



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 2, 2022 @ 8:30am

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

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**Meeting ID: 231 381 748 274**

**Passcode: zB2aXw**

or

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**Phone Conference ID: 987 211 963#**

### Call to Order/Welcome

### Non-agenda public comment

### Chairperson's Report

#### Action Items (vote required) :

- 1. Findings Authorizing Teleconference Meetings ..... 2-4
- 2. Approval of Minutes: August 24, 2022 ..... 5-9
- 3. WDB Director's Operational Plan Update ..... 10-11
- 4. Local WIOA Monitoring Policy & Procedure..... 12-14
- 5. WDB December 7, 2022 Meeting Planning ..... 15

#### Report Items (no vote required):

- 6. CAO Initiatives Update..... 16
- 7. WDB Staff Updates..... 17
- 8. Local Area Negotiated WIOA Performance Goals PY 2022-2024 ..... 18-19

#### Information Items (no vote required):

- 9. Update AJCC Certification Continuous Improvement Plan PY 22/23 Q1..... 20

### Committee Member Announcements

### Adjournment

**Next Meeting: Workforce Development Board  
December 7, 2022 @8:30 am [last remote meeting]**

**Workforce Development Board-Executive Committee  
March 1, 2023 @8:30 am [in-person]**

*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.*

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## Action Item 1: Findings Authorizing Teleconference Meetings

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(Action required) – Andy Stone

### **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.



**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 2, 2022, the Santa Cruz County Workforce Development Board-Executive Committee intends to hold its subsequent 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   2   day of   November  , 2022  , 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

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## Action Item 2: Approval of Meeting Minutes

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(Action required) – Andy Stone

### **Recommendation**

Approve the August 24, 2022 Executive Committee meeting minutes

### **Suggested motion**

I move to approve the August 24, 2022 Executive Committee meeting minutes.



**Workforce Development Board  
Executive Committee  
Watsonville Career Center, Room 2  
Wednesday, August 24, 2022 8:30 a.m.**

Item 2 Attachment

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900  
[www.santacruzwb.com](http://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 8:35 a.m., and a quorum was established. All participants attended virtually.**

**Committee Members in Attendance**

Brooks, Yvette  
Destout, Elyse – Vice Chair  
Morse, Rob – Chair  
Siegel, Carol

**Committee Members Absent**

Delk, Marshall  
Vereker, Dustin

**Staff in Attendance**

Chevalier, Katy – Program Manager  
Gray, Lacie – WDB Sr. Analyst  
Gutierrez, Elizabeth – WDB Admin Aide  
Paz-Nethercutt, Sara – WDB Sr. Analyst  
Stone, Andy – WDB Director  
Villalobos, Marcy – WDB Office Assistant

**Guests**

Winter, Amanda

**MEMBERS:**

**Rob Morse, Chair**  
Pacific Gas and Electric Company

**Elyse Destout, Vice Chair**  
Photography by Elyse Destout

**Alia Ayyad**  
Center for Employment Training

**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

**Sean Hebard**  
Carpenters Local 505

**Carmen Herrera-Mansir**  
El Pajaro CDC

**Laura Holmquist-Gomez**  
Five Star Catering

**LeNae Liebetrau**  
Department of Rehabilitation

**Todd Livingstone**  
Watsonville/Aptos/Santa Cruz Adult Education

**Chris Miller**  
ScratchSpace, LLC

**Janet Nagamine**  
Hikari Farms

**Shaz Roth**  
Pajaro Valley Chamber of Commerce  
and Agriculture

**Glen Schaller**  
Monterey Bay Central Labor Council, AFL-CIO

**KatieSetzler**  
Palo Alto Medical Foundation

**Carol Siegel**  
Santa Cruz Seaside Company

**Dustin Vereker**  
Discretion Brewing

**DIRECTOR:**  
Andy Stone

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**Subject: Public Comment**

None

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**Subject: Chairperson’s Report**

Chair, Rob Morse, thanked WDB Director Andy Stone and staff for all their hard work.

