



MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

ERIK CUSHMAN, WIB CHAIR WORKFORCE INVESTMENT BOARD

MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (WIB)

Marina Library, 191 Seaside Circle, Marina, CA

WEDNESDAY, DECEMBER 3, 2014; 7:30 A.M.

Erik Cushman,
WIB & Executive Chair

Anthony Aniello
WIB 1st Vice Chair

Mary Ann Leffel
WIB 2nd Vice Chair

WIB Members:

Aaron Oskolkoff
Al Davis
Andrea Zeller-Nield
Andy Hartmann
Brian Turlington
Cesar Lara
Dave Potter
Diana Carrillo
Elliott Robinson
Harbhajan "Harvey" Dadwal
Hunter Harvath
Jay Donato
Ken Peacock
Kimberly Schnader
Larry Silva
Neal Heckman
Paul Farmer
Paula Calvetti
Salvador Muñoz
Sherry Farson
Steve MacArthur
Teresa Sullivan
Dr. Walter Tribbley
Wendy Brickman
Dr. Willard Clark Lewallen
Yuko Duckworth

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

Joyce Aldrich,
WIB Executive Director

730 La Guardia Street
Salinas, CA 93905
(831) 796-3324
www.montereycountywib.org

AGENDA

CALL TO ORDER/INTRODUCTIONS:	ERIK CUSHMAN, CHAIR
CHANGES TO AGENDA:	
PUBLIC COMMENT:	
CONSENT CALENDAR:	ERIK CUSHMAN
1. ACTION: Approve minutes from October 1, 2014.	
2. ACTION: Concur with the November 19, 2014 Executive Committee to approve the appointment of Mimi Laurent representing Department of Rehabilitation to the WIB and forward to Board of Supervisors for final approval.	
3. ACTION: Concur with the November 19, 2014 Executive Committee to approve the Memorandum of Understanding between the City of Salinas and Monterey County in support of the City of Salinas' application for a promise zone.	
DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:	ERIK CUSHMAN
1. ACTION: Review, approve, and recommend to the Board of Supervisors the Long Term Unemployed Agreement with SELACO WIB in the amount of \$188,250 to provide a workforce program for the long term unemployed, inclusive of, but not limited to providing core, intensive, training and supportive services.	JOYCE ALDRICH
2. Update on Local Workforce Investment Area Budget for PY 2014-15.	RUBEN TRUJILLO
3. Update on the WIB's Strategic Initiatives and Local Plan Goals for PY 2014-15.	JOYCE ALDRICH
4. Review and approve the WIB Annual Report for Program year 2013-2014.	JOYCE ALDRICH
5. Presentation on the Workforce Innovation and Opportunity Act (WIOA)	
ANNOUNCEMENT OF EVENTS:	ERIK CUSHMAN
SUBCOMMITTEE MEETINGS:	
BUSINESS: 12/10/14 ; Shoreline, Marina EXECUTIVE: 12/17/14; Shoreline, Marina OVERSIGHT: 01/08/15; Shoreline, Marina YOUTH: 01/26/15; Shoreline, Marina	
WIB MEETING: 02/04/15; Marina Library	
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 (WIB)

Marina Library, 191 Seaside Circle, Marina, CA

Wednesday, October 1, 2014; 7:30 a.m.

Members Present: Aaron Oskolkoff, Andy Hartmann, Brian Turlington, Cesar Lara, Erik Cushman (Chair), Mary Ann Leffel, Elliott Robinson, Hunter Harvath, Jay Donato, Larry Silva, Paul Farmer, Paula Calvetti, Sherry Farson, Steve MacArthur, Teresa Sullivan, Dr. Walter Tribley, Wendy Brickman, Yuko Duckworth

Members Absent: Al Davis, Anthony Aniello, Andrea Zeller-Nield, Dave Potter, Diana Carrillo, Harvey Dadwal, Ken Peacock, Kimberly Schnader, Neal Heckman, Salvador Muñoz and Dr. Willard Clark Lewallen

Staff Present: Joyce Aldrich, Marleen Bush, Flor Galvan and Ruben Trujillo

Others Present: Edith Negrete, Geneive Aparicio, Lydia Sakay, Maria Castillo, Patricia Vega and Roxanna Hernandez

Call to Order/Introductions: Mr. Cushman called the meeting to order at 7:40 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: Ms. Aldrich asked to add item #7, for discussion under "Discussion or Review of Business Calendar Action Items", so Ms. Brickman can update the WIB on the California Workforce Association's annual Meeting of the Minds Conference.

Public Comment: None

Consent Calendar:

1. **Action: Approve minutes from August 13, 2014.**
3. **Action: Concur with the September 17, 2014 Executive Committee action to approve the FINAL Workforce Investment Act (WIA) Title I Rapid Response Program Monitoring Report for Program Year 2013-14 for the Workforce Investment Board.**
4. **Action: Concur with the September 17, 2014 Executive Committee action to approve the appointment of Eileen McCourt, representing Business to the Workforce Investment Board's Youth Council and forward to the Board of Supervisors for final approval.**
5. **Action: Concur with the September 17, 2014 Executive Committee action to approve the Youth Council resignations of: Jessie Brodie, representing Youth; Romelo Hendley, representing Youth; Mary Luz Fucci, representing WIA Youth Parent; and Kevin McClelland, representing Education**
6. **Action: Concur with the September 17, 2014 Executive Committee action to approve the Youth Council reappointments of: Joanne Webster and Tina Rosa, both representing Organizations with Experience in Youth Activities; and Alan Crawford, representing Education**
7. **Action: Concur with the September 17, 2014 Executive Committee action to recommend workforce strategy goals, objectives, and/or projects for inclusion in the Comprehensive Economic Development Strategy (CEDS).**

Motion: Ms. Leffel motioned to pull Consent Item #2 for further discussion.

Second: Mr. Turlington

Approved unanimously by those in attendance

Motion: Ms. Leffel motioned to approve the Consent Calendar actions #1 and 3-7 as stated.

Second: Mr. Turlington

Approved unanimously by those in attendance

2. **Action: Concur with the September 17, 2014 Executive Committee action to approve the FINAL Workforce Investment Act (WIA) Title I Adult and Dislocated Worker Programs Monitoring Report for Program Year 2013-14 for the Office for Employment Training.**

Mr. Donato stated that he is appreciative of OET's efforts in meeting their plan vs. actual goals.

Motion: Ms. Leffel motioned to approve Consent Item #2, as stated.

Second: Mr. Turlington

Approved unanimously by those in attendance

Discussion or Review of Business Calendar Action Items:

1. **Presentation: Update on the Summer Youth Employment Program for PY 2013-14 with testimonials from youth participants.** Ms. Maria Castillo reported on OET's Summer Youth Employment Program and stated it was very successful. She commended OET youth program staff for all their great work. She reported that OET recruited over 100 youth working in different worksites and diverse sectors and that several youth were hired full-time at worksites.

Youth Testimonials:

E. Negrete: Ms. Negrete reported that she is a single mother and attending Central Coast College. She is seeking to obtain a certificate in Computer Specialist Accounting. The youth program assisted her tremendously with work experience, resume writing, and the workshops given by OET were very helpful.

G. Aparicio: Ms. Aparicio reported that she is currently enrolled in Hartnell College. She reported that the Summer Youth Employment Program allowed her to obtain work experience and develop job skills. She stated the income she received during the program assisted her with obtaining books and supplies for classes at Hartnell College.

