



Executive Committee Members:

Erik Cushman, Chair

Anthony Aniello

Cesar Lara

Diana Carrillo

Mary Ann Leffel

Dr. Willard Lewallen

Dave Potter

MONTEREY COUNTY ECONOMIC DEVELOPMENT

ERIK CUSHMAN, WIB CHAIR

Monterey County Workforce Investment Board (WIB) EXECUTIVE COMMITTEE

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

Wednesday, January 21, 2015, 8:00 am

AGENDA

CALL TO ORDER/INTRODUCTIONS:	ERIK CUSHMAN, <i>CHAIR</i>
CHANGES TO AGENDA:	
PUBLIC COMMENT:	
SUBCOMMITTEE CHAIR REPORTS: Oversight, Bus Services & Youth Council	ERIK CUSHMAN
CONSENT CALENDAR:	ERIK CUSHMAN
1. ACTION: Approve minutes from November 19, 2014.	
2. ACTION: Concur with the January 8, 2015 Oversight Committee action to approve the revised WIB policy #2003-09 "Unlikely to Return".	
DISCUSSION/REVIEW OF BUSINESS CALENDAR ACTION ITEMS:	ERIK CUSHMAN
1. ACTION: Consider and approve the resignation of Andrea Zeller-Nield, representing CSUMB Small Business Development Center from the Workforce Investment Board.	ERIK CUSHMAN
2. ACTION: Consider and approve the transfer of \$389,003 in WIA Title I Formula Funds from Dislocated Worker to Adult Programs for Fiscal Year 2014-15 and submit the request to the State Employment Development Department.	JOYCE ALDRICH
3. ACTION: Consider and approve the Memorandums of Understanding and Letters of Support to Hartnell and Monterey Peninsula Colleges in support of their Career Pathways Trust Fund grant applications.	JOYCE ALDRICH
4. Receive a quarterly summary report on the status of Workforce Investment Act programs in Monterey County for PY 2014-15.	MARLEEN BUSH
5. Update on the Local Workforce Investment Area budget for Monterey County for PY 2014-15.	RUBEN TRUJILLO
6. Discuss the Workforce Innovation Fund Grant Third-Party Evaluation Services – Request for Proposals Multi Year 2015-19.	JOYCE ALDRICH
7. Update on the WIB's Strategic Initiatives for PY 2014-15.	JOYCE ALDRICH
8. Update on the Workforce Innovation and Opportunity Act (WIOA).	JOYCE ALDRICH
9. Review and discuss the DRAFT WIB agenda in preparation for the February 4, 2015 meeting.	JOYCE ALDRICH
ANNOUNCEMENTS OF EVENTS:	
SUBCOMMITTEE MEETINGS: Youth Council: 01/26/15; Shoreline, Marina Business Services: 02/10/15; Marina Library Executive: 02/18/15; Shoreline, Marina Oversight: 03/12/15; Marina Library	WIB MEETING: February 4, 2015; America's Job Center (One-Stop, Salinas, 730 La Guardia St)
ADJOURNMENT:	ERIK CUSHMAN
<i>To request information, please contact the Monterey County Workforce Investment Board staff at (831) 796-6434 or visit our website at www.montereycountywib.org</i>	

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

Joyce Aldrich,
WIB Executive Director

730 La Guardia Street
Salinas, CA 93905
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UNADOPTED

Monterey County Workforce Investment Board
Executive Committee
Shoreline Workforce Development, 249 10th Street, Marina, CA
Wednesday, November 19, 2014

Members Present: Erik Cushman (Chair), Anthony Aniello, Cesar Lara, Diana Carrillo, Mary Ann Leffel and Dr. Willard Lewallen

Members Absent: Dave Potter

Staff Present: Joyce Aldrich, Marleen Bush and Flor Galvan

Others Present: Dave Spaur and Ruben Trujillo

Call to Order/Introductions: Mr. Cushman called the meeting to order at 8:04 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: Mrs. Aldrich requested to review and consider the City of Salinas to support and participate in their application for designation of a promise zone. She asked that the committee review the Memorandum of Understanding. Mr. Cushman stated it would be added as action item #2.5.

Public Comment: None

Subcommittee Chair Reports: Ms. Leffel reported that the Oversight Committee did not meet for the month of November and therefore does not have information to report. Mr. Aniello reported that he was unable to attend the October Business Services meeting and therefore does not have information to report. Ms. Carrillo reported that the Youth Council will be meeting on November 24, 2014 and therefore does not have anything to report.

Consent Calendar:

1. Action: Approve minutes from September 17, 2014.

Motion: Ms. Carrillo motioned to accept the action as stated.

Second: Mr. Lara

Approved unanimously by those in attendance

Discussion/Review of Business Calendar Action Items:

1. Discussion regarding WIB membership and composition. Mrs. Aldrich reported that the WIB has a business vacancy and would like to see it filled with another agriculture representative.

2. Action: Consider and approve the appointment of Mimi Laurent representing Department of Rehabilitation to the WIB for a three year term.

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

Second: Dr. Lewallen

Approved unanimously by those in attendance

2.5 Action: Consider and 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. Mrs. Aldrich reported that the request was submitted after the release of the Executive agenda and is asking that the committee consider the request from the City of Salinas to participate in their application for designation of a promise zone. She reported that if approved the MOU will be submitted to the City to Salinas.

Mr. Spaur reported that the Obama administration announced that he would designate Promise Zones nationwide: urban and rural where the Administration would partner with local leaders to create jobs, increase economic activity, improve educational opportunities, and reduce violent crime. If approved, Monterey County would be eligible for future incentives and technical expertise/assistance when applying for Economic Development Administration and HUD grants. He also stated that federal government would also offer assistance when applying for any other promise zone grants.

Motion: Ms. Leffel motioned to

Second: Dr. Lewallen

Approved unanimously by those in attendance

3. **Receive a quarterly summary report on the status of Workforce Investment Act programs in Monterey County for PY 2014-15.** Ms. Bush reported that for the 1st quarter period, Monterey County enrolled 19% of its planned Adult goal; 18% of its planned Dislocated Worker goal; and 54% of its planned Youth goal. She reported that 15 participants have been enrolled in training in Adult and 4 in Dislocated Worker. She reported that the Adult and Dislocated Worker enrollments were below plan and put on hold until October 1, 2014 due to federal sequestration.
4. **Update on the Local Workforce Investment Area budget for Monterey County for PY 2014-15.** Mr. Trujillo reported that as of October 31, 2014 Monterey County has expended 22% its Adult fund however he has received an increase of training contracts that is not reflected on the report. He reported 20% has been expended in the Dislocated Worker fund however staff is concerned that they are not receiving participants under this budget allocation. He also reported that the Youth budget allocation is in line to meet requirements at 37%. He reported that 14% has been expended in the Workforce Accelerator Fund which consists of staff researching information for the Workforce Innovation Grant. He reported that 24% has been expended in the Rapid Response and 23.9% in the Rapid Response Layoff aversion which he feels will increase exponentially. He reported that 16% has been expended in the Additional Assistance Dislocated Worker fund which targets former Capital One and River Ranch employees. He reported that staff continues to outreach. He reported that 31% has been expended in AB109; 28% in YELD; and 36% in SilverStar Program.
5. **Update on the WIB's Strategic Initiatives for PY 2014-15.** Mrs. Aldrich reported that staff continues to complete many of the goals. She reported that WIN training and WorkKeys has been placed on hold awaiting WIOA's decision to identify what assessment and training system they want LWIA's to utilize under the new common measures. She reported that Monterey County continues to inventory business workforce needs countywide even with the limit of one staff in business services. She also reported that with the implementation of WIOA rebranding will occur and therefore any branding of AJCC will be placed on hold. She reported that the change from JTA to CalJobs has put a strain on our eligible training partner list which is updated continually. She reported that she has initiated conversations with CSUMB on an entrepreneurship program.
6. **Review the raft WIB Annual Report for Program year 2013-2014.** Mrs. Aldrich reported that the Annual Report shows how the WIB and WIA is a system that supports the community with training and employment opportunities through their great works.
7. **Presentation on the Workforce Innovation and Opportunity Act (WIOA).** Mrs. Aldrich presented an overview of WIOA and the transition into WIOA. She also reported that per WIOA Monterey County must make sure they are working regionally. She also reported that a few key changes per WIOA is that it will reduce the number of membership on the WIB Board; enhances performance accountability with common measures across the board; change name to workforce development board; strong emphasis on facilitating and partnering with business and education.
8. **Review and discuss the recommended revisions to the "Unlikely to Return" WIB policy.** Mrs. Aldrich reported that updating the policy will benefit all the seasonal workers who will come into the center looking for services.
9. **Discuss schedule of meetings and locations for program year 2015.** Mr. Cushman reviewed the meeting date and locations. Mrs. Aldrich reported that WIB plan to hold a meeting at Center for Employment Training and America's Job Center of California (one-stop center) locations.
10. **Review and discuss the DRAFT WIB agenda in preparation for the December 3, 2014 meeting.** Mrs. Aldrich that she will add WIOA presentation to the agenda.

