

**AGENDA  
WORKFORCE DEVELOPMENT BOARD  
AUGUST 22, 2018**



***"Your Workforce Resource"***

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of California™

**AGENDA  
WORKFORCE DEVELOPMENT BOARD  
AUGUST 22, 2018**

Dear Workforce Development Board Members:

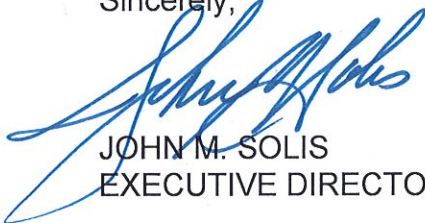
Attached is your agenda for the August 22, 2018 meeting of the Workforce Development Board (WDB).

The meeting will be held:

DATE: Wednesday, August 22, 2018  
TIME: 7:30 – 9:00 a.m.  
(Breakfast served at 7:00 a.m.)  
PLACE: WorkNet Building  
56 S. Lincoln Street  
Stockton, CA

If you have any questions, please call me at 468-3511.

Sincerely,



JOHN M. SOLIS  
EXECUTIVE DIRECTOR

JMS:gg





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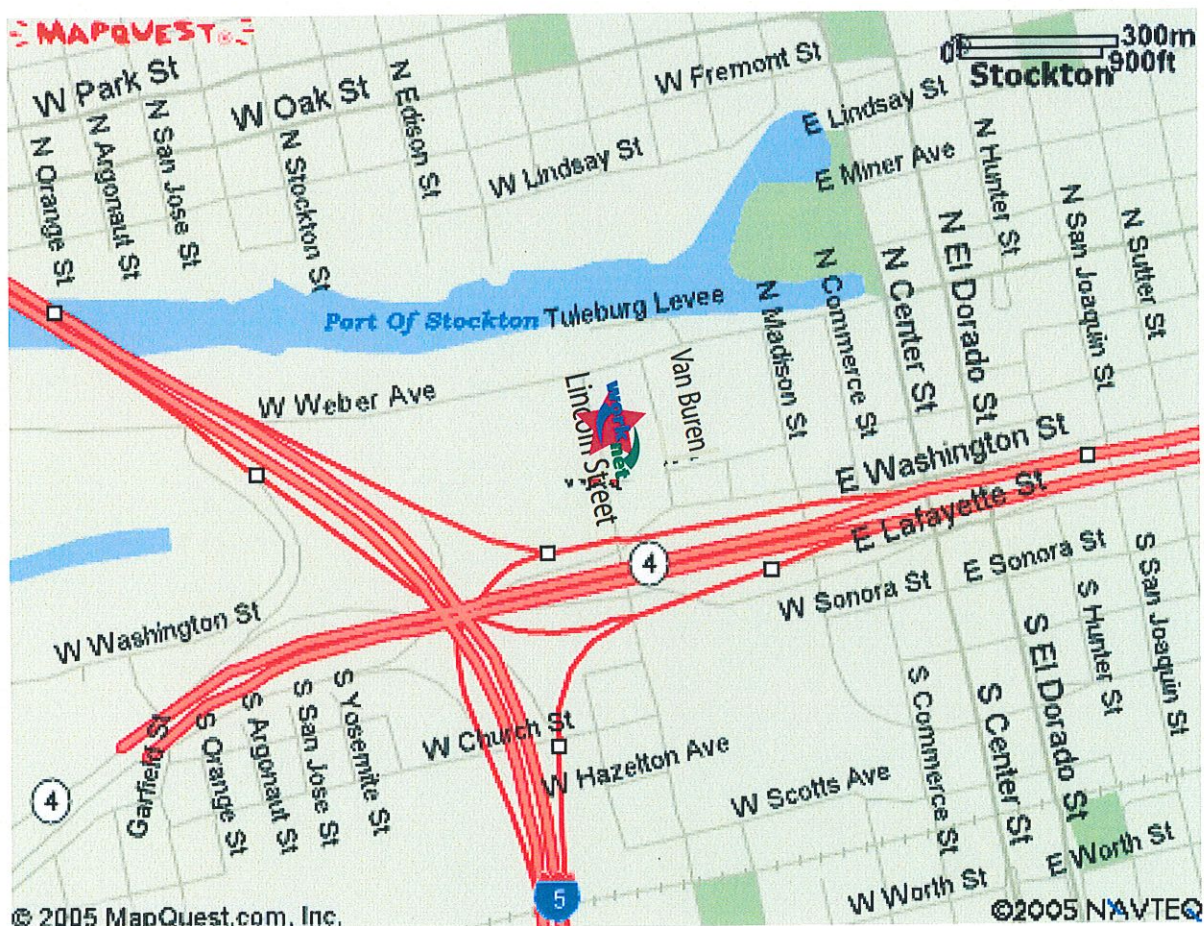
## Directions to 56 South Lincoln Street

