline's draft report of which they responded to and corrected immediately.
Motion: Mr. Lara motioned to accept the action item as stated.
Second: Ms. Sullivan
Motion Passed Unanimously
4. **Action: Consider and approve the revised WIB Policy #2005-10 Grievance and Complaint Procedures.** Ms. Esquerra stated that the Department of Labor reviewed the WIB's current Grievance and Complaint Procedures and recommended a change to the policy language that implies that WIA is an entitlement program. Since WIA is not an entitlement program, DOL suggested that the language "your right to participation in the" be removed. WIB staff also updated the contact and mailing information.
Motion: Mr. Turlington motioned to approve the action item as stated.
Second: Mr. Lara
Motion Passed Unanimously
5. **Information: Receive a report on WIA title I Adult & Dislocated Worker program providers for PY 2012-13.**
Shoreline: Mr. Moore reported on Shoreline's performance for the period ending August 2012. Shoreline enrolled 15 participants and entered 8 into on-the-job training (OJT). The healthcare industry has continued to be the #1 placement area of choice. To date, the participant hourly wage has increased to \$12.47. Staff is working to increase outreach efforts in the South County area and just placed their first OJT enrollment.

Turning Point: Ms. Chavez reported that Turning Point's staff continue to do well. They successfully exceeded their goal by enrolling 12 participants and placing 11 into OJTs and one directly into unsubsidized employment. They've placed participants in the hospitality and building & design industries with an average hourly wage of \$11.30. She shared a story of a participant who was homeless and recently enrolled into their program with a desire to attend Cabrillo College to receive his electrical certification. He recently completed his studies and was directly placed into employment making \$18.00 an hour. She also stated that the employer will be paying for the participant's continued education.
6. **Information: report out on the required Rapid Response activities to private sector employers in Monterey County, including small business.** Ms. Aldrich reported on the significant amount of activity concerning Capital One. It's anticipated that the 1st round of layoffs will happen on October 2, 2012. A number of employees have already contacted Shoreline and OET for services. Capital One has asked that the Rapid Response Team return for another orientation in November. To date, 52 employees attended the first Rapid Response orientation. Ms. Aldrich also attended a meeting with the City of Salinas, Board of Supervisors and Assemblyman concerning the need to provide Community Based Organizations with \$600,000 to work with potential businesses to fill space at the Capital One building. She informed the Committee that she received information from a Regional Human Resources Agent for the banking industry who wishes to train Capital One employees in the banking industry. The Rapid Response Team is now strategizing on how to provide classroom size training. She also informed the Committee that we recently received two WARN layoff notices from La Hacienda Farms and General Vineyard Services. Ms. Aldrich has contacted the businesses and received great reception to the Rapid Response Team providing a presentation on November 30, 2012.
7. **Information: Update on grants.** Ms. Aldrich reported that the collaboration with South Bay WIB on phase two of their NEG Multi-Sector grant with DOL has been put on hold. She is also working with our local SBDC partner to apply for California Employment Training Panel funds through the California Workforce Association to serve light manufacturing companies and those that need to train new-hires. Ms. Aldrich explained that she's planning to submit a grant request in November or December for additional assistance dislocated worker funding to serve companies impacted by mass layoffs.
8. **Information: report on the number of local WIA training placements and expenditures.** Ms. Esquerra reported that as a system we enrolled 144 Adult and Dislocated Worker participants; OET enrolled 44 participants a combination of OJT's and classroom training; Shoreline enrolled 58 participants, a

combination of the NEG grant and their Adult contract; and Turning Point enrolled 42 participants. She stated that most of the enrollments are OJTs however 24 participants requested classroom training. A total of \$143,000 was obligated for Adult Training and OJTs at an average cost of \$1500 per participant; \$37,000 was obligated for Dislocated Worker Training and OJTs at an average cost of \$3,700; \$21,000 was obligated for the NEG-Multi participant training at an average cost of \$3,100. Mr. Silva asked staff to explain the cost variance in training. Ms. Esquerro explained that the amount is based on total number of participants enrolled divided by the total amount obligated. Ms. Esquerro advised that she will provide the Committee with a breakdown of the allocations by ITA and OJT so the Committee can have a better understanding of the differences in the average cost per participants for the different funding streams. Ms. Esquerro will also provide the Committee with the total amount of OJT participants that entered unsubsidized employment.

9. **Information: Update on the Monterey County's Local workforce Investment Area (LWIA) budget and Budget Ad-hoc Workgroup meeting held on August 21, 2012.** Ms. Aldrich stated the first meeting for the Budget Ad-Hoc Committee was held. At the request of the Oversight Committee, OET's fiscal staff updated the budget spreadsheets to provide a better understanding of the WIA finances to the WIB. Since the inception of SB734, Ms. Aldrich explained that it's critical to track the right information and leveraged resources on the budget on a monthly basis. Ms. Aldrich also requested that the fiscal staff provide information on each individual grant and how it's allocated. Mr. Silva inquired about the administrative operating cost. Ms. Aldrich replied that fiscal allocates the amounts at the end of each quarter to the various funding streams after they have received the time sheets of staff that shows where staff was working. Mr. Silva requested a classification listing of employees working in programs, admin and WIB.

Announcements: Mr. Silva announced the meeting dates and times. Mr. Turlington announced that Alternative Café in Monterey relocated their current location to Golden State Theatre on Alvarado Street. A soft launch party will take place on Saturday, September 15, 2012 however the official launch will be on Friday, September 21, 2012.

Adjournment: Mr. Silva moved to adjourn the meeting 9:45am.

Motion: Mr. Lara

Second: Mr. Turlington

Motion Passed Unanimously

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, INTERIM ASSISTANT DIRECTOR OF EMPLOYMENT AND ECONOMIC DEVELOPMENT DEPARTMENT

SUBJECT: CONSIDER AND APPROVE WIB POLICY #2012-03 WIA TRAINING EXPENDITURE REQUIREMENTS (SB 734)

DATE: NOVEMBER 8, 2012

RECOMMENDATION:

It is recommended that the Oversight Committee consider and approve WIB Policy #2012-03 WIA Training Expenditure Requirements imposed by Senate Bill 734 (SB 734) on local Workforce Investment Board's and their Service Providers carrying out WIA funded programs.

INFORMATION:

The purpose of WIB Policy #2012-03 WIA Training Expenditure Requirements is to provide guidance on the implementation and tracking of training expenditure requirements imposed by SB 734. This policy applies to all Monterey County Workforce Investment Act (WIA) Title I Service Providers.

Beginning Program Year (PY) 2012-13, local boards are required to spend at least 25% of the combined total of their Adult and Dislocated Worker WIA formula fund allocations on workforce training services. This minimum training expenditure requirement does not apply to the youth WIA formula fund allocation. A portion of the minimum training expenditure requirement (an amount of up to 10% of the combined total of the Adult and Dislocated Worker formula fund allocation) may be met by applying designated leveraged resources used for training services.

The specified WIA training expenditure requirements and minimum amounts are detailed in the attached policy and attachment.

On October 4, 2012, WIB staff convened a policy review meeting with local service providers to examine this policy for relevance and compliance with local programs, policies, and new federal and State requirements. All recommended changes were incorporated into the policy for discussion at the Oversight Committee meeting.

