



Santa Cruz County Workforce Development supports the Community by cultivating economic vitality and assisting Jobseekers by creating programs to train, educate, and support the workforce to develop key and timely skills. We assist Business to secure the talent they need to thrive now, and into the future.

Workforce Development Board-Executive Committee

Wednesday, November 3, 2021 @ 8:30am

[Click Here to Join the Meeting Online](#)

If you don't have Microsoft Teams: Select the "Join on the web instead" option

Call in: (916) 318-9542

Meeting ID: 399 141 059#

Call to Order/Welcome

Non-agenda public comment

Chairperson's Report

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Committee Member Announcements

Adjournment

**Next Meeting: Workforce Development Board
December 8, 2021 @8:30 am**

**Workforce Development Board-Executive Committee
March 2, 2022 @8:30 am**

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefit of the services, programs, or activities. This meeting is located in an accessible facility. If you are a person with a disability and require special assistance in order to participate in the meeting, please call (831) 763-8900 (TDD/TTY- 711) at least 72 hours in advance of the meeting in order to make arrangements. Persons with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those affected, please attend the meeting smoke and scent free.

Action Item 1: Findings Authorizing Teleconference Meetings

(Action required)

Recommendation

Adopt findings pursuant to Assembly Bill 361 authorizing teleconference meetings as a result of the continuing COVID-19 pandemic state of emergency and Health Officer recommendation for social distancing.

Background

New State law adopted by the Legislature and signed by Governor Newsom (AB 361) allows local agencies to continue to meet by teleconference and internet platform as long as a state of emergency exists and local or state authorities have recommended social distancing measures. In a related provision, the legislative body, by a majority vote, can take action to meet via teleconference in order to avoid meeting in person and therefore reduce imminent risks to the health and safety of members of the public. If a legislative body continues to meet via teleconference, it must take action to renew this declaration every 30 days.

Suggested motion

I move to adopt findings pursuant to Assembly Bill 361 authorizing teleconference meetings as a result of the continuing COVID-19 pandemic State of Emergency and Health Officer recommendation for social distancing.



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**SANTA CRUZ COUNTY WORKFORCE DEVELOPMENT BOARD-EXECUTIVE COMMITTEE’S
FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A RESULT OF THE
CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH OFFICER RECOMMENDATION FOR
SOCIAL DISTANCING**

WHEREAS, the Santa Cruz County Workforce Development Board-Executive Committee is a legislative body under the Brown Act as defined under Cal. Gov. Code section 54952(b) and Santa Cruz County Code Section 2.38.110; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on November 3, 2021, the Santa Cruz County Workforce Development Board-Executive Committee intends to hold its initial teleconference meeting under AB 361; and

WHEREAS, the Santa Cruz County Workforce Development Board-Executive Committee has reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds

that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the Santa Cruz County Workforce Development Board-Executive Committee deems it necessary to utilize the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the Santa Cruz County Workforce Development Board-Executive Committee makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the Santa Cruz County Workforce Development Board-Executive Committee.

Section 2. Effective immediately, and for the next 30 days, the Santa Cruz County Workforce Development Board-Executive Committee will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today’s findings, or at the next scheduled meeting, the Santa Cruz County Workforce Development Board-Executive Committee will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the Santa Cruz County Workforce Development Board-Executive Committee in Santa Cruz, State of California, this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair, Santa Cruz County Workforce Development Board-Executive Committee

ATTEST: _____
Department Staff

Approved as to Form:

Office of the County Counsel

Action Item 2: Approval of Meeting Minutes

(Action required)

Recommendation

Approve the August 25, 2021 Executive Committee meeting minutes

Suggested motion

I move to approve the August 25, 2021 Executive Committee meeting minutes.



**Workforce Development Board
Executive Committee
Watsonville Career Center, Room 2
Wednesday, August 25, 2021 8:30 a.m.**

18 W. Beach Street
Watsonville, CA 95076
(831) 763-8900
www.santacruzwb.com

NOTE: Due to the COVID-19 pandemic, and the directive of Governor Gavin Newsom in adjusting the Brown Act rules, public meetings will be allowed to be attended virtually until further notice. A public meeting room was made available for this meeting, but all participants chose to attend virtually, via Microsoft Teams.

