



MONTEREY COUNTY ECONOMIC DEVELOPMENT

ERIK CUSHMAN, WIB CHAIR

Monterey County Workforce Investment Board (WIB)

Marina Library, 190 Seaside Avenue, Marina, CA

Wednesday, February 6, 2013

7:30-9:30am

AGENDA

Erik Cushman,
*WIB & Executive
Chair*

Anthony Aniello
WIB 1st Vice Chair

Mary Ann Leffel
WIB 2nd Vice Chair

WIB Members:

Wendy Brickman
Diana Carrillo
Robert Chamberlain
Wendy Crawford
Al Davis
Rick Deraiche
David Dwyer
Douglas Garrison
Scott Grover
Hunter Harvath
Neal Heckman
Cesar Lara
Dr. Willard Lewallen
Steve MacArthur
Salvador Muñoz
Dave Potter
Judith Profeta
Elliott Robinson
Ralph Rubio
Ken Scherpinski
Kimberly Schnader
Larry Silva
Teresa Sullivan
Brian Turlington
Mark Verbonich
Andrea Zeller-Nield

**Monterey County
Workforce Investment
Board (WIB)**

Joyce Aldrich,
WIB Executive Director

730 La Guardia Street
Salinas, CA 93905
(831) 759-6644

CALL TO ORDER/INTRODUCTIONS:	Erik Cushman, <i>Chair</i>
CHANGES TO AGENDA:	
PUBLIC COMMENT:	
CONSENT CALENDAR:	Erik Cushman
1. Approve the December 5, 2012 minutes.	
2. Concur with the January 8, 2013 Youth Council action to accept the resignation of Robert Chamberlain, representing Business, from the Workforce Investment Board, effective upon approval.	
3. Concur with the January 8, 2013 Youth Council action to accept the resignation of Patricia Carter from the Workforce Investment Board Youth Council, representing Eligible Youth Parent, effective upon approval.	
4. Concur with the January 8, 2013 Youth Council action to extend current Workforce Investment Act Title I Youth Program subcontracts for Program Year (PY) 2013-14, given funding availability.	
5. Accept the resignation of Douglas Garrison from the Workforce Investment Board, representing Education, effective upon approval.	
DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:	
1. Receive and file the final State of California Employment Development Department's audit report of the Monterey County Department of Social and Employment Services' (DSES) management of the California Gang Reduction, Intervention, and Prevention Programs.	Joyce Aldrich
2. Receive and file the final State of California Employment Development Department's Workforce Investment Act 85-Percent Program Review Monitoring Report for PY 2011-12.	Joyce Aldrich
3. Review the State's final local area performance outcomes for Monterey County for participants served in PY 2011-12.	Joyce Aldrich
4. Update on Rapid Response activities.	Joyce Aldrich
5. Discussion on WIB Annual Strategic Planning Retreat 2013.	Joyce Aldrich
DIRECTOR'S REPORT: Joyce Aldrich	
SUBCOMMITTEE CHAIR REPORTS:	
▪ OVERSIGHT: Mary Ann Leffel	YOUTH COUNCIL: Diana Carrillo
ANNOUNCEMENTS OF EVENTS:	
SUBCOMMITTEE MEETINGS:	WIB MEETINGS:
Oversight: 02/14/13 – Shoreline, Marina	04/03/13 – Marina Library
Executive: 02/20/13 – Shoreline, Marina	
Youth: 03/12/13 – Shoreline, Marina	
ADJOURNMENT:	Erik Cushman
To request information, please contact the Monterey County Workforce Investment Board staff at (831) 796-6434 or visit our website at www.montereycountywib.org .	