R. Hernandez: Ms. Hernandez reported that being a single parent of two kids was difficult financially. She had to obtain public assistance while attending CSUMB full-time. She reported that she enrolled in the Summer Youth Employment Program in 2013, working in the OET fiscal office. She reported that the pre-employment skills and the experience with OET fiscal staff provided her with a wealth of knowledge and skills that can be used in other jobs. She reported that she is thankful for all the assistance the program has provided her.

2. **Action: Consider and approve the appointment of Roxanna Hernandez to the Workforce Investment Board's Youth Council and forward to the Board of Supervisors for final approval.** Mrs. Aldrich reported that Ms. Hernandez is doing an excellent job working with the OET fiscal division and she continues to show excellent work habits.

Motion: Ms. Leffel motioned to approve the action as stated.

Second: Mr. Harvath

Approved unanimously by those in attendance

3. **Update on Local WIA Budget for PY 2014-15.** Mr. Trujillo reported that the Adult and Dislocated Worker programs are below the expenditure budget plan due to sequestration. However, it's anticipated to increase in the month of October with the second round of allocation. He also reported that the Youth program expenditures are low due to the Summer Youth Employment Program ramping up in March 2015. He reported that staff are recruiting and providing outreach under the Dislocated Worker Additional Assistance funding allocation. Monterey County is on target with expending the budget allocated for the AB109 and SilverStar programs and he does not see any issues with the YELD program and the grant funds spent.
4. **Update on Workforce Innovation and Opportunity Act (WIOA).** Mrs. Aldrich reported that changes under WIOA were discussed during the meeting to include the requirement of serving 75% of out of school youth and the age of eligible youth changed from 14-21 to 16-24.
5. **Update on WIB membership and composition.** Mrs. Aldrich reported that there is one WIB membership vacancy representing business. The membership application of Mimi Laurent with the Department of Rehabilitation will be placed on the December 2014, WIB meeting agenda.
6. **Director's Report.** Mrs. Aldrich is pleased with the number of grants Monterey County WIB has applied for and received. She reported that Monterey County WIB was awarded the \$3 million Workforce Innovation Fund grant and was one of eleven in the nation to receive the grant funding. She thanked Mr. Elliott Robinson for his amazing work on the Youth Ambassadors for Peace workforce and leadership development program which gave the WIB the framework to submit the proposal in partnership with community partners. She also reported that she is awaiting response from the State on how they want Monterey County to apply for the 2nd round of Prop 39 grant funds. Monterey County is also working on the Workforce Accelerator Fund grant and a long term

unemployment grant. She also reported on a number of assembly bills AB2060 and AB2148 which were signed; however AB1910 was vetoed.

7. **Meeting of the Minds:** Mrs. Aldrich reported that Wendy Brickman, Andrea Zeller-Nield, Marleen Bush and Diana Carrillo attended the Meeting of the Minds conference. The conference focused on the Workforce Innovation and Opportunity Act (WIOA) transition. Under WIOA, the Department of Rehabilitation, Employment Development Department and Department of Social Services will be the mandated partners of the Job Center. She stated that the California Workforce Association is hopeful that the Governor will fund the mandate.

Announcement of Events: Ms. Leffel announced the annual Higher Education Forum that will take place on October 16, 2014 at 7:30 at Monterey Marriott in the Ferrante Room. The fee is \$25.00. Mr. Donato announced that the Monterey County Parks is offering annual passes for \$80 for entrance to all lakes.

Adjournment: Mr. Cushman requested to adjourn the meeting at 9:25 a.m.

Motion: Ms. Leffel motioned to adjourn the meeting as requested.

Second: Mr. Harvath

Approved unanimously by those in attendance

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE NOVEMBER 19, 2014 EXECUTIVE COMMITTEE TO APPROVE THE APPOINTMENT OF MIMI LAURENT, REPRESENTING DEPARTMENT OF REHABILITATION TO THE WORKFORCE INVESTMENT BOARD AND FORWARD TO BOARD OF SUPERVISORS FOR FINAL APPROVAL

DATE: DECEMBER 3, 2014

RECOMMENDATION:

It is recommended that the Workforce Investment Board concur with the November 19, 2014 Executive Committee to approve the appointment of Mimi Laurent, representing Department of Rehabilitation, to the Workforce Investment Board and forward to the Board of Supervisors for final approval.

BACKGROUND:

Ms. Laurent, Staff Services Manager, has submitted an application for membership to the full WIB. Ms. Laurent will fill the recently vacated seat of David Dwyer upon his retirement from the Department of Rehabilitation.

The WIB bylaws state that members who are appointed to fill a vacancy shall serve until the normal expiration of the term of the vacant seat. A member can continue to serve until reappointment or replacement by the Board of Supervisors.

ATTACHMENT:

Mimi Laurent's Membership Application



730 La Guardia Street
Salinas, CA 93905
Phone (831) 796-6434
Fax (831) 758-3371
www.montereycountywib.org

Monterey County Workforce Investment Board (WIB) Membership Application

(For your convenience, this application has been formatted in Microsoft Word with fill-in boxes.)

Name: Mimi Laurent Date Submitted: 10/1/2014

Title: Staff Services Manager, I

Business/Organization Name: Dept. of Rehabilitation, Salinas branch

Representation

Please select from one of the following categories that you represent: (Federal Register Section 661.315)

- | | |
|---|--|
| <input type="checkbox"/> Community Based Organization | <input type="checkbox"/> Local Educational Entity |
| <input type="checkbox"/> Economic Development Agency | <input checked="" type="checkbox"/> One-Stop Partner |
| <input type="checkbox"/> Labor Organization | <input type="checkbox"/> Private Business |

Contact Information

Business/Organization Address: [REDACTED]

City: [REDACTED] State: [REDACTED] Zipcode: [REDACTED]

Phone: [REDACTED] Fax: [REDACTED]

Mobile: _____

Email address: [REDACTED]

Website address: [REDACTED]

Business license number: _____

City of residence: [REDACTED]

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

- Number of current employees: 16
- Number of years with current business/organization: 19
- Number of years in business in Monterey County: we have maintained a Monterey Co. office for decades

4. Please describe the nature of your business and your position:
vocational rehabilitation services to people with disabilities; I am the unit supervisor
5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:
unknown
6. Please list any professional award(s) or recognition you have received within the last 5 years:
n/a
7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:
supervise staff; monitor counselors' casework; liaison with other managers in our DOR District

Letter of Recommendations

- If you are a business member, please include a letter of recommendation from your Chamber of Commerce.
- If you are representing a labor organization, please include a letter of recommendation from the Central Labor Council affirming that you have been recommended, by popular vote, for a labor position on the Monterey County Workforce Investment Board.

References

Please answer the following questions and attach any additional pages, if necessary:

Business Reference:

Name: Diane Berry-Wahrer Title: Staff Services Mgr. I
 Company: Dept. of Rehabilitation Phone: (831) 465-7110

Personal Reference:

Name: Karen Crowe Phone: (408) 254-5758
 Relationship: friend and colleague

Other Reference:

Name: Deborah Sweeney Phone: (408) 277-9500
 Relationship: Staff Services Manager II (my supervisor)

Monterey County WIB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WIB?
hoping to contribute information to foster employment of people with disabilities in Monterey County
2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WIB, as applicable?

we have relationships with local colleges (Hartnell, MPC, CSUMB), vocational service providers throughout the Salinas Valley and Peninsula, CalWORKS, San Andreas Regional Center; knowledge of disability etiquette, knowledge of reasonable accommodations, knowledge of how to provide effective employment services to people with disabilities, how to research local labor markets, recent Federal legislation on workforce development;

- 3. Membership on the Monterey County WIB requires that each member attend a full WIB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes No

 - 4. Membership on the Monterey County WIB requires that each member serve on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes No

 - 5. Why do you wish to serve on the Monterey County WIB? *(Describe in 100 words or less)*
Dept of Rehabilitation desires to participate in every workforce effort possible in order to foster knowledge of disability from the grassroots to the corporate level, and competitive employment for people with disabilities. We are a One-Stop partner.
-

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature: _____ Date: _____

To be completed by County official only

Date received by Monterey County: _____ Received by: _____

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE NOVEMBER 19, 2014 EXECUTIVE COMMITTEE TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SALINAS AND MONTEREY COUNTY IN SUPPORT OF THE CITY OF SALINAS' APPLICATION FOR A PROMISE ZONE

DATE: DECEMBER 3, 2014

RECOMMENDATION:

It is recommended that the Workforce Investment Board concur with the November 19, 2014 Executive Committee to approve the Memorandum of Understanding between the City of Salinas and Monterey County in support of the City of Salinas' application for a Promise Zone.

