



SPECIAL OVERSIGHT COMMITTEE MEETING AGENDA PACKET

**Thursday, August 23, 2018
8:30 a.m. – 10:30 a.m.**

**MBEST
3180 Imjin Road, Conference Room B, Marina, CA**

Documents related to agenda items that are distributed to the WDB less than 72 hours prior to the meeting shall be available for public inspection at 1441 Schilling Place, North, Salinas, CA or visit our website at www.montereycountywdb.org. Documents distributed to the WDB at the meeting by County staff will be available at the meeting; documents distributed to the WDB by members of the public shall be made available after the meeting. This WIOA Title I financially assisted program or activity is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities. ALTERNATE AGENDA FORMATS: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the Secretary to the WDB at (831)796-6434.

NOTICE TO THE PUBLIC

Members of the public who wish to address the Committee should identify themselves and state their name for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand it to the designated Workforce Development Board staff member.

Copies of the agenda have been placed on the table near the door for your convenience.

The procedure for this meeting is as follows:

- The Committee Secretary will verify quorum; the Chair will read the opening remarks.
- Members of the public wishing to make a comment on an item that is not on the agenda will be given two (2) minutes each to comment.
- Workforce Development Board staff and/or Committee Members will present recommendations for each action item on the agenda.
- Board members may ask questions of Workforce Development Board Staff and other Committee Members.
- Members of the public wishing to make a comment on an agenda item will be given two (2) minutes each to comment.
- The Committee may take action on any item designated as an action item.
- Workforce Development Board Oversight Committee members may only discuss items listed on the Agenda pursuant to the "Brown Act." With respect to non-agenda items raised by the public, Workforce Development Board Oversight Committee members may calendar them for a future meeting, may briefly respond, or may request clarification from the member of the public but, to remain in compliance with the Brown Act, they may not address non-agenda items raised by the public in a substantive or in-depth manner.



1441 Schilling Place, North
Salinas, CA 93901

(831) 796-6434

www.montereycountywdb.org

Oversight Committee Members:

Cesar Lara, Chair

Al Davis

Brian Turlington

Jay Donato

Sherry Farson

Mimi Laurent

Joanne Webster

**Special
Monterey County Workforce Development Board
Oversight Committee**

MBEST, 3180 Imjin Road, Conference Room B, Marina, CA 93933

Thursday, August 23, 2018; 8:30 a.m.

AGENDA

CALL TO ORDER/INTRODUCTIONS:		Cesar Lara, <i>Chair</i>
CHANGES TO AGENDA:		
PUBLIC COMMENT: <i>(Limited to 2 minutes per person)</i>		
CONSENT CALENDAR:		Cesar Lara
1. ACTION: Approve minutes from Oversight Committee meeting of May 10, 2018.		
DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:		Cesar Lara
1. Provide preliminary report for WIOA Adult, Dislocated Worker and Youth Programs for PY 2017-18.		Chris Donnelly
2. Update on WIOA Adult, Dislocated Worker and Youth Programs for PY 2018-19.		Chris Donnelly
3. Update on Workforce Development Board's budget for Program Year 2017-2018		Ruben Trujillo
4. Update on Program Monitoring Report for WIOA Adult, Dislocated Worker and Youth Programs for PY 2016-17 and 2017-18.		Colleen Brennan
5. Discuss Monterey County Workforce Development Board's Key Strategic Goals.		Javier Vanga
ANNOUNCEMENTS:		Cesar Lara
SUBCOMMITTEE MEETINGS: Business: 10/9/18, MBEST Executive: 10/3/18, MBEST Oversight: 11/8/18, MBEST	WDB MEETING: 9/19/18, Marina Library	
ADJOURNMENT:		Cesar Lara
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UNADOPTED

Monterey County Workforce Development Board
Oversight Committee
MBEST, 3180 Imjin Road, Marina, CA
Thursday, May 10, 2018

Members Present: Al Davis, Cesar Lara (Chair), Brian Turlington, Jay Donato, Sherry Farson, and Joanne Webster

Members Absent: Mimi Laurent

Staff Present: Chris Donnelly, Flor Galvan, Sangeeta Durrall and Javier Vanga

Call to Order/Introductions: Mr. Lara called the meeting to order at 8:33 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Public Comment: None

Announcements: None

Consent Calendar:

1. Action: Approve minutes from November 9, 2017.
A motion was made by Brian Turlington to approve the minutes from November 9, 2017, seconded by Jay Donato.