### From Highway 99

From Highway 99, take Highway 4 toward Interstate 5 (The Crosstown Freeway). Take the El Dorado Street/Downtown Stockton exit. Go straight onto East Washington Street (one way). Travel on Washington Street approximately 1/2 mile. Turn right on South Lincoln Street. WorkNet will be on your right hand side.

### From Interstate 5

From Interstate 5, take Highway 4 toward Highway 99 (The Crosstown Freeway). Take the Downtown Stockton exit. Go straight on East Lafayette Street (stay in left hand lane). Turn left on South El Dorado Street, turn left at the next light (East Washington Street). Travel on Washington Street approximately 1/2 mile. Turn right on South Lincoln Street. WorkNet will be on your right hand side.



**AGENDA**  
**WORKFORCE DEVELOPMENT BOARD**

August 22, 2018 - 7:30 a.m.  
Stockton WorkNet Center  
56 S. Lincoln Street, Stockton, CA

**ROLL CALL**

**APPROVAL OF MINUTES**

**STATEMENTS OF CONFLICT OF INTEREST**

**PUBLIC COMMENT**

**ACTION ITEMS**

- A-1 Authorization to Accept Modified Agreement with Pro Path Inc., to Provide America's Job Centers of California "One-Stop Operator" Services for the Period July 1, 2018 through June 30, 2019, Totalling \$15,000
- A-2 Authorization for the Executive Committee to Act on Behalf of the Workforce Development Board and Facilitate the Development of a Recommendation to the San Joaquin County Board of Supervisors on the Establishment of Negotiated Performance Goals for PY 2018 and PY 2019
- A-3 Approval of Workforce Innovation and Opportunity Act Formula Fund Budget for Program Year 2018-19
- A-4 Election of Workforce Development Board Officers under the Workforce Innovation and Opportunity Act

**COMMITTEE REPORTS**

Accountability Committee  
Business Development Committee  
Data Collection and Technology Committee  
Executive Committee  
Planning Committee  
WorkNet System Committee  
WorkNet Charter Committee  
Youth Council

**DIRECTOR'S REPORT**



## **INFORMATION ITEMS**

- I-1 WorkNet Center Customer Service Survey
- I-2 Public Board Development- Required Training
- I-3 Orientation to New Workforce Development Board Members

## **BOARD MEMBERS QUESTIONS AND COMMENTS**

### **\*\*\* PUBLIC COMMENT \*\*\***

Members of the public may address the Workforce Development Board on items appearing on the agenda. The public may also address items of interest to the Workforce Development Board which are within the subject jurisdiction of the Board. However, the Workforce Development Board, in compliance with Government Code Section 54954.3(a) shall not take any action on any item not appearing on the agenda. Such items may be referred to staff or recommended for inclusion on a future agenda.

Persons wishing to address the Board must complete the Public Comment Form which may be obtained from the Clerk. Speakers are asked to limit their total presentation to a maximum of five minutes.

### **\*\*\* AMERICANS WITH DISABILITIES ACT \*\*\***

In accordance with the Americans with Disabilities Act, the San Joaquin County Workforce Development Board will make reasonable efforts to accommodate persons with qualified disabilities. If you require special accommodation, please contact Gloria Gamez at 468-3500 at least one day in advance of the meeting.

## **ADJOURNMENT**

The next WDB meeting is scheduled for Wednesday, October 24, 2018 (subject to approval) at the Stockton WorkNet Center.

This WIOA Title I - financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. California Relay Service 711 or 1-800-735-2922 (English) 1-800-855-3000 (Spanish).