DISCUSSION:

The City of Salinas is pursuing an application to have a portion of the City designated as a Promise Zone. A Promise Zone is a designation made by the Federal Government that denotes high-poverty areas where the Federal Government will target its resources. Specifically, organizations and programs within a Promise Zone receive:

1. Preferences on Federal Grant Applications from 12 Federal Departments and Agencies for organizations located in or serving the Promise Zone;
2. Access to a liaison for assistance in navigating Federal Agencies; and
3. Five (5) Vista Americorps volunteers to be stationed within the Promise Zone for the duration of its 10-year designation period.

The City of Salinas is constructing an application that is designed to assist the community through an emphasis on five pillars; economic development, education, public safety, community development, and health.

By obtaining a Promise Zone designation, the organizations in our community would enjoy greater access to federal resources, including grant funding and technical assistance, which could then leverage to better accomplish our missions.

Should the City receive a Promise Zone designation, the City will come back and ask for a final Memorandum of Understanding in the implementation of same.

ATTACHMENT:

Promise Zone MOU

PRELIMINARY MEMORANDUM OF UNDERSTANDING FOR MULTIAGENCY
COOPERATION IN THE IMPLEMENTATION AND MANAGEMENT OF THE SALINAS
PROMISE ZONE INITIATIVE (SPZI)

This PRELIMINARY MEMORANDUM OF UNDERSTANDING (hereinafter “MOU”) is made and executed this 17th day of November, 2014 (the “Effective date”) by and among the City of Salinas (“City”) and County of Monterey (“County”) and other community service agencies desiring to take a leadership role in the revitalization of Salinas (“Implementing Partners”).

RECITALS

WHEREAS, the City of Salinas has identified a contiguous portion of its territory in which more than 33% of its residents live in poverty; and

WHEREAS, the implementation and management and marketing of a Promise Zone upon designation is a long-term (10-year) partnership between the City of Salinas, its local partners, and the Federal Government; and

WHEREAS, the successful implementation of a Promise Zone requires a strong commitment and cooperation by all of the Implementing Partners in support of economic development, increased educational opportunities, public safety, community development, and health.

NOW, THEREFORE, the undersigned parties agree that the need for such an organization exists within the Salinas Community and, upon designation of any portion of the City of Salinas as a Promise Zone, shall engage with the City of Salinas as it prepares and executes a Final MOU based generally upon the following in order to create an organization known as the Salinas Promise Zone Initiative (SPZI):

ARTICLE I

DEFINITIONS

- A. “Board” is the governing Board of SPZI.
- B. “Member” is a nonprofit or governmental entity that has signed a partnership agreement.
- C. “Partnership Agreement” is a document signed by all Members upon joining SPZI. It shall include a commitment to the mission statement of the organization, a commitment to attend meetings, and a commitment to work collaboratively with other organizations, in accordance with the terms of the Final MOU.
- D. “SPZI” shall refer to the Salinas Promise Zone Initiative. This organization shall be the forum through which community and municipal organizations working in the diverse fields of economic development, education, public safety, community development, and health are able to work together and collaborate their efforts.

ARTICLE II

MEMBERSHIP

A. Membership

- 1. Any nonprofit or municipal organization that signs a partnership agreement may be a member of SPZI.

ARTICLE III

BOARD STRUCTURE

A. Composition of the Board

- 1. The Board shall consist of seven Board members. Five Board members shall be selected by the Members through the process described below. The final two Board members shall be designees of the City of Salinas and/or the County of Monterey.

2. The Board shall maintain five standing Subcommittees:

- a. The Subcommittee on Economic Development
- b. The Subcommittee on Education
- c. The Subcommittee on Public Safety
- d. The Subcommittee on Community Development
- e. The Subcommittee on Health

3. Upon signing of a Partnership Agreement, each Member shall self-select the subcommittee(s) that best represents that organization's focus, and shall be deemed a member of all selected Subcommittees.

4. Beginning upon the first meeting of SPZI and continuing on an annual basis thereafter, each Subcommittee shall select one member from among its ranks to serve on the Board.

B. Role of the Board

1. The role of the Board is to provide feedback on initiatives proposed by any Member, and to create a forum for discussion of ways that the community can collaborate on existing efforts. Some examples of this could include, but not be limited to, the following scenarios:

a. The City of Salinas wishes to identify partner organizations to assist it in ensuring that the labor market includes specific skills needed to further develop the Agricultural Technology Sector. By bringing any proposed plans to the Board, the City will be able to hear feedback from multiple organizations and will be able to identify additional partner organizations and resources that could play a role in that effort.

b. A community organization focusing on health care wishes to develop an after-school program in an effort to increase the number of youth receiving health care. By bringing these thoughts to the Board, they can quickly learn what other organizations are currently doing and can maximize their resources by taking advantage of efforts already in place.

c. An educational institution wishes to apply for a Federal Grant opportunity. After consulting with other members of SPZI in order to refine their proposal and identify partners, the Board takes action supporting the grant application, representing that the members of the Promise Zone community have been able to provide feedback and collaborate on the grant application.

2. The Board shall be responsible for administration of the organization, shall utilize the expertise of the Board members to refer community organizations and municipal governments to each other, and may issue votes of support or opposition to projects brought before it.

ARTICLE IV

MANAGEMENT

A. Management of SPZI, including logistics, meeting management, financial matters, data collection, research, and preparation of Board materials shall be accomplished through resources provided by the City of Salinas or other Members, including the use of volunteers, existing staff resources, and/or other resources identified.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: REVIEW, APPROVE, AND RECOMMEND TO THE BOARD OF SUPERVISORS THE LONG TERM UNEMPLOYED AGREEMENT WITH SELACO WIB IN THE AMOUNT OF \$188,250 TO PROVIDE A WORKFORCE PROGRAM FOR THE LONG TERM UNEMPLOYED, INCLUSIVE OF, BUT NOT LIMITED TO PROVIDING CORE, INTENSIVE, TRAINING AND SUPPORTIVE SERVICES.

DATE: DECEMBER 3, 2014

RECOMMENDATION:

It is recommended that the Workforce Investment Board Review, approve, and recommend to the Board of Supervisors the Long Term Unemployed Agreement with SELACO WIB in the amount of \$188,250 to provide a workforce program for the long term unemployed, inclusive of, but not limited to providing core, intensive, training and supportive services.

SUMMARY:

As of October 2014, the number of long-term unemployed (those jobless for 27 weeks or more) continues to constitute a major part of the unemployed workers in California at 3 million, according to the Bureau of Labor Statistics. These individuals accounted for 32 percent of the unemployed.