Discussion or Review of Business Calendar Action Items

1. Update on the America's Job Center of California's Hallmarks of Excellence Certification process.
The Committee received an update on the America's Job Center of California's Hallmarks of Excellence Certification process.
2. Update on Proposition 39 (Pre-Apprenticeship) Grant and Fiscal and Procurement monitoring by the State of California Employment Development Department.
The Committee received an update on Proposition 39 Grant and Fiscal and Procurement monitoring by the State of California Employment Development Department.
3. Update on Eligible Training Provider List monitoring.
The Committee received an update on Eligible Training Provider List monitoring.
4. Update on Subrecipient Program monitoring by Brennan Workforce Consulting.
The Committee received an update on the Subrecipient Program monitoring by Brennan Workforce Consulting.
5. Quarterly update on WIOA Adult, Dislocated Worker and Youth Program performance through March 30, 2018.
The Committee received an update on WIOA Adult, Dislocated Worker and Youth Programs through March 30, 2018.

Adjournment: Mr. Lara adjourned the meeting at 10:05 a.m.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD OVERSIGHT COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: PROVIDE PRELIMINARY REPORT FOR WIOA ADULT, DISLOCATED WORKER, AND YOUTH PROGRAM FOR PY 2017-18.

DATE: AUGUST 23, 2018

INFORMATION:

Below is a preliminary close-out report on WIOA Adult, Dislocated Worker, and Youth Programs for PY 2017-2018 as of June 30, 2018.

**2017-2018 Preliminary Performance Report
WIOA Adult and Dislocated Worker - as of June 30, 2018**

(Report generated on July 17, 2018)

Adult	Goal	Actual	% of Goal
Enrollments	258	283	110%
Number of participants who received Basic Career Services (not in performance)		11	
Number exited – soft/other		74	
Total Active		170	
Training			
Total Training Enrollments	132	125	95%
Individual Training Accounts	109	118	108%
OJT	10	0	0%
Incumbent Worker	5	0	0%
SB 734 Training Funds Expenditures	\$604,824	\$482,933	80%
Performance Based Outcomes			
Placed in Training in WDB Priority Industry Sectors	112	103	92%
Completion of Occupational Skills Training in WDB Priority Sectors	102	38	37%
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	91	5	5%
Placed in Employment in WDB Priority Sectors	80	15	19%

BUSINESS ITEM #1

Dislocated Worker	Goal	Actual	% of Goal
Enrollments	200	150	75%
Participants who received Basic Career Services (not in performance)		9	
Number exited – soft/other		41	
Total Active		100	
Training			
Total Training Enrollments	80	79	99%
Individual Training Accounts	68	74	109%
OJT	11	0	0%
Incumbent Worker	5	0	0%
SB 734 Training Funds Expenditures	\$342,489	\$328,267	96%
Performance Based Outcomes			
Placed in Training in WDB Priority Industry Sectors	72	65	90%
Completion of Occupational Skills Training in WDB Priority Sectors	64	32	50%
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	59	4	7%
Placed in Employment in WDB Priority Sectors	70	11	16%

**2017-2018 Preliminary Performance Report
WIOA Youth South – as of June 30, 2018**

(report generated on July 17, 2018)