The Chair called the meeting to order at 8:31 a.m., and a quorum was established. All participants attended virtually.

Committee Members in Attendance

Marshall Delk
Rob Morse – Chair
Denise Moss
Carol Siegel
Elyse Destout – Vice Chair

Committee Members Absent

None

Staff in Attendance

Peter Detlefs – WDB Business Services Mgr.
Lacie Gray – WDB Sr. Analyst
Josie Montes - CWES Associate Analyst
Sara Paz-Nethercutt – WDB Sr. Analyst
Andy Stone – WDB Director
Katy Chevalier – Program Manager
Adam Spickler – CCU Analyst
Marcy Villalobos – WDB Office Asst.

Guests

Teri Brimacombe
Chris Donnelly
Barbara Mason – WDB Board Member
Janet Nagamine – WDB Board Member
Todd Livingstone – WDB Board Member
Amanda Winter

MEMBERS:

Rob Morse, Chair
Pacific Gas and Electric Company

Elyse Destout, Vice Chair
Photography by Elyse Destout

Lamont Adams
IBEW Local 234

Alia Ayyad
Center for Employment Training

KatieSetzler
Palo Alto Medical Foundation

Christina Cuevas
Community Foundation of Santa Cruz County

MariaElena De La Garza
Community Action Board

Marshall Delk
Santa Cruz County Bank

Daniel Dodge
Cabrillo College Federation of Teachers

Yuko Duckworth
Employment Development Department

Candice Elliott
Fortress and Flourish

Sean Hebard
Carpenters Local 505

Carmen Herrera-Mansir
El Pajaro CDC

Laura Holmquist-Gomez
Five Star Catering

Todd Livingstone
Watsonville/Aptos/Santa Cruz Adult Education

Barbara Mason
Santa Cruz County Economic Development

Chris Miller
ScratchSpace, LLC

Janet Nagamine
Hikari Farms

Elisa Orona
Health Improvement Partnership of SC County

Shaz Roth
Pajaro Valley Chamber of Commerce
and Agriculture

Glen Schaller
Monterey Bay Central Labor Council, AFL-CIO

Carol Siegel
Santa Cruz Seaside Company

Dustin Vereker, Chief Beer Ambassador
Discretion Brewing

DIRECTOR:
Andy Stone

Subject: Public Comment

None

Subject: Chairperson's Report

Chair Rob Morse presented a certificate of appreciation to Carol Siegel for her dedication to the Board.

Subject: Action Items:

Item 1 – Approval of the May 5, 2021 and June 25, 2021 Meeting Minutes

Action: It was moved to approve the May 5, 2021 and June 25, 2021 Executive Committee meeting minutes.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Marshall Delk
Abstentions: None

Committee Action All in favor, motion passed

Item 2 – Operational Plan Update

WDB Director Andy Stone gave an update on the Operational Plan, which was approved at the September 16, 2020 WDB Full Board meeting, and reviewed the three goals along with the action steps.

Action: It was moved to adopt the WDB Director's Operational Plan update for PY 21-22 and recommend approval by the Workforce Development Board.

Status: Motion to Approve: Marshall Delk
Motion Seconded: Denise Moss
Abstentions: None

Committee Action All in favor, motion passed

Item 3 – WDB September 15, 2021 Meeting Planning

WDB Director Andy Stone proposed that item 3: *How to better utilize Board members both for their gain and the Board* be the topic presented at the September 15, 2021 WDB Full Board meeting. Full Capacity Marketing will put together a 20 minute presentation and will prepare some tools for the board members to use while engaging with the public.

Action: It was moved to direct that the WDB staff include the following items in the September 15, 2021 WDB agenda: *How to better utilize Board members both for their gain and the Board* and an update by the Equity Workgroup.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Marshall Delk

Abstentions: None

Committee Action All in favor, motion passed

Item 4 – Eligible Training Provider List (ETPL) Draft Monitoring and Subsequent Eligibility Report

WDB Sr. Analyst Lacie Gray gave an overview of the program monitoring process of Eligible Training Provider List (ETPL) vendors and informed the committee that the purpose of subsequent eligibility review is to ensure the approved training programs are meeting State and Federal criteria. She also mentioned that there were no findings for the vendors that were monitored but there were some recommendations.

