

ADOPTED
Notes of the Monterey County Workforce Investment Board
Oversight Committee Meeting
Thursday, March 26, 2009, 8:30 A.M.
Seaside One Stop, 1760 Fremont Boulevard, Building D-2, Seaside, CA 93955

MEMBERS PRESENT	REPRESENTING
Jim Nakashima (<i>Interim Chair</i>)	Housing
Judith Profeta	Business
Al Davis	Community Based Organizations
Teresa Sullivan	Older Americans
Joseph Werner	WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Theresa Ream	Business
Rosalinda Batsford	Business
Mary Ann Leffel (<i>Chair</i>)	Business
Cesar Lara	Labor
Michael Oprish	Business
Theresa Ream	Business
OTHERS PRESENT	REPRESENTING
Manley Bush	WIB Staff
Rosie Chavez	Turning Point
Wil Moore	Shoreline Workforce Development Services
Mary Concepcion	Arbor Career Center
Delfia Knighton	WIB Staff
Marleen Esquerra	WIB Staff
Harry Gamotan	OET Staff

CALL TO ORDER/INTRODUCTIONS:

Mr. Nakashima assumed the role of committee chair in Ms. Leffel's absence. He called the meeting to order at 8:45am and welcomed those in attendance with introductions from those present. A quorum was not established.

CHANGES TO THE AGENDA: In accordance with the WIB protocol and procedures policy, Mr. Nakashima approved to move information agenda items #6 and #7 forward to be presented after action item #2.

PUBLIC COMMENT: None.

BUSINESS MEETING:

1. Action: Approve the minutes of the February 26, 2009 Oversight Committee meeting.

Due to the lack of a quorum, this item has been deferred to the next Oversight Committee meeting.

2. Action: Approve the Final Monitoring Report of Arbor's WIA Title I Adult Programs for PY 2008-09.

Due to the lack of a quorum, this item has been deferred to the next Oversight Committee meeting.

6. Information: Discussion regarding the Virtual One-Stop (VOS) system presentation to the full Board by Geographic Solutions and reporting of Management Information Systems (MIS) data.

Ms. Esquerra stated at the request of the Oversight Committee, WIB staff convened a Virtual One Stop (VOS) users group meeting on February 26, 2009 with representatives from Geographic Solutions, Office for Employment Training's MIS Unit, WIB staff and WIB subcontractors present. The group discussed the process to properly close case files upon exit. Overall, the meeting was very productive. Upon inquiry, Mr. Simon Barker of OET's MIS unit stated the turn-around time for responding to MIS inquiries is one week. All emergency inquiries will be responded to within 24 hours. Mr. Barker provided his contact information and stated that Mr. Alfonso Reynoso is his backup. Ms. Esquerra recapped the results of the previous VOS users group meeting. The group reviewed the administrative rights, permissions and the VOS WIA application. In terms of program or procedural updates, Ms. Esquerra stated that all changes made by the WIB shall be provided in writing prior to implementation. Upon inquiry, Ms. Esquerra stated that WIB staff plans to develop an exit strategy policy. Ms. Esquerra stated prior to the meeting the subcontractors were asked to bring in actual participant case files to learn how to properly close cases in VOS upon exit. Mr. Barker recommended the exit dates for the subcontractors to use. Mr. Trevino requested the development of a VOS users guide with step-by-step instructions based on the needs of the subcontractors. Ms. Esquerra stated that there are three users guides within the VOS system to use for reference for existing staff and training new hires. At the conclusion of the meeting the attendees reiterated the need for the development of a WIB policy with guidance on how to properly close case files that lead to positive performance outcomes. Ms. Esquerra inquired if Ms. Hanson knew of any existing policies on soft exit strategies for her to review. Ms. Hanson stated that she would look into it. Ms. Sullivan asked if there was any discussion regarding the timely delivery of information to WIB staff. In the past, Ms. Esquerra stated that

our MIS unit used VOS and the State Job Training Automation (JTA) system to generate reports. Because of the conversion, WIB staff is working directly with Geographic Solutions to generate custom reports. Ms. Esquerra stated that the JTA system is archaic and plans are underway for it to be replaced. Geographic Solutions is looking into developing their software to replace the State JTA system.