ATTACHMENT: WIB Policy #2012-03 WIA Training Expenditure Requirements (SB 734)



Monterey County Workforce Investment Board (WIB)

<< DRAFT >>

LOCAL POLICY BULLETIN #2012-03

Effective Date: July 1, 2012

Pending Full WIB Adopted: December 5, 2012 WIB meeting

TO: All Monterey County Workforce Investment Act (WIA) Title I Service Providers

SUBJECT: WIA Training Expenditure Requirements

PURPOSE: The purpose of this policy is to provide guidance on implementation and tracking of training expenditure requirements imposed by Senate Bill (SB) 734.

REFERENCE: WIA Directive WSD11-9, WIA Training Expenditure Requirements (5/17/2012)

POLICY: SB 734 imposes new training expenditure requirements on local Workforce Investment Board's and their Service Providers carrying out WIA funded programs. The specified WIA training expenditure requirements and minimum amounts are detailed in this policy.

DEFINITIONS: These definitions apply to this policy only and are independent of the definitions included in any other policy statement issued by the Monterey County WIB.

Cash Contributions - Federal and/or non-federal contributions of funds made available to Service Providers to be used for training services. Examples include federal and/or non-federal money received from employers, foundations, private entities, local governments, etc.

In-Kind Contributions - Federal and/or non-federal contributions of non-cash resources used for training services. Examples include donated personnel, services, or use of equipment or space.

Job Readiness Training - Job readiness training includes services that teach skills needed to be successful in the workplace, rather than skills needed to get into the workplace. For example, job readiness training courses could teach WIA clients skills such as how to communicate in an office environment, how to function as part of a team, or how to work in a deadline driven workplace. In each of these instances, the focus of the training would be on competencies needed to succeed during the workday while on the job. The focus of job readiness training is not on the skills needed to find and apply for a job, for example, services that focus on the way one conducts a job search, or how to do an interview, or how to write a resume. Under the federal statute, these services are classified either as Core or Intensive services in WIA section 134. For example, job search assistance is defined as a core service, while group counseling or prevocational services focused on resume writing and interview skills are both classified as intensive services. These types of services do not qualify as training because they do not provide the client with competencies needed to perform specific tasks on the job. As such they do not qualify under the definition of a training program outlined in Section 663.508 of Title 20 of the Code of Federal Regulations, and do not qualify as training expenditures under SB 734.

Leveraged Resources - All federal and non-federal resources (cash contributions and in-kind contributions) used by the Service Provider for training services. Leveraged resources must be allowable and auditable under the WIA program, and meet the requirements included in the "Summary of Training Expenditures & Leveraged Resources" attachment of this policy.

Match - Resources expended to support training services, if required as a condition of funding. Match resources can be cash match and/or in-kind contribution match. Match resources must meet the requirements included in the "Summary of Training Expenditures & Leveraged Resources" attachment of this policy.

Required Training Expenditure Level

Beginning Program Year (PY) 2012-13, local boards are required to spend at least 25% of the combined total of their Adult and Dislocated Worker WIA formula fund allocations on workforce training services. This minimum training expenditure requirement does not apply to the youth WIA formula fund allocation. A portion of the minimum training expenditure requirement (an amount of up to 10% of the combined total of the Adult and Dislocated Worker formula fund



allocation) may be met by applying designated leveraged resources used for training services. Reference attachment "Summary of Training Expenditures & Leveraged Resources" of this policy.

There is no requirement that a specific amount be spent from each allocation (WIA Adult vs. WIA Dislocated Worker), therefore the 25% could be WIA Adult funds, WIA Dislocated Worker funds, or a combination of both.

Beginning PY 2016-17, the minimum training expenditure requirement will increase from 25% to 30%. Local boards will be required to spend at least 30% of their combined Adult and Dislocated Worker WIA formula fund allocations on workforce training services. This minimum training expenditure requirement does not apply to the youth WIA formula fund allocations. A portion of the minimum training expenditure requirement (an amount up to 10% of the Adult and Dislocated Worker formula fund allocation) may be met by applying designated leveraged resources used for training services. Reference attachment "Summary of Training Expenditures & Leveraged Resources" of this policy.

Training Services

In order to apply toward the minimum training expenditure requirement, formula funds and leveraged resources must be expended on WIA Adult or Dislocated Worker participants enrolled in a training activity entered into the Management Information System (MIS) utilized by the Monterey County WIB and its WIA Service Providers.

For a service to qualify as training it must also meet the definition of a training program in Section 663.508 of Title 20 of the Code of Federal Regulations which defines training in the following manner:

§ 663.508 What is a "program of training services"?

A program of training services is one or more courses or classes, or a structured regimen that upon successful completion, leads to:

(a) A certificate, an associate degree, baccalaureate degree, or

(b) The skills or competencies needed for a specific job or jobs, an occupation, occupational group, or generally, for many types of jobs or occupations, as recognized by employers and determined prior to training.

Examples of training services include:

- Occupational skills training, including training for nontraditional employment
- On-the-job training (OJT)
- Programs that combine workplace training with related instruction, which may include cooperative education programs
- Training programs operated by the private sector
- Skill upgrading and retraining
- Entrepreneurial training
- Job readiness training
- Adult education and literacy activities provided in combination with one or more of the other training services listed above
- Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training

With the exception of OJT and customized training, all training services listed above will require the training vendor be on the State of CA Eligible Training Provider List, <http://etpl.edd.ca.gov/>.

Additionally, Service Providers must keep sufficient records and ensure completeness of required training documents and compliance with program requirements, State laws and WIA regulations. Examples of sufficient records would include:

- Participant application for WIA services, proof of registration in the Virtual One Stop (VOS) or equivalent case management system and proof of WIA eligibility prior to participation.
- An Individual Employment Plan (IEP) that documents the participant's need for training that is supported by an in-depth comprehensive assessment of the participant's educational background, work history and knowledge, skills and abilities, occupational goals and interests, labor market research and trends, employment barriers and



recommended interventions, preliminary skill gap and interviewer's observations, conclusions, and recommendations concerning the participant's inability to obtain/retain employment that leads to self-sufficiency without training. The assessment should also demonstrate that a comparison was done on the schools/training providers, programs offered and costs before a customer made the decision to attend training.

- Individual Training Accounts (ITA) – completion of all training contract documents including: WIA Enrollment/Registration form, the WIA ITA Contract Coversheet Information, and the WIA Agreement for Educational Services. All required Eligible Training Provider List (ETPL) information should be transferred to all ITA contract documents exactly as it is listed on the ETPL. The WIA Enrollment/Registration form must show previous activities in both WIA Core and Intensive Services. All new training provider contracts must include a completed W-9.
- On-the-Job Training (OJT) – completion of a contract with the employer that meets the applicant's needs. Completion of all OJT contract documents including WIA Enrollment/Registration form, the WIA OJT Contract Cover Sheet and the WIA On-the-Job Training Agreement.

Leveraged Resources

Service Providers may apply leveraged resources used for training services toward meeting a portion of their minimum training expenditure requirement in an amount of up to 10% of their Adult and Dislocated Worker expenditures.