UNADOPTED
Monterey County Workforce Investment Board
Meeting Minutes
Marina Library, 190 Seaside Avenue, Marina, Ca
December 5, 2012, 7:30-10:00

MEMBERS PRESENT: Anthony Aniello, Wendy Brickman, Robert Chamberlain, Erik Cushman (Chair), Rick Deraiche, Neal Heckman, Cesar Lara, Mary Ann Leffel, Willard Clark Lewallen, Steve MacArthur, Elliott Robinson, Ralph Rubio, Ken Scherpinski, Teresa Sullivan, Brian Turlington, Mark Verbonich and Andrea Zeller-Nield

MEMBERS ABSENT: Diana Carrillo, Al Davis, David Dwyer, Dr. Douglas Garrison, Scott Grover, Hunter Harvath, Salvador Muñoz, Dave Potter, Judith Profeta, Kimberly Schnader

STAFF PRESENT: Joyce Aldrich, Marleen Esquerra, Flor Galvan and Stephanie Shonley

OTHERS PRESENT: Rosie Chavez, Chad Davies, Jim Dion, Chris Donnelly, Yuko Duckworth, Greg Folsom, Wil Moore, Kay Reimann, Eileen Rohlfing and Gene Rogers

CALL TO ORDER/INTRODUCTIONS: Mr. Cushman called the meeting to order at 7:42 am and asked for introductions. A quorum was established.

CHANGES TO AGENDA: None

PUBLIC COMMENT: None

CONSENT CALENDAR:

C-1. Action: Approve minutes from October 3, 2012

C-2. Action: Concur with the November 8, 2012 Oversight Committee to approve WIB Policy #2012-03 WIA Training Expenditure Requirements.

C-3. Action: Concur with the November 13, 2012 Youth Council to accept the resignation of Pamela Brown from the Workforce Investment Board Youth Council, representing Juvenile Justice, effective upon approval.

C-4. Action: Concur with the November 13, 2012 Youth Council and the November 14, 2012 Executive Committee to accept the resignation of Maria Castillo from the Workforce Investment Board Youth Council and Workforce Investment Board, representing Labor, effective upon approval.

C-5. Action: Concur with the November 13, 2012 Youth Council to approve the appointment of Jessie Brodie, representing herself as a Youth participant, effective upon approval.

C-6. Action: Concur with the November 13, 2012 Youth Council to approve the appointment of Jose Guizar, representing himself as a Youth participant, effective upon approval.

C-7. Action: Concur with the November 14, 2012 Executive Committee action to accept the resignation of Joanne Webster, representing Business, from the Workforce Investment Board, effective upon approval.

C-8. Action: Concur with the November 14, 2012 Executive Committee action to approve the amendment to the five-county Memorandum of Understanding with Workforce Collaborative of California's Central Coast (W4C) to include the County of San Luis Obispo.

Motion: Ms. Leffel motioned to accept the actions as stated.

Second: Mr. Chamberlain

Motion Passed Unanimously

BUSINESS MEETING CALENDAR:

1. **Presentation: Employment Development Department's Experience Unlimited Services.** Ms. Duckworth introduced Mr. Dion from the Capitola EDD Office and the Experience Unlimited Coordinator, Chad Davies. Mr. Dion explained the Job Club "Profile Santa Cruz" offered in Santa Cruz County, which is part of 19 Experience Unlimited chapters throughout the state. Since hearing about the Capital One mass layoff, he thought it would be beneficial to add a chapter in Monterey County. Mr. Davis explained Profile Santa Cruz is built like a small business and is self directed. It provides networking for managerial professionals in the technical universe. He stated this will allow both job seekers and employers to share information along with shortening the amount of time in unemployment. Statistics have consistently shown that 75-80% of jobs attained are due to jobs that have never been posted and all come from direct contact

with other individuals. The fact that these jobs are not announced to the public is another reason for networking. The Job Club provides job seekers to connect with employers and become aware what skill sets are needed. This will allow the job seekers to refine these skill sets and provide work place simulation. For the employers it provides them with pre-selected employees. He stated that the members of the Job Club also volunteer their services.