To assist the long-term unemployed to return to work, the Southeast Los Angeles County Workforce Investment Board (SELACO) applied for a partnership grant and successfully received \$970,000 in Governor's 25 Percent Discretionary Dislocated Worker Additional Assistance grant funds from the State of California Employment Development Department (EDD) for the Long Term Unemployment Project entitled "Workforce Strategies to Serve the Long Term Unemployed in California". This partnership grant is a collaborative of four California Workforce Investment Boards (WIBs) — SELACO, Monterey County, North Valley Job Training Consortium (NOVA), and Kern/Inyo/Mono Consortium as well as the California Workforce Association (CWA), Aspen Institute and Milken Institute. The term of the project is from October 1, 2014 to September 30, 2015.

The "Workforce Strategies to Serve the Long Term Unemployed in California" partnership grant is an applied research project that seeks to identify the best practices of job placement for the long term unemployed and to work with the four WIBs in California to implement these practices in specific projects to provide long-term unemployed workers with a combination of individualized career advising, job search and placement assistance, training, mentoring and supportive services that leads to rapid reemployment.

DISCUSSION:

On June 27, 2014, SELACO submitted a partnership grant application to the State of California EDD in the amount of \$970,000 to serve 180 long term unemployed participants on behalf of the collaborative workforce partnership consisting of four WIBs, CWA, Aspen Institute and Milken Institute. For Monterey County WIB, this represents \$188,250 (19%) of the \$970,000 total grant award to place 45 long term unemployed Californians into employment through July 31, 2015.

The grant project consists of the following two phases:

Phase I: A project team including CWA, Aspen Institute and Milken Institute will conduct a review of workforce programs that target the long unemployed in and outside of California and analyze best practices in workforce programs for the long term unemployed and strategies for California WIBs. Based on the review and analysis of existing best practices the project team will identify approaches most effective for placing various populations of the long term unemployed into employment and develop a service model for implementation in Phase II of the project.

Phase II: The project team will work with the four partner WIBs including SELACO, Monterey County, NOVA, and Kern/Inyo/Mono Consortium to implement the best practices design model to service their existing population of long term unemployed customers. The four WIBs involved in this project were selected based on WIB interest and their various types of local and regional economies in California. Each have substantial levels of long term unemployed residents in their service area and will be agile enough to quickly develop and implement the program design. Each WIB will target and serve 45 long term unemployed participants through the grant project. Additionally, the project will employ a “control group” in which each WIB agrees to target and serve 40 to 50 long term unemployed individuals through their normal Workforce Investment Act (WIA) dislocated worker funded programs. The project team will compare the grant project outcomes with the control group and report the progress of the WIBs. The progress of the partner WIBs will be tracked, analyzed and assessed for duplication across the state and potentially across the nation.

A key component of this effort is extensive partnerships with the employer community. This program is intended to close the gap between the talent required by employers and the skill-sets of long-term unemployed job seekers.

ATTACHMENT:

Agreement between Monterey County WIB and Southeast Los Angeles WIB

**AGREEMENT NO. 143000
BETWEEN MONTEREY COUNTY WORKFORCE INVESTMENT BOARD AND
SOUTHEAST LOS ANGELES COUNTY WORKFORCE INVESTMENT BOARD**

THIS AGREEMENT is made and entered into this 14th day of November, by and between the Monterey County Workforce Investment Board, herein after referred to as "**MONTEREY WIB**", and the Southeast Los Angeles County Workforce Investment Board, a Local Workforce Investment Board of the State of California, hereinafter referred to as "**SELACO WIB**" with its principal place of business located at 10900 183rd Street, Suite 350, Cerritos, CA 90703.

WHEREAS, on **October 31, 2014**, the **SELACO WIB** was awarded by the State of California, Employment Development Department (EDD) a Long Term Unemployment Project Grant and,

WHEREAS, this partnership involves both identification of best practices for placement of the long term unemployed into employment, and implementing these best practices in placing a minimum of 45 long term unemployed Californians into employment through July 2015; and,

WHEREAS, **MONTEREY WIB** represents itself as being qualified and capable of providing said services in accordance with all rules and regulations developed to implement said statutes and in accordance with the terms and conditions of this agreement, as well as federal, State and local regulations regarding WIA funds; and,

WHEREAS, the **SELACO WIB** desires **MONTEREY WIB** to provide said services to dislocated workers; and,

NOW, THEREFORE, in consideration of the recitals and the mutual obligations provided herein, the parties hereto agree as follows:

I - MONTEREY WIB REQUIREMENTS/RESPONSIBILITIES

MONTEREY WIB shall be required to implement a workforce program for the long term unemployed, inclusive of, but not limited to providing core, intensive, training and supportive services as set forth in the Exhibits and Attachments listed below, attached hereto and incorporated herein by this reference:

EXHIBITS AND ATTACHMENTS

Attachment A: Initial Concept Document

Attachment B: Funding Application

Attachment C: Workforce Investment Act Subgrant Agreement K594790

Exhibit A: Budget Summary Plan

Exhibit B: Participant Plan

Further Responsibilities.

MONTEREY WIB shall:

- A. Fully cooperate with authorized representatives of the SELACO WIB, the State and federal governments including independent auditors, seeking to interview any program participant or staff member of MONTEREY WIB, or to evaluate, inspect and/or monitor those facilities and operations of MONTEREY WIB that are directly involved in the implementation of programs funded through this Agreement. Provide services funded under this Agreement only to individuals determined eligible under WIA guidelines.
- B. Provide facilities which are adequate to fulfill the requirements of this Agreement.
- C. Provide services as described in Initial Project Concept Document, Funding Application, and Workforce Investment Act (WIA) Subgrant Agreement K594790.
- D. MONTEREY WIB shall ensure that participants comply with Section 167(a)(5) of the Military Selective Service Act (50 USC Appx. 451 et. Seq.) and other eligibility requirements applicable to the program under which the participant is enrolled.

II - COMPENSATION

- A. The parties agree that this shall be a cost reimbursement agreement. Only allowable administrative/program costs described in Exhibit A, Budget Forms shall be reimbursed for actual expenditures incurred during the program year, not to exceed budgeted amounts for which MONTEREY WIB has adequate supporting documentation of such expenditures. MONTEREY WIB shall not request reimbursement based upon un-budgeted amounts. Funding amount is \$188,250.00.
 - A.1 MONTEREY WIB shall document its expenditures using the Report format approved and provided by the SELACO WIB.
 - A.2 MONTEREY WIB shall submit a complete and accurate monthly report including allowable accruals on forms approved and provided by the SELACO WIB.

- B. MONTEREY WIB shall make no additional claims for costs, charges, or fees, nor shall MONTEREY WIB receive additional payment or any form of reimbursement from MONTEREY WIB's individual participants or any other party, other than as specifically detailed in this Agreement.
- C. Notwithstanding the provisions concerning the term of the Agreement, funding shall be provided according to the following provisions:
 - 1. This Agreement is funded solely under the Workforce Investment Act (WIA). In the event the WIA is canceled or WIA funds to the SELACO WIB are terminated, this Agreement will likewise terminate.
 - 2. MONTEREY WIB and SELACO WIB hereby agree that payment will be by SELACO WIB draft within thirty (30) days following receipt and approval of each monthly invoice or within the course of ordinary SELACO WIB business, whichever occurs first.

III -- TERM OF PROJECT

The term of the project shall be from **10/01/2014 through 09/30/2015**.

IV -- MODIFICATION

This Agreement fully expresses the agreement of the parties. Any modifications or amendment of the terms of this Agreement must be by means of a separate written document approved by the SELACO WIB.

V -- ASSIGNMENTS AND SUBCONTRACTORS

- A. MONTEREY WIB agrees that it shall be held responsible to the SELACO WIB for the performance of any approved subcontract.
- B. MONTEREY WIB shall be solely liable and responsible for any and all payments and other compensation for all subcontractors and the SELACO WIB shall have no liability or

responsibility with respect thereto.