Only the following 7 categories of leveraged funds may be utilized as part of the 10% credit:

1. Federal Pell Grants established under Title IV of the Higher Education Act of 1965
2. Public programs authorized by the Workforce Investment Act of 1998 (e.g., Job Corps, Migrant Seasonal Farm Worker, Rapid Response, WIA Title II Adult Education and Literacy, national and state WIA discretionary grants, WIA youth program, etc.) Local boards are permitted to apply youth formula funds expended on training for individuals ages 18-21 as a leveraged resource if: (1) the individuals are co-enrolled in either the WIA Adult or Dislocated Worker program, and (2) the training meets all requirements set forth in this policy.
3. Trade adjustment assistance
4. Department of Labor National Emergency Grants
5. Match funds from employers, industry, and industry associations (including the employer paid portion of on-the-job training and customized training)
6. Match funds from joint labor-management trusts
7. Employment training panel grants

Service Providers are not required to use leveraged resources toward meeting the minimum training expenditure requirement. However, if a Service Provider does choose this option, they must report all leveraged resources applied as part of the 10% credit in attachment "Summary of Training Expenditures & Leveraged Resources" of this policy. Leveraged resources must be tracked by source in accordance with the 7 categories above, and a total amount per source.

Additionally, Service Providers must keep sufficient records of the leveraged resources which can be independently verified. Examples of sufficient records would include:

- A commitment letter or written agreement from an employer or training provider
- A training agreement with an employer detailing the employer's contribution
- A copy of the Pell Grant award letter or relevant correspondence from the school
- An executed worksite agreement and participant time record
- A participant progress report and/or evidence of completion

This list is not all inclusive. The Monterey County WIB has the discretion to determine what constitutes sufficient records.

Note: Details of all leveraged resources reported under this policy must be included in the amounts reported under Section 3 in the "Summary of Training Expenditures & Leveraged Resources" attachment of this policy.

Each Service Provider's training expenditures (both from the allocated funding and from reports



of leveraged resources) will be monitored by Monterey County WIB via the Monthly “Summary of Training Expenditures & Leveraged Resources” attachment of this policy.

If a Service Provider’s training expenditures are not meeting the required percentage of total allocated funding expenditures (including both training expenditures and leveraged resources) on a monthly basis, Monterey County WIB may request a corrective action plan.

These reported monthly figures will be verified during on-site monitoring reviews of the Service Providers by the Monterey County WIB.

INQUIRIES: For questions or assistance related to this policy, please contact the Monterey County Workforce Investment Board (MCWIB) staff at (831) 796-6434.

This policy will be posted to the MCWIB website located at: www.montereycountywib.org/policies/

SUMMARY OF TRAINING EXPENDITURES & LEVERAGED RESOURCES

<< DRAFT >>

SECTION 1: SERVICE PROVIDER	
1. Name of Agency	
2. Month-End Period	
3. Year of Appropriation	

SECTION 2: TRAINING EXPENDITURES & LEVERAGED RESOURCES	
Source	Amount
1. Adult Expenditures	\$
2. Dislocated Worker Expenditures	\$
3. Total Expenditures <i>(Sum of lines 1+2 above)</i>	\$
a. % of Total Expenditure Requirement	%
4. Total Leveraged Funds <i>(Should be equal to total of Leveraged Resources Details below)</i>	\$
a. % of Total Leveraged Funds <i>(10% maximum)</i>	%
5. Total Amount of Expenditures and Leveraged Funds Spent on Training	\$
a. % of Total Amount Spent on Training <i>(25%)</i>	%

SECTION 3: LEVERAGED RESOURCES DETAIL	
Source	Amount
1. Federal Pell Grants	\$
2. Public Programs Authorized by WIA (Specify)	\$
3. Trade Adjustment Assistance	\$
4. DOL National Emergency Grants	\$
5. Match funds from employers and industry	\$
6. Match funds from joint labor-mgmt trusts	\$
7. Employment Training Panel grants	\$
8. Total Leveraged Funds <i>(Sum of lines 1-7 above)</i>	\$
a. % of Total Leveraged Funds <i>(10% maximum)</i>	%

SECTION 4: CERTIFICATION	
Name:	
Agency:	
Title:	
Phone:	
Email:	
Signature:	

SECTION 5: ATTACH DOCUMENTATION OF LEVERAGED RESOURCES, AS APPROPRIATE

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD OVERSIGHT COMMITTEE

FROM: JOYCE ALDRICH, INTERIM ASSISTANT DIRECTOR OF
EMPLOYMENT AND ECONOMIC DEVELOPMENT DEPARTMENT

SUBJECT: UPDATE ON CURRENT AND PENDING LOCAL, STATE AND
FEDERAL MONITORING OF MONTEREY COUNTY'S LOCAL
WORKFORCE INVESTMENT SYSTEM

DATE: NOVEMBER 8, 2012

INFORMATION/SUMMARY: The following is a list of all current and pending local, state and federal monitoring activities of Monterey County's local workforce investment system.

Since the last Oversight Committee meeting on September 13, 2012, there has been no new monitoring scheduled or conducted.

Local Monterey County Workforce Investment Board – Annual Monitoring:

Program	Dates of Monitoring	Status	Draft/Final Reports
1. Turning Point – WIA Adult	2/21–22, 2012	No findings.	Draft – 5/1/2012 Final – 6/8/2012
2. Shoreline – WIA Adult	2/27–29, 2012	No findings.	Draft – 5/1/2012 Final – 6/12/2012
3. Shoreline – National Emergency Grant (NEG) – On-the-Job Training (OJT)	3/22–23, 2012	No findings.	Draft – 5/18/2012 Final – 6/8/2012
4. Office for Employment Training (OET)– NEG – On-the-Job Training (OJT)	3/22–23, 2012	No findings.	Draft – 5/18/2012 Final – 6/8/2012
5. OET - WIA Adult, Dislocated Worker and Rapid Response	4/9–13, 2012	Two findings related to participant case files missing the signed receipt for the nondiscriminatory practices & grievance procedures and the Selective Service registration.	Draft – 7/27/2012 Final – 8/27/2012
6. OET – NEG Multi-Sector	6/4/2012	Informal review done by WIB staff.	6/4 - Initial case file review provided to OET.

State of CA Employment Dev. Dept. Compliance Review Division (CRD) – Annual Monitoring:

Program	Dates of Monitoring	Status	Draft/Final Reports
1. WIA 85% Fiscal & Procurement (All Programs)	March 5–9, 2012	Two findings related to the recruitment of the Economic/WIB Executive Dir. and the dollars that were allocated out of WIA.	Draft report received 4/11/2012. WIB responded 5/14/2012. Pending final report.
2. WIA 85% Program (Adult and Dislocated Worker Programs)	October 22, 2012	Pending letter from State	Pending draft report from State.

State of CA Employment Dev. Dept. Audit & Evaluation Division (A&ED) – Special Grants:

Program	Dates of Monitoring	Status	Draft/Final Reports
1. Governor's Gang Reduction, Intervention and Prevention (CalGRIP), Layoff Aversion and Conflict of Interest	March 26–30, 2012	Audit was done due to two incident reports involving participant WIA eligibility, contract procurement, and possible conflicts of interest involving a MCWIB member.	Draft report received. Response submitted by DSES/WIB in September 2012. Pending final report.