2. **Presentation/Action: Review and approve the WIB Annual Report for Program year 2011-12.** Ms. Shonley presented the WIB Annual Report for program year 2011-12. She stated it contains activities that were completed over the last year by the One-Stop operator and subcontractors. The Annual Report contains information on the WIB and its primary functions. It also highlights the accomplishments identified by the WIB as its strategic priorities. She stated it contains funding, program, special grant and project information. She summarized the four major priorities of the WIB for 2012 which include: Priority #1 System Effectiveness and Efficiency; Priority #2 Labor Market Intelligence; Priority #3 Connection with Business Community; and Priority #4 Career Path/Ladders.
Motion: Mr. Rubio motioned to accept the action as stated.
Second: Mr. Lara
Motion Passed Unanimously
3. **Action: Concur with the November 14, 2012 Executive Committee action to approve the creation of a Business Services Committee and appoint Chair and members to committee.** Mr. Cushman stated creating the Business Services Committee would fall in line with the new State's Strategic Plan and would be a full standing committee that would provide outreach to the business community. Mr. Cushman stated the following members have volunteered to facilitate the committee to include: Andrea Zeller-Nield, Mark Verbonich, Kimberly Schnader, Wendy Brickman and Ralph Rubio. Mr. Aniello shall serve as Chair of the committee.
Motion: Mr. Rubio motioned to accept the action as stated.
Second: Ms. Leffel
Motion Passed Unanimously
4. **Action: Review and consider amendment to by-laws incorporating Business Services Committee as standing committee and forward to the Board of Supervisors for final approval.** In the bylaws, Mr. Turlington requested clarification on the acronym LWIA and LMI. Ms. Aldrich stated that the bylaws will be updated to clarify Local Workforce Investment Area (LWIA) and Labor Market Intelligence (LMI). Under section 5 "Business Services Committee", Mr. Turlington inquired if item #5 "Champion Work Readiness Certificates – WorkKeys" and item #6 "Report back to the full MCWIB on bi-annual basis" are conjunctive or two different items. Ms. Aldrich explained that all items will be reported back to the full WIB on a bi-annual basis.
Motion: Mr. Rubio motioned to accept the action as stated.
Second: Ms. Leffel
Motion Passed Unanimously
5. **Director's Report:**
 - a. **Discuss California Strategic Workforce Development Plan for 2012-17.** Ms. Aldrich briefly summarized the California's Strategic Workforce Development Plan and local interim guidance that was approved by both the California WIB and Department of Labor. Local boards are required to submit a comprehensive five year local plan on an annual basis. The local plan is meant to mirror the State's plan on the realignment of workforce programs with a strong emphasis on regional partnerships and integrated service delivery systems. The plan also encourages local WIB's to develop a common workforce accountability system. This includes a new bi-annual certification process of four mandated requirements and 16 State requirements, beyond what has been required in previous local plans. The new strategic plan also requires the development of a standing Business Services Committee and business services plan. The State also approved the rebranding of the One-Stop system, to take effect and be incorporated into local systems by July 1, 2013.
 - b. **Update on Capital One.** Ms. Aldrich reported that Capital One issued their first round of layoff notices to 150 associates on October 5, 2012 with a separation date of January 5, 2013. Some associates have accepted transfers to other Capital One facilities in Chicago, Oregon and West Virginia. She stated that

the operators and subcontractors have held workshops and job fairs that have been well attended by associates. She stated that additional workshops are to be held. Ms. Aldrich also stated that she has received a WARN announcement from Santa Barbara Bank and Trust. It's anticipated that Citicorp will lay off 11,000 employees, of which 3,900 reside in Monterey County.

- c. **Update on implementation of CalJobs.** Ms. Aldrich reported that on November 16, 2012 a notice was received that a delay in the new CalJobs was due to reporting and data conversion issues. The State rollout will occur phase I in March, 2013 and the local WIA rollout is anticipated to occur June, 2013, therefore the WIB is adjusting our budget accordingly as we need to continue the Geo Solutions agreement currently in place.
6. **Information: Report on Legislative Platform for 2013-14.** Ms. Aldrich reported that the Economic Development Department was asked to participate in the 2013-14 Monterey County Legislative Platform process. A copy of the Legislative Platform with the Economic Development Department section is included in the WIB agenda packet. This year's focus is on LWIA reauthorization and full funding for youth programs.
7. **Information: Report out on the Monterey Bay Procurement Technical Assistance Center (PTAC).** Ms. Leffel explained the Procurement Technical Assistance Center (PTAC) is now available in our region. She stated a study showed that annually \$600 million was lost in this region because of outside government agencies that contracted in this region. She stated that a contract annually led by the Defensive Logistics Agency is between \$300,000-\$600,000 dollars that requires a local match to create a PTAC. The City of Salinas provided the match needed. The PTAC assists businesses with contract capabilities; complete paperwork to become a contractor or assists contractors already doing business with government agencies that are having difficulty collecting balances. An application was submitted in July 2012 and the County entered into a provisional contract in August 2012 which states that the County would serve the Los Angeles to Oregon area. She stated that the first employee hired has a good knowledge of the entire process. Also hired was an ex-naval post officer who taught procurement at the Naval Postgraduate School for 10 years. She stated the first training session will be held on December 19, 2012 from 11:30-1:00pm. She personally thanked Mr. Bob Chamberlain who helped with securing a knowledgeable company about the accounting software needed to comply with the government contract.
8. **Information: Discussion of the 2013 WIB Strategic Planning Retreat which will be held in February, 2013.** Mr. Cushman stated the February meeting will be a retreat. He stated that the County is in the process of interviewing the Economic Development Director and the WIB Director therefore we will have the permanent directors by February, 2012.