Action: It was moved to approve the ETPL monitoring reports as drafted by the WDB staff.

Status: Motion to Approve: Marshall Delk
 Motion Seconded: Carol Siegel
 Abstentions: None

Committee Action All in favor, motion passed

Item 5 – Eligible Training Provider List (ETPL) PY 2020-21 Annual Report

WDB Sr. Analyst Lacie Gray reviewed the Eligible Training Provider List (ETPL) annual report with the committee and answered questions from committee members regarding which careers had an average wage of \$48.90 from Cabrillo College, some of which included Radiology Technology, Registered Nursing, Human Resource Management, Digital Media, and Dental Hygienist.

Action: It was moved to accept the annual ETPL report for PY 2020-21

Status: Motion to Approve: Carol Siegel
 Motion Seconded: Marshall Delk
 Abstentions: None

Committee Action All in favor, motion passed

Item 6 – AJCC Certification Indicator Assessments

WDB Sr. Analyst Sara Paz-Nethercutt briefed the committee on the AJCC assessments that were conducted by Racy Ming and Associates for each of the three One Stop Centers located at: 18 West Beach-Watsonville, EDD-Capitola, and the Suenos Youth Program office. She stated that continuous improvement action plans will be created based off of the assessments that were conducted. Some highlights that were noted included focusing on new

remote ways to offer services to job seekers and businesses as well as offering training for partners and staff in labor market information and equity, diversity, and inclusion.

Action: It was moved to approve the AJCC Certification Indicator Assessments as written and authorize the WDB chair to sign the AJCC Certification Assessments.

Status: Motion to Approve: Marshall Delk
Motion Seconded: Denise Moss
Abstentions: None

Committee Action All in favor, motion passed

Item 7 – WIOA Fiscal Year 2021-22 Budget

WDB Director Andy Stone reviewed the WIOA financial report for PY 2020-21 and 2021-22 and answered questions asked by the committee members.

Action: It was moved to accept the WIOA budgets for PY 2020-21 and 2021-22

Status: Motion to Approve: Carol Siegel
Motion Seconded: Marshall Delk
Abstentions: None

Committee Action All in favor, motion passed

Subject: Report Items:

Item 8 – WDB Staff Updates

WDB staff gave the latest updates on WIOA Career Services, which included WDB Sr. Analyst Sara Paz-Nethercutt briefing the committee on the AJCC Certifications, recruiting for more FIRE project participants, filling the vacancy for the Admin Aide position, launching the new WIOA case file paperless initiative, and added that the procurement for WIOA program services was approved by the Board of Supervisors on August 24, 2021. WDB Business Services Manager Peter Detlefs gave updates on business services including the development of a walk-about job fair in downtown Santa Cruz to assist with recruitments for businesses, career services webpage, marketing and communications services, and the American Rescue Act funding. WDB Sr. Analyst Lacie Gray gave updates on Regional Projects/Grants including the Prison to Employment Grant which Santa Cruz County currently has seven participants enrolled, and the SB1 Pre-apprenticeship Training Grant which currently has 18 participants scheduled to graduate next month.

Action: No action taken, informational item only.

Subject: Information Items:

Item 9 – AJCC Hallmarks of Excellence Action Plans PY 20/21 Q4

WDB Sr. Analyst Sara Paz-Nethercutt noted that this would be the final Hallmarks of Excellence Action Plan update as the AJCC certification process changed and replaced by the Continuous Improvement (CI) Plans.

Action: No action taken, informational item only.

Item 10 – WDB Recertification

WDB Director Andy Stone announced that the California Workforce Development Board approved the WDB's application, that was submitted in April, for Subsequent Designation and Recertification for a two-year period ending on June 30, 2023.

Action: No action taken, informational item only.

Subject: Committee Member Announcements:

Committee member Carol Siegel spoke about the opportunity of a training for the board members on Equity, Diversity, and Inclusion.

Meeting adjourned at 9:55 a.m.