Performance Based Outcomes	Goal	Actual	% of Goal
Enrollments	108	81	75%
Number Exited		3	
Total Active		78	
Training			
Placed in Training in WDB Priority Sectors	74	24	32%
Completed Career Technical Training with Credential	30	12	40%
Completion of Occupational Skills Training in WDB Priority Sectors	20	4	20%
Training Funds Expenditures	\$97,000	\$50,917	52%
Work Experience			
Placements	74	55	74%
20% Expenditures	\$203,337	\$98,126	48%
Placements			
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	25	2	8%
Placed in Employment in WDB Priority Sectors	15	30	200%
Placed in Employment outside WDB Sectors		5	

2017-2018 Preliminary Performance Report
WIOA Youth North (DSS) – as of June 30, 2018
(report generated on July 17, 2018)

Performance Based Outcomes	Goal	Actual	% of Goal
Enrollments	72	41	57%
Number in Housekeeping (not in # performance)		4	
Number exited		9	
Total Active		28	
Training			
Placed in Training in WDB Priority Sectors	40	4	10%
Completion of Occupational Skills Training in WDB Priority Sectors	15	1 2 still in training	7%
Completed Career Technical Training with Credential	15	1	7%
Training Funds Expenditures	\$64,493	\$13,204	20%
Work Experience			
Placements	40	7	18%
20% Expenditures	\$135,350	\$25,125	19%
Placements			
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	15	0	0%
Placed in Employment in WDB Priority Sectors	50	3	6%

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD OVERSIGHT COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON WIOA ADULT, DISLOCATED WORKER, AND YOUTH PROGRAM FOR PY 2018-19.

DATE: AUGUST 23, 2018

INFORMATION:

Staff will provide an update on WIOA Adult, Dislocated Worker, and Youth Programs for PY 2018-2019.

HANDOUT:

WIOA Sub-Recipient Performance Update Spreadsheet

**Monterey County Workforce Development Board
WIOA Sub-Recipient Performance Update**

MONTH:

Adult

ENROLLMENTS			
	Goal	Actual	% Total
Number of participants who received Individualized Career Services	208		0%
Number of participants exited (soft/other)			
Number of participants who received Basic Career Services (not in performance)			
Total Active Participants			

TRAINING			
	Goal	Actual	% Total
Total Training Enrollments	83		0%
Individual Training Accounts			
**SB734 Total Funds	\$414,582		0%

PERFORMANCE BASED OUTCOMES			
	Goal	Actual	% Total
Placed in Occupational Skills Training in WDB Priority Industry Sectors	75		0%
Completion of Occupational Skills Training In WDB Priority Sectors	67		0%
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	48		0%
Placed in Employment in WDB Priority Sectors Outside of Training	90		0%

Adult Services Program Update:

**Monterey County Workforce Development Board
WIOA Sub-Recipient Performance Update**

MONTH:

Dislocated Worker

ENROLLMENTS			
	Goal	Actual	% Total
Number of participants who received Individualized Career Services	250		0%
Number of participants exited (soft/other)			
Number of participants who received Basic Career Services (not in performance)			
Total Active Participants			

TRAINING			
	Goal	Actual	% Total
Total Training Enrollments	100		0%
Individual Training Accounts			
**SB734 Total Funds	\$468,496		0%

PERFORMANCE BASED OUTCOMES			
	Goal	Actual	% Total
Placed in Occupational Skills Training in WDB Priority Industry Sectors	95		0%
Completion of Occupational Skills Training In WDB Priority Sectors	83		0%
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	67		0%
Placed in Employment in WDB Priority Sectors Outside of Training	110		0%

Dislocated Worker Program Update:

2018-2019
Monterey County Workforce Development Board
WIOA Sub-Recipient Performance Update
 MONTH:

Youth - South

ENROLLMENTS			
	Goal	Actual	% Total
Number of participants who received Individualized Career Services	110		
Number of participants exited (soft/other)			
Total Active Participants			