**MINUTES  
OF THE  
WORKFORCE DEVELOPMENT BOARD**

December 8, 2017

WorkNet

56 S. Lincoln Street

Stockton, CA

**MEMBERS PRESENT**

Daniel Schroeder

Gene Acevedo  
Les Fong  
Terry Givens  
Kathleen Hart  
Raul Hernandez  
Carol Hirota  
David Jimenez  
Anita Maldonado  
Dan Maloney  
James Mousalimas

Sheri Oneto  
John P. Palmer  
Maria Patterson  
Lorraine Perry  
Jessie Garza-Roderick  
Julian Sepulveda  
John Solis  
Cynthia Thoming Sanders  
Ernest Williams

**MEMBERS ABSENT**

Shelley Burcham  
Kirk Dall  
Stephanie James  
Sandra Johnson  
Michael Miller  
Pat Patrick  
Tamra Spade

Cynthia Summers  
Nate Tucker  
Sofia Valenzuela  
Lisa Vigil  
Tony Washington  
Ardria Weston  
Marcus Williams

**GUESTS/STAFF PRESENT**

Nati Martinez, Employment Development Dept.  
Sharon Oberman, San Joaquin County Office of Education  
Rick Aguilera, Human Services Agency  
Allet Williams, Employment & Economic Development Dept.  
Tina LaBounty, Employment & Economic Development Dept.  
Patty Virgen, Employment & Economic Development Dept.  
Rachael Carbajal, Employment & Economic Development Dept.  
Tonnie Mallory, Employment & Economic Development Dept.  
Alfredo Mendoza, Employment & Economic Development Dept.  
Gloria Gamez, Employment & Economic Development Dept.



Tina Rangel, Employment & Economic Development Dept.  
Rosemary Gardea, Employment & Economic Development Dept.  
George Ortiz  
Paul Bishop

Guests who failed to sign in may not be listed.

### **ROLL CALL**

The meeting was called to order by Chairman Schroeder at 7:35 a.m.

### **APPROVAL OF MINUTES**

### **MOTION**

Mr. Jimenez moved and Ms. Patterson seconded to approve the October 25, 2017 Workforce Development Board meeting minutes

### **STATEMENTS OF CONFLICT OF INTEREST**

None.

### **PUBLIC COMMENTS**

George Ortiz remarked on the passing of longtime Workforce Development Board Member Chris Paige.

### **ACTION ITEM**

#### **A-1 AUTHORIZATION TO TRANSFER FUNDS FROM WORKFORCE INNOVATION AND OPPORTUNITIES ACT (WIOA) DISLOCATED WORKER PROGRAM TO WIOA FORMULA ADULT**

Mr. Solis summarized the information contained in the agenda item.

### **MOTION**

Ms. Garza-Roderick moved and Ms. Oneto seconded to approve the authorization to transfer funds from Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program to WIOA Formula Adult.

M/S/C unanimously

#### **A-2 APPROVAL OF SAN JOAQUIN COUNTY'S COMPREHENSIVE AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) BASELINE CRITERIA CERTIFICATION IN COMPLIANCE WITH THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) STATUTORY AND REGULATORY REQUIREMENT**

Mr. Mendoza summarized the information contained in the agenda item.

**MOTION**

Ms. Oneto moved and Mr. Jimenez seconded to approve the San Joaquin County Comprehensive America's Job Center of California (AJCC) Baseline Criteria Certification in compliance with the Workforce Innovation and Opportunity Act (WIOA) Statutory and Regulatory requirements.

M/S/C unanimously

**A-3 APPROVAL OF 2018 WORKFORCE DEVELOPMENT BOARD MEETING SCHEDULE**

Chairman Schroeder summarized the information contained in the agenda item.

**MOTION**

Mr. Jimenez moved and Ms. Perry seconded to approve the 2018 Workforce Development Board meeting schedule.

M/S/C unanimously

**COMMITTEE REPORTS**

None.

**DIRECTOR'S REPORT**

Mr. Solis comment on the Workforce Development Board retreat and invited all to remain for the retreat immediately following the WDB Meeting.

Mr. Solis also reported on the status of AB 1111 and the recent U.S. Department of Labor review of our Local area. In addition, he reported that the employment rate in San Joaquin County is at a low of 6.2%.

**BOARD MEMBERS QUESTIONS AND COMMENTS**

None.

**ADJOURNMENT**

**MOTION**

Ms. Oneto moved and Ms. Garza-Roderick seconded to adjourn the meeting at 8:30 a.m.