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**Subject: Action Items:**

**Item 1 – Findings Authorizing Teleconference Meetings**

The committee was provided with information regarding 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.

**Action:** It was moved 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.

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

Committee Action All in favor, motion passed

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**Item 2 – Approval of the May 4, 2022 Meeting Minutes**

**Action:** It was moved to approve the May 4, 2022 Executive Committee meeting minutes.

**Status:** Motion to Approve: Carol Siegel  
 Motion Seconded: Elyse Destout  
 Abstentions: None

Committee Action All in favor, motion passed

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**Item 3 – Operational Plan Update**

WDB Director Andy Stone reviewed the operational plan targets for PY 22-23 that were developed from the operational planning meeting in July and welcomed new Executive Committee member Yvette Brooks.

**Action:** It was moved to accept the WDB Director’s Operational Plan update for PY 22-23.

**Status:** Motion to Approve: Elyse Destout  
 Motion Seconded: Yvette Brooks  
 Abstentions: None

Committee Action All in favor, motion passed

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**Item 4 – WIOA Fiscal Year 2022-23 Budget**

WDB Director Andy Stone reviewed the financial report and provided a breakdown on each of the expenditure categories.

**Action:** It was moved to accept the WIOA budget for PY 2022-23.

**Status:** Motion to Approve: Carol Siegel  
 Motion Seconded: Elyse Destout  
 Abstentions: None

Committee Action All in favor, motion passed

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**Item 5 – Eligible Training Provider List (ETPL) Draft Monitoring and Subsequent Eligibility Report**

WDB Sr. Analyst Lacie Gray gave a brief overview of the State’s yearly monitoring and subsequent eligibility requirements. The five ETPL vendors monitored were: Cabrillo College, Michael’s Transportation Service, Santa Cruz County Office of Education, Truck Driver Institute, and Watsonville/Aptos/Santa Cruz Adult Education. There were no findings;

however, one program was removed as the State now requires one full program year (July 1 through June 30) of performance metrics to report.

**Action:** It was moved to accept the PY 21/22 local program monitoring reports as drafted by WDB staff.

**Status:** Motion to Approve: Elyse Destout  
 Motion Seconded: Carol Siegel  
 Abstentions: None

Committee Action All in favor, motion passed

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### Item 6 – Eligible Training Provider List (ETPL) 2021-22 Annual Report

WDB Sr. Analyst Lacie Gray gave a brief overview of the WIOA training program. ETPL performance reports by training vendor, top five vendors in terms of enrollment, and top five vendors in terms of Individual Training Account expenditures were provided to the committee.

**Action:** It was moved to accept the annual ETPL Report for PY 2021-22

**Status:** Motion to Approve: Carol Siegel  
 Motion Seconded: Yvette Brooks  
 Abstentions: None

Committee Action All in favor, motion passed

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### Item 7 – WDB September 14, 2022 Meeting Planning

WDB Director Andy Stone stated that a panel will be presenting at the September 14, 2022 WDB Full Board meeting to discuss Housing and Workforce Development and opened the opportunity for committee members to add any additional items to the agenda. Panelists would include representatives from Housing for Health, Watsonville Works, and the Housing Authority of Santa Cruz County.

**Action:** It was moved to direct that the WDB staff include the Housing and Workforce Development item in the September 14, 2022 WDB meeting agenda.

**Status:** Motion to Approve: Yvette Brooks  
 Motion Seconded: Carol Siegel  
 Abstentions: None

Committee Action All in favor, motion passed

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**Subject: Report Items:**

### Item 8 – WDB Staff Updates

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included speaking on the WDB Lean Initiative; the WIOA Memorandum of Understanding (MOU) that was presented to the Board of Supervisors on August 23, 2022; the addition of the “Get Started” page on the WorkforceSCC website; and the WIOA Out-of-School waiver for PY 22/23.

WDB Director Andy Stone mentioned the recruitment for Peter Detlefs replacement for Business Services Manager will close on Friday, August 22<sup>nd</sup>.