Youth Training and Placements			
Training	Goal	Actual	% Total
Training Funds Available	\$97,000		
Completed Career Technical Training with Credential (Distinct User)	30		
Placements	Goal	Actual	% Total
20% Work Experience Expenditures	\$203,337		
Work Experience Placements, OJT, Pre-apprenticeships	74		

PERFORMANCE BASED OUTCOMES			
	Goal	Actual	% Total
Completion of Occupational Skills Training and entered employment in WDB Priority Sectors	25		
Placed in Employment in WDB Priority Sectors	35		

Youth South Program Update:

2018-2019
Monterey County Workforce Development Board
WIOA Sub-Recipient Performance Update
 MONTH:

Youth - North (July 1, 2018 - September 30, 2018)

ENROLLMENTS			
	Goal	Actual	% Total
Number of carry-over from 2017-18	28		
Number of participants exited (soft/other)			
Total Active Participants			

Youth Training and Placements			
Training	Goal	Actual	% Total
Training Funds Available	\$31,182		
Completed Career Technical Training with Credential (Distinct User)	5		
Placements	Goal	Actual	% Total
20% Work Experience Expenditures	\$47,531		
Work Experience Placements, OJT, Pre-apprenticeships	13		
Placed in Employment in WDB Priority Sectors	14		

	Goal	Actual	% Total
Number of Youth in Follow-Up Services	170		

Youth North Program Update:

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD OVERSIGHT COMMITTEE

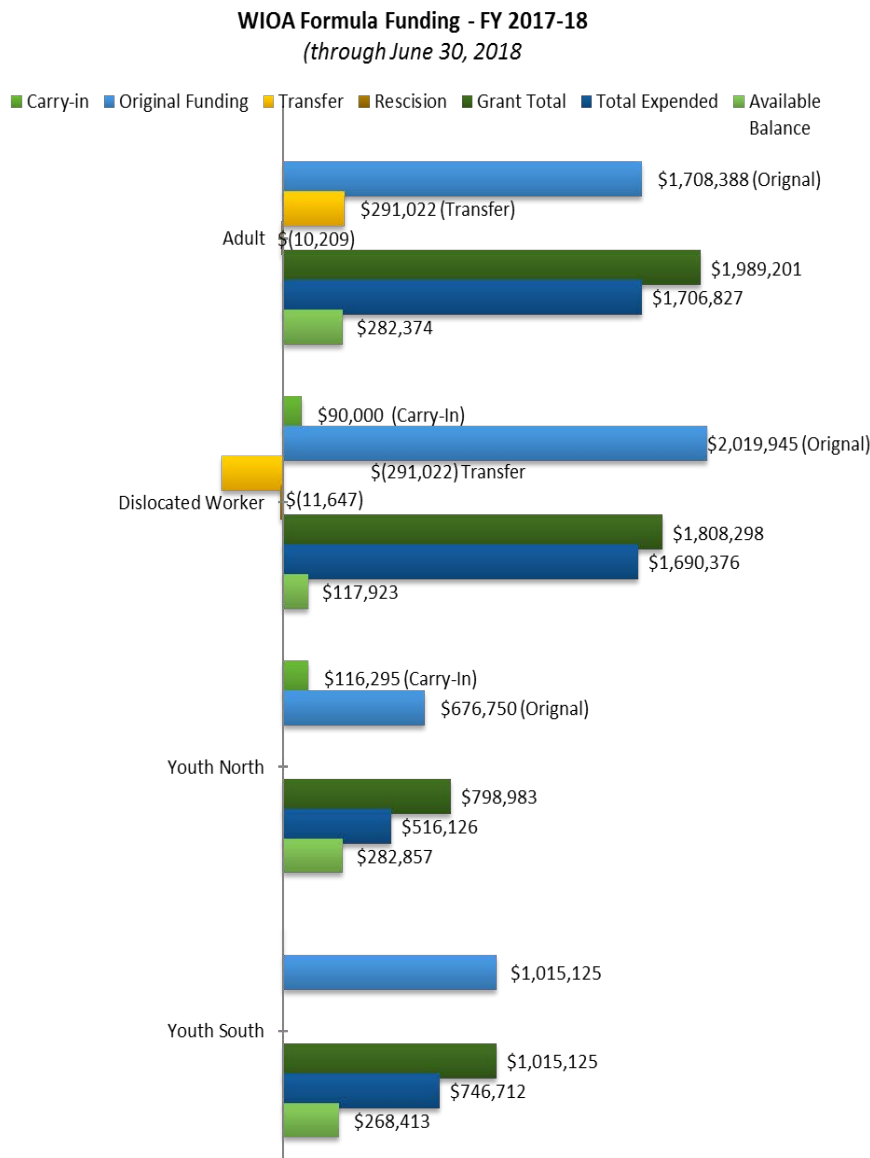
FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON WORKFORCE DEVELOPMENT BOARD'S BUDGET FOR FISCAL YEAR 2017-18

