

ADOPTED
Monterey County Workforce Investment Board (WIB)
Oversight Committee Minutes
Thursday, March 13, 2014
America's Job Center of California, 730 La Guardia Street, Salinas, CA

Members Present: Jay Donato, Cesar Lara, Mary Ann Leffel (Chair), Larry Silva, Teresa Sullivan, Brian Turlington and Andrea Zeller-Nield

Members Absent: Al Davis

Staff Present: Joyce Aldrich, Kristen Aldrich, Marleen Esquerra and Flor Galvan

Others Present: Rosie Chavez and Sara Jamison

Call to Order/Introductions: Ms. Sullivan called the meeting to order at 8:36 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: Ms. Aldrich stated that she would be providing handouts for Business items #6 and #7.

Public Comment: None

Consent Calendar:

1. Action: Approve the minutes of the January 9, 2014 Oversight Committee meeting.

Motion: Ms. Zeller-Nield motioned to approve the action as stated.

Second: Mr. Lara

Approved unanimously by those in attendance

Discussion or Review of Business Calendar Action Items:

1. Action: Consider and approve the WIB's Workforce Investment Act (WIA) Program Review final Monitoring Report from the State Compliance Review Office for Program Year 2010-11. Ms. Aldrich reported on the final monitoring report received from the State to close out its review of the WIB's WIA Title I program operations for Program Year 2010-11. The review focused on youth programs to include administration, participant eligibility, WIA/ARRA activities, local level monitoring, grievance and complaint systems, management information system and reporting. In November 2011, the WIB responded to the findings cited by the State in a draft report. On February 20, 2014, the State released a final monitoring report which stated that the WIB adequately responded to the findings, that no further action is required and all issues are considered closed.

Motion: Mr. Lara motioned to approve the action as stated.

Second: Mr. Turlington

Approved unanimously by those in attendance

Ms. Leffel joined the meeting 8:42 a.m.

Mr. Silva joined the meeting at 8:45 a.m.

2. Action: Consider and approve the WIB's Workforce Investment Act (WIA) Program Review final Monitoring Report from the State Compliance Review Office for Program Year 2013-14. Ms. Aldrich reported that the State completed its annual monitoring review of the WIB's WIA Title I program operations for Program Year 2013-14 in September 2013. The review focused on the WIB and Youth Council membership composition, local program oversight and monitoring of subrecipients, management information system/reporting, incident reporting, nondiscrimination and equal opportunity, grievance and complaint systems, participant eligibility, intensive services, training services, supportive services, youth services and Rapid Response activities. In January 2014, the WIB responded to the findings cited by the State in a draft report. On February 7, 2014, the State released a final monitoring report indicating that the WIB's response to the findings and corrective actions should be sufficient to resolve the issues and no further action is required. However, two of the four issues will remain open until the State verifies during a future onsite visit, the WIB's successful implementation of its stated corrective actions.

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

Second: Ms. Zeller-Nield

Approved unanimously by those in attendance

3. **Receive a report on the status of WIA Adult and Dislocated Worker programs for PY 2013-14 from:** Ms. Esquerro reported that Monterey County's Adult allocation is 26% expended and Dislocated Worker is at 49%. Total enrollments are at 29% of plan for Adults and 53% for Dislocated Workers. To date, Monterey County is not meeting its 2013-14 performance goals for Adults (65%) and Dislocated Workers (68%) who entered employment and for Adults who retained employment (71%), which are all below the minimum target goal of 80%. The low performance levels may be caused by the lack of service provider's recording case closure information in the Virtual One-Stop case management system or the delay of earnings data reported by the State through its Base Wage File system during the performance reporting period. She reported that enrollment and case closure information will be reviewed and verified by WIB staff during the on-site annual monitoring reviews scheduled to occur the week of March 17, 2014.

Mr. Silva left the meeting at 9:29 a.m.

- a. **Office for Employment Training:** OET staff was not available to report out on its performance.
 - b. **Shoreline Workforce Development Services; and:** Ms. Jamison reported that due to delay in funding, services were not provided to participants until late November. She reported that Shoreline currently has 12 OJTs; 3 direct placements with the average hourly participant rate of \$12.17 per hour. She also reported that Shoreline is working closely with the Santa Cruz WIB and Turning Point to increase its outreach efforts. She reported that Turning Point and Shoreline recently collaborated to outreach to the homeless population in Salinas.
 - c. **Turning Point of Central California:** Ms. Chavez reported that since December, staff has been actively recruiting new enrollments. She reported that Turning Point currently has 12 OJTs and 15 direct placements. They are doing their best to meet their enrollment goals considering the late start of their contract. She reported that they are partnering with several different organizations on outreach and recruitment efforts and continue to utilize WorkKeys to assess their training participants.
4. **Receive a report on the number of local WIA training placements and expenditures for PY 2013-14.** Ms. Esquerro reported that the Fiscal Manager and WIB Executive Director worked together to allocate \$913,282 toward the minimum training expenditure requirement imposed by SB734. As of January 2014, 53% of Monterey County's training budget has been obligated, with 46% fully expended. As of February 2014, the total number of training enrollments increased from 91 to 118, with 81% enrolled into classroom training and 19% entered into OJT opportunities.
 5. **Receive an update on the WIA 25% Dislocated Worker Additional Assistance special project grant for PY 2014-15.** Ms. Aldrich reported that Monterey County was awarded a second round of Dislocated Worker Additional Assistance (DWAA) funds. She reported that due to receiving the funding late, the start date will begin February 1, 2014 and end September 2015. She also reported that Monterey County is ramping up to focus on serving the remaining individuals laid off from Capital One and River Ranch/Fresh Foods.
 6. **Update on the Local Workforce Investment Area budget for PY 2013-14.** Ms. Kristen Aldrich reported that the expenditures in the handout are through January 2014. The percentage in the Adult allocation needs to be brought up. The budget handout does not list the new DWAA grant allocation and the approved additional funding for AB109. The CDCR grant will also be removed from the budget since Monterey County notified the State that it would be rescinding its application due to the available substandard classroom environment and working conditions that the participants and staff would have to undergo.
 7. **Update on the WIB's Strategic Local Plan goals specific to Adult Programs and system Alignment and Accountability.** Ms. Aldrich reported that she received a letter on February 13, 2014 from the State approving Monterey County as a high performing WIB. She reported that the State will be releasing an additional six performance measures by July 2014 that the WIB will be mandated to fulfill. She reported that Monterey County has been working very hard with Career Ready Certifications which are a part of the Career Pathways Trust Fund grant that Monterey and Santa Cruz County WIB's are collaborating on together. She also reported that the State has extended its implementation of the Eligible Training Provider List (ETPL) to May 18, 2014. The WIB is working on a Prop 39 proposal with the Santa Cruz County WIB for pre-apprenticeship training. As for Rapid Response efforts, she reported that we have not received any mass layoff notices within the last two months.
 8. **Update on local monitoring and request for members to volunteer in monitoring process during the week of March 17-21, 2014.** Ms. Esquerro invited the committee to participate in the local monitoring process with WIB staff. Details will be sent out to the members via email.

Announcement of Events: Ms. Aldrich announced the Community Job Fair that will take place on March 31, 2014 at the Monterey Convention Center. Ms. Sullivan announced that each year Alliance on Aging sponsors an employment program. She reported that this year Shoreline was awarded the contract.

Adjournment: Ms. Leffel adjourned the meeting at 10:16am

Motion: Mr. Turlington motioned to adjourn the meeting.

Second: Mr. Lara

Approved unanimously by those in attendance