WDB Sr. Analyst Lacie Gray provided information on the SB1 regional pre-apprenticeship grant in the construction trades and shared that the last cohort had 18 graduates on August 17, 2022. Board members expressed interest in attending graduations in the future. Lacie also spoke on the American Rescue Plan Act funding of pre-apprenticeship programs at Watsonville/Aptos/Santa Cruz Adult Education and at the Santa Cruz County Office of Education and shared that the WDB applied for the Prison to Employment 2.0 grant with Monterey and San Benito Counties.

**Action:** No action taken, informational item only.

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**Subject: Information Items:**

**Item 9 – AJCC Certification Continuous Improvement Plan PY 21/22 Update**

WDB Sr. Analyst Sara Paz-Nethercutt gave a brief overview the AJCC Certification Continuous Improvement (CI) Plan and a copy of the CI plan was provided to the committee.

**Action:** No action taken, informational item only.

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**Subject: Committee Member Announcements:**

Vice Chair Elyse Destout shared that Your Future is Our Business is looking for volunteers to mentor students at Diamond Technology Institute.

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**Meeting adjourned at 9:49 a.m.**

**Next Meeting: WDB Full Board Meeting  
Wednesday, November 2, 2022 @ 8:30 am  
\*\*Virtual Attendance via Microsoft Teams\*\***

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## Action Item 3: Operational Plan Update

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(Action required) – Andy Stone

### **Recommendation**

Accept the WDB Director's Operational Plan update for PY 22-23.

### **Background**

On September 14, 2022, the WDB approved the WDB Director's Program Year (PY) 2022-23 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 adopted PY 2022-23 goals and action steps.

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 the Operational Plan's progress at each Workforce Development Board meeting.

### **Suggested motion**

I move to accept the WDB Director's Operational Plan update for PY 22-23.

**Item 3 Attachment - Workforce Development Board of Santa Cruz County  
OPERATIONAL PLAN STATUS REPORT Program Year (PY) 2022-2023**

	<i>Status</i>	<i>2022-23 Operational Targets</i>	<i>YTD</i>
<p><b><u>Goal 1</u></b></p> <p><b>Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.</b></p>	✓	<ul style="list-style-type: none"> <li>• Develop and deploy career services designed to meet the needs of justice-involved individuals.</li> <li>• Revisit income eligibility requirements to ensure they are appropriate with the current level of inflation</li> </ul>	<p>Construction Pre-Apprenticeship classes scheduled in Roundtree Facility</p> <p>Executive Committee will review income eligibility levels at 3/01/23 meeting.</p>
<p><b><u>Goal 2</u></b></p> <p><b>Santa Cruz County businesses have the talent needed to thrive now and into the future.</b></p>	✓	<ul style="list-style-type: none"> <li>• Develop additional pre-apprenticeship opportunities</li> <li>• Provide WDB members with tools to help promote workforce services to businesses</li> <li>• Identify strategies to support entrepreneurs with WIOA funding</li> </ul>	<p>Roundtree Facility training scheduled and Watsonville cohort to be started before 6/30/23</p> <p>Contracted with Full Capacity Marketing to develop business services tools for WDB members</p> <p>WDB Staff exploring \$500 supportive services payments for eligible micro-business owners.</p>
<p><b><u>Goal 3</u></b></p> <p><b>Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.</b></p>	✓	<ul style="list-style-type: none"> <li>• Identify strategies to help address the lack of affordable childcare</li> <li>• Connect WDB members with community partners to better understand and address the employment challenges for individuals experiencing housing insecurity</li> <li>• Examine the diversity of the WDB and develop strategies to ensure the board reflects the community it serves</li> <li>• Draft and release the 2023 State of the Workforce Report</li> </ul>	<p>WDB roundtable on affordable childcare - date TBD</p> <p>WDB housing roundtable at 9/14/22 meeting. Pro-housing letter in the works.</p> <p>Staff to survey WDB members and provide diversity report at 3/29/23 meeting. See</p> <p>State of the Workforce Report to be completed by 6/30/23</p>

✓ on track to meet planned target for the year

✗ not on track to meet planned target for the year

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## Action Item 4: Local WIOA Monitoring Policy

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(Action required) – Sara Paz-Nethercutt

### **Recommendation**

Accept the Workforce Innovation and Opportunity Act (WIOA) local monitoring policy.