DATE: AUGUST 23, 2018

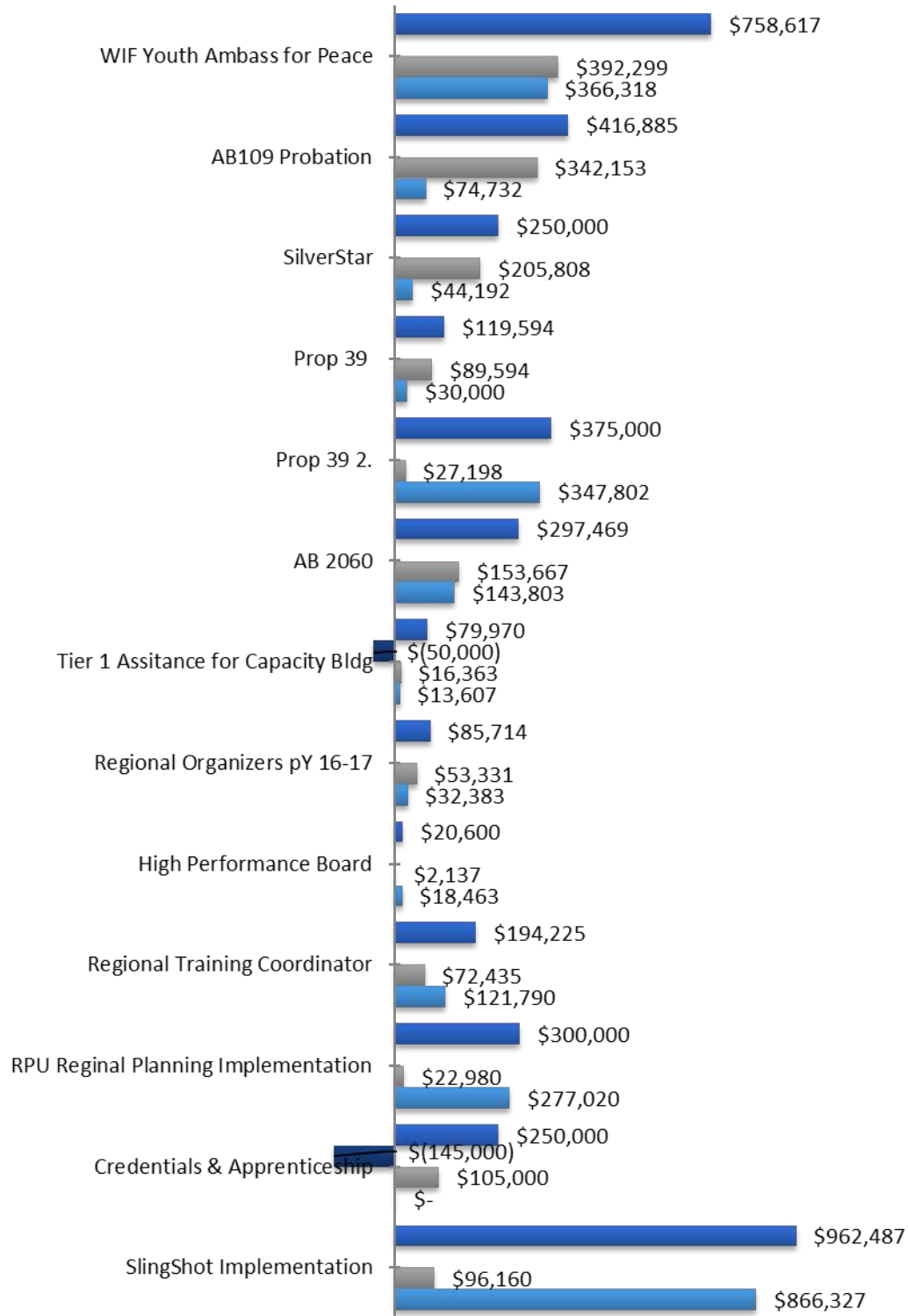
INFORMATION:

WDB staff will present an update on MCWDB budget from July 1, 2017 through June 30, 2018.



Special Project Grant Funding - FY 2017-18
(through June 30, 2018)

■ Grant Total ■ Rescission ■ Total Expended ■ Available Balance



**2017-2018 Budget
Year-to-Date Expenses
Through June 30, 2018**

BAR CHART: WIOA Formula Funding - FY 2017-18	Carry-in	Original Funding	Transfer	Rescission	Grant Total	Total Expended	% Expended
Adult		\$1,708,388	\$291,022	\$(10,209)	\$1,989,201	\$1,706,827	86%
Dislocated Worker	\$91,022	\$2,019,945	\$(291,022)	\$(11,647)	\$1,808,298	\$1,690,376	93%
Youth North	\$122,233	\$676,750			\$798,983	\$516,126	65%
Youth South		\$1,015,125			\$1,015,125	\$746,712	74%
Rapid Response		\$225,071			\$225,071	\$166,755	74%
Rapid Response Layoff Aversion	\$22,640	\$38,309			\$60,949	\$23,884	39%
	\$235,895	\$5,683,588	\$-	\$(21,856)	\$5,897,627	\$4,850,680	

BAR CHART: Special Project Grant Funding - FY 2017-18	Carry-in Only	Grant Total	Training Budget	Training Expended	Total Expended	% Expended	
WIF Youth Ambassadors for Peace		\$758,617	\$172,043	\$15,698	\$392,299	52%	
AB109 Probation		\$416,885	\$171,391	\$168,789	\$342,153	82%	
SilverStar		\$250,000	\$98,500	\$48,409	\$205,808	82%	
Prop 39		\$119,594			\$89,594	75%	
Prop 39 2.		\$375,000			\$27,198	7%	
AB 2060		\$297,469	\$20,000		\$153,667	52%	
Tier 1 Assistance for Capacity Bldg		\$79,970		\$(50,000)	\$16,363	20%	
Regional Organizers PY 16-17		\$85,714			\$53,331	62%	
High Performance Board		\$20,600			\$2,137	10.4%	
Regional Training Coordinator		\$194,225			\$72,435	37.3%	
RPU Reginal Planning Implementation		\$300,000			\$22,980	7.7%	
Credentials & Apprenticeship		\$250,000		\$(145,000)	\$105,000	42.0%	
SlingShot Implementation		\$962,487			\$96,160	10.0%	
		\$4,110,561	\$461,934	\$(195,000)	\$232,896	\$1,579,124	

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD OVERSIGHT COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON THE DRAFT PROGRAM MONITORING REPORT FOR WIOA ADULT, DISLOCATED WORKER, AND YOUTH PROGRAMS FOR PY 2016-17 AND 2017-18.

DATE: AUGUST 23, 2018

INFORMATION:

An update will be provided on the DRAFT Program Monitoring Report for WIOA Adult, Dislocated Worker, and Youth Programs for PY 2016-17 and 2017-18.