**Next Meeting: Executive Committee Meeting
Wednesday, November 3, 2021 @ 8:30 am
Watsonville Career Center, Room 2
Virtual Attendance via Microsoft Teams**

Action Item 3: WIOA Procurement Results/ PY22/23 Award Recommendations

(Action required)

Recommendation

Accept the award recommendations and authorize the Workforce Development Board (WDB) Staff to proceed with next steps in the procurement process.

Background

The WDB approved the issuance of a Request for Proposal (RFP) for WIOA Career Center Operator, Adult, Dislocated Worker, Youth and Layoff Aversion program services at the May 26, 2021 meeting. The RFP was subsequently released at the Board of Supervisors (BOS) meeting on August 24, 2021.

As part of the process, the WDB worked with the County's General Services Department's Purchasing Division (GSD) to conduct the RFP procurement process. This RFP contracting allows for a one-year contract with three additional one-year options for renewal, for a total possible term of four years. This procurement process provides for a potential contract that could extend from PY 2022-23 through PY 2025-26 based on a contractor cost analysis. A new procurement process will need to be conducted every four years as required by utilizing the County procurement process and according to the Workforce Innovation and Opportunity Act (WIOA).

Results of Competitive Process

As a result of the RFP process managed by GSD four (4) service areas were scored from the following bidders: America Works of California; Arbor E & T, LLC, dba Equus Workforce Solutions; Cabrillo Community College District Small Business Development Center; Goodwill Central Coast; Santa Cruz County Office of Education and Winter Works LLC.

GSD has outlined the evaluation committee results in the attached memo dated October 29, 2021. The following outcome has been certified by GSD:

Modality 1 One-Stop Operator: Arbor E & T, LLC, dba Equus Workforce Solutions

Modality 2 Adult, Dislocated Worker Program Services: Goodwill Central Coast

Modality 3 Youth Services: Santa Cruz County Office of Education

Modality 4 Layoff Aversion Services: Cabrillo Community College District Small Business Development Center

Next Steps

1. WDB Staff will enter into contract negotiations with the recommended vendors for PY 22/23.
2. WDB staff will return to the Board of Supervisors no later than May 24, 2022 with contract approvals.

Suggested motion

I move to accept the award recommendations from the PY 2022-23 Procurement and authorize the WDB Staff to enter into contract negotiations with the recommended vendors for PY 22-23.



County of Santa Cruz

General Services Department
Purchasing Division

701 OCEAN STREET, SUITE 330, SANTA CRUZ, CA 95060-4073
(831) 454-2210 Fax: (831) 454-2710 Tdd: (831) 454-2123

**TO: Andy Stone, Workforce Development Board Director,
Sara Paz-Nethercutt, Workforce Development Board Sr. Analyst**

FROM: Shauna Soldate, General Services Department (GSD), Purchasing, Buyer

DATE: October 29, 2021

**SUBJECT: EVALUATION RESULTS FOR REQUEST FOR PROPOSAL 21P3-001,
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) ONE-STOP
OPERATOR AND ADULT AND DISLOCATED WORKER PROGRAM SERVICES
PROGRAM**

The twelve-member Evaluation Committee evaluated and scored six (6) Request for Proposals (RFP) received from Santa Cruz County Office of Education, Cabrillo Community College Santa Cruz Small Business Development Center, Equus Workforce Solutions, Goodwill Central Coast, Winter Works LLC, and America Works..

The Committee was divided into four sub-committees made up of three evaluators per sub-committee with

each sub-committee evaluating one of the four modalities. The modalities were as follows:

- Modality 1: WIOA Career Center Operator;
- Modality 2: Adult & Dislocated Worker Program Services;
- Modality 3: WIOA Youth Program Services;
- Modality 4: Workforce Services for Business.

The sub-committee for Modality 1, Career Center Operator, scored the proposal response from Equus Workforce Solutions the highest at 89 points out of a possible 105 points. The second-place score was Winterworks LLC, who scored 80 points

The sub-committee for Modality 2, Adult & Dislocated Worker Program, scored the proposal response from Goodwill Central Coast the highest at 85.58 points out of a possible 105 points. The second-place score was Equus Workforce Solutions, who scored 76.25 points.