### **Background**

The Code of Federal Regulations (CFR) Title 20 Section 683.410 requires each recipient and subrecipient of WIOA funds to conduct regular oversight and monitoring of its programs and those of its subrecipients and contractors. This monitoring must determine that expenditures have been made against the proper cost categories and within the cost limitations specified in WIOA, determine whether there is compliance with WIOA and other applicable law and regulations.

The Employment Development Department (EDD) released guidance, *Workforce Services Directive 22-02, Standards for Oversight and Instruction for Substate Monitoring* on July 27, 2022, containing state-imposed requirements.

### **Next Steps**

The attached local policy and subsequent procedures will provide instructions for the local WDB staff monitoring process to comply with the WIOA: .

There are no substantive changes to the prior local monitoring procedure, as this policy implements the WSD-22 requirement for a written process. The WDB Staff will continue to conduct programmatic and fiscal monitoring of the local WIOA contractors, at a minimum annually, and report the subsequent results to this committee and board.

### **Suggested motion**

I move to accept the WIOA local monitoring policy.



## WIOA Local Monitoring Policy

### Policy Memorandum 22-01

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Date: October 20, 2022

To: All WIOA Service Providers; This policy applies to all partners at all levels of participation in the Santa Cruz County workforce system funded by Workforce Innovation and Opportunity Act (WIOA) Title I funds.

Purpose: To provide guidance for the purpose of monitoring to ensure that WIOA funds are expended and services are provided in accordance with Federal and State laws and regulations and local policies. Fiscal monitoring ensures that internal controls are in place to safeguard WIOA dollars against fraud and abuse, ensure sound cash management, and promote accurate financial reports. Program monitoring and ETPL monitoring ensure that WIOA funded programs are providing quality services to participants and meeting the performance goals specified in the contract and agreements between the WDB and the service provider. Monitoring is also an opportunity to identify innovative strategies and technical assistance training needs. The information gained during monitoring helps improve service delivery which will result in improved outcomes for WIOA participants. Non-Discrimination and Equal Opportunity monitoring is a key part of program monitoring and is addressed in section 700 of this policy.

Rescissions: WIA Monitoring Policy & Procedures, dated May 14, 2003, effective May 14, 2003

References: WIOA (Public Law 113-128); CFR 20 Section 683.410-420; CFR 29 Part 38; Workforce Services Directive 14-04, Recovery of WIA Tuition and Training Refunds, dated August 18, 2004; Workforce Services Directive 15-14, WIOA Adult Program Priority of Service, dated January 22, 2016; Workforce Services Directive 16-18, Selective Service Registration, dated April 10, 2017; Workforce Services Directive 17-01, Nondiscrimination and Equal Opportunity Procedures, dated August 1, 2017; Workforce Services Directive 17-05, Oversight and Monitoring of Nondiscrimination and EO Procedures, dated August 29, 2017; Workforce Services Directive 17-07, WIOA Youth Requirements, dated January 18, 2018; Workforce Services Directive 20-27, CA ETPL Subsequent Eligibility Review, dated November 20, 2020; Workforce Services Directive 21-03, ETPL Policy and Procedures, dated November 10, 2021; Workforce Services Directive 22-02, Standards for Oversight and Instruction for Substate Monitoring, dated July 22, 2022; Workforce Services Directive 22-03, WIOA Data Validation Source Documentation, dated August 12, 2022; Workforce Services Directive 22-04, WIOA Data Validation, dated September 1, 2022