US Department of Labor (DOL) – Special Grants:

Program	Dates of Monitoring	Status	Draft/Final Reports
1. DOL National Emergency Grant – On-the-Job Training (OJT)	April 20, 2012	No report was received to date, however verbal observation at the exit interview indicated a change was needed to the local WIB OJT Policy that includes general language for the purpose of National Emergency OJT Grants.	TBD
2. DOL National Emergency Grant – Multi-Sector	June 6-7, 2012	Report includes: ensuring that all contract templates include all required provisions (i.e. Energy Policy, Conservation Act); resolving idle space at the One Stop, conducting regular analysis of budget to actual expenditures and finalizing the budget; ensuring a cost allocation plan; and reporting accurate and complete expenditure data in a timely manner that includes accrued expenditures.	10/1 - Draft report received. WIB responded 10/19/2012. Pending final report.
3. NEG-OJT OIG Audit	June 11-12, 2012	Initial draft inquiries received October 1, 2012	Response to initial draft findings submitted October 16, 2012.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD OVERSIGHT COMMITTEE
FROM: MARLEEN ESQUERRA, WIB ANALYST
SUBJECT: RECEIVE A REPORT ON WIA TITLE I ADULT AND DISLOCATED
WORKER PROGRAM PROVIDERS FOR PY 2012-13
DATE: NOVEMBER 8, 2012

INFORMATION/SUMMARY:

This report provides actual to plan performance and expenditure outcomes for all Monterey County Workforce Investment Act (WIA) Title I Adult and Dislocated Worker program operators.

At the meeting, a representative from each agency will be given an opportunity to answer questions posed by the Oversight Committee regarding their program and performance.

Shoreline:

For the month period ending October 31st, Shoreline's total number of new WIA Adult enrollments is currently at 109% (37 of 34) of plan with training enrollments exceeding their planned goal at 115% (15 of 13). All completed the WorkKeys readiness indicator assessment upon placement into training. An additional 22 participants received direct placement services into employment. The average hourly wage is \$11.28. Reference the attached list of Shoreline's job placements.

ATTACHMENT: *Shoreline's monthly report and list of job placements (2 pages).*

Turning Point:

For the month period ending October 31st, Turning Point's total number of new WIA Adult enrollments surpassed their goal at 132% (25 of 19) of plan with training enrollments exceeding their planned goal at 142% (17 of 12). All enrollments successfully completed the WorkKeys assessments (Applied Math, Reading for Information and Locating Information) upon placement into training. In addition, 8 participants received direct placement services into employment. The average hourly wage is \$11.47. Reference the attached list of Turning Point's job placements.

ATTACHMENT: *Turning Point's monthly report and list of job placements (2 pages).*

Office for Employment Training (OET):

For the month period ending October 31st, OET's total number of new WIA Dislocated Worker enrollments is 43 with an additional 107 carried in from the previous year for a total count of 150. Of these enrollments, 19 are enrolled into training. OET's total number of carried in Dislocated Worker enrollments from the previous year is 35. Of these enrollments, 4 are enrolled into training.

ATTACHMENT: *OET's monthly reports (2 pages).*

INFORMATION #3



Monterey County Workforce Investment Board Workforce Investment Act (WIA) Title I – Adult Subcontract Monthly Report

Subcontractor: Shoreline Workforce Development Services

Program Design: to provide core, intensive, training and supportive services to **69** WIA eligible adults (>=18 years) who face multiple barriers to employment, are low-income, and are included in one or more of the following categories: veterans and their eligible spouses, disabled individuals, homeless, offenders, and high school drop outs. **36** will participate in On-the-Job Training (OJT) or Individual Training Accounts (ITA). **33** participants will receive direct placement services. Shoreline's service model includes 4 Anchor partnerships to provide collaboration, points of contact and a full range of services. 5 Feeder partnerships will outreach, target and refer participants to the Anchor locations from one of five neighborhood career centers located in Salinas, Marina, Watsonville, San Luis Obispo & King City.

For the period ending: October, 2012 – New Program Year 2012-13

BUDGET				
Quarterly Plan	9/31/12	12/31/12	3/31/13	6/30/13
Planned	\$73,710	\$147,420	\$221,130	\$294,840
Actual	\$61,894.22			

ENROLLMENT GOALS				
Monthly Participant Plan Summary	TARGET GOAL	Monthly Plan	Monthly Actual	Monthly %
1. Total # of new enrollments (Core & Intensive Services)	69	34	37	108.82%
2. Total # of On-the-Job Training or Individual Training Accounts (OJT/ITA)	36	13	15	115.38%
3. Total # of Direct Placements	33	n/a	22	n/a
4. Total # of WorkKeys Readiness Indicator			15	
▪ Applied Mathematics				
▪ Reading for Information				
▪ Locating Information				

INDUSTRY CLUSTERS – PLACEMENTS			
Monthly Placements	OJT/ITA /DP Total #	% of Total	
1. Total # and percentage of OJT/ITA /DP placements, based on the following industry clusters:			
▪ Agriculture	1	3%	
▪ Building/Design	3	8%	
▪ Healthcare	5	14%	
▪ Education	2	5%	
▪ Hospitality/Tourism	4	11%	
▪ Creative/Technology			
▪ Other (<i>Finance, Retail, Sales, etc.</i>)	22	59%	

GEOGRAPHIC AREAS SERVED				
Quarter ending <u>October, 2012</u>	TARGET GOAL	MINIMUM GOAL	Actual (OJT/ITA)	% of Actual
Central (Salinas)	35%	10%	28	76%
North	25%	10%	4	11%
South	20%	10%	0	0%
West	20%	10%	5	13%

TARGET POPULATIONS SERVED				
Quarter ending <u>October 2012</u>	TARGET GOAL	MINIMUM GOAL	Actual (OJT/ITA)	% of Actual
Veterans & Eligible Spouses	19%	10%	1	2.70%
High School Dropout	39%	20%	7	18.92%
Disabled	19%	16%	9	24.32%
Ex Offender (<i>Contracted target goal</i>)	13%	10%	11	29.73%
Homeless	19%	5%	16	43.24%

PERFORMANCE GOALS		
Quarter ending <u>October 2012</u>	Plan	Actual
1. Total number of exits	70	18
2. Entered Employment Rate – <i>entry into unsubsidized employment</i>	67.0%	100%
3. Retention Rate – <i>6 months after entry into unsubsidized employment</i>	75.0%	
4. Average Earnings – <i>increased earnings in unsubsidized employment</i>	\$10,500	
5. Average hourly wage		\$11.28

ACTIVITIES
 Scheduled Job Seekers Toolbox/Salinas Library
 Met w/ New Business Owners referred by the SBDC
 Extended Career Center Hours for the Capital One Project