Announcement of Events: Mr. Cushman announced the subcommittee meeting dates. He also announced that Hartnell College is hosting the 5th Annual Expanding your Horizons Conference and Career Fair on Saturday, November 22, 2014 from 8:00 a.m. to 3:00 p.m. at the Student Center, 411 Central Avenue, Salinas, CA.

Adjournment: Mr. Cushman adjourned the meeting at 9:43 a.m.

Motion: Ms. Leffel motioned to adjourn the meeting.

Second: Mr. Lara

Approved unanimously by those in attendance

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE JANUARY 8, 2015 OVERSIGHT COMMITTEE ACTION TO APPROVE THE REVISED WIB POLICY #2003-09 “UNLIKELY TO RETURN”

DATE: JANUARY 21, 2015

RECOMMENDATION:

It is recommended that the Executive Committee concur with the January 8, 2015 Oversight Committee action to approve the following revised WIB policy:

■ **#2003-09 – Unlikely to Return**

Update: The proposed policy revisions were made to comply with the newly revised Workforce Investment Act Eligibility Technical Assistance Guide, prepared by the California Employment Development Department (EDD), found online at the following website:
http://www.edd.ca.gov/Jobs_and_Training/pubs/wsd14-4.pdf.

The policy also includes an affidavit as a means to document and maintain evidence of information obtained during the intake and eligibility process.

ATTACHMENT:

#2003-09 – Unlikely to Return Policy with proposed revisions.

Monterey County Workforce Investment Board (WIB)

<< DRAFT >>

LOCAL POLICY BULLETIN #2003-09

Effective Date: June 1, 2004

Initial Release Date: June 1, 2004; Revised: February 4, 2015
Full WIB Adopted: February 4, 2015 (Pending full WIB Approval)

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

SUBJECT: Unlikely to Return

PURPOSE: To establish the definition of "Unlikely to Return" to a previous industry or occupation to be used when determining the eligibility of Dislocated Workers.

REFERENCES: Workforce Investment Act Eligibility Technical Assistance Guide, prepared by the California Employment Development Department (EDD), found online at the following website: http://www.edd.ca.gov/Jobs_and_Training/pubs/wsd14-4.pdf

DEFINITIONS: *Unlikely to Work* – may be defined in terms of family, personal, or financial circumstances that may affect the likelihood of the individual's returning to his or her previous industry or occupation for employment. The definition does not need to be based solely on economic conditions and job availability.

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POLICY AND PROCEDURES:

A. Individual worked in a declining industry or /occupation, as documented on State or locally developed labor market statistic lists of such industries or /occupations. State labor market data lists are available from the Employment Development Department's (EDD) Labor Market Information Division. Local lists must may be developed by an appropriate entity, such as the Chamber of Commerce, the local Workforce Investment Board, economic development Agency, a qualified consultant/educational entity, or other valid public use quality source of labor market information.

A.B. Individual worked in an industry or /occupation/job for which there are limited job orders in the EDD CalJOBSSM or Virtual One Stop (VOS) systems at the time of eligibility determination, as certified by the local EDD field office Workforce Services staff or by the America's Job Center of California One Stop staff with access to the CalJOBSSM or VOS systems database. (Less than 5 jobs listed within Monterey County)

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C. Individual is insufficiently educated and/or does not have the necessary skills for reentry into the former industry or /occupation, as documented through the an in-take orientation process or assessment of the client's educational achievement levels, testing, or other suitable means.

D. Individual has had a lack of job offers as documented by the local EDD Workforce Services or Unemployment Insurance (UI) staff, rejection letters from employers in the area, or other documentation of unsuccessful efforts to obtain employment in the prior industry or occupation.

E. Individual cannot return to their previous industry or occupation because they have Has physical or other problems/limitations, which would prevent preclude reentry into the former industry or /occupation, as documented by a physician or other applicable professional (e.g., psychiatrist, psychiatric social worker, chiropractor, etc.). In circumstances where support documentation is not available, an applicant self-attestation self-certification may be utilized to demonstrate unlikely to return.

F. Individuals that may have worked seasonally can be considered unlikely to work in a previous industry or occupation as a temporary or seasonal worker, for a variety of reasons such as:

- a. Change in family situation that requires higher income;
- b. Disability that precludes returning to the same industry or occupation;
- c. Natural disaster that results in lost wages;
- d. Loss of agricultural land;
- e. Mechanization; or
- f. Any significant variance to normal seasonal employment patterns resulting in uncertain return-to-work dates.

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G. Individuals laid off on a temporary basis, with a specific return date do not meet the criteria of unlikely to return work in a previous industry or occupation.

ATTACHMENT: UNLIKELY TO RETURN – AFFIDAVIT

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

This policy is posted on the WIB website located at: www.montereycountywib.org/policies/

**MONTEREY COUNTY
Workforce Investment Board (WIB)**

UNLIKELY TO RETURN – AFFIDAVIT

I, _____ am unlikely to return to my previous industry or occupation because:

CHECK AS MANY AS APPLY:

- _____ Demand for workers in the previous occupation or industry is declining long-term.
- _____ Limited job orders in the CalJOBSSM or Virtual One Stop (VOS) systems that demonstrate re-employment is unlikely. *(Less than 5 jobs listed within Monterey County)*
- _____ Insufficient education for reentry into the former occupation or industry.
- _____ Obsolete or inadequate job skills for reentry into the former occupation or industry.
- _____ Lack of job offers as documented by the local EDD Workforce Services or UI staff.
- _____ Physical or other limitations that prevent reentry into former employment.
- _____ A seasonal farm worker unlikely to return to previous industry or occupation as a temporary or seasonal worker. *(Individuals laid off on a temporary basis, with a specific return date do not meet the criteria of "Unlikely to Return".)*
- _____ Other barrier(s), as described in the additional comments below.

Printed Name

SS# (Last 4)

Client Signature

Date

ADDITIONAL COMMENTS BY ELIGIBILITY REPRESENTATIVE:

I hereby attest that the information provided above is an accurate reflection of the circumstances surrounding the job search of the customer named herein. Determination of his/her "Unlikely to Return" status was made based on personal, industry and/or occupational data as specified above and verified and documented in the participant's case file.