M/S/C unanimously



**MINUTES  
OF THE  
WORKFORCE DEVELOPMENT BOARD**

June 27, 2018  
WorkNet  
56 S. Lincoln Street  
Stockton, CA

**EXECUTIVE COMMITTEE PRESENT**

Daniel Schroeder

Shelley Burcham  
Sheri Oneto  
Julian Sepulveda

John Solis  
Ernest Williams

**MEMBERS ABSENT**

Jessie Garza-Roderick

Cynthia Summers

**WORKFOCE DEVELOPMEENT BOARD MEMBERS PRESENT**

Gene Acevedo  
Les Fong  
Terry Givens  
Raul Hernandez  
Stephanie James  
Anita Maldonado

Michael Miller  
Lorraine Perry  
Tamra Spade  
Diane Vigil  
Adria Weston  
Marcus Williams

**MEMBERS ABSENT**

Kathleen Hart  
Carol Hirota  
David Jimenez  
Sandra Johnson  
Dan Maloney  
James Mousalimas  
John P. Palmer

Pat Patrick  
Maria Patterson  
Henry Peralta  
Cynthia Thoming Sanders  
Sofia Valenzuela  
Lisa Vigil

## **GUESTS/STAFF PRESENT**

Veronica Champayne, Employment Development Dept.  
David Shinder, Workforce Development Consultant  
Nati Martinez, Employment Development Dept.  
LaChelle Adams, Employment Development Dept.  
Carlos Magana, Employment Development Dept.  
Patty Virgen, Employment & Economic Development Dept.  
Tina LaBounty, Employment & Economic Development Dept.  
Elena Mangahas, Employment & Economic Development Dept.  
Rachael Carbajal, Employment & Economic Development Dept.  
Tonnie Mallory, Employment & Economic Development Dept.  
Alfredo Mendoza, Employment & Economic Development Dept.  
Peggy LaRossa, Employment & Economic Development Dept.  
Karen Keen, Employment & Economic Development Dept.  
Lesli Jones, Employment & Economic Development Dept.  
Belinda Petate-Chan, Employment & Economic Development Dept.  
Gloria Gamez, Employment & Economic Development Dept.  
Tina Rangel, Employment & Economic Development Dept.  
Victoria Lopez, Employment & Economic Development Dept.  
Paul Bishop

Guests who failed to sign in may not be listed.

## **ROLL CALL**

Roll call was taken for the special full Workforce Development Board meeting and there was no quorum. A quorum of the Executive Committee was present and a meeting of the Executive Committee, acting on behalf of the Workforce Development Board was called to order by Chairman Schroeder at 7:45 a.m.

The Executive Board adjourned at 7:50 a.m. and a quorum for the full Workforce Development Board was present and the Workforce Development Board meeting was called to order at 7:51 a.m.

## **APPROVAL OF MINUTES**

### **MOTION**

Ms. Oneto noted that the minutes of the December 8, 2018 meeting, including corrections, had not been brought back before the Board for approval, as previously indicated. Chairman Schroeder asked staff whether or not those minutes were included in this agenda packet and confirmed they were not.

Chairman Schroeder indicated that staff would meet with Ms. Oneto directly after the meeting to identify the issues and what corrections needed to be made so the minutes could be brought before the Board for approval at the next meeting.

Ms. Burcham moved and Ms. Perry seconded to approve the May 23, 2018, Workforce Development Board meeting and the May 30, 2018, Executive Committee minutes.



## STATEMENTS OF CONFLICT OF INTEREST

None.

## PUBLIC COMMENTS

None.

## ACTION ITEM

### **A-1 APPROVAL OF SAN JOAQUIN COUNTY'S COMPREHENSIVE AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) HALLMARKS OF EXCELLENCE CRITERIA CERTIFICATION IN COMPLIANCE WITH THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) STATUTORY AND REGULATORY REQUIREMENTS**

Mr. Solis introduced Mr. David Shinder, Consultant who made a presentation on San Joaquin County's Comprehensive AJCC Hallmarks of Excellence Certification Review.

## MOTION

Ms. Oneto moved and Mr. Sepulveda seconded to approve the authorization of San Joaquin County's Comprehensive America's Job Center of California (AJCC) Hallmarks of Excellence Criteria Certification in Compliance with the Workforce Innovation and Opportunity Act (WIOA) Statutory and Regulatory Requirements.

M/S/C unanimously

## COMMITTEE REPORTS

None.

## DIRECTOR'S REPORT

Mr. Solis announced that moving forward, the Workforce Development Board Agenda packet will be mailed electronically via e-mail versus mailed hardcopy. He noted that any Board Members wishing to continue to receive a printed copy mailed out should notify Executive Secretary, Gloria Gamez. In addition, the Agenda is also available on the WorkNet website.