Attended Grant Learning Conference-Rockville, MD
 Participated in RR Committee

2012-2013 (Sept 2012) Shoreline WDS OJT/Direct Placements by Occupational Title

- Medical Assistant
- Periodontal Assistant
- Solar Installer
- Massage Therapist
- Maintenance Worker
- Cashier
- Product Technician
- Class A Driver
- Customer Service Representative
- Delivery Driver
- Security Guard
- Laborer
- Truck Driver
- New Accounts Representative
- Receptionist
- Assistant Manager
- Lot Associate
- Baker
- Janitor
- Oil Technician
- Cook
- Accounts Receivable
- Electrician
- Sales Manager
- Pharmacy Attendant
- Pre-School Teacher
- Office Assistant
- Electronic Assembler

INFORMATION #3



Monterey County Workforce Investment Board Workforce Investment Act (WIA) Title I – Adult Subcontract Monthly Report

Subcontractor: Turning Point of Central California

Program Design: to provide core, intensive, training and supportive services to **63** WIA eligible adults (>=18 years) who face multiple barriers to employment, are low-income, and are included in one or more of the following categories: veterans and their eligible spouses, disabled individuals, homeless, offenders, and high school drop outs, with a focus on serving those on parole and probation. **38** will participate in On-the-Job Training (OJT) or Individual Training Accounts (ITA). **25** participants will receive direct placement services. Turning Point is the lead agency of an integrated service model comprised of ten collaborative partners throughout Monterey County.

For the period ending: October 30, 2012 – New Program Year 2012-13

BUDGET				
Quarterly Plan	9/30/12	12/31/12	3/31/13	6/30/13
Planned	\$68,040	\$136,080	\$204,120	\$272,160
Estimated	\$36,525			

ENROLLMENT GOALS				
Monthly Participant Plan Summary	TARGET GOAL	Monthly Plan	Monthly Actual	Monthly %
1. Total # of new enrollments (Core & Intensive Services)	63	19	25	132%
2. Total # of On-the-Job Training or Individual Training Accounts (OJT/ITA)	38	12	17	142%
3. Total # of Direct Placements	25	n/a	8	n/a
4. Total # of WorkKeys assessments completed	38	12	18	150%
▪ Applied Mathematics	38	12	18	150%
▪ Reading for Information	38	12	19	158%
▪ Locating Information	38	12	18	150%

INDUSTRY CLUSTERS – PLACEMENTS			
Monthly Placements	OJT/ITA /DP Total #	% of Total	
1. Total # and percentage of OJT/ITA /DP placements, based on the following industry clusters:	25	100%	
▪ Agriculture	3	12%	
▪ Building/Design	7	28%	
▪ Healthcare	1	4%	
▪ Education	0	0%	
▪ Hospitality/Tourism	6	24%	
▪ Creative/Technology	0	0%	
▪ Other (<i>Finance, Retail, Sales, etc.</i>)	8	32%	

GEOGRAPHIC AREAS SERVED				
Quarter ending <u>September 2012</u>	TARGET GOAL	MINIMUM GOAL	Actual (OJT/ITA)	% of Actual
Central (Salinas)	55%	10%	10	59%
North	11%	10%	3	18%
South	18%	10%	0	0%
West	16%	10%	4	23%

TARGET POPULATIONS SERVED				
Quarter ending <u>September 2012</u>	TARGET GOAL*	MINIMUM GOAL	Actual (OJT/ITA)	% of Actual
Veterans & Eligible Spouses	5%	10%	1	6%
High School Dropout	15%	20%	10	59%
Disabled	15%	16%	12	71%
Ex Offender	50%	20%	13	100%
Homeless	15%	5%	1	6%

*Turning Point is contracted to meet the Target Goals.

PERFORMANCE GOALS		
Quarter ending <u>September 2012</u>	Plan	Actual
1. Total number of exits	70	
2. Entered Employment Rate – <i>entry into unsubsidized employment</i>	67.0%	
3. Retention Rate – <i>6 months after entry into unsubsidized employment</i>	75.0%	
4. Average Earnings – <i>increased earnings in unsubsidized employment</i>	\$10,500	
5. Average hourly wage		\$11.47

- ACTIVITIES**
- Timothy attended 2012 Monterey Bay Business Expo on October 25, 2012.
 - Two staff member participated in the Heald College Annual Career Fair on September 19, 2012.
 - Collaborating with EDD Local Veteran Employment Representative.

- Collaborating with Heald College to service recent and upcoming graduates with job search and placement.
- Collaborating with MPC Job Placement Specialists to service those in Workability program.
- Collaborating with VA Clinic, Voc. Rehab., Veteran's Transition Center and Veteran's Service Officer of Monterey County to increase services provided to veterans.
- Collaborating with Vocational Rehabilitation Specialists in Marina, to enhance services in the West.
- Conducting client and employer recruitment in South area.
- Conducting program presentations and client recruitment in County Drug Court and Monterey County Jail.
- Effective partnership activities continue to increase eligible job seekers and grow the employer data base.
- Continued attendance at monthly PACT Meetings.
- Continuing to work with Monterey County Probation and Parole office.

Turning Point – Placements: **17**

Total # and percentage of OJT/ITA placements, based on the following industry clusters:

Agriculture: **3**

Harvester, Driver

Building/Design: **5**

Restoration Technician, Electrician (2), Metal Fabricator, Pool Maintenance

Healthcare: **1**

Mental Health Counselor,

Education:

Hospitality/Tourism: **2**

Convenient Store Clerk (2),

Creative/Technology:

Other: **6**

Driver (2), Loan Processor, Administrative Asst., House Cleaner, Auto Mechanic,

INFORMATION #3 – DISLOCATED WORKER



Monterey County Workforce Investment Board Workforce Investment Act (WIA) Title I – Dislocated Worker Service Provider Monthly Report

Provider: Office for Employment Training

For the period ending: September 2012

BUDGET				
Quarterly Plan	9/30/12	12/31/12	3/31/13	6/30/13
Planned	n/a	n/a	n/a	\$1,490,246
Actual	\$443,513	n/a	n/a	\$1,490,246

ENROLLMENT GOALS				
Monthly Participant Plan Summary (from Sept 2012 State report)	TARGET GOAL	Monthly Plan	Monthly Actual	Monthly %
1. Total # of CARRY-IN enrollments	300	n/a	107	36
2. Total # of NEW enrollments	450	n/a	43	10
3. Total # of ALL enrollments	750	n/a	150	20
4. Total # of On-the-Job Training or Individual Training Accounts (OJT/ITA)	n/a	n/a	19	n/a
5. Total # of Direct Placements	n/a	n/a	n/a	n/a
6. Total # of WorkKeys assessments completed			n/a	
▪ Applied Mathematics			n/a	
▪ Reading for Information			n/a	
▪ Locating Information			n/a	

INDUSTRY CLUSTERS – PLACEMENTS			
Monthly Placements	OJT/ITA Total #	%	of Total
1. Total # and percentage of OJT/ITA placements, based on the following industry clusters:	n/a		n/a
▪ Agriculture:	n/a		n/a
▪ Building/Design: construction	n/a		n/a
▪ Healthcare:	n/a		n/a
▪ Education:	n/a		n/a
▪ Hospitality/Tourism: Driver, Host	n/a		n/a
▪ Creative/Technology:	n/a		n/a
▪ Other (<i>Finance, Retail, Sales, etc.</i>):	n/a		n/a