SUBCOMMITTEE CHAIR REPORTS:

Oversight: Ms. Leffel stated that most of the items the committee covered are in the consent agenda portion of today's meeting and included in the Annual Report. She stated through the Oversight Committee, the members are tasked with monitoring the budget which is imperative.

ANNOUNCEMENTS OF EVENTS: Mr. Cushman reminded the Board that the Form 700 is due before the February Board meeting. The form will be sent out to the members in January. Ms. Aldrich stated the Statewide Youth Conference is coming up and she asked that any members interested in attending, contact Stephanie or herself. Ms. Leffel reported that the Annual Breakfast for Higher Education would take place on February 22, 2013 from 7:30-10:30am at the Monterey Marriott. Mr. Turlington reported that as the President of the Film Commission, they are in need of board members. He also stated that Scott Grover and he have purchased the Golden State Theater in Monterey and plan to bring live music, plays, etc. Ms. Zeller-Nield stated that the SBDC will be moving to their new location at 106 Lincoln Street in Salinas. SBDC will also be hiring a part-time Program Manager and part-time Budget Analyst. SBDC will also be hosting Cyber Security training on February 1, 2013; March 1, 2013 and April 1, 2013.

ADJOURNMENT: Mr. Cushman motioned to adjourn the meeting at 10:03am.

Motion: Mr. Turlington motioned to accept the action as stated.

Second: Ms. Leffel

Motion Passed Unanimously

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE JANUARY 8, 2013 YOUTH COUNCIL ACTION TO ACCEPT THE RESIGNATION OF ROBERT CHAMBERLAIN FROM THE WORKFORCE INVESTMENT BOARD AND YOUTH COUNCIL, REPRESENTING BUSINESS, EFFECTIVE UPON APPROVAL

DATE: FEBRUARY 6, 2013

RECOMMENDATION:

It is recommended that the Workforce Investment Board concur with the January 8, 2013 Youth Council action to accept the resignation of Robert Chamberlain from the Workforce Investment Board and Youth Council, representing Business, effective upon approval.

INFORMATION:

On January 4, 2013, WIB staff received a letter of resignation from Mr. Chamberlain as a result of his recent move to Park City, Utah. He was appreciative of his ability to participate and serve on the Monterey County Workforce Investment Board and Youth Council.

ATTACHMENT:

Consent Item #2a: Resignation letter of Robert Chamberlain

January 4, 2013

Joyce Aldrich
Workforce Investment Board Executive Director
730 La Guardia Street
Salinas, CA 93905

Dear Joyce,

It is with regret that I submit my resignation from the Workforce Investment Board (WIB), and the Youth Council. I have enjoyed my time with the WIB, and believe that it represents a positive agent for improving people's lives by providing critical education opportunities in Monterey County.

While my 14 years on the Monterey peninsula have been terrific, we recently came across a "once in a lifetime" real estate opportunity, and purchased a terrific bank-owned house in Park City, UT. Since this was in the long range retirement plan, my wife and I decided it was too good a deal to pass up, and are relocating to Park City. Since we will now be Utah residents, obviously the residency and the geography prelude further participation in the Monterey County WIB and Youth Council.

I wish you and all of the WIB and Youth Council members the best and I know that everybody will continue doing the great work that I have already seen.