- C. MONTEREY WIB shall not assign any part or all of its interest in this Agreement without written approval from the SELACO WIB.
- D. All applicable provisions and requirements of this Agreement shall apply to any subcontracts or sub-agreements. MONTEREY WIB agrees that MONTEREY WIB shall be held responsible by the SELACO WIB for the performance of any subcontractor(s). Procurement of subcontractor and/or vendor services must be in compliance with appropriate SELACO WIB, State, and federal regulations, directives, and policies. Subcontracts must be in writing and a copy of each subcontract must be made available upon request.

VI – MUTUAL INDEMNIFICATION

MONTEREY WIB agrees to indemnify, defend with counsel approved in writing by SELACO WIB, and hold SELACO WIB, its elected and appointed officials, officers, employees and agents harmless from any claims, demands or liability of any kind or nature, including but not limited to personal injury or property damage, arising from or related to the services, products or other performance provided by MONTEREY WIB pursuant to this Agreement.

SELACO WIB agrees to indemnify, defend and hold harmless MONTEREY WIB, its officers, employees and agents harmless from any claims, demands or liability of any kind or nature, including but not limited to personal injury or property damage, arising from or related to the services, products or other performance provided by SELACO WIB pursuant to this Agreement.

If judgment is entered against SELACO WIB and MONTEREY WIB by a court of competent jurisdiction because of the concurrent active negligence of MONTEREY WIB or SELACO WIB indemnities, SELACO WIB and MONTEREY WIB agree that liability will be apportioned as determined by the court. Neither PARTY shall request a jury apportionment.

VII -- OCCUPATIONAL SAFETY AND HEALTH ACT

MONTEREY WIB agrees to provide all participants with safety and health protection which shall be at least as effective as that which would be required under the Occupational Safety and Health Act of 1970 as amended if the participants were employees of MONTEREY WIB. MONTEREY WIB shall also comply with the provisions of the California Occupational Safety and Health Act as amended.

IX -- COMPLIANCE WITH APPLICABLE LAWS

MONTEREY WIB shall comply with the Workforce Investment Act (WIA) Public Law 105-220, as amended; Title 20 Code of Federal Regulations Part 626 et al, applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act, Title VI of the Civil Rights Act of 1964, WIA Section 188, Equal Employment Opportunity (EEO) (Executive Order (E.O.) 11246, as amended by E.O. 11375 and supplemented in 41 CFR Part 60, Title IX of the Education Amendments of 1972, as amended, Age Discrimination Act of 1975, amended, Public Law 107-288 (38USC 4215) Jobs For Veterans Act, Public Law 118-8 Salary and Bonus Limitations, Public Law 94-163 of the Energy Policy Conservation Act, and Environmental Protection Agency requirements; the Family Economic Security Act (FESA) AB 3424, as amended; the Americans with Disabilities Act (ADA) of 1990; the California Public Records Act; Applicable Drug Free Workplace Requirements, Office of Management and Budget (OMB) Circulars and applicable compliance supplements; all other Federal, State and local laws, rules and regulations; policies and operating requirements of the SELACO WIB; as well as applicable provisions and standards promulgated by the Department of Labor, including but not limited to the following:

1. Selection of participants and staff,

2. Use of State and/or Federal funds,
3. Requirements for record keeping and reporting,
4. Provisions regarding the compensation and working conditions of participants and non-discrimination requirements.

If regulations are amended or revised, MONTEREY WIB shall comply with them or notify SELACO WIB within 30 days after promulgation of amendments or revisions that it cannot so conform.

X -- RECORDS

A. Access

MONTEREY WIB shall give any authorized representative of the SELACO WIB or any appropriate federal or state agency complete access to the right to examine any and all records, books, participant files, papers, reports, and audits.

B. Retention

MONTEREY WIB shall make any and all WIA-related records, reports, participant files, and other documentation any physical evidence, in addition to documents required by this Agreement, as may reasonably be requested by the SELACO WIB, available for inspection and audit by any federal, state, or agency, upon request, for five (5) years from the termination date of this Agreement. In the event of litigation, unresolved audits and/or unresolved claims, MONTEREY WIB agrees to retain all such records, reports, participant files, and other documentation and physical evidence beyond the three-year period, until all such litigation, audits, and claims have been resolved.

XI--REPORTING REQUIREMENTS

A. General Reporting

At such times and in such forms as the SELACO WIB may require, there shall be furnished to the SELACO WIB such records, reports, data and information pertaining to matters covered by this Agreement.

B.

1. MONTEREY WIB is required to close-out funds appropriated under FY 2014-2015, within fifteen (15) days following the date of 09/30/2015, MONTEREY WIB shall submit to the SELACO WIB a report of expenditures on forms provided by the SELACO WIB, a complete and accurate report of expenditures including allowable accruals of allowable expenditures.
2. Each month, MONTEREY WIB shall submit to the SELACO WIB, on forms provided by the SELACO WIB, **a complete and accurate monthly expenditure report, including allowable accruals**. Allowable accruals as used in this Agreement shall refer to expenses that can be accurately measured and estimated for inclusion in the total cost reported on the closeout of the grant within the contracted period. Any other costs not included will be considered disallowed.
3. Within sixty (60) days following the termination of the Agreement, MONTEREY WIB shall submit to the SELACO WIB, on forms provided by the SELACO WIB, a complete and accurate final close-out report of expenditures including all allowable expenditures and a remittance for all unearned grant funds as identified in the close-out.

XII – INTELLECTUAL PROPERTY RIGHTS

The Federal Government reserves a paid-up, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use for federal purposes: i) the copyright in all products developed under the grant, including a subgrant or contract under the grant or subgrant; and ii) any rights of copyright to which the grantee, subgrantee or a contractor purchases ownership under an award (including but not limited to curricula, training models, technical assistance products, and any related materials). Such uses include, but are not limited to, the right to modify and distribute such products worldwide by any means, electronically or otherwise. Federal funds may not be used to pay any royalty or licensing fee associated with such copyrighted material, although they may be used to pay costs for obtaining a copy which are limited to the developer/seller costs of copying and shipping. If revenues are generated through selling products developed with grant funds including intellectual property, these revenues are program income. Program income is added to the grant and must be expended for all allowable grant activities.

XIV -- CONFIDENTIALITY REQUIREMENTS

- A. MONTEREY WIB shall maintain the confidentiality of any information regarding participants and the immediate family of any participant that identifies or may be used to identify them and which may be obtained through application forms, interviews, tests, reports from public agencies, counselors, or any other source. MONTEREY WIB shall not divulge such information without the permission of the participant, except for disclosures required by court process, order, or decree, and except that information which is necessary for purposes related to the performance or evaluation of the Agreement may be divulged to parties having responsibilities under the Agreement for monitoring or evaluating the services and performances under the Agreement and to governmental authorities to the extent necessary for the proper administration of the program.