A flyer was distributed regarding a required Public Board Development – Government Leadership Training for Board members. Board members are asked to contact Executive Secretary, Gloria Gamez to sign up.

Mr. Solis informed the Board about the California High School Apprenticeship Program meeting and invited the Board to attend the Presentation/Forum on Wednesday, July 25, 2018.

Mr. Solis provided an update on the 2018 Local & Regional Plan Modification including the incorporation of the new required partners.

Mr. Solis mentioned that one of the three Board members selected to attend the CWA Meeting of the Minds Conference September 4-6, 2018 had to cancel therefore there is one spot remaining. Any Board member that is interested was asked to notify Executive Secretary, Gloria Gamez.

Mr. Solis provided an update on the Workforce Development Board Reconstruction; 12 members appointed to date.

### **BOARD MEMBERS QUESTIONS AND COMMENTS**

None.

### **ADJOURNMENT**

### **MOTION**

Ms. Oneto moved and Mr. Williams seconded to adjourn the meeting at 8:33 a.m.

M/S/C unanimously



## **STATEMENTS OF CONFLICT OF INTEREST**

## **PUBLIC COMMENT**



**ITEM #1**

**AUTHORIZATION TO ACCEPT MODIFIED AGREEMENT WITH PRO PATH  
INC., TO PROVIDE AMERICA'S JOB CENTERS OF CALIFORNIA "ONE-STOP  
OPERATOR" SERVICES FOR THE PERIOD JULY 1, 2018 THROUGH JUNE  
30, 2019, TOTALLING \$15,000**

DATE: August 22, 2018

ACTION ITEM: 1

TO: San Joaquin County Workforce Development Board

FROM: John M. Solis, Executive Director

SUBJECT: AUTHORIZATION TO ACCEPT MODIFIED AGREEMENT WITH PRO PATH, INC., TO PROVIDE AMERICA'S JOB CENTERS OF CALIFORNIA "ONE-STOP OPERATOR" SERVICES FOR THE PERIOD JULY 1, 2018 THROUGH JUNE 30, 2019, TALLING \$15,000

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IT IS RECOMMENDED:

1. That the WDB authorize the modification to the Agreement (A-18-174) with Pro Path, Inc., to provide One-Stop Operator services funded under the Workforce Innovation and Opportunity Act (WIOA) for \$15,000 for the period July 1, 2018 through June 30, 2019; and
2. Authorize the Chairman to sign all documents related to this action.
3. Forward a recommendation to the San Joaquin County Board of Supervisors (BOS) for final approval and execution.

REASON FOR RECOMMENDATION:

On May 30, 2018, the Workforce Development Board approved the renewal of the agreement with ProPath Inc., and it was subsequently approved by the BOS on June 12, 2018. Since that time, and before final approval was made by the lead entity, Merced County, changes by other participating counties were necessary and added to the agreement. The modifications made to the agreement do not affect San Joaquin County, but further clarifies the role of the One-Stop Operator within other participating counties. The duration of the agreement and total costs remain unaffected.

On July 25, 2017, the Board of Supervisors approved an agreement with Pro Path, Inc., to provide America's Job Center of California (AJCC) One-Stop Operator services in San Joaquin County (A-17-263). These services were secured as part of a State approved regional procurement effort. Pro Path, Inc., is providing similar services in four (4) other counties in the Regional Planning Unit (RPU). The renewal was necessary to comply with State requirements and meet State deadlines. On May 18, 2018, all five (5) participating counties agreed to renew the agreement with Pro Path, Inc., to continue acting as the Regional One-Stop Operator that will serve the sub-section of the Central Valley and

Associated Counties RPU to include San Joaquin County, Stanislaus County, Merced County, Madera County, and Kings County.

### One-Stop Operator

On December 19, 2016, the State released State Directive WSD16-14 establishing procedures for the selection of One-Stop Operators. The One-Stop Workforce Development Centers, referred to by the State as the “America’s Job Centers of California (AJCCs)”, are the core of California’s workforce development service delivery system, serving as all-inclusive access points to education, employment, and training programs. The AJCC One-Stop Operator fulfills distinct and separate roles within the system, roles that must be clearly articulated as part of a competitive procurement and selection processes as required by the WIOA.

In California, AJCC One-Stop Operators are responsible for coordinating service delivery among all AJCC required partners and service providers within the Local Workforce Development Area (LWDA). By having the AJCC One-Stop Operator act as the local service delivery coordinator, it allows local WDBs to focus on strategic planning and developing partnerships at the local and regional level.