Best Regards,

Robert M. Chamberlain

Robert M. Chamberlain
President
Monterey Technologies, Inc.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE JANUARY 8, 2013 YOUTH COUNCIL ACTION TO ACCEPT THE RESIGNATION OF PATRICIA CARTER FROM THE WORKFORCE INVESTMENT BOARD YOUTH COUNCIL, REPRESENTING ELIGIBLE YOUTH PARENTS, EFFECTIVE UPON APPROVAL

DATE: FEBRUARY 6, 2013

RECOMMENDATION:

It is recommended that the Workforce Investment Board concur with the January 8, 2013 Youth Council action to accept the resignation of Patricia Carter, representing Eligible Youth Parents, effective upon approval.

INFORMATION:

During the period of July 1, 2011 to June 30, 2012, Ms. Carter attended one scheduled meeting out of seven, making her absenteeism greater than 80 percent for the program year.

The resignation section of the WIB bylaws state that a member shall be deemed to have resigned MCWIB membership if he/she is absent from 60% of regularly scheduled MCWIB and assigned committee meetings in the program year (July-June) for which attendance is reviewed. Only unexcused absences shall be considered in determining the number/percentage of absences.

The resignations section of the WIB bylaws was enacted with the approval of the entire WIB bylaws by the BOS on May 29, 2001, amended on June 6, 2007 and amended and restated on December 6, 2011.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE JANUARY 8, 2013 YOUTH COUNCIL ACTION TO EXTEND THE CURRENT WORKFORCE INVESTMENT ACT TITLE I YOUTH PROGRAM SUBCONTRACTS TO BEGIN IN PROGRAM YEAR 2013-14, GIVEN FUNDING AVAILABILITY

DATE: FEBRUARY 6, 2013

RECOMMENDATION:

It is recommended that the Workforce Investment Board concur with the January 8, 2013 Youth Council action to extend the current Workforce Investment Act Title I Youth Program Subcontracts to begin in Program Year 2013-14, given funding availability.

Should the Workforce Investment Board approve this action, it will be forwarded to the Monterey County Board of Supervisors for final approval.

INFORMATION:

WIA contracts are generally written for one year and may be extended up to two (2) additional one-year periods subject to the availability of WIA funds, the contractors' performance during the first year of operation, and all subsequent years of performance.

On August 30, 2011, the Monterey County Board of Supervisors approved the Monterey County Workforce Investment Board's recommendation to initiate WIA Title I Youth contracts to Santa Cruz County Office of Education (SCCOE) and Turning Point of Central California (Turning Point), to begin July 1, 2011 and end June 30, 2012. The contracts, in the amount of \$327,600, provided workforce services to 126 (106% of plan) WIA eligible youth throughout the county.

Program Year 2011-12 Final Performance

Youth Contractors	Total Contract Amount	Annual Plan	Actual	Target Areas	Target Populations
SCCOE	\$157,248	60	67 (112%)	North & West	All
Turning Point	\$170,352	58	59 (102%)	Central & South	All-Offenders
Total	\$327,600	118	126 (107%)	-	-

On June 6, 2012, the WIB concurred with the May 16, 2012 Youth Council recommendation to approve the extension of the Youth subcontracts with SCCOE and Turning Point, and decrease their total contract budgets by 5.6%, for a total contract allocation of \$309,254 for PY 2012-13.

Program Year 2012-13 To-Date Performance

Youth Contractors	Total Contract Amount	Annual Plan	Actual As of 12/31/2012	Target Areas	Target Populations
SCCOE	\$148,442	57	37 (65%)	North & West	All
Turning Point	\$160,812	55	43 (78%)	Central & South	All-Offenders
Total	\$309,254	112	TBD	-	-

The purpose of contracting with an agency outside of the County’s primary WIA service provider, the Office for Employment Training (OET), allows eligible participants access to services, particularly those of target populations in targeted, often harder-to-serve areas of Monterey County, who do not access or have trouble getting to the Monterey County One-Stop Career Centers.

Program Year 2013-14 would be the last year the WIA Title I Youth contracts could be extended. The Youth Council and WIB are required to decide if they wish to continue funding the existing WIA Youth subcontracts for a third and final year, develop a new Request for Proposals (RFP) with a different program design and contract deliverables, or not to subcontract youth services at all.