REVIEWED AND APPROVED:

Eligibility Representative Signature

Date

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONSIDER AND APPROVE THE RESIGNATION OF ANDREA ZELLER-NIELD, REPRESENTING CSUMB SMALL BUSINESS DEVELOPMENT CENTER FROM THE WORKFORCE INVESTMENT BOARD

DATE: JANUARY 21, 2015

RECOMMENDATION:

It is recommended that the Executive Committee accept the resignation of Andrea Zeller-Nield, representing CSUMB Small Business Development Center from the Workforce Investment Board, to be forwarded to the Monterey County Board of Supervisors (BOS) for final approval.

INFORMATION:

On January 7, 2015, WIB staff received a letter from Ms. Zeller-Nield stating her regret to be removed from the Board. She is appreciative of her participation and service on the Monterey County Workforce Investment Board.

Ms. Zeller-Nield was presented with a Certificate at the Oversight Committee meeting on January 8, 2015, recognizing her for her dedication to the Workforce Investment Board the last four years.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONSIDER AND APPROVE THE TRANSFER OF \$389,003 IN WIA TITLE I FORMULA FUNDS FROM DISLOCATED WORKER TO ADULT PROGRAMS FOR FISCAL YEAR 2014-15 AND SUBMIT THE REQUEST TO THE STATE EMPLOYMENT DEVELOPMENT

DATE: JANUARY 21, 2015

RECOMMENDATION:

It is recommended that the Workforce Investment Board consider and approve the transfer of \$389,003 in WIA Title I formula funds Round two from Dislocated Worker to Adult programs for fiscal year 2014-15 and submit the request to the State Employment Development Department.

INFORMATION:

In order to maximize customer service and provide local Workforce Investment Boards (LWIB) with greater flexibility to respond to changes in the local labor markets, the Workforce Investment Act (WIA) allows the transfer of funds between WIA Title I Adult and Dislocated Worker Programs. Considerations for 2014-15 transfer include a significant increase in Adult participant Individual Training Accounts (ITA's) and On-the-Job Training (OJT's) contracts for the first quarter allocation demonstrating a need to increase allocation in the second half of the fiscal year. Even though the a transfer of funds was approved in the first round allocation of \$128,582 there is a greater number of Adult long term unemployed seeking services than Dislocated Workers. In addition to the ITA's and OJT's we have additional subcontracted services for Adults, and continued greater decrease in the Adult allocation for 2014-15.

Table 1 Participants planned vs. actual	2003-14		2014-15	
	Adult	DW	Adult	DW
1. Registered participants carried in	236	215	133	96
2. New registered participants	333	300	408	225
3. Total registered participants (1+2)	569	515	541	321
4. Exiters	272	132	189	90
5. Registered participants carried out (3-4)	297	383	352	231

Table 2 Funding				
Formula Allocation	1,479,571	2,014,142	1,417,253	1,685,461
Amount to be Transferred	-0-	-0-	389,003	(389,003)
Total Funds Available	\$1,479,571	\$2,014,142	1,934,838	1,167,876
	Formula Allocation 2014-15		\$1,934,838	\$1,167,876

Requirements:

- Up to 50% of the adult funds and up to 50% dislocated worker funds for PY 2014-15 funds may be transferred between each of these funding streams, both in round one and round two allocations.
- The LWIBs must submit transfer requests in writing to the appropriate Regional Advisor. All requests must contain the reason(s) for the transfer, including effects on local services and proposed changes to the local plan, if any.
- To complete the transfer request, three documents must be submitted to the State of CA EDD to include the transfer request form, participant and budget summary plan based on the new transfer amounts.

ATTACHMENTS:

\$389,003 Transfer Request Documents hand out at meeting

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONSIDER AND APPROVE THE MEMORANDUMS OF UNDERSTANDING AND LETTERS OF SUPPORT TO HARTNELL AND MONTEREY PENINSULA COLLEGES IN SUPPORT OF THEIR CAREER PATHWAYS TRUST FUND GRANT APPLICATIONS

DATE: JANUARY 21, 2015

RECOMMENDATION:

It is recommended that the Executive Committee Consider and approve the Memorandums of Understanding and Letters of Support to Hartnell and Monterey Peninsula Colleges in support of their Career Pathways Trust Fund grant applications.

DISCUSSION:

Hartnell Community College and Monterey Peninsula College approached the WIB to request support in the second round application for the Career Pathways Trust Fund grant application. Hartnell and MPC are submitting separate applications this round. At this time Hartnell and MPC are the only educational entities seeking the WIB's support. Local WIB's may support more than one application in the region.

The California Department of Education (CDE) is accepting applications from California based school districts, county offices of education, direct-funded charter schools, regional occupational centers or programs operated by a joint powers authority, and community college districts for the second round of the California Career Pathways Trust (CCPT). Funds in the amount of \$250,000,000 have been appropriated as part of the California *Education Code*, sections 53010 through 53016, and the Budget Act of 2014, Statutes of 2014, for the establishment of kindergarten through community college (K–14) career pathway programs in the form of one-time competitive grants available for the 2015–16 fiscal year through the 2016–17 fiscal year.

Applicants must target K–14 career pathway programs that provide students with a sequenced pathway of integrated academic and career-based education and training, aligned to current or emerging regional economic needs. Career pathway programs are designed to lead students to a postsecondary degree or certification in a high-skill, high-wage, and high-growth field.

The overarching goal of the CCPT is to build robust partnerships between employers, schools, and community colleges in order to better prepare students for the 21st century workplace and improve student transition into postsecondary education, training, and employment.

To accomplish this goal, successful applicants will:

1. Establish or strengthen existing regional collaborative relationships and partnerships among schools serving pupils in kindergarten and grades 1 to 12, postsecondary educational agencies, business entities, organizations that provide apprenticeship opportunities, and nonprofit or government entities.

BUSINESS ITEM #3

2. Develop and integrate standards-based academics with a career-relevant, sequenced curriculum following industry-themed pathways that are aligned to high-skill, high-wage, high-growth jobs, or emerging regional economic sectors.
3. Provide articulated pathways from high school to postsecondary education that are aligned with regional economies.
4. Leverage and build on any of the following:
 - Existing structures, requirements, and resources of the Carl D. Perkins Career and Technical Education (CTE) Improvement Act of 2006, California Partnership Academies (CPAs), and Regional Occupational Centers and Programs (ROCPs) including staff knowledge, community relationships, and course development.
 - Matching resources and in-kind contributions from public, private, and philanthropic sources.
 - The California Community Colleges Economic and Workforce Development Programs.

Career pathways programs may be delivered through high schools, ROCPs, CTE Centers, CPAs or other career academies, alternative education programs, continuation schools, programs administered by county offices of education, adult education programs, or community colleges.

ATTACHMENT:

MPC Draft MOU
MPC Draft Letter of Support
Hartnell Draft MOU
Hartnell Draft Letter of Support

DRAFT

MEMORANDUM OF UNDERSTANDING
BETWEEN
Monterey Peninsula College
AND
Monterey County Workforce Investment Board

This Memorandum of Understanding (MOU) between Monterey Peninsula College (MPC) and Monterey County Workforce Investment Board, hereafter names "XX" set forth the term and understanding between parties herein to organize as a local consortium (CONSORTIUM NAME) for the purposes of developing programs, policies, procedures, and alignment for kindergarten through community college (K-14) around Career Technical Education programming in the greater Monterey Peninsula that would lead to improved student transition into postsecondary education, training, and employment.