#### **Background:**

The Code of Federal Regulations (CFR) Title 20 Section 683.410 requires each recipient and subrecipient of WIOA funds to conduct regular oversight and monitoring of its programs and those of its subrecipients and contractors. This monitoring must determine that expenditures have been made against the proper cost categories and within the cost limitations specified in



WIOA, determine whether there is compliance with WIOA and other applicable law and regulations, assure compliance with 2 CFR Part 200, the Uniform Administrative Requirements, Cost principles, and Audit Requirements for Federal Awards (Uniform Guidance), and determine compliance with the nondiscrimination, disability, and equal opportunity requirements of Section 188 of WIOA, including the Assistive Technology Act of 1998 (29 USC 3003).

**Policy:** This policy establishes standards for fiscal and program monitoring of Workforce Innovation and Opportunity Act (WIOA) service providers and training providers on the State Eligible Training Providers List (ETPL) for the County of Santa Cruz (County) Workforce Development Board (WDB). This policy is designed to comply with all applicable federal, state, and local laws, regulations, policies, and accountability standards.

The local monitoring staff *procedure* will be subsequently attached to this policy. "WDB" is used to denote the entity that provides oversight and policy direction for the WIOA services and utilization of WIOA funds in Santa Cruz County. "WDB Staff" is used to denote the County employees who provide administrative support to the WDB. "monitor" is used to denote any County employee(s) or outside consultant(s) that the WDB has designated to conduct monitoring.

**Action:** All WIOA Service Providers will comply with this policy. This policy memorandum is on-going and effective immediately.

**Inquiries:** Any questions regarding this policy memorandum may be directed to the WDB Director.

This policy authorized by: Executive Committee Approval: \_\_\_\_\_  
Date

Authorized by Workforce Development Board: \_\_\_\_\_  
Date

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## Action Item 5: WDB December 7, 2022 Meeting Planning

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(Action required) – Andy Stone

### **Background**

At a Planning Workgroup meeting on July 22, 2022, the Committee identified several topics to be presented at full Workforce Development Board (WDB) Meetings in Program Year 2022-2023. The identified topics are:

- Housing & Workforce Development
- Addressing the lack of affordable childcare
- Updated State of the Workforce Report
- Career Services for Justice Involved Individuals

At this meeting, the Executive Committee will consider if it would like to add any additional agenda items to the December 7, 2022 full board meeting agenda.

### **Suggested motion**

I move to direct that the WDB staff include the following items in the December 7, 2022 WDB meeting agenda...

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## Report Item 6: CAO Initiatives Update

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(No vote required) – Andy Stone

### **Background**

The WDB Director will provide a presentation including updates on the following two initiatives being led by the County Administrative Officer's office:

Initiative 1: 2023-2025 Operational Plan: <https://bit.ly/3swq6yw>

Initiative 2: A Santa Cruz Like Me: <https://bit.ly/3SxkVbT>



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## Report Item 7: Workforce Development Board Staff Updates

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(No vote required)

WIOA Career Services – Sara Paz-Nethercutt:

1. Employment Development Department (State) WIOA program monitoring PY 20/21 results

Business Services- Andy Stone:

1. Business Services Manager Recruitment

Regional Projects/Grants Report - Lacie Gray:

1. American Rescue Plan Act (ARPA) funded Pre-apprenticeship programs:
  - a. Watsonville Aptos Santa Cruz Adult Education
  - b. Santa Cruz County Office of Education
2. Prison to Employment 2.0

CalWORKS Employment Services (CWES) - Katy Chevalier:

1. Eviction Prevention & Rental Support Program
  - a. Became effective 7/1/20
  - b. Maximum lifetime assistance limit is \$7500 per household
2. COVID-Good Cause Status for CalWORKs participants continues, due to the extended Public Health Emergency (PHE). This means that clients continue to receive cash assistance but have not been required to participate in the CWES program. Once the PHE ends, this change will be explained to clients and we will offer enrollment in program activities to those who are in good cause status, including education and training.