The sub-committee for Modality 3, Youth Program Services, scored the proposal response from Santa Cruz County Office of Education the highest at 102 points out of a possible 105 points. The second-place score was Equus Workforce Solutions, who scored 90 points.

The sub-committee for Modality 4, Workforce Services Business, scored the proposal response from Cabrillo Community College District Small Business Development Center the highest at 103 points out

of a possible 105 points. The second-place score was Equus Workforce Solutions, who scored 90 points

GSD Purchasing considers any score in the 90%-100% percentile range to be excellent; 80% to 89% range to be good; 70% to 79% range to be fair; and anything below 70% to be unacceptable. The highest scored proposal response for each modality was at 84% or higher. GSD Purchasing deems these proposal responses as good quality that meet or exceed the basic needs set forth in this RFP.

GSD Purchasing recommends awards to the following vendors:

- Modality 1: WIOA Career Center Operator: Equus Workforce Solutions
- Modality 2: Adult & Dislocated Worker Program Services: Goodwill Central Coast
- Modality 3: WIOA Youth Program Services: Santa Cruz County Office of Education
- Modality 4: Workforce Services for Business: Cabrillo Community College District Small Business Development Center

Your department may proceed with contract negotiations with the vendors stated above. Please be advised that the commencement of any resulting contract is contingent upon County of Santa Cruz Board of Supervisors approval.

Contact me at (831) 454-2526 if you have any questions on the process or any information contained in the proposal. Thank you for your assistance in this process.



Shauna Soldate
Shauna.Soldate@santacruzcounty.us

10/29/2021
Date

Action Item 4: Operational Plan Update

(Action required)

Recommendation

Adopt the WDB Director's Operational Plan update for PY 21-22.

Background

On September 16, 2020 the WDB approved the WDB Director's Program Year (PY) 2020-21 Operational Plan which lays out the specific actions for the program year designed to ensure that the board's priorities are met. The attached scorecard represents the updated PY 2021-22 goals and action steps as approved by the Executive Committee at its meeting on August 25, 2021.

The WDB Director's Operational Plan incorporates the goals referenced below:

Operational Goals for Workforce Santa Cruz County

Goal 1: Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.

Goal 2: Santa Cruz County businesses have the talent needed to thrive now and into the future.

Goal 3: Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.

Next Steps

The WDB Director will report on Operational Plan's progress at each Workforce Development Board meeting.

Suggested motion

I move to adopt the WDB Director's Operational Plan update for PY 21-22.

**Item 4 Attachment - Workforce Development Board of Santa Cruz County
OPERATIONAL PLAN STATUS REPORT Program Year (PY) 2021-2022**

	<i>Status</i>	<i>2021-22 Operational Targets</i>	<i>YTD</i>
<p><u>Goal 1</u></p> <p>Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.</p>	✓	<ul style="list-style-type: none"> • Develop and deploy new virtual career services offerings 	<ul style="list-style-type: none"> • Working with web designer to complete career services website. Will provide a presentation to the WDB before June 30, 2022
<p><u>Goal 2</u></p> <p>Santa Cruz County businesses have the talent needed to thrive now and into the future.</p>	✓	<ul style="list-style-type: none"> • Develop additional pre-apprenticeship opportunities • Provide WDB with a presentation on remote work and training opportunities 	<ul style="list-style-type: none"> • Received \$300,000 in ARPA funding for pre-apprenticeship programs. Program to be launched in first half of 2022 • Presentation on remote work schedule for 3/30/22 WDB meeting - presenter identified
<p><u>Goal 3</u></p> <p>Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.</p>	✓	<ul style="list-style-type: none"> • Establish equity goals and provide WDB members with training • Provide WDB members with the tools and training to become better advocates for the workforce development system • Develop new Economic Development partnership opportunities with other organizations and entities • Draft and release the 2022 State of the Workforce Report 	<ul style="list-style-type: none"> • Equity workgroup is developing a plan to roll out training and strategy • Presentation delayed to 12/8/21 WDB meeting as a result of the cancellation of the September WDB meeting • Developing new online resource that will link business to workforce and economic development resources in Santa Cruz County • State of the Workforce to be completed by June 30, 2022

✓ on track to meet planned target for the year

✗ not on track to meet planned target for the year

Action Item 5: AJCC Certification Continuous Improvement Plan

(Action required)

Recommendation

Approve the AJCC Certification Indicator Continuous Improvement Plan as written and authorize the WDB staff to submit to the Employment Development Department (EDD) Regional Advisor.