Background

In November 2014, the California Department of Education (CDE) released a second round of \$250 million for California Career Pathways Trust (CCPT) competitive grants to California based school districts, county offices of education, direct-funded charter schools, regional occupational centers or programs operated by a joint powers authority, and community college districts for the 2015/2016 through 2016/2017 fiscal year.

The overarching goal is to build robust partnerships between employers, schools, and community colleges in order to better prepare students for the 21st century workplace and improve student transition into postsecondary education, training, and employment.

Funding

Allocation of funding will be dependent upon (CONSORTIUM NAME) partner participation and allocated based upon needs as identified through (CONSORTIUM NAME) CTE Advisory Boards and agreed upon by the (CONSORTIUM NAME) Steering Committee.

Funding may be used for:

- Service contracts between members of the consortium or external service providers and technical assistants;
- Costs to extend or create a new non-profit intermediary organization (501(c)(3)) to link employers and educational institutions with a primary purpose of aggregating and making available work opportunities for students. Such an entity could convene and lead stakeholders, research labor market needs and align supply and demand for work-based learning, and communicate the purpose and goal of the career pathway initiative within the region;
- Fund career specialists to convene, connect, measure, or broker efforts to establish or enhance locally defined career pathway programs, and to support the provision of workplace learning opportunities for all participating students;

- Purchase evidence-based and/or standards-based curriculum or instructional materials that focus on a career pathway;
- Development of curriculum or instructional materials that emphasize rigorous content within a career pathway;
- Professional development to enhance teaching and learning, including collaborative secondary and postsecondary development of aligned curriculum and instruction;
- Purchase of equipment needed to upgrade existing programs or new equipment to start a career pathway program;
- Training and planning meetings between consortium personnel, including counselors, teachers, parents, college faculty, and business leaders, to support program sustainability and build awareness in the region on the benefits for having such programs; and
- Postsecondary curriculum development that facilitates alignment and articulation with secondary programs leading to college degrees and/or other industry- recognized credentials that meet the needs of employers.

Partner Responsibilities:

(Business Partner) commits to:

- Form a strong collaboration, documented in a formal agreement, with secondary, postsecondary, and any other community partners;
- Provide all students enrolled in a career pathway an opportunity to participate in some form of workplace learning, such as job shadowing, paid or unpaid internships, virtual and group experiences, and paid part-time and/or summer employment;
- Create an up-to-date skills map for the industry/sector that identifies essential job requirements and competencies;
- Identify industry-valued skills credentials;
- Provide workplace visits, speakers, and mentors for participating students and externships for teachers and community college faculty as appropriate;
- Collaborate with LEA and postsecondary staff to align technical skills and workplace competencies with curriculum, course offerings, and other resources; and
- Provide dedicated staff to work on the career pathway program including an Industry Liaison who has the authority to coordinate with the secondary and postsecondary school(s) on the business partner's behalf.

Monterey Peninsula College (MPC) commits to:

- Form a strong collaboration, documented in a formal agreement, with secondary educational agencies, local workforce boards, business entities, and any other community partners, or human service agencies. Develop a method or intermediary to link employers and educational institutions with work opportunities for students;
- Identify appropriate credit-bearing college courses and dual enrollment courses in a career pathway to prepare students to enter postsecondary without need for remediation;
- Collaborate with the secondary partner(s) to determine which courses will be taught by college faculty, by high school teachers with adjunct status, or by a combination of the two (ensuring the appropriate college-level rigor of courses taught by adjunct faculty) leveraging dual enrollment, credit recognition on e-transcript, and credit-by-exam policies in support thereof;
- Collaborate with high school faculty to ensure that course content will prepare students for college level work;
- Negotiate agreements with participating secondary agencies to support dual enrollment and early admission to aligned pathway programs;
- Collaborate with business partners to align college coursework with relevant technical skills and workplace competencies, as defined by industry;
- Maintain student advisory resources and credit transfer policies that protect the pathway to degree completion for participating students;
- Maximize available funding streams (in addition to grant funding), to support the needs of all participating students;
- Provide dedicated staff to work on the career pathway program(s) who have the authority to coordinate with the LEA on the college/university partner's behalf; and
- Leverage, connect, and build upon existing investments in education and workforce development (e.g., local workforce investment board programs).

All partners must commit to participate in statewide CCPT Network meetings, and to become members of a virtual learning community to share expertise and experiences on the development of career pathway programs, as well as pertinent resources, tools, and strategies.

All partners will be obligated to collect, analyze, and submit data to a data collection repository designated by the CDE.

Duration:

This MOU is at-will and may be modified by mutual consent of authorized officials from MPC and (XXX). This MOU shall become effective upon signature by the authorized officials and will remain in effect until modified or terminated in writing by any one of the partners by mutual consent.

Liabilities:

Each party to this agreement shall indemnify, defend and hold harmless the other, its governing board, officers, agents, and employees from any and all claims, damages, losses, causes of action and demands, including reasonable attorneys' fees and costs, incurred in connection with or in any manner arising out of the subject matter, including without limitation instructional services provided hereunder, of this Agreement to the extent such claims, damages, losses, causes of action and demands, including reasonable attorneys' fees and costs, are attributable to the indemnifying party's negligent or intentionally wrongful acts.

I AGREE TO THE MEMORANDUM OF UNDERSTANDING AS OUTLINED ABOVE:

Partner Name
Partner Title

Date

Dr. Walter Tribley
Supeintendent/President

Date

MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

Monterey County Workforce Investment Board

ERIK CUSHMAN, CHAIR

JOYCE ALDRICH, WIB EXECUTIVE DIRECTOR



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January 21, 2014

Dr. Walter Tribley, President
Monterey Peninsula College
980 Fremont Street
Monterey, CA 93940

Re: Monterey Peninsula College California Career Pathways Trust Implementation Grant

The Monterey County Workforce Investment Board (WIB) is committed to supporting the MPC proposal to the California Department of Education for the establishment of organizing as a local consortium (**CONSORTIUM NAME**) for the purposes of building robust partnerships between employers, schools, and community colleges to develop programs, policies, procedures, and alignment for kindergarten through community college (K-14) around Career Technical Education programming in the greater Monterey Peninsula that would lead to improved student transition into postsecondary education, training, and employment.

The WIB's support will include:

- Forming a strong collaboration, documented in a formal agreement, with secondary, postsecondary, and any other community partners;
- Providing students enrolled in a career pathway an opportunity to participate in some form of workplace learning, such as job shadowing, paid or unpaid internships, virtual and group experiences, and paid part-time and/or summer employment, given funding availability;
- Creating an up-to-date skills map for the industry/sector that identifies essential job requirements and competencies;
- Working with business to identify industry-valued skills credentials;
- Providing workplace visits, speakers, and mentors for participating students and externships for teachers and community college faculty as appropriate;
- Collaborating with LEA and postsecondary staff to align technical skills and workplace competencies with curriculum, course offerings, and other resources; and
- Providing dedicated staff to partner on the career pathway program including an Industry Liaison who has the authority to coordinate with the secondary and postsecondary school(s) on the business partner's behalf.

As the authorized representative for the Monterey County Workforce Investment Board, I submit this letter of commitment for a local CCPT consortium that will benefit students, schools, community colleges, employers, the community, and economy. Please contact me if you need additional information. I can be reached at 831-759-6644, or aldrichj@co.monterey.ca.us.