B. Confidentiality of State/SELACO WIB/MONTEREY WIB Records

Confidential information pertains to any data that identifies an individual or an employing unit. Confidential information is not open to the public and requires special precautions to protect it from loss, unauthorized use, access, disclosure, modification, and destruction. The sources of information may include, but are not limited to, Employment Development Department, the California Department of Social Services, the California Department of Education, the County Welfare Department(s), Directors of Child Support, the Office of the District Attorney, the California Department of Mental Health, the California Office of Community Colleges and the Department of Alcohol and Drug Programs. MONTEREY WIB agrees to:

1. Keep all information furnished by State/SELACO WIB/MONTEREY WIB agencies strictly confidential, and make the information available to its own employees only on a "need-to-know" basis, as specifically authorized in this Agreement. Instruct all employees with State/SELACO WIB/MONTEREY WIB information access regarding the confidentiality of this information and of the penalties for unauthorized use or disclosure found in section 1798.55 of the Civil Code; section 502 of the Penal Code; section 2111 of the Unemployment Insurance Code; section 10850 of the Welfare and Institutions Code and other applicable local, State and federal laws.
2. Store and process information electronically, in a manner that renders it irretrievable by unauthorized computer, remote terminal, or other means. State/SELACO WIB/MONTEREY WIB confidential information should be returned promptly and/or, all copies/derivations should be destroyed when no longer in use. An approved method of confidential information destruction should be used: shredding, burning, or certified/witnessed destruction. Magnetic media are to be demagnetized or returned to appropriate agency. In no event, shall said information be disclosed to any

individual outside of MONTEREY WIB staff, and/or their employees.

XV -- CERTIFICATION REGARDING CHILD SUPPORT COMPLIANCE PROGRAM

MONTEREY WIB, by signing this Agreement, hereby certifies compliance with the Child Support Compliance Act of the State of California, as implemented by the Employment Development Department. MONTEREY WIB assures that to the best of its knowledge, it is fully complying with the earnings assignment orders of all employees, and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department. MONTEREY WIB recognizes and acknowledges the importance of child and family support obligations and shall fully comply with applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with Section 5200) Part 5 of Division 9 of the Family Code. MONTEREY WIB's failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and MONTEREY WIB may be ineligible for award of future Agreements if SELACO WIB determines that any of the following has occurred: (1) false certification, or (2) violation of the certification by failing to carry out the requirements as noted above.

XVI-- FISCAL ACCOUNTABILITY

MONTEREY WIB shall establish and maintain a sound financial management system, based upon generally accepted accounting principles. An integral part of the required financial management system is a system of internal accounting controls that will provide reasonable assurance that WIA assets are safeguarded against loss from unauthorized use or disposition, and that accounting transactions affecting WIA fund accountability are properly charged and recorded by

administrative and program cost categories to permit the preparation of accurate and supportable financial reports.

XVII-- NOTICES

All notices to be given in accordance with this Agreement shall be deemed served by (1) enclosing same in a sealed envelope addressed to the party intended to receive the same at the address indicated herein and deposited postage prepaid in the United States Postal Service, or (2) personal service.

For these purposes, the addresses of the parties shall be as follows:

MONTEREY WIB

Monterey County Workforce Investment Board

**Attention: Dave Spur
Joyce Aldrich**

730 La Guardia Street
Salinas, Ca 93905

SELACO WIB

Southeast Los Angeles County Workforce Investment Board

**Attention: Yolanda Castro
Sandra Michel**

10900 183rd Street
Suite 350
Cerritos, Ca 90703

XVIII -- PROGRAM INCOME FOR NON-PROFIT AND PUBLIC AGENCIES

Program income is earned through the activities funded by this Agreement. For further definition of program income and requirements for its use, Contractors are referred to WIA section 195(7)(A) and (B)(i)(ii) and 20 CFR '667.200 which are herein incorporated by this reference.

shall monitor MONTEREY WIB's compliance with all program income requirements.

XIX -- AUDITS AND REQUIREMENTS

MONTEREY WIB shall comply with audit requirements as identified WIA regulations (20 CFR 667.200(b) and respective Office of Management and Budget (OMB) Circulars and other applicable Federal, State, and local policies and regulations. MONTEREY WIB shall be responsible for determining whether it is subject to the OMB Circulars, or other federal auditing requirements, and, if so, shall be responsible for compliance with the audit requirements thereof. Such audits shall be paid for by MONTEREY WIB. A commercial organization (subrecipient) receiving \$500,000 or more in federal financial assistance to operate a WIA program shall comply with the audit requirements set forth in OMB Circular 133.

MONTEREY WIB shall allow authorized SELACO WIB, State, and Federal representatives to have full access to MONTEREY WIB's facilities and all related WIA documentation and other physical evidence for the purposes of auditing, evaluation, inspection, and monitoring of the program set forth in this Agreement, including the interviewing of MONTEREY WIB's staff and program participants during normal business hours.

The SELACO WIB shall have the authority to examine the books and records used by MONTEREY WIB in accounting for expenses incurred under this Agreement. Should these books and records not meet the minimum standards of the accepted accounting practices of the SELACO WIB, the SELACO WIB reserves the right to withhold any or all of its funding to MONTEREY WIB until minimum standards are met.

The SELACO WIB may require MONTEREY WIB to use any or all of the SELACO WIB's accounting or administrative procedures used in planning, controlling, monitoring, and reporting of all fiscal matters relating to this Agreement.

The SELACO WIB reserves the right to dispatch auditors of its choosing to any site where any phase of the program is being conducted, controlled, or advanced in any way, tangible or intangible. Such sites may include the home office, any branch office, or other locations of MONTEREY WIB if such sites, or the activities performed thereon, have any relationship to the

program covered by this Agreement.

When fiscal or special audit determines that MONTEREY WIB has expended funds which are questioned under the criteria set forth herein, MONTEREY WIB shall be notified and given the opportunity to justify questioned expenditures prior to the SELACO WIB's final determination of the disallowed costs, in accordance with the procedures established under WIA.

XX---CERTIFICATION

A. Debarment and Suspension Certification:

By signing this Agreement, MONTEREY WIB hereby certifies under penalty of perjury under laws of the State of California MONTEREY WIB will comply with regulation implementing Executive Order 12549, Debarment and Suspension, 29 CFR, Part 98, Section 98.510, that the prospective participant, to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transitions by any federal department of agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connecting with obtaining, attempting to obtain, or performing a public (federal, State, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, State or local) with commission of any of the offenses enumerated in paragraph 2 of this certification;
4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, State, or local) terminated for cause of default.

5. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this Agreement.

B. Lobbying Restrictions:

By signing this Agreement MONTEREY WIB hereby assures and certifies to the lobbying restrictions which are codified in the DOL regulations at 29 CFR Part 93.

1. No federal appropriated funds have been paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an employee of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this Agreement, MONTEREY WIB shall complete and submit Standard Form - LLL , Disclosure Form to Report Lobbying, in accordance with its instructions.

C. Nepotism:

By signing this Agreement MONTEREY WIB certifies that it shall not hire or permit the hiring of any person in a position funded under this Agreement if a member of the person's immediate family is employed in an administrative capacity by MONTEREY WIB. For the purpose of this Agreement, the term's immediate family's means spouse (common law or otherwise), child, mother, father, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, aunt, uncle, niece, nephew, step-parent, step-child, or such other relationship which would give rise to a substantial appearance of impropriety if the person were to be hired by MONTEREY WIB. The term's administrative

capacity's means persons who have overall administrative responsibility for a program, including but not limited to selection, hiring, or supervisory responsibilities.

D. Drug Free Workplace Compliance:

By signing this Agreement MONTEREY WIB hereby warrants and certifies that it shall comply with California Drug-Free Workplace Act of 1990 (Cal. Gov. Code Section 8350 et seq.), as amended, including provision of the requisite certification as set forth therein; and the federal Drug-Free Workplace Act of 1998, including its implementing regulations (29CFR Part 98, commencing with 98.600).

E. Nondiscrimination and Affirmative Action:

By signing this Agreement MONTEREY WIB hereby certifies that it shall conduct not discriminate against any employee or applicant for employment because of race religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex. MONTEREY WIB will take affirmative action to assure that applicants are employed, and that employees are treated during their employment, without regard to their race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status or sex.