Background

WDB Staff previously informed this committee of the Employment Development Department (EDD) Workforce Services Directive, WSD20-08, dated March 1, 2021 which provides policy and guidance for conducting the new AJCC certification process. The new process supersedes the Hallmarks of Excellence Certification Process as outlined in WSD16-20, dated June 9, 2017.

The new process includes two (2) levels of AJCC Certification:

1. The Baseline Certification approved by the Workforce Development Board (WDB) at its May 26, 2021 meeting is intended to ensure that every AJCC site is in compliance with WIOA statutory and regulatory requirements;
2. The Certification Indicator Assessments approved by the Executive Committee at its August 25, 2021 meeting have been completed and submitted to the state as required. They are intended to measure continuous improvements in service delivery with seven (7) indicators. Using the recommendation and evaluation from the assessments, a continuous improvement plan is created to continually improve and progress within each of the seven (7) AJCC Certification Indicators.

At the May 26, 2021 WDB meeting, the board approved a subcontract with Racy Ming and Associates. Racy Ming conducted the assessments for the AJCC certification and assisted with the creation of the Continuous Improvement (CI) Plan.

The link to view the plan is found here: <https://bit.ly/3mqZYT8>

Next Steps

The approved CI Plan will be submitted as required by the directive and progress shared with this committee and the WBD. The CI Plan will be shared with AJCC Operator and staff for implementation.

Suggested motion

I move to approve the AJCC Certification Indicator Continuous Improvement Plan as written and authorize the WDB staff to submit to the EDD Regional Advisor by the December 31, 2021 deadline.

Action Item 6: WDB Equity Training and Special Meeting - November 10, 2021

(Action required)

Recommendation

Schedule a special meeting of the Workforce Development Board on November 10, 2021, for the purpose of equity training, and take additional actions needed to provide equity training to staff and partner organizations.

Background

The WDB Equity Work Group is scheduled to consider an equity training plan for staff, partner organizations and Workforce Development Board members on November 2, 2021. The plan includes an equity training for all WDB members scheduled on November 10, 2021 at 8:30am. At this meeting, Andy Stone will provide an update on the WDB Equity Work Group's November 2, 2021 discussions.

Next Steps

Schedule a Special Meeting of the Workforce Development Board for November 10, 2021, for the purpose of equity training.

Suggested motion

I move to direct the WDB staff to schedule a special meeting of the Workforce Development Board on November 10, 2021, for the purpose of equity training, and take additional actions needed to provide equity training to staff and partner organizations.

Action Item 7: WDB December 8, 2021 Meeting Planning

(Action required)

Background

At a special meeting of the Executive Committee on June 25, 2021, the Committee identified five topics to be presented at the Workforce Development Board (WDB) Full Board Meetings in Program Year 2021-2022. The identified topics are:

1. Economic Development partnership opportunities with other organizations and entities
2. Expanding virtual career services
3. How to better utilize Board members both for their gain and the Board
4. Expanding apprenticeship opportunities
5. Explore remote work and training opportunities

At this meeting, the Executive Committee will consider if it would like to add any additional agenda items to the December 8, 2021 WDB Full Board meeting agenda.

Suggested motion

I move to direct that the WDB staff include the following items in the December 8, 2021 WDB meeting agenda.

Report Item 8: Workforce Development Board Staff Updates

(No vote required)

WIOA Career Services:

1. Recruiting for FIRE Project participants
2. Local Lean Continuous Improvement Initiative
3. Out-of-School Expenditure Waiver

Business Services:

1. Marketing/Career Services Webpage Update
2. Business Resource Network
3. Downtown Santa Cruz Walkabout Job Fair

Regional Projects/Grants Report:

1. Prison to Employment
1. SB1 Pre-apprenticeship Training Grant

Report Item 9: Contractor Activity Reports

(No vote required)

Reports outlining each workforce services contractor's financial, federal (if applicable), and contract performance can be found here: <https://bit.ly/3bmcGfR>