Sincerely,

Joyce Aldrich
WIB Director

**MEMORANDUM OF UNDERSTANDING
BETWEEN
HARTNELL COMMUNITY COLLEGE DISTRICT
AND
MONTEREY COUNTY WORKFORCE INVESTMENT BOARD**

Business Partners & Philanthropic Partners (continued)

CHEVRON

DRISCOLL'S STRAWBERRY

THE CALIFORNIA ENDOWMENT

TANIMURA FAMILY FOUNDATION

HAYWARD LUMBER

HARTNELL COLLEGE FOUNDATION

This Memorandum of Understanding (“MOU”) is between the HARTNELL COMMUNITY COLLEGE DISTRICT (“HCCD”), and the partners listed above. All of these partners are referred to herein individually as a Party and collectively as the Parties.

WHEREAS the California Department of Education (CDE) is funding the California Career Pathways Trust (CCPT) with \$249,750,000 appropriated as part of Assembly Bill 86, Chapter 48, Statutes of 2013, for the establishment of kindergarten through community college (K–14) career pathways programs for the 2014–15 fiscal year through the 2017–18 fiscal year;

WHEREAS successful partnerships must target K–14 career pathway programs that provide students with a sequenced pathway of integrated academic and career-based education and training, aligned to current or emerging regional economic needs;

WHEREAS career pathway programs will be designed to lead students to a postsecondary degree or certification in a high-skill, high-wage, and high-growth field;

WHEREAS the overarching goal of the CCPT is to build robust partnerships between employers, schools, and community colleges in order to better prepare students for the 21st century workplace and improve student transition into postsecondary education, training, and employment;

WHEREAS the regional consortium identified in this MOU has come together to address educational and economic needs and implement a CCPT project;

NOW, THEREFORE, the parties hereto agree as follows:

1. ESSENTIAL RESPONSIBILITIES OF PARTNERS

A. Business Partners & Philanthropic Partners Responsibilities:

- Form a strong collaboration, as documented in this formal MOU, with secondary, postsecondary, and other community partners;
- Commit to provide all students co-enrolled in a career pathway an opportunity to participate in some form of workplace learning, including job shadowing, paid or unpaid internships, virtual and group experiences, and paid part-time and/or summer employment;

- Create an up-to-date skills map for the industry/sector that identifies essential job requirements and competencies;
- Provide workplace visits, speakers, and mentors for participating students and externships for teachers and community college faculty as appropriate;
- Collaborate with secondary and postsecondary staff to align technical skills and workplace competencies with curriculum, course offerings, and other resources; and

B. HCCD Fiscal Agent Responsibilities:

- Lead secondary, post-secondary, business and community partners to form a strong collaboration that will commit to the stated outcomes of California Career Pathways Trust;
- Monitor and manage funds according to established financial accounting procedures and standards as required by the California Department of Education, as well as any additional requirements of the Pathways funding;
- Provide a fiscal infrastructure for receipt and distribution of funds from the California Department of Education and to secondary and post-secondary partners;
- Develop and execute service agreements between HCCD and members of the consortium and/or external service providers and technical assistants;
- Review service agreement invoices to ensure budget accountability and compliance, adherence to grant terms and conditions, and alignment of program outcomes to the California Career Pathways Trust;
- Develop and sustain support infrastructure for grant administration including access to forms, instructions and resources; providing workshops and training;
- Monitor service agreement invoices for fiscal and programmatic compliance and adherence to grant terms and conditions;
- Conduct desk audits of secondary and post-secondary partners as needed;
- Provide oversight to ensure timely annual and other periodic reporting to the California Department of Education;
- Track and document matching and in-kind resources from public, private, and philanthropic sources used as leverage for the career pathways programs;
- Coordinate collection of student progress, activity and outcome data for all quarterly, year-end and other periodic reports; and
- Provide fiscal support for all quarterly, year-end and other periodic reports, and audit reports for accuracy, ensure timely submission.

C. All partner Responsibilities:

- All partners must commit to participate in statewide CCPT Network meetings, and to become members of a virtual learning community to share expertise and experiences on the development of career pathways programs, as well as pertinent resources, tools, and strategies.
- All partners will be obligated to collect, analyze, and submit data on co-enrolled participants to a data collection repository administered by an entity to be designated by the California Department of Education.

2. GENERAL PROVISIONS

- A. Effective Date.** This MOU becomes effective on the date funds are received from the CDE to implement the goals of the CCPT and shall remain in full force and effect for five (5) years, unless modified or terminated. Any Party may terminate their participation in this MOU by providing written notice to the other Party (Parties) of its intent to terminate their participation in the MOU, not later than sixty (60) days before the proposed effective date of termination.
- B. Effect of Termination.** Termination of this MOU shall not terminate any grant or contract entered into prior to the termination of this Agreement. The terms of the applicable grant or contract, as appropriate, shall govern the rights of the Parties under such circumstances.
- C. No Prohibition on Similar Arrangements.** Nothing in this MOU restricts, in any way, the Parties from participating in similar activities or arrangements with other public or private agencies, organizations, or individuals.
- D. Contingent on Availability of Funds.** It is understood that the award of any CCPT service agreement funds are contingent upon the availability of funds and the discretion of the HCCD to engage in the activities enumerated herein.
- E. Applicable Law.** The laws of the State of California shall govern the validity, performance, and enforcement of this Agreement.
- F. Entire Agreement; Amendment.** This MOU incorporates all Exhibits and Schedules (if any) hereto and constitutes the entire agreement and understanding between the Parties in respect of the subject matter hereof and replaces in its entirety any prior discussions, negotiations, agreements or other arrangements in relation to the subject matter, whether written or oral, all of which are replaced by the terms of this Agreement. No amendment or modification of this Agreement shall be valid or binding unless made in writing and signed by authorized representatives of all parties.
- G. Counterparts.** This MOU may be executed in counterparts, each of which shall be deemed to be an original and all of which together shall constitute a single document. The Parties acknowledge and agree that the exchange of electronic or fax signatures will have the same legal validity as the Parties' signatures would have if signed in hard copy form.

H. Notices and Meetings. All notices pertaining to or required by this MOU will be in writing, signed by an authorized representative of the notifying Party, and delivered by registered, certified or by an express/overnight delivery service and sent to the other Party at the address designated below. The contacts listed below will establish a schedule of periodic meetings for the Parties to discuss the administration of this MOU and the progress and coordination of the Grant Program.

In witness whereof each Party has caused this MOU to be executed by its duly authorized representative, as of the dates set forth below.

Business Partners and Philanthropic Partners

Authorized Representative		Contact	
		Partner Name	Monterey County WIB
Signature	Date	Contact Name	Flor Galvan
Printed Name	Joyce Aldrich	Address	730 La Guardia Street,
Title	Executive Director	Salinas	
		Phone	831-796-6434
		Email	galvanf@co.monterey.ca.us

MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

Monterey County Workforce Investment Board

ERIK CUSHMAN, CHAIR

JOYCE ALDRICH, WIB EXECUTIVE DIRECTOR



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

January 21, 2014

Career and College Transition Division
California Department of Education
1430 N Street, Suite 4202
Sacramento, CA 95814-5901

Letter of Commitment to Hartnell Community College District (HCCD) Proposal for the California Career Pathways Trust (CCPT)

The County of Monterey is committed to supporting the HCCD proposal to the California Department of Education for the establishment of kindergarten through community college (K-14) career pathways programs for the 2015-16 fiscal year through the 2016-17 fiscal year. The goal of this regional CCPT proposal is to build robust partnerships in our region between employers, schools, community colleges and workforce investment boards in order to better prepare students for the 21st century workplace and improve student transition into postsecondary education, training, and employment.