GEOGRAPHIC AREAS SERVED				
Period Ending <u>September 2012</u>	TARGET GOAL	MINIMUM GOAL	Actual	% of Actual
Central	55%	10%	n/a	n/a
North	11%	10%	n/a	n/a
South	18%	10%	n/a	n/a
West	16%	10%	n/a	n/a

TARGET POPULATIONS SERVED				
Period Ending <u>September 2012</u> (from Sept 2012 State report)	TARGET GOAL	MINIMUM GOAL	Actual	% of Actual
Veterans & Eligible Spouses	19%	10%	6	.04
High School Dropout	39%	20%	9	.07
Disabled	19%	16%	9	.06
Ex Offender	13%	20%	15	10
Homeless	19%	5%	2	.03

PERFORMANCE GOALS		
Period Ending <u>September 2012</u> (from Sept 2012 State report)	Plan	Actual
1. Total number of exits	350	5
2. Entered Employment Rate – <i>entry into unsubsidized employment</i>	n/a	n/a
3. Retention Rate – <i>6 months after entry into unsubsidized employment</i>	n/a	n/a
4. Average Earnings – <i>increased earnings in unsubsidized employment</i>	n/a	n/a
5. Average hourly wage		n/a

INFORMATION #3 - ADULT



Monterey County Workforce Investment Board Workforce Investment Act (WIA) Title I – Adult Service Provider Monthly Report

Provider: Office for Employment Training

For the period ending: September 2012

BUDGET				
Quarterly Plan	9/30/12	12/31/12	3/31/13	6/30/13
Planned	n/a	n/a	n/a	\$841,317
Actual	\$459,798	n/a	n/a	\$841,317

ENROLLMENT GOALS				
Monthly Participant Plan Summary (from Sept 2012 State report)	TARGET GOAL	Monthly Plan	Monthly Actual	Monthly %
1. Total # of CARRY-IN enrollments	-	n/a	35	-
2. Total # of NEW enrollments	-	n/a	0	-
3. Total # of ALL enrollments	-	n/a	35	-
4. Total # of On-the-Job Training or Individual Training Accounts (OJT/ITA)	-	n/a	4	n/a
5. Total # of Direct Placements	-	n/a	n/a	n/a
6. Total # of WorkKeys assessments completed			n/a	
▪ Applied Mathematics			n/a	
▪ Reading for Information			n/a	
▪ Locating Information			n/a	

INDUSTRY CLUSTERS – PLACEMENTS			
Monthly Placements	OJT/ITA Total #	% of Total	
1. Total # and percentage of OJT/ITA placements, based on the following industry clusters:	n/a	n/a	
▪ Agriculture:	n/a	n/a	
▪ Building/Design: construction	n/a	n/a	
▪ Healthcare:	n/a	n/a	
▪ Education:	n/a	n/a	
▪ Hospitality/Tourism: Driver, Host	n/a	n/a	
▪ Creative/Technology:	n/a	n/a	
▪ Other (<i>Finance, Retail, Sales, etc.</i>):	n/a	n/a	

GEOGRAPHIC AREAS SERVED				
Period Ending <u>September 2012</u>	TARGET GOAL	MINIMUM GOAL	Actual	% of Actual
Central (Salinas)	55%	10%	n/a	n/a
North	11%	10%	n/a	n/a
South	18%	10%	n/a	n/a
West	16%	10%	n/a	n/a

TARGET POPULATIONS SERVED				
Period Ending <u>September 2012</u> (from Sept 2012 State report)	TARGET GOAL	MINIMUM GOAL	Actual	% of Actual
Veterans & Eligible Spouses	19%	10%	1	.03
High School Dropout	39%	20%	8	23
Disabled	19%	16%	6	17
Ex Offender	13%	20%	5	14
Homeless	19%	5%	5	14

PERFORMANCE GOALS		
Period Ending <u>September 2012</u> (from Sept 2012 State report)	Plan	Actual
1. Total number of exits	-	13
2. Entered Employment Rate – <i>entry into unsubsidized employment</i>	n/a	n/a
3. Retention Rate – <i>6 months after entry into unsubsidized employment</i>	n/a	n/a
4. Average Earnings – <i>increased earnings in unsubsidized employment</i>	n/a	n/a
5. Average hourly wage		n/a

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD OVERSIGHT COMMITTEE
FROM: JOYCE ALDRICH, WIB CONSULTANT
SUBJECT: REPORT ON REQUIRED RAPID RESPONSE ACTIVITIES TO PRIVATE SECTOR EMPLOYERS IN MONTEREY COUNTY, INCLUDING SMALL BUSINESSES
DATE: NOVEMBER 8, 2012

INFORMATION/SUMMARY:

At the Oversight Committee meeting scheduled on November 8, 2012, WIB staff will present an update on the most recent Rapid Response activities provided to private sector employers in Monterey County, including small businesses.

Additionally, WIB staff updated the WIB website to include the following labor market information on the home page, as reported by the Employment Development Departments Labor Market Information Division, on a monthly basis:

The Top Labor Market Stats for the period ending September 2012:

- Labor Market Snapshot: 9/2012
- Unemployment Rate: 8.6%
- Labor Force: 233,400
- Employed: 213,400
- Unemployed: 20,000
- Mass Layoffs: 1,780
- UI Claims: 7,469
- UI Exhausted Claims: 1,648

EDD Top Labor Market Stats data is found on the attached Labor Market Snapshot.

Details for each can be found on the WIB website located at: www.montereycountywib.org.

ATTACHMENT: Reference Rapid Response Activity Report handout at meeting.

Monterey County Labor Market Snapshot

September 2012

Unadjusted Unemployment Rates

	September 2012	August 2012	July 2012
Monterey County	8.6%	9.1%	9.5%
California	9.7%	10.4%	10.9%
United States	7.6%	8.2%	8.6%

(Source: EDD Monthly Press Release, Oct. 19, 2012)

September 2012 Unemployment Stats

- The unemployment rate in Monterey County is 8.6% in September 2012, down from 9.1% in August 2012, and below the year-ago estimate of 9.9%.
- The number of unemployed is 20,000, down 1,400 in August 2012 and down 2,800 in September 2011.
- Seven cities throughout Monterey County had unemployment rates less than 8%; two cities had rates between 8 – 13%; and three cities had rates between 13 – 18%.
- The City of Gonzales' unemployment rate of 16.7% is the highest in the County, followed by King City at 14.6%, Greenfield at 13.6% and Salinas at 12.2%. Of the unincorporated areas of the County, Chular's unemployment rate is 22.9%, followed by San Ardo at 20.2%, Moss Landing at 19.4%, Las Lomas at 18.8%, San Lucas at 17.7% and Castroville at 16.6%.