XXI--PUBLICITY

No funds provided under this agreement shall be used for publicity or propaganda purposes, for the preparation, distribution or use of any kit, pamphlet, booklet, publication, radio, television or film presentation designed to support or defeat legislation pending before the Congress itself. Nor shall grant funds be used to pay salary or expenses of any grantee or agent acting for such grantee, related to any activity designed to influence legislation or appropriations pending before the Congress.

XXII---PUBLIC ANNOUCEMENTS

When issuing statements, press releases, requests for proposals, bid solicitation, and other documents describing project or programs funded in whole or in part with Federal money, MONTEREY WIB shall clearly state (1) the percentage of the total cost of the program or project which will be financed with Federal money, and (2) the dollar amount of federal funds for the project or program.

XXIII -- GRIEVANCES AND COMPLAINT SYSTEM

- A. MONTEREY WIB shall maintain a grievance and complaint procedures in compliance with the WIA, federal regulation and state statues, regulation and policy.
- B. MONTEREY WIB shall not discriminate or retaliate against any person, or deny to any person a benefit to which that person is entitled under the provisions of the WIA or WIA Regulations because such person has filed a complaint, has instituted or caused to be instituted any proceeding under or related to the Act, has testified or is about to testify in any such proceeding or investigation, or has provided information or assisted in any investigation.
- C. MONTEREY WIB shall permit the Directorate of Civil Rights (or a representative) access to its premises, participants, employees, books, and papers should the need arise during a complaint investigation.

XXIV--DISPUTE RESOLUTION AND BREACH

- A. Dispute:
MONTEREY WIB agrees to use administrative processes and negotiation in attempting to resolve disputes arising from this Agreement. MONTEREY WIB shall continue performance of the Agreement activities during such dispute and shall immediately submit written request

for informal review and consultation to the SELACO WIB Administration.

If the dispute is not resolved within thirty (30) days of such request, SELACO WIB through its agent shall review the disputed matter and, after consultation with the SELACO WIB Administration and MONTEREY WIB, reach a resolution. MONTEREY WIB shall be issued a decision in writing that shall bind all parties.

MONTEREY WIB shall be afforded an opportunity to appeal and to offer evidence in support of its appeal. Pending final decision of an appeal, MONTEREY WIB shall proceed with the performance of the Agreement. Upon final disposition, MONTEREY WIB shall comply with SELACO WIB's decision.

B. Breach:

In the event any party fails to perform, in whole or in part, any promise, covenant, or agreement herein, or should any representation made by it be untrue, any aggrieved party may avail itself of all rights and remedies, at law or equity, in the courts of law. Said rights and remedies are cumulative of those provided for herein with respect to termination, if any, except that in no event shall any party recover more than once, suffer a penalty or forfeiture, or be unjustly compensated.

XXV-- TERMINATION AND SANCTIONS OF FUNDING

D. Termination

1. This Agreement may be terminated in whole or in part by SELACO WIB for cause, which shall include but are not limited to:
 - a. Failure for any reason of MONTEREY WIB to fulfill in a timely and proper manner any of its obligations under this Agreement.
 - b. Suspension or termination by the Department of Labor or the State of California grant to SELACO WIB under which this Agreement is made.

- c. Improper use by MONTEREY WIB of funds furnished under this Agreement.
2. This Agreement may be canceled by either party without cause upon 30 days written notice prior to the effective date of such termination, which shall be specified in the notice.
3. Upon termination or cancellation of this Agreement, MONTEREY WIB shall be responsible for preparation of close out reports and transmittal to SELACO WIB of all documents which are in the possession of MONTEREY WIB that relate to the conduct of the program within the time and within the manner prescribed by SELACO WIB. Final payment to MONTEREY WIB under this Agreement will be made only after SELACO WIB has determined that MONTEREY WIB has satisfactorily completed said close-out procedures.

XXVI--ENTIRE AGREEMENT

This Agreement, including all Exhibits referenced, constitutes the entire agreement of the parties and supersedes any previous oral negotiations or written expressions of intent between the parties.

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MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD
FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD
SUBJECT: UPDATE ON THE LOCAL WORKFORCE INVESTMENT AREA BUDGET FOR PY 2014-15
DATE: DECEMBER 3, 2014

INFORMATION:

WIB staff plan to present an update on the Local Workforce Investment Area's (LWIA) Program Year budget expenditures through October 31, 2014.

ATTACHMENT:

Reference budget handout at meeting.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: UPDATE ON THE WIB'S STRATEGIC INITIATIVES AND LOCAL PLAN GOALS FOR PY 2014-15

DATE: DECEMBER 3, 2014

SUMMARY:

WIB staff plan to present an update to the WIB's Strategic Initiatives and Local Plan Goals for PY 2014-15.

ATTACHMENT:

WIB Strategic Initiatives and Local Plan Goals

Monterey County Workforce Investment Board
Key Strategic Plan Goals, Strategies and Actions – Program Years 2013-17
(Through the 1st Quarter Period of Program Year 2014-15)

PY 2014-15

1st Quarter Focus

(July - September)