Should it be the desire of the WIB to create a new RFP with a different program design and contract deliverables, it must be developed by WIB staff and released on or about February 18, 2013. Types of subcontracts that can be considered are for economically disadvantaged youth in general or specific target groups.

This RFP is an opportunity to create an integrated workforce investment system based on partnership and collaboration at all levels and among stakeholders. A coordinated and networked structure of services is critical to the success of both youth and service providers.

Should the WIB decide to go out for RFP next program year or the following, the focus should be upon the different types of services that can be offered within the 10 elements of allowable youth program models and other potential considerations for developing collaborations and other unique relationships for youth employment programs.

Youth Program Design Categories:

Program design categories are used by local WIBs to ensure that all ten program elements are available in their local area. WIA permits program flexibility in determining the definition, scope and characteristics of the elements.

Categories discussed under Section 129 (c) (1) of the WIA require that all programs provide the following framework for youth program designs:

1. Provide an objective assessment of the academic levels, skill levels, and service needs of each participant;
2. Develop service strategies for each participant that shall identify an employment goal;
3. Provide preparation for post-secondary educational opportunities, in appropriate cases;
4. Establish strong linkages between academic and occupational learning;
5. Prepare enrollees for unsubsidized employment opportunities, in appropriate cases; and
6. Develop effective connections to intermediaries with strong links to the job market and local/regional employers.

Ten Youth Program Elements:

The ten elements may be provided in combination or alone at different times during the youth's development, as determined appropriate for each individual youth based on each participant's objective assessment and individual service strategy.

The ten required youth program elements under Section 129 (c) (2)) of the WIA are:

1. Tutoring, study skills training, and instruction, leading to completion of secondary school, including dropout prevention strategies;
2. Alternative secondary school services, as appropriate;
3. Summer employment opportunities that are directly linked to academic and occupational learning;
4. As appropriate, paid and unpaid work experiences, including internships and job shadowing;
5. Occupational skill training, as appropriate;
6. Leadership development opportunities, which may include community service and peer-centered activities encouraging responsibility and other positive social behaviors during non-school hours, as appropriate;
7. Supportive services;
8. Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months;
9. Follow-up services for not less than 12 months after the completion of participation, as appropriate; and
10. Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referral, as appropriate.

FISCAL, PROGRAM, AND MANAGEMENT INFORMATION (MIS) ISSUES OR IMPACTS:

Funding levels for requested programs are contingent upon WIA Title I youth allocations received from the US Department of Labor (US DOL) and the State of California for program year 2013-14.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: ACCEPT THE RESIGNATION OF DOUGLAS GARRISON FROM THE WORKFORCE INVESTMENT BOARD, REPRESENTING EDUCATION, EFFECTIVE UPON APPROVAL

DATE: FEBRUARY 6, 2013

RECOMMENDATION:


It is recommended that the Workforce Investment Board accept the resignation of Douglas Garrison from the Workforce Investment Board, representing Education, effective upon approval.

INFORMATION:

WIB staff received an email of resignation from Douglas Garrison, former President of Monterey Peninsula College on December 13, 2012. Mr. Garrison retired from his position at Monterey Peninsula College and served on the Monterey County Workforce Investment Board since August of 2007.

ATTACHMENT:

Action #C-5a: Resignation email of Douglas Garrison

From:  Douglas Garrison [DGARRISON@mpc.edu] Sent: Thu 12/13/2012 2:33 PM
To: Galvan, Flor
Cc: Walter Tribley
Subject: Resignation from the WIB

Flor,
Effective December 15, 2012, I am retiring as Superintendent/President of Monterey Peninsula College. As a result, I must resign my position on the Monterey County Workforce Investment Board. I have enjoyed working with all of you for the last few years and have gained a greater understanding of the importance of the WIB to the economic well-being of the county. I urge you to retain a position on the Board for the new Superintendent/President of MPC, Dr. Walter Tribley, who assumes office on December 17, 2012. He shares my interests in economic development and workforce investment. He can be contacted at wtribley@mpc.edu.

Thank you.