Program monitoring for two service providers, Monterey County Department of Social Services and Turning Point of Central California, Inc., was conducted beginning in June 2018. Each monitoring consisted of:

- Completion of a monitoring guide with information regarding the provider's approach to providing the required services;
- An initial interview with the Director and key staff;
- Site tour(s);
- Additional staff interviews; and
- A review of approximately 15% of the case files for the monitoring period.

The monitoring resulted in draft reports that included findings, issues, and observations, as applicable. The providers have 20 working days to respond to the draft reports. Any monitoring results that are found to be in error will be noted as such in the Final Report. Any monitoring results that can be resolved will also be noted as such in the Final Report.

Monterey County Department of Social Services Adult and Dislocated Worker Program:

Summary of Findings:

- Insufficient documentation of eligibility for the Adult Program;
- Supportive Services errors resulting in over- and under- payments to the clients; and
- Training costs calculated incorrectly, resulting in overpayments to the training provider.

Summary of Issues:

- Many approvals for late ITA submissions;
- Incorrect information provided to client;
- No discussion of training attendance issues with client; and
- Lack of required documentation to attend training.

Additional minor observations were made regarding case note discrepancies not affecting quality of services or costs.

Monterey County Department of Social Services Youth Program:

Summary of Findings:

- No documentation of Selective Service registration;
- Supportive Services errors resulting in over- and under- payments to the clients; and
- Training for Youth paid from Adult funding.

Summary of Issues:

- Many approvals for late ITA submissions, and
- Lack of follow-up.

An additional minor observation was made regarding case note discrepancies not affecting quality of services or costs.

Turning Point Youth Program:

The monitoring of the Turning Point Youth Program did not result in any findings.

Summary of Issues:

- Supportive Services were provided within two months of enrollment with no request for policy waiver.

Additional minor observations were made regarding case note discrepancies not affecting quality of services or costs.

HANDOUTS:

- Draft Adult and Dislocated Worker Program Monitoring Report for Monterey County Department of Social Services
- Draft Youth Program Monitoring Report for Monterey County Department of Social Services
- Draft Youth Program Monitoring Report for Turning Point of Central California, Inc.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD OVERSIGHT COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: DISCUSS MONTEREY COUNTY WORKFORCE DEVELOPMENT BOARD'S KEY STRATEGIC GOALS

DATE: AUGUST 23, 2018

INFORMATION:

Staff will discuss the Monterey County Workforce Development Board's Key Strategic Goals.

I. Key Strategic Goals

1. The Monterey County Workforce Development Board will enhance its Business Engagement strategy for working with business and partners by holding monthly business roundtables with local businesses. Specific information on hiring and training requirements provided by local businesses will assist the MCWDB to build a more robust, responsive demand-side connection with our business customers that additionally benefits our job seeker clients.
2. The Monterey County Workforce Development Board will implement the AJCC Hallmarks of Excellence and Continuous Quality Improvement plan for the Monterey County AJCC and its satellite locations, in coordination with the One Stop Operator and AJCC Partners.
3. The Monterey County Workforce Development Board will work in partnership with local Healthcare providers and Community Colleges to develop one or more apprenticeship programs in Healthcare.
4. The Monterey County Workforce Development Board, in coordination with its local and regional partners, will update its five-year strategic plans to incorporate new partnerships and new performance indices as required by the California Workforce Development Board.
5. The Monterey County Workforce Development Board will work with its local and regional partners to design and implement Workforce Development services for formerly incarcerated individuals from state and county correctional facilities, as part of Governor Brown's and the California Workforce Development Board's Initiative supporting *Unlocking Social Mobility*.
6. The Monterey County Workforce Development Board will work with the Laborers Community Service and Training Foundation to develop a 6 week pre-apprenticeship program for at-risk youth, ages 18-24, that will lead to industry certifications and living wage jobs with local construction companies.