7. Information: Presentation of MIS and fiscal reports for WIA Title I Adult Subcontractors for PY2008-09.

With the addition of the ARRA stimulus funds, Ms. Esquerra stated the VOS system would need to track the formula and ARRA stimulus enrollments simultaneously. Ms. Esquerra referred to the report that reflected the total services for all agencies to include Arbor, OET, Shoreline and Turning Point's adult programs. The report reflects 8,193 distinct users with 11,251 who received duplicative services. According to the data, OET provided 80% of the services listed in the report and the subcontractors provided 20%. The report reflects the services offered and received to include self and staff assisted job referrals, initial assessments, orientation, etc. Mr. Werner inquired about the number of staff assisted job referrals. Ms. Esquerra stated the report reflects Arbor at 44 with 34 distinct users; OET's Salinas location at 433 with 287 distinct users; Shoreline provided a total of 21 with 17 distinct users and Turning Point provided 59 with 4 distinct users. The subsequent pages provide the subtotals and grand totals for each agency. Ms. Sullivan inquired if the report indicated if the customer accessed the services on-line or in person. Ms Esquerra stated the report reflects both. A total of 1182 exits with 869 soft exits were reported to include a combination of all agencies. Ms Esquerra gave a brief overview of the contract performance and Common Measures goals. She explained the performance criteria that Monterey County uses to measure the performance of its subrecipients.

3. Information: Review the Office for Employment Training Expenditures as of February 28, 2009 for PY 2008-09.

Mr. Werner stated that OET's budget was based around existing staff costs that would be assigned for the provision of core activities and all administrative and in-direct costs. Funds were reserved for supportive services and youth work experience; which left no funds available for OJT's or ITA's. Mr. Werner stated that when you compare OET's program design with other jurisdictions, OET is a "work first" model, which is similar to programs provided under TANF. Mr. Werner said the two parts to OET's budget include WIA and non-WIA revenues. For example, the non-WIA funded programs work with the Department of Social and Employment Service's CalWorks and the WIB has no authorization of those programs. Mr. Werner stated that the lack of OJT or ITA services limits the capacity of the One Stop Career Center and does not afford those people in need of training to be funded. This causes individuals who are not fully prepared to compete in the labor market to have a much more difficult time securing employment. This is particularly pronounced in an area whose economy is experiencing a recession with an unemployment rate that extends above 16%. Therefore, it is very difficult to achieve the performance measures required under the WIA when enrollments have quadrupled and services become limited. We believe that a change in enrollment strategy and a mix of programs and services will have to occur if the Monterey County workforce investment area can reach its mandated DOL performance outcomes.

4. Information: Discussion and update on the Veterans Assistance grant.

Mr. Werner stated the State of CA EDD informed WIB staff and OET's Deputy Director, Ms. Lynda Dunn that as of March 31, 2009 the veteran's grant has expired. The state rejected the WIB's request for a grant extension with four days notice causing the workforce investment area to concurrently enroll participants into formula funded programs.

5. Information: Discussion regarding the achievement of performance standards for PY2009-10 and 2010-11.

Mr. Werner stated that the WIB is required to achieve performance standards that are set by the Federal government and negotiated by the State of California every year. If we fail two performance standards in each category over two consecutive years, the Governor and State of CA EDD could reorganize the board and direct the restructure of services. The members discussed the economic conditions that existed in the county, the high unemployment rates, the unavailability of jobs, and acknowledged that although there were very few options available at the start of the year, new funds from the ARRA were now available to re-evaluate program services and how to make long term investment in the workforce system.

8. Information: Discussion regarding the services and activities of Turning Points Adult Program for PY 2008-09.

Due to time this item has been deferred to the next Oversight Committee meeting

9. Information: Discussion regarding the services and activities of Arbor's Adult Program for PY 2008-09.

Due to time this item has been deferred to the next Oversight Committee meeting

10. Information: Discussion regarding the services and activities of Shoreline's Adult Program for PY 2008-09.

Due to time this item has been deferred to the next Oversight Committee meeting

11. Information: Update on the Certified Nursing Assistance Pipeline grant modification.

Due to time this item has been deferred to the next Oversight Committee meeting

ANNOUNCEMENTS OF EVENTS OR SERVICES: None

Meeting ended at 10:33 AM