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## Report Item 8: Local Area Negotiated WIOA Performance Goals PY 2022-2024

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(No vote required)

Workforce Innovation and Opportunity Act (WIOA) requires the state to negotiate local level performance goals for Adult, Dislocated Worker and Youth programs. Agreement was reached on local goals that will be in effect for two (2) Program Years at a time: 2022/2023 and 2023/2024.

The attached chart demonstrates the goals for each of the performance measures for each program for the two-year period.

As per Employment Development Department (EDD) Workforce Services Directive (WSD20-02) dated September 18, 2020, the state will assess performance at the end of each program year using the Statistical Adjustment Model (SAM), derived by the Department of Labor, to determine if the negotiated performance goals were achieved. Actual performance numbers will be adjusted using the SAM which factors in data on the local economic conditions and populations served during the program year. The actual performance numbers will be compared to the SAM adjusted numbers against the negotiated performance goals to determine the ultimate level of performance success.

WDB Staff will report back to this committee and board on local performance achievements, including any SAM adjustments.

## WIOA Performance Negotiations

<b>Local Workforce Development Area: Santa Cruz County</b>		
Performance Indicators	Final Negotiated Goals	
	PY22	PY23
<b>Adult</b>		
Employment Rate in 2nd Q post exit	<b>75%</b>	<b>75%</b>
Employment Rate in 4th Q post exit	<b>71%</b>	<b>71%</b>
Median Earnings	<b>\$8,200</b>	<b>\$8,200</b>
Credential Attainment Rate	<b>65.5%</b>	<b>65.5%</b>
Measurable Skill Gains	<b>60%</b>	<b>60%</b>
<b>Dislocated Worker</b>		
Employment Rate in 2nd Q post exit	<b>70%</b>	<b>70%</b>
Employment Rate in 4th Q post exit	<b>70%</b>	<b>70%</b>
Median Earnings	<b>\$11,000</b>	<b>\$11,000</b>
Credential Attainment Rate	<b>68.6%</b>	<b>68.6%</b>
Measurable Skill Gains	<b>65%</b>	<b>65%</b>
<b>Youth</b>		
Employment Rate in 2nd Q post exit	<b>79%</b>	<b>79%</b>
Employment Rate in 4th Q post exit	<b>79%</b>	<b>79%</b>
Median Earnings	<b>\$3,900</b>	<b>\$3,900</b>
Credential Attainment Rate	<b>77%</b>	<b>77%</b>
Measurable Skill Gains	<b>77%</b>	<b>77%</b>

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## Information Item 9: AJCC Certification Continuous Improvement Plan PY 22/23 Update

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(No vote required) – Sara Paz-Nethercutt

### **Background**

WDB Staff previously informed this committee of the EDD policy directive, WSD20-08, dated March 1, 2021 which provides policy and guidance for conducting the AJCC certification process. There are two (2) levels of AJCC Certification:

1. Baseline: intended to ensure that every AJCC site is in compliance with WIOA statutory and regulatory requirements; and
2. Certification Indicator Assessment: intended to measure continuous improvement in service delivery with seven (7) indicators.

An independent evaluation and assessment of each of the AJCCs was conducted by Racy Ming and Associates. The independent and objective assessment will be conducted every three (3) years and will be due again to the State in 2024 with the criteria and procedures established by the State board. Using the recommendations and evaluations from the assessments, the Continuous Improvement (CI) Plan was created. The purpose of the CI Plan is to ensure that AJCCs deliver a better experience and continuously improve services for job seekers, workers, and employers.

As you may recall, on December 8, 2021, the WDB approved the America's Job Center of California (AJCC) Certification Indicator Continuous Improvement Plan as written and authorized the WDB staff to submit to the Employment Development Department (EDD) Regional Advisor by the December 31, 2021 deadline.

### **Update**

The Continuous Improvement Plan incorporates the actions for the program year for each AJCC site. PY 2022/23 Quarter 1 progress is available for your information.

The link to view the CI plan is found here: <https://bit.ly/3N4JWu1>