The County of Monterey will participate fully in this partnership to target K-14 career pathway programs that provide students with a sequenced pathway of integrated academic and career-based education and training, aligned to current or emerging regional economic needs. In order to accomplish this, we commit to:

- Form a strong collaboration, as documented in the formal MOU, with employers, with secondary, postsecondary, and other community partners;
- Participate in the facilitation of industry partners as related to the grant proposal;
- Commit to provide all students co-enrolled in a career pathway and WIA programs an opportunity to participate in some form of workplace learning, paid or unpaid internships, virtual and group experiences, and paid part-time and/or summer employment;
- Create an up-to-date skills map for the industry/sector that identifies essential job requirements and competencies;
- Provide workplace visits, speakers, and mentors for participating students and externships for teachers and community college faculty as appropriate;
- Collaborate with secondary and postsecondary staff to align technical skills and workplace competencies with curriculum, course offerings, and other resources; and
- Commit to participate in statewide CCPT Network meetings, and to become members of a virtual learning community to share expertise and experiences on the development of career pathways programs, as well as pertinent resources, tools, and strategies.
- Agree to collect, analyze, and submit data from co-enrollments to a data collection repository administered by an entity to be designated by the California Department of Education.

The County of Monterey Workforce Investment Board and Office for Employment and Training commits to build and strengthen the career pathways program in the Education and Public Service Pathway. This letter of support is presented in addition to the regional collaborative MOU, which has been signed. I can be contacted at 831-759-6644 or aldrichj@co.monterey.ca.us.

Sincerely,

Joyce Aldrich
Executive Director

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: RECEIVE A QUARTERLY SUMMARY REPORT ON THE STATUS OF WORKFORCE INVESTMENT ACT PROGRAMS IN MONTEREY COUNTY FOR PY 2014-15

DATE: JANUARY 21, 2015

INFORMATION:

This report provides an enrollment and performance status update on all WIA Title I Adult, Dislocated Worker and Youth programs for Program Year 2014-15.

Enrollments:

As of December 31, 2014, Monterey County enrolled/carried-in 30% of its planned Adult participants and 20% of its planned Dislocated Worker participants, and 57% of its planned Youth participants based the following enrollment plan:

Program	Local Plan Enrollments	Actual	% Local Plan
Adult	569	172	30%
Dislocated Worker	515	104	20%
Youth	285	163	57%

Performance:

As of the 2nd quarter period of Program Year 2014-15, Monterey County achieved the following local success levels and exceeded the 80% minimum target goals as shown in the following tables:

Adult	Target Goal	Actual Performance Level	Local Success Level	Met 100% Goal?	Met 80% Minimum Target?
Entered Employment	65.0%	76.9%	118%	Yes	Yes
Retention Rate	74.5%	77.6%	104%	Yes	Yes
Average Earnings	\$10,600	\$10,959	103%	Yes	Yes

Dislocated Worker	Target Goal	Actual Performance Level	Local Success Level	Met 100% Goal?	Met 80% Minimum Target?
Entered Employment	62.0%	74.2%	120%	Yes	Yes
Retention Rate	75.5%	85.2%	113%	Yes	Yes
Average Earnings	\$13,600	\$35,488	261%	Yes	Yes

Youth Performance Measures	Target Goal	Actual Performance Level	Local Success Level	Met 100% Goal?	Met 80% Minimum Target?
Entered Employment or Education	76.0%	71.4%	94%	No	Yes
Attained Degree or Certificate	64.0%	78.6%	123%	Yes	Yes
Literacy and/or Numeracy Gains	59.0%	75.0%	127%	Yes	Yes

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE
FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD
SUBJECT: UPDATE ON THE LOCAL WORKFORCE INVESTMENT AREA BUDGET FOR PY 2014-15
DATE: JANUARY 21, 2015

INFORMATION:

WIB staff plan to present an update on the Local Workforce Investment Area's (LWIA) Program Year budget for 2014-15.

ATTACHMENT:

Reference budget handout at meeting.

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: DISCUSS THE WORKFORCE INNOVATION FUND GRANT THIRD-PARTY EVALUATION SERVICES – REQUEST FOR PROPOSALS MULTI YEAR 2015-19

DATE: JANUARY 21, 2015

INFORMATION:

A critical design element of the Workforce Innovation Fund (WIF) grant awarded to Monterey County on September 28, 2014 is its tiered structure that links the amount of funding an applicant receives to the amount and quality of existing scholarly, research-based evidence to support the efficacy of the Ambassadors for Peace project. All WIF projects are required to evaluate the effectiveness of the innovation proposed. All WIF grantees must use part of our budget to conduct independent evaluation of our projects.

Therefore, WIB staff developed a Request for Proposal for the evaluation component of the grant. The RFP is currently open and will provide up to \$450,000 for independent, third-party evaluation services in support of the WIB's Youth Ambassadors for Peace project. The third party evaluation services run the entire term of the grant (5 years).

DISCUSSION:

Given the tight timeframe to accomplish the first important task of the independent evaluator, the RFP will close on February 6, 2015. Contract award Letter of Intent to selected bidder is scheduled to take place on February 18, 2015. Should there be any entities that request an appeal of the decision, we will need to bring that back to the Executive Committee for consideration and next steps. Contract awardees will begin March 15, 2015.

WIB staff is recommending the Executive Committee hold a Special Meeting on February 26, 2015. If there are no appeals, the meeting will be cancelled.

ATTACHMENTS:

Release of RFP Time Line

**Workforce Innovation Fund Grant Third-Party Evaluation Services –
Request for Proposals Multi Year 2015-19
Time Line (updated as of January 6, 2015)**

Release of RFP January 8, 2015

Activity	Dates	# of Days
1. Work with Contracts/Purchasing to write intent, background and scope of work for WIF RFP and initiate “kick-off” meeting for review and approval by all required County parties. a. Reserve Monterey Room – Pre Bidders Meeting, Jan 26 th	December 2014	
2. Publish Legal Notices, Contracts & Purchasing (C/P) to get quotes	Jan 2015	1
3. Work with C/P on selection of review panel confidentiality agreements	Marleen to confirm	1
4. County Counsel review/approve scope of work before WIF RFP release.	Dec 2015	1 to 5 days
5. Submit bidders list to C/P (email preferred)	Jan 6, 2015	1
6. Public Release WIF RFP	Jan 8, 2015 (Thurs)	30 Calendar Days
7. Deadline for Pre-Proposal (Bidders) Written Questions	Jan 22, 2015	2 Weeks
8. Pre-Proposal (Bidders) Meeting	Jan 26, 2015, 9-11am	2 hours
9. C/P to post all Bidders Q&A and addendums	Jan 27, 2015	1
10. Due Date for WIF RFP Proposals (electronic & hardcopies with addendums attached, if applicable)	Feb 6, 2015 (Fri) (3:00pm)	30 Calendar Days
11. Distribution of WIF Proposals to Review Panel	Feb 9, 2015	1
12. Completion of Reading and Scoring of WIF Proposals	Feb 13, 2015	5 Calendar Days
13. WIF Bidder Interviews, Scoring & Recommendations by Review Panel	Feb 16, 2015	9am-Noon
14. Executive Committee (EC) Approve WIF Recommendation a. Bring RFP timeline to meeting and propose special meeting date on Thurs, Feb 26, 2015 to consider and act on bid appeals, cancel meeting 24 hours in advance if no appeals received.	Feb 18, 2015	1
15. Notify proposers of their selection or non-selection	Feb 18, 2015	1
16. WIF Bid Appeal Process Begins	After EC Meeting, Feb 18 th	7 Calendar Days
17. WIF Bid Appeal Process Ends	Feb 24, 2015	-
18. Prepare contracts, exhibits, budget plans, performance goals for circulation for review and approval (County Counsel, Risk, etc).	Feb 2015 (during EC meeting)	15-20 Days
19. Proceed with Legistar review/approval process	Feb 18, 2015, after EC	30
20. Special Executive Committee meeting (cancel if no appeals rec'd)	Feb 26, 2015	1
21. Board of Supervisors Approval of WIF Recommendation	March 3, 2015	1
22. Contract Begins	March 15, 2015	-

**Dates are subject to change, due to holiday and vacation schedules. Actual dates will be working days unless otherwise noted. All activity is integrated into the comprehensive WIB staff work plan.*

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE
FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD
SUBJECT: UPDATE ON THE WIB'S STRATEGIC INITIATIVES FOR PY 2013-17
DATE: JANUARY 21, 2015

SUMMARY:

Strategic Plan Goals, Strategies and Action for Program Years 2013-17 will be presented by WIB staff at the January 21, 2015 Executive Committee Meeting.