(Source: EDD Monthly Press Release, Oct. 19, 2012 and EDD Monthly Labor Force Data for Cities and Census Designated Places (CDP), Oct. 19, 2012)

Employers with the Highest Number of Job Openings Advertised Online in Monterey County on October 23, 2012

Rank	Employers with Highest Number of Job Openings	Openings
1	AT&T Inc (Full and Part-Time Retail Sales and Bilingual Retail Sales)	66
2	Northrop Grumman Corporation (Business Analyst, Java Web Developer, JEE Software Architect, Senior Business Analyst, Tech Support College Intern, Oracle Database Admin, Project Managers, Operations Research Analyst, and many others.)	53
3	Monterey Peninsula Unified School District (Physical Ed., Coach, Campus Monitor, Spanish GED Instructor, Child Dev. Assistant, Bilingual Assistant, Accountant, LAN & Hardware Support Tech, Nutrition Svcs Mgr, and many others.)	42
4	California State University Monterey Bay (Assistant Professor of Communication & Transformation Conflict Resolution, Procurement and Risk Mgmt Analyst, Associated Students Senior Coordinator, and many others.)	39
5	State of California (Motor Vehicle Field Rep, Health Record Tech, HS Physical Education Teacher, Vocational Instructor, Correctional Supervising Cooks, Medical Transcriber, and many others.)	33
6	Macy's, Inc. (Holiday Loss/Prevention Security Detective, Holiday Retail Fitting Room Associate, Retail Floor Recovery, Holiday Sales Associate, and many others.)	32
7	RehabCare Group, Inc. (Director of Rehab, Rehab Manager, Physical Therapist and Speech Language Pathologist)	32
8	Mee Memorial Hospital (Certified Nurse Assistant, Skilled Nursing LVN, Sanitary Aide, Unit Clerk, Lead Coder, Obstetrical Assistant, Dialysis Manager, Registered Nurse – MedSurg, and many others.)	31
9	Pebble Beach Company (Busser – Lobby Lounge, Cook, Front Desk Clerk, Room Attendant, Sales Associate, Greenkeeper Golf Maintenance, Resort Team Leader, Special Services Concierge, and many others.)	30

Visit www.onestopmonterey.org to register and apply for these job openings!
(Job Source: Online advertised jobs data)

Occupations with the highest job openings advertised online in Monterey County on October 23, 2012

Occupations and Employers with the Highest Number of Job Openings	Openings
■ Registered Nurses – American Mobile Healthcare, Randstad, St. Francis Medical Center, Mee Memorial Hospital, Vintage Senior Living, Maxim Staffing Solutions, Innovative Dialysis Systems, Inc., Natividad Medical Center, ManorCare, and others.	174

Occupations and Employers with the Highest Number of Job Openings		Openings
■ Retail Salespersons	– Home Depot, AT&T, Verizon, Fastenal Company, Point 180, Firestone Complete Auto Care, Cole Haan, Casual Male Retail Group, Macy's, and others.	172
■ Occupational Therapists	– Kindred Healthcare, San Antonio Union Elem., and others.	136
■ Physical Therapists	– RehabCare Group, Kindred Healthcare, and others.	117
■ Heavy and Tractor-Trailer Truck Drivers	– National Truck Driving Jobs, US Army, Peninsula Farms, Con-way Inc, Alisal Union Elementary, and others.	110
■ Speech-Language Pathologists	– RehabCare Group, Kindred Healthcare, and others.	104
■ First-Line Supervisors of Retail Sales Workers	– Kmart Corporation, Cole Haan, Francesca's Collections, Sodexo, Inc., Sprint Nextel Corporation, Blockbuster, Rent-A-Center, Zumiez, Gymboree Corporation, and others.	65
■ Computer Programmers	– CGI Group, Northrop Grumman, Bay State, SAIC, and others.	62
■ Customer Service Representatives	– Advance America, Cash Advance Centers, American Income Life Insurance Company, Office Depot, Casillas Enterprise, US Army, Kmart Corporation, Language Line Services, Rock-Tenn Company, Publicis Touchpoint Solutions, Inc., Mohawk Industries, Check'n Go, and others.	58
■ First-Line Supervisors of Food Preparation and Serving Workers	– Natividad Medical Center, Army & Air Force Exchange Svc, Soledad USD, Marriott, and McDonald's.	36
Visit www.onestopmonterey.org to register and apply for these job openings! (Job Source: Online advertised jobs data)		

Distribution of industries in Monterey County for the 1st quarter, 2012

Rank	Industry Sector	Establishments	Employees
1	Agriculture, Forestry, Fishing & Hunting	528	30,391
2	Accommodation and Food Services	894	17,846
3	Retail Trade (44 & 45)	1,187	15,586
4	Health Care and Social Assistance	963	14,726
5	Public Administration	142	13,686
6	Education Services	394	13,337
7	Other Services (except Public Admin.)	4,637	6,577
8	Professional, Scientific & Technical Svc	766	5,350
9	Manufacturing (31-33)	248	5,036
10	Wholesale Trade	371	4,679
(Source: Labor Market Statistics, Quarterly Census of Employment and Wages Program)			

Industries with the highest job openings advertised online in Monterey County on October 23, 2012

Rank	Industry	Job Openings
1	Retail Trade	142
2	Health Care and Social Assistance	96
3	Professional and Technical Services	90
4	Accommodation and Food Services	84
5	Educational Services	66
6	Public Administration	57
7	Manufacturing	55
8	Finance and Insurance	41
9	Wholesale Trade	36
10	Information	35
Visit www.onestopmonterey.org to register and apply for these job openings! (Job Source: Online advertised jobs data)		

Your input and feedback are very valuable to us. If you have information on current events, suggestions on how we can improve this **Monterey County Labor Market Snapshot** information sheet, please send an email to esquerraml@co.monterey.ca.us or call (831) 796-6412.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD OVERSIGHT COMMITTEE
FROM: JOYCE ALDRICH, INTERIM ASSISTANT DIRECTOR OF
EMPLOYMENT AND ECONOMIC DEVELOPMENT DEPARTMENT
SUBJECT: UPDATE ON THE BUDGET AD-HOC WORKGROUP AND LOCAL
WORKFORCE INVESTMENT AREA BUDGETS FOR PYS 2011-12
AND 2012-13
DATE: NOVEMBER 8, 2012

INFORMATION: At the Oversight Committee meeting on November 8, 2012, WIB staff plan to present a verbal update on the Budget Ad-hoc Workgroup meeting held on October 3, 2012.

The Local Workforce Investment Area's (LWIA) Fiscal Year budget for 2011-12 is \$7,898,677. To date, 89% or \$7,047,048 is expended. The remaining balance is \$851,629.

The LWIA Fiscal Year budget for 2012-13 is \$6,932,277. To date, 23% or \$1,576,818 is expended. The remaining balance is \$5,355,459.

ATTACHMENTS: Reference handout of budgets at meeting.