Douglas R. Garrison, EdD.
Superintendent/President
Monterey Peninsula College
980 Fremont St.
Monterey, CA 93940
831-646-4060

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: RECEIVE AND FILE THE FINAL STATE OF CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT'S AUDIT REPORT OF THE MONTEREY COUNTY DEPARTMENT OF SOCIAL AND EMPLOYMENT SERVICES' (DSES) MANAGEMENT OF THE CALIFORNIA GANG REDUCTION, INTERVENTION, AND PREVENTION PROGRAM

DATE: FEBRUARY 6, 2013

RECOMMENDATION:

It is recommended that the Workforce Investment Board receive and file the final State of California Employment Development Department's audit report of the Monterey County Department of Social and Employment Services' (DSES) management of the California Gang Reduction, Intervention, and Prevention program.

INFORMATION:

On December 26, 2012, WIB staff received the final State of California Employment Development Department's audit report of the California Gang Reduction, Intervention, and Prevention (CalGRIP) program. The audit review covered the period from February 2009 through March 2011.

The objectives of the audit were as follows:

- Determine proper documentation and verification of general eligibility in the CalGRIP program.
- Determine that participants were in need of work experience.
- Determine conflict of interest existed involving a MCWIB member.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: RECEIVE AND FILE THE FINAL STATE OF CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT'S WORKFORCE INVESTMENT ACT 85-PERCENT PROGRAM REVIEW MONITORING REPORT FOR PROGRAM YEAR 2011-12

DATE: FEBRUARY 6, 2013

RECOMMENDATION:

It is recommended that the Workforce Investment Board receive and file the final State of California Employment Development Department's (EDD) Workforce Investment Act (WIA) 85-Percent Program Review Monitoring Report for Program Year 2011-12

INFORMATION:

On January 6, 2013, WIB staff received the State of California EDD's WIA 85-Percent Program Review Final Monitoring Report for Program Year 2011-12.

The program review results are as follows:

- EDD found that that the Department of Social and Employment Services (DSES) Office for Employment Training (OET) is not maintaining signed program complaint and grievance acknowledgement forms for adult and dislocated worker participants.
- As recommended by EDD's Compliance Review Office, a corrective action plan was submitted to the State to ensure that participant case files will include the signed program complaint and grievance acknowledgement forms. This has been implemented locally and will remain in effect permanently.
- The State EDD concludes the corrective action plan is sufficient to resolve this issue and no further action is required.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: REVIEW THE STATE'S FINAL LOCAL AREA PERFORMANCE OUTCOMES FOR MONTEREY COUNTY FOR PARTICIPANTS SERVED IN PY 2011-12

DATE: FEBRUARY 6, 2013

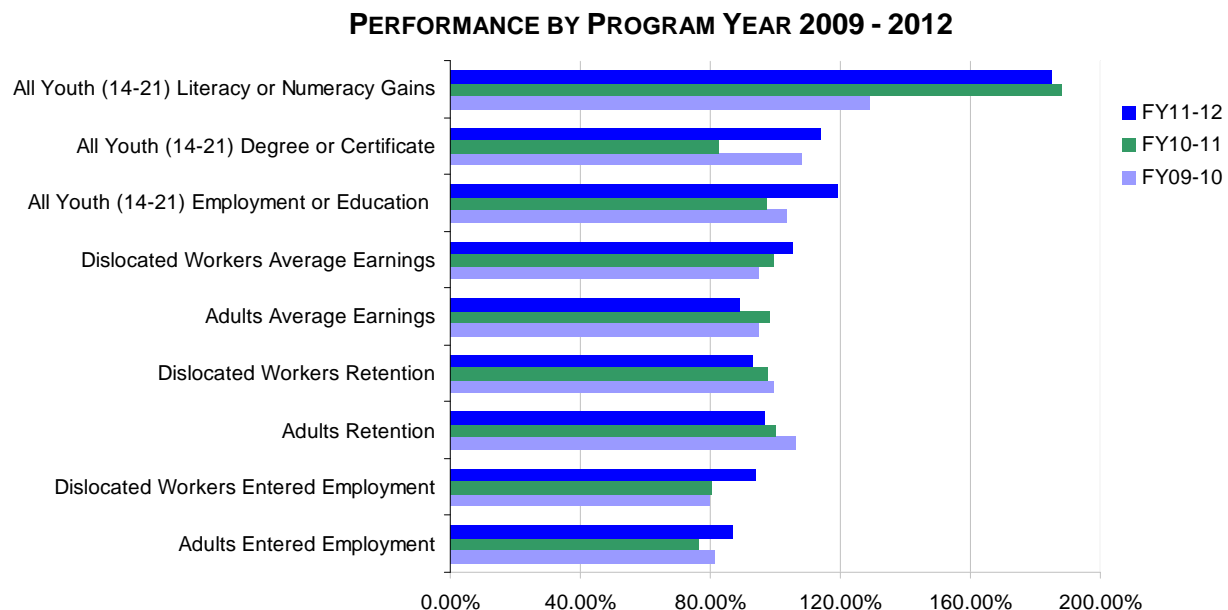
INFORMATION:

The Department of Labor (DOL) sets standard performance measures known as “Common Measures” each year for Local Workforce Investment Areas (LWIA) to use to oversee the workforce investment system effectively and to evaluate the performance of their service providers. The performance is calculated at the end of each program year based on the number of participants enrolled and their date of exit from a Workforce Investment Act funded program. Each designated LWIA must achieve a success rate of 80% or higher on at least eight of the nine Common Measures.

DISCUSSION:

Reports submitted by the State of California Employment Development Department for program year 2011-12, indicate that Monterey County’s LWIA surpassed the 80% success rate threshold on all nine goals and exceeded 100% above goal on four of the performance measures with success rates of 105.40% in Dislocated Worker average earnings, 119% in Youth employment or education, 114% in Youth degree or certificate attainment and 185% in Youth literacy or numeracy gains.

The bar chart below outlines the success rates achieved over the past 3 years (2009-2012).



The data table below outlines the performance and actual goals achieved for PY 2011-12.

2011-12 Common Measures Performance Goals & Outcomes	Goals	Achieved	Success %
1. Adults Entered Employment	67.0%	58.4%	87.00%
2. Dislocated Workers Entered Employment	63.4%	59.7%	94.00%
3. Adults Retention	75.0%	73.0%	97.00%
4. Dislocated Workers Retention	80.0%	74.1%	93.00%
5. Adults Average Earnings	\$10,550	\$9,396	89.10%
6. Dislocated Workers Average Earnings	\$12,500	\$13,177	105.40%
7. All Youth (14-21) Employment or Education	65.0%	77.5%	119.00%
8. All Youth (14-21) Degree or Certificate	61.0%	69.8%	114.00%
9. All Youth (14-21) Literacy or Numeracy Gains	40.0%	74.1%	185.00%

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: UPDATE ON RAPID RESPONSE ACTIVITIES

DATE: FEBRUARY 6, 2013

INFORMATION:

WIB staff will present an update on the most recent Rapid Response activities provided to employers in Monterey County, including small businesses.

Below is a list of employers impacted by layoffs in 2012-13.

Company Name	City	Date of Initial Layoff	Anticipated number of affected employees
Capital One	Salinas	Jan 2013 (1 st phase)	782
General Vineyard Services	Gonzales	6/4/2012	86
Hostess Brands	Salinas	8/1/2012	16
La Hacienda Farms	Salinas	11/30/2012	70
Monterey County Office of Education (MCOE)	Salinas	5/9/012 – 7/30/2012	22
River Ranch Fresh Foods	Salinas	5/12/2012	295
SkyWest Airlines	Monterey	8/12/2012	28
TriWest Healthcare Alliance	Salinas	2/15/2012 – 12/31/2013	3

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD
FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD
SUBJECT: DISCUSSION ON WIB ANNUAL STRATEGIC PLANNING RETREAT 2013
DATE: FEBRUARY 6, 2013

INFORMATION:

Joyce Aldrich, WIB Executive Director, will facilitate a discussion regarding the WIB's Annual Strategic Planning Retreat for 2013.

Discussion topics will include:

- Review of the WIB's Strategic Plan for 2012
- Identify strategic priorities for the remainder of Program Year 2013
- WIB Subcommittee Action Items and Outcomes
- Scheduling the WIB Retreat for 2013
- Potential presenters for the WIB Retreat