ATTACHMENT:

- WIB Strategic Initiatives handout at meeting

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 & 2nd Quarter Focus

(July - December)

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

GOAL #1 – BUSINESS AND INDUSTRY: Meet workforce needs of high demand sectors.	
<p>Strategy #1: Develop LMI to identify workforce needs, shortages & skills gaps</p> <ol style="list-style-type: none"> Develop LMI on priority industry sectors & needs Work with local chambers to survey members Synchronist survey on business growth, development, trends Survey needs of employers participating in OJT Use SBDC Nat'l Info Clearinghouse to identify resources Attend SBDC roundtables of industries Use WIN@ training for WorkKeys@ assessments Use WorkKeys@ tests to certify worker proficiencies <p>Strategy #2: Develop Business Services Plan</p> <ol style="list-style-type: none"> Develop Business Services Plan Business Services - business retention & layoff aversion Business Services - custom job fairs and recruitments <p>Strategy #3: Develop/operate regional workforce & economic development network</p> <ol style="list-style-type: none"> Align WIB with Econ Dev Committee Evaluate LMI tools w/industry sectors & partnerships Convene roundtables for training & career pathways <p>Strategy #4: Implement Business Services Plan NEW! (WIB Retreat 2014)</p> <ol style="list-style-type: none"> Develop talking points for WIB members to use Develop brief elevator pitch for WIB members to use Recognize/include in outreach that business is key customer Identify info on business incentives, tax credits, OJT, ETP, etc. Develop e-brochure explaining services; link to WIB website <p>Strategy #5: Close Gaps Between Education & Business NEW! (WIB Retreat 2014)</p> <ol style="list-style-type: none"> Inventory Business workforce needs countywide Partner to apply for the appropriate workforce related grants Gain understanding of LMI and promote to business/education 	<p><i>Ongoing as industry changes. Latest LMI is posted to WIB website, data used in Local Plan and WIB policies.</i></p> <p><i>Completed - 9/2013. Data presented to Youth Council. Info graphic of data compiled, released by Chamber in Monterey Herald.</i></p> <p><i>Collaborating with Econ. Dev. & Business Services. Results reported to Business Services Committee. Developing plan for quarterly report out from Econ. Dev to Business Committee</i></p> <p><i>Ongoing, at least annually. Program staff sent survey in August 2013, but will continue to survey employers participating in OJT. Presentation given by SBDC at Business Services Committee. Continue to promote to small businesses.</i></p> <p><i>TO BE SCHEDULED - Attend SBDC roundtables of industries</i></p> <p><i>ON HOLD - Use WIN@ training for WorkKeys@ assessments</i></p> <p><i>ON HOLD - Training staff to implement WorkKeys@ tests to certify worker proficiencies.</i></p> <p><i>Completed - 6/2013. New plan in place for 2013-17.</i></p> <p><i>Ongoing efforts in place to enhance retention & layoff aversion strategies. Results reported to Sub-Committees.</i></p> <p><i>Ongoing. Business Services continue to host custom job fairs & recruitments. Results reported to Bus. Svcs Committee.</i></p> <p><i>Ongoing alignment through Econ Dev & WIB meetings and Comprehensive Economic Dev. Strategy (CEDS) plan. WIB subscribed with EMSI to access online LMI data. Ongoing efforts in place to look at other useful LMI tools.</i></p> <p><i>Initiated in 11/2013, need to convene roundtables for training needs & career pathways.</i></p> <p><i>Ongoing, initial talking points developed 8/2014. Reported to Bus Services Committee 8/26/2014 & emailed to members.</i></p> <p><i>Ongoing, initial pitch developed 8/2014. Reported to Bus Services Committee 8/26/2014 & emailed to members.</i></p> <p><i>Initiated discussions related to Work Ready Communities initiative.</i></p> <p><i>Ongoing. Fact sheets presented to Bus Services Committee 6/10/2014 and posted on WIB website. As new opportunities arise, will update and distribute</i></p> <p><i>Ongoing. Initial Fact sheets presented to Bus Services Committee 6/10/2014 and posted on WIB website.</i></p> <p><i>Ongoing - working with Education and industry partners to identify needs on ongoing basis. Currently career pathways trust gaining emphasis</i></p> <p><i>Ongoing. Workforce Innovations Fund grant awarded Oct 2014. Ongoing efforts to apply for additional grants shall continue.</i></p> <p><i>Ongoing. LMI compiled from EDD & EMSI, shared with staff, public, WIB/Youth Council & Business Services Committee, regularly.</i></p>
GOAL #2 – SYSTEM ALIGNMENT/ACCOUNTABILITY: Service integration & continuous improvement.	
<p>Strategy #1: Ensure active engagement of WIB and workforce stakeholders</p> <ol style="list-style-type: none"> Recruit WIB members in priority industry sectors Convene WIA provider meetings Initiate branding of America's Job Center of California (AJCC) <p>Strategy #2: Ensure services delivered are accessible and meet diverse groups</p> <ol style="list-style-type: none"> Ensure AJCC partners integrate services Ensure services are available to diverse populations 	<p><i>Continue to recruit WIB members in priority industries. In 2014, new business members were added from Hospitality/Tourism and Banking.</i></p> <p><i>Convene ongoing WIA provider meetings.</i></p> <p><i>Ongoing branding of AJCC will occur as funding permits. This is on hold due to possible change in WIOA regulations.</i></p> <p><i>MOUs need to be updated to re-evaluate offerings. WIOA will provide new language for integrated services of Job Center partners (to follow).</i></p> <p><i>Ongoing efforts continue to ensure services are provided to diverse populations.</i></p>

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 & 2nd Quarter Focus

(July - December)