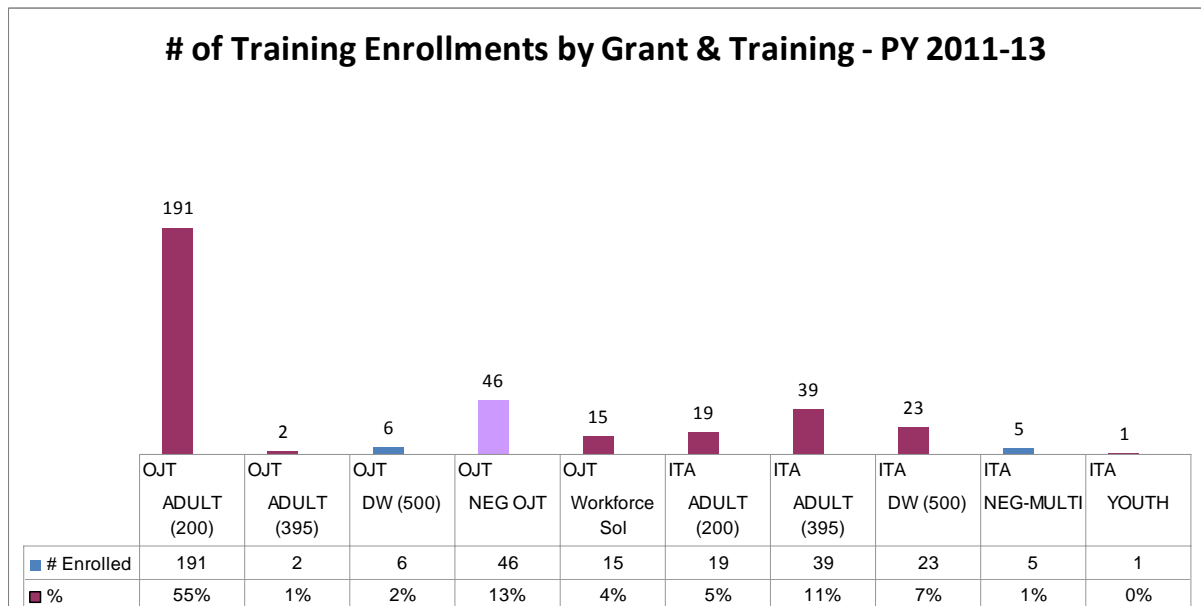
MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD OVERSIGHT COMMITTEE
FROM: MARLEEN ESQUERRA, WIB MANAGEMENT ANALYST
SUBJECT: REPORT ON THE NUMBER OF LOCAL WIA TRAINING PLACEMENTS AND EXPENDITURES
DATE: NOVEMBER 8, 2012

INFORMATION/SUMMARY:

Since 2011, a total of 347 adult and/or dislocated worker participants received training services provided by our WIA program operators to include the Office for Employment Training (OET), Shoreline and Turning Point. The majority of enrollments (260 or 75%) participated in the local labor force through the utilization of on-the-job training (OJT) opportunities, which means they received training by an employer while engaged in productive work on the job. The remaining enrollments (87 or 25%) were referred to training vendors on the Eligible Training Provider List (ETPL) to receive tuition reimbursement through the use of individual training accounts (ITA).

The chart below indicates the number of participants enrolled in OJTs or ITAs by grant, during program years 2011 to present.



The # of ITA enrollments referred to ETPL vendors to receive training are as follows:

ETPL Vendor	# of Enrollments
Airline Career Training LLC	3
Amfasoft Corporation	4
APICS Santa Clara Valley Chapter	1
Boston Reed	1
CalCERTS, Inc.	1
Center for Employment Training	7

Central Coast College	12
Coastal Trucking Institute	9
College of Industrial Repairer	1
Contractors State License Services	1
Foothill-De Anza Community College	1
Gavilan College	1
Goodwill Industries	4
International Bartender School	1
Jade Beauty and Barber College	1
Marinello Schools of Beauty	1
Monterey Adult School (MPUSD)	3
Monterey Peninsula Surgery Center	1
Office Star Computer Training	27
Sequoia Education Center	2
The Hemodialysis Training School	1
UNITEK Education	4
Total	87

The attached spreadsheet indicates the number of participants enrolled in training by grant, type of training, agency and the total dollars obligated, the actual expenditures and average training costs expended.

Training by Grant, Training Type, Agency, Enrollments and Expenditures - Program Years 2011-13

As of 11/2/2012

2011							
Grants	Training	Agency	# Enrolled	Obligated	Actual	% Expended	Actual Avg Cost
ADULT (200)	OJT	Shoreline	46	\$ 86,830.50	\$ 29,785.98	34%	\$ 647.52
ADULT (200)	OJT	Turning Point	32	\$ 35,764.00	\$ 17,269.39	48%	\$ 539.67
ARRA Adult (395)	ITA	OET	39	\$ 162,378.22	\$ 60,665.00	37%	\$ 1,555.51
ARRA Adult (395)	OJT	OET	2	\$ 5,125.00	\$ 3,150.92	61%	\$ 1,575.46
DW (500)	ITA	OET	1	\$ 4,995.00	\$ -	0%	\$ -
DW (500)	OJT	OET	1	\$ 4,800.00	\$ -	0%	\$ -
NEG-OJT	OJT	Shoreline	17	\$ 53,294.47	\$ 53,294.47	100%	\$ 3,134.97
Youth	ITA	OET	1	\$ 5,000.00	\$ 5,000.00	100%	\$ 5,000.00
			139	\$ 358,187.19	\$ 169,165.76	47%	

2012							
Grants	Training	Agency	# Enrolled	Obligated	Actual	% Expended	Actual Avg Cost
ADULT (200)	ITA	OET	9	\$ 37,687.00	\$ 25,230.88	67%	\$ 2,803.43
ADULT (200)	OJT	OET	2	\$ 5,651.93	\$ 5,401.43	96%	\$ 2,700.72
ADULT (200)	OJT	Shoreline	38	\$ 54,915.25	\$ 54,915.25	100%	\$ 1,445.14
ADULT (200)	OJT	Turning Point	42	\$ 42,713.69	\$ 42,713.69	100%	\$ 1,016.99
DW (500)	ITA	OET	9	\$ 35,531.00	\$ 27,284.25	77%	\$ 3,031.58
DW (500)	OJT	OET	1	\$ 1,637.63	\$ 1,637.63	100%	\$ 1,637.63
NEG-MULTI	ITA	OET	5	\$ 21,655.00	\$ 16,907.11	78%	\$ 3,381.42
NEG-OJT	OJT	OET	9	\$ 27,669.50	\$ 24,405.87	88%	\$ 2,711.76
NEG-OJT	OJT	Shoreline	20	\$ 64,864.50	\$ 64,864.50	100%	\$ 3,243.23
WORKFORCE SOL	OJT	OET	8	\$ 13,357.29	\$ 10,989.04	82%	\$ 1,373.63
			143	\$ 305,682.79	\$ 274,349.65	90%	

2013							
Grants	Training	Agency	# Enrolled	Obligated	Actual	% Expended	Actual Avg Cost
ADULT (200)	ITA	OET	10	\$ 44,557.29	\$ 9,916.00	22%	\$ 991.60
ADULT (200)	OJT	Shoreline	14	\$ 20,144.00	\$ 9,921.21	49%	\$ 708.66
ADULT (200)	OJT	Turning Point	17	\$ 17,981.00	\$ 5,308.50	30%	\$ 312.26
DW (500)	ITA	OET	13	\$ 63,331.00	\$ 19,562.56	31%	\$ 1,504.81
DW (500)	OJT	OET	4	\$ 22,956.00	\$ 7,015.00	31%	\$ 1,753.75
WORKFORCE SOL	OJT	OET	7	\$ 15,370.89	\$ 10,217.39	66%	\$ 1,459.63
			65	\$ 184,340.18	\$ 61,940.66	34%	

TOTAL			347	\$ 848,210.16	\$ 505,456.07	60%	
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