Strategic Plan Goals & Strategies *(Includes new WIB Retreat 2014 strategies)*

GOAL #1 – BUSINESS AND INDUSTRY: Meet workforce needs of high demand sectors.	
Strategy #1: Develop LMI to identify workforce needs, shortages & skills gaps	
1 Develop LMI on priority industry sectors & needs	Completed - 5/2013. LMI posted to WIB website, data used in Local Plan and WIB policies.
2 Work with local chambers to survey members	Completed - 9/2013. Data presented to Youth Council. Info graphic of data compiled, released by Chamber in Monterey Herald.
3 Synchronist survey on business growth, development, trends	Completed - 7/2013. Collaborating with Econ. Dev. & Business Services. Results reported to Business Services Committee.
4 Survey needs of employers participating in OJT	Completed - 8/2013. Program staff to continue to survey employers participating in OJT.
5 Use SBDC Nat'l Info Clearinghouse to identify resources	Completed - 12/2013. Presentation given by SBDC at Business Services Committee. Continue to promote to small businesses.
6 Attend SBDC roundtables of industries	TO BE SCHEDULED - Attend SBDC roundtables of industries
7 Use WIN@ training for WorkKeys@ assessments	ON HOLD - Use WIN@ training for WorkKeys@ assessments
8 Use WorkKeys@ tests to certify worker proficiencies	ON HOLD - Training staff to implement WorkKeys@ tests to certify worker proficiencies.
Strategy #2: Develop Business Services Plan	
1 Develop Business Services Plan	Completed - 6/2013
2 Business Services - business retention & layoff aversion	Completed - 8/2013. Ongoing efforts in place to enhance retention & layoff aversion strategies. Results reported to Sub-Committees.
3 Business Services - custom job fairs and recruitments	Completed - 8/2013. Business Services continue to host custom job fairs & recruitments. Results reported to Bus. Svcs Committee.
Strategy #3: Develop/operate regional workforce & economic development network	
1 Align WIB with Econ Dev Committee	Completed - 10/2013. Ongoing alignment through Econ Dev & WIB meetings and Comprehensive Economic Dev. Strategy (CEDS) plan.
2 Evaluate LMI tools w/industry sectors & partnerships	Completed - 9/2013. WIB subscribed with EMSI to access online LMI data. Ongoing efforts in place to look at other useful LMI tools.
3 Convene roundtables for training & career pathways	Initiated in 11/2013, need to convene roundtables for training needs & career pathways.
Strategy #4: Implement Business Services Plan NEW! (WIB Retreat 2014)	
1 Develop talking points for WIB members to use	Completed - 8/2014. Reported to Bus Services Committee 8/26/2014 & emailed to members.
2 Develop brief elevator pitch for WIB members to use	Completed - 8/2014. Reported to Bus Services Committee 8/26/2014 & emailed to members.
3 Recognize/include in outreach that business is key customer	Initiated discussions related to Work Ready Communities initiative.
4 Identify info on business incentives, tax credits, OJT, ETP, etc.	Completed - 6/2014. Fact sheets presented to Bus Services Committee 6/10/2014 and posted on WIB website.
5 Develop e-brochure explaining services; link to WIB website	Completed - 6/2014. Fact sheets presented to Bus Services Committee 6/10/2014 and posted on WIB website.
Strategy #5: Close Gaps Between Education & Business NEW! (WIB Retreat 2014)	
1 Inventory Business workforce needs countywide	To be determined.
2 Partner to apply for the appropriate workforce related grants	Completed - 6/2014. Workforce Innovations Fund grant awarded Oct 2014. Ongoing efforts to apply for additional grants shall continue.
3 Gain understanding of LMI and promote to business/education	Completed - 6/2014. LMI compiled from EDD & EMSI, shared with staff, public, WIB/Youth Council & Business Services Committee, regularly.
GOAL #2 – SYSTEM ALIGNMENT/ACCOUNTABILITY: Service integration & continuous improvement.	
Strategy #1: Ensure active engagement of WIB and workforce stakeholders	
1 Recruit WIB members in priority industry sectors	Continue to recruit WIB members in priority industries. In 2014, new business members were added from Hospitality/Tourism and Banking.
2 Convene WIA provider meetings	Convene ongoing WIA provider meetings.
3 Initiate branding of America's Job Center of California (AJCC)	Ongoing branding of AJCC will occur as funding permits. This is on hold due to possible change in WIOA regulations.
Strategy #2: Ensure services delivered are accessible and meet diverse groups	
1 Ensure AJCC partners integrate services	MOUs need to be updated to re-evaluate offerings. WIOA will provide new language for integrated services of Job Center partners (to follow).
2 Ensure services are available to diverse populations	Completed - 7/2013. Ongoing efforts continue to ensure services are provided to diverse populations.
Strategy #3: Demonstrate value and impact of workforce system	
1 Report services & outcomes to Oversight Committee	Completed - 7/2013. Continue to report services and outcomes to Business Services, Oversight and Youth Council regularly.
2 Promote accomplishments, outcomes, testimonials	Completed - 8/2013. Testimonials scheduled at WIB and Youth Council meetings, as time permits.
3 Inform staff on mission & vision of WIB & Local Plan	Completed - 9/2013. Employees signed acknowledgement forms after a 30-day review and Q&A period to understand the Local Plan.

Monterey County Workforce Investment Board
Key Strategic Plan Goals, Strategies and Actions – Program Years 2013-17
(Through the 1st Quarter Period of Program Year 2014-15)

PY 2014-15

1st Quarter Focus
 (July - September)

Strategic Plan Goals & Strategies *(Includes new WIB Retreat 2014 strategies)*

<p>GOAL #3 – ADULTS: Increase number of people who obtain industry-recognized credentials or degree.</p>	
<p>Strategy #1: Increase the number of career pathway programs in demand industries</p> <ol style="list-style-type: none"> Increase availability of training to WIA enrollments Promote & implement Career Readiness Certification Inventory and update ETPL to align with industry sectors <p>Strategy #2: Strategies to avert lay-offs, help retain workers jobs or provide rapid transition to new employment</p> <ol style="list-style-type: none"> Secure ETP funding opportunities Business Services to promote tax credits, incentives, OJTs Use UI and WARN data to strategize layoff aversion efforts <p>Strategy #3: Increase career pathway programs (i.e. apprenticeships, OJT, customized training, etc.)</p> <ol style="list-style-type: none"> Align WIB policies with priority industry sectors Streamline OJT processes for employers Ensure training funds target apprentice occupations 	<p><i>Completed - 6/2013. Results reported to Oversight Committee and monitored by staff.</i></p> <p><i>ON HOLD - Training staff on how to best promote & implement Career Readiness Certification</i></p> <p><i>Completed - 8/2014. Continue efforts are underway to update ETPL to align with industry sectors</i></p> <p><i>Continue to secure ETP funding opportunities</i></p> <p><i>Completed 5/2014. Ongoing efforts continue to promote tax credits, incentives, OJTs, ETP, etc.</i></p> <p><i>Completed 5/2014. Continue to use UI and WARN data for layoff strategies. Data is found in new CalJOBS system and via EDD partners.</i></p> <p><i>Completed - 6/2014.</i></p> <p><i>Streamline OJT processes for employers</i></p> <p><i>Completed - 6/2014. Ongoing efforts underway to target apprentice occupations, based on ETPL offerings and customer choice.</i></p>
<p>GOAL #4 – YOUTH: Increase youth to graduate prepared for postsecondary education and/or a career.</p>	
<p>Strategy #1: Collaborate and better serve youth to connect them to education, training and employment.</p> <ol style="list-style-type: none"> Add Youth related item on WIB meeting agendas Promote youth related resources, Choices, LMI, etc Continue Speakers' Bureau effort Youth Council to bring in job leads & promote services <p>Strategy #2: Increase educational, training and career attainment of youth.</p> <ol style="list-style-type: none"> Promote Career Technical Ed programs & pathways Promote and ensure transition into postsecond ed <p>Strategy #3: Youth Entrepreneurship Program NEW! (WIB Retreat 2014)</p> <ol style="list-style-type: none"> Research best practices of other counties/WIBs Develop Entrepreneurship Program / Plan Research/identify resources for youth programs regionally, statewide and federal opportunities 	<p><i>Completed - 8/2013</i></p> <p><i>Initiated in 9/2013. Ongoing efforts continue to promote youth related resources.</i></p> <p><i>Continue Speakers' Bureau "classroom to careers" effort</i></p> <p><i>Youth Council to bring in job leads & promote services</i></p> <p><i>Continue to promote CTE programs & pathways</i></p> <p><i>Continue to promote & ensure postsecondary ed</i></p> <p><i>Initiated conversations with CSUMB on entrepreneurship program.</i></p> <p><i>Initiated conversations with CSUMB on entrepreneurship program. Presented idea to Business Services Committee in 10/2014.</i></p> <p><i>Completed - 2/2014. Ongoing efforts to update data and share with others.</i></p>

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: REVIEW AND APPROVE THE WIB ANNUAL REPORT FOR PROGRAM YEAR 2013-14

DATE: DECEMBER 3, 2014

DISCUSSION:

The MCWIB Annual Report for Program Year 2013-14 began on July 1, 2013 and ended on June 30, 2014. This report provides information on:

- Message from WIB Chair
- WIB and Youth Council Members
- At A Glance: Monterey County
- Purpose of Annual Report
- Our Mission
- America's Job Center of California: Monterey County
- WIB: Who We Are
- Workforce Funding & Breakdown
- Workforce Programs
- Adult & Dislocated Worker Programs & Performance
- Youth Program & Performance
- Youth Employment Program Highlights 2013-14
- Business Services & Rapid Response Programs
- Special Grants and Projects
- Regional Collaborations & Partnerships

ATTACHMENT:

Reference WIB Annual Report for PY 2013-2014 at meeting.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD
FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD
SUBJECT: PRESENTATION ON THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
DATE: DECEMBER 3, 2014

INFORMATION:

The WIB Executive Director will provide information on the new WIOA legislation, what our new benchmarks will be, and how change will be implemented as we move forward into implementation effective July 1, 2015.