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

<p><u>Strategy #3: Demonstrate value and impact of workforce system</u></p> <ol style="list-style-type: none"> 1 Report services & outcomes to Oversight Committee 2 Promote accomplishments, outcomes, testimonials 3 Inform staff on mission & vision of WIB & Local Plan 	<p><i>Continue to report services and outcomes to Business Services, Oversight and Youth Council regularly. Testimonials scheduled at WIB and Youth Council meetings on regular basis from Employers and participants. Ongoing. Employees signed acknowledgement forms after a 30-day review and Q&A period to understand the Local Plan. As WIOA transition takes place, ensure staff are kept abreast of changes to system</i></p>
<p>GOAL #3 – ADULTS: Increase number of people who obtain industry-recognized credentials or degree.</p>	
<p><u>Strategy #1: Increase the number of career pathway programs in demand industries</u></p> <ol style="list-style-type: none"> 1 Increase availability of training to WIA enrollments 2 Promote & implement Career Readiness Certification 3 Inventory and update ETPL to align with industry sectors <p><u>Strategy #2: Strategies to avert lay-offs, help retain workers jobs or provide rapid transition to new employment</u></p> <ol style="list-style-type: none"> 1 Secure ETP funding opportunities 2 Business Services to promote tax credits, incentives, OJTs 3 Use UI and WARN data to strategize layoff aversion efforts <p><u>Strategy #3: Increase career pathway programs (i.e. apprenticeships, OJT, customized training, etc.)</u></p> <ol style="list-style-type: none"> 1 Align WIB policies with priority industry sectors 2 Streamline OJT processes for employers 3 Ensure training funds target apprentice occupations 	<p><i>Ongoing. . Results reported to Oversight Committee and monitored by staff. ON HOLD - Training staff on how to best promote & implement Career Readiness Certification Ongoing efforts are underway to update ETPL to align with industry sectors on weekly basis.</i></p> <p><i>Continue to secure ETP funding opportunities Ongoing efforts continue to promote tax credits, incentives, OJTs, ETP, etc. Ongoing. Continue to use UI and WARN data for layoff strategies. Outreach to employers through partnership with Economic Development. Data is found in new CalJOBS system and via EDD partners.</i></p> <p><i>Completed - 6/2014. As WIOA regulations are implemented, policies will be revised to incorporate new changes. Streamline OJT processes for employers Ongoing efforts underway to target apprentice occupations, based on ETPL offerings and informed customer choice.</i></p>
<p>GOAL #4 – YOUTH: Increase youth to graduate prepared for postsecondary education and/or a career.</p>	
<p><u>Strategy #1: Collaborate and better serve youth to connect them to education, training and employment.</u></p> <ol style="list-style-type: none"> 1 Add Youth related item on WIB meeting agendas 2 Promote youth related resources, Choices, LMI, etc 3 Continue Speakers' Bureau effort 4 Youth Council to bring in job leads & promote services <p><u>Strategy #2: Increase educational, training and career attainment of youth.</u></p> <ol style="list-style-type: none"> 1 Promote Career Technical Ed programs & pathways 2 Promote and ensure transition into post second ed <p><u>Strategy #3: Youth Entrepreneurship Program NEW! (WIB Retreat 2014)</u></p> <ol style="list-style-type: none"> 1 Research best practices of other counties/WIBs 2 Develop Entrepreneurship Program / Plan 3 Research/identify resources for youth programs regionally, statewide and federal opportunities 	<p><i>Ongoing basis</i></p> <p><i>Initiated in 9/2013. Ongoing efforts continue to promote youth related resources. Continue Speakers' Bureau "classroom to careers" effort Youth Council to bring in job leads & promote services</i></p> <p><i>Continue to promote CTE programs & pathways Continue to promote & ensure postsecondary ed</i></p> <p><i>Initiated conversations with CSUMB on entrepreneurship program. Initiated conversations with CSUMB on entrepreneurship program. Presented idea to Business Services Committee in 10/2014. Ongoing efforts to update data and share with others.</i></p>

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD EXECUTIVE COMMITTEE
FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD
SUBJECT: UPDATE ON THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
DATE: JANUARY 21, 2015

INFORMATION:

The Department of Labor released the information below on Thursday, January 8, 2015:

When will the Workforce Innovation and Opportunity Act Notice of Proposed Rulemaking be published?

A. The Workforce Innovation and Opportunity Act (WIOA), enacted July 22, 2014, provides many opportunities to advance a customer-centered workforce investment system driven by the needs of job seekers and employers, to support strong regional economies, and to provide individuals with pathways to the middle class and beyond.

WIOA establishes an aggressive timeframe for the Departments of Labor and Education to *publish a set of regulations for implementation. The Departments continue to work diligently* together to develop these regulations, informed in part by outreach to outside stakeholders, as appropriate. While we continue to work toward completion of this important and complex proposal, the publication of the proposed regulations is currently anticipated to occur in **Spring 2015, rather than January 18, 2015, as stipulated in WIOA.**

In Spring 2015, the Departments of Labor and Education plan to concurrently publish five Notices of Proposed Rulemaking (NPRMs) to implement WIOA. One of these will be a joint NPRM involving jointly administered activities including unified and combined state plans, performance, and aspects of the one-stop system. Another NPRM will implement the remaining provisions of Title I and Title III that are administered by the Department of Labor. Three additional NPRMs involve Department of Education programs, including one implementing Title II Adult Education and Literacy and two implementing the Title IV Amendments to the Rehabilitation Act of 1973 of WIOA. These five NPRMs will be published in the Federal Register and posted on www.regulations.gov, where public comments can be submitted following publication. The Departments of Labor and Education will analyze these public comments, and anticipate issuing Final Rules implementing WIOA in early 2016.

Because many provisions of WIOA go into effect July 1, 2015, the Department of Labor's Employment and Training Administration (ETA) also will issue operating guidance in Spring 2015 to support implementation. In addition, ETA intends to issue targeted guidance documents in the Spring, accompanied by technical assistance activities. Once issued, the guidance can be accessed at www.doleta.gov/WIOA/.

To achieve successful implementation and the full vision of WIOA, ETA will continue to consult with the workforce system and strongly advises states and local areas to begin planning and taking action to prepare to implement WIOA immediately. There are legislative and technical assistance tools currently available at www.doleta.gov/wioa that can support initial WIOA transitional activities.



MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

ERIK CUSHMAN, WIB CHAIR WORKFORCE INVESTMENT BOARD

MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (WIB)

America's Job Center of California, 730 La Guardia Street, Salinas, CA

WEDNESDAY, FEBRUARY 4; 7:30 A.M. (8:00 A.M.?)

AGENDA

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 Tribley
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

CALL TO ORDER/INTRODUCTIONS:	ERIK CUSHMAN, CHAIR
CHANGES TO AGENDA:	
PUBLIC COMMENT:	
CONSENT CALENDAR:	ERIK CUSHMAN
1. ACTION: Approve minutes from December 3, 2014.	
2. ACTION: Concur with the January 21, 2015 Executive Committee action to approve the revised WIB policy #2003-09 "Unlikely to Return."	
3. ACTION: Concur with the January 21, 2015 Executive Committee action to approve the resignation of Andrea Zeller-Nield, representing CSUMB Small Business Development Center from the Workforce Investment Board and forward to the Board of Supervisors for final approval.	
4. ACTION: Concur with the January 21, 2015 Executive Committee action to approve the transfer of \$389,003.25 in WIA Title I Formula Funds from Dislocated Worker to Adult Programs for Fiscal Year 2014-15 and submit the request to the State Employment Development Department.	
5. ACTION: Concur with the January 21, 2015 Executive Committee action to approve the Memorandum's of Understanding and Letters of Support to Hartnell and Monterey Peninsula Colleges in support of their Career Pathways Trust Fund grant application	
DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:	ERIK CUSHMAN
1. Update on Local Workforce Investment Area Budget for PY 2014-15.	RUBEN TRUJILLO
2. Update on the WIB's Strategic Initiatives and Local Plan Goals for PY 2014-15.	JOYCE ALDRICH
3. WIB Retreat tentatively scheduled for April 8, 2015.	ERIK CUSHMAN
4.	
5.	
ANNOUNCEMENT OF EVENTS:	ERIK CUSHMAN
SUBCOMMITTEE MEETINGS:	
BUSINESS: 02/10/15 ; Shoreline, Marina EXECUTIVE: 02/18/15; Shoreline, Marina OVERSIGHT: 03/12/15; Shoreline, Marina YOUTH: 03/23/15; Shoreline, Marina	
WIB MEETING: 04/08/15; 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 .	