The role and responsibilities of the AJCC One-Stop Operator include the following:

- Coordinating the service delivery of required AJCC partners and service providers.
- Ensuring the implementation of partner responsibilities and contributions agreed upon in the Memorandums of Understanding - Phase I and Phase II.
- Reporting to local WDBs on operations, performance, and continuous quality improvement recommendations.
- Implementing policies established by local WDBs.
- Adhering to all applicable federal and state guidance and requirements.

The AJCC One-Stop Operator may not perform any of the following:

- Convene system stakeholders to assist in the development of the local plan.
- Prepare and submit local plans.
- Be responsible for oversight of itself.
- Manage or significantly participate in the competitive selection process for an AJCC One-Stop Operator.
- Select or terminate AJCC One-Stop Operator, Adult and Dislocated Worker Career Services Providers, and Youth Service Providers.
- Negotiate local performance accountability measures.
- Develop and submit budget for activities of the local WDB in the local area.

### Background

The Annual SJCWDB Retreat, held November 4, 2016, included a comprehensive overview of the One-Stop Operator, as required under the WIOA. The SJCWDB reviewed historical data, the WIOA state and federal requirements, as well as performance history.



It was determined to be in the best interest of San Joaquin County to procure a Regional One-Stop Operator with multiple Workforce Development Boards from the same Region that functions as a coordinator of the delivery of services, as agreed upon under the approved Memorandum of Understanding between the AJCC Partners.

In reaching a conclusion on the service delivery system and the solicitation of the One-Stop Operator, input was solicited from the State agencies, as well as the Workforce Development Boards in the San Joaquin Valley Region who share an interest in selecting a One-Stop Operator option that enabled the WDB to remain engaged in the delivery of career service along with the AJCC Partners, as required under WIOA. It was also the option that would maximize cost efficiency and service delivery.

#### Regional One-Stop Operator

The California Workforce Development Board (State Board) has established 14 Workforce Development Regions also known as Regional Planning Units (RPU). San Joaquin County is part of the San Joaquin Valley and Associated Counties RPU, and is comprised of eight (8) LWDAs covering 10 counties including: San Joaquin, Stanislaus, Merced, Madera, Fresno, Tulare, Kings, and Kern-Inyo-Mono Counties. The State suggested that local WDBs may regionally select an AJCC One-Stop Operator. A regional AJCC One-Stop Operator concept is the model preferred by the State Board, the California Workforce Association (CWA), and industry recognized workforce professionals.

A regional AJCC One-Stop Operator is consistent with the State's vision to maximize efficiencies, enhance cost effectiveness as the cost would be equally shared by all parties, and maintains a level of local autonomy as directed by the SJCWDB. As a result, five (5) of the LWDA within the eight (8) LWDA San Joaquin Valley Regional Valley and Associated Counties RPU began the process of procuring a sub-regional One-Stop Operator. When presenting to the SJCWDB for discussion, it offered the best cost effective option for San Joaquin County. This service delivery model has been recognized by the California Workforce Development Board and is the only one of its type in the State.

On February 22, 2017, the SJCWDB approved and recommended to the San Joaquin County Board of Supervisors its application to the State to be the Adult and Dislocated Worker Career Services provider in San Joaquin County initiating the first step towards the development and implementation of its One-Stop Center service delivery under the WIOA legislation. On March 21, 2017 the San Joaquin County BOS approved the application (B-17-189). The application was submitted to the State Board and the State Board approved the SJCWDB to be the provider of Adult and Dislocated Worker Career Services on April 27, 2017.



## Procurement Process

When selecting an AJCC One-Stop Operator, local WDBs were required to fully adhere to the federal procurement standards outlined in Uniform Guidance Sections 200.318-200.326, as well as their local procurement policies. The procurement as follows is compliant with the aforementioned expectations.

On January 31, 2017, a sub-region of the San Joaquin Valley consisting of five (5) LWDAs (San Joaquin, Stanislaus, Merced, Madera, and Kings County) collectively released, via Merced County's Purchasing Department, a Request for Proposal (RFP) to secure a regional AJCC One-Stop Operator. The RFP closed on March 7, 2017 and received no responses.

On March 22, 2017, a second RFP was released, via Merced County's Purchasing Department, with a cost not to exceed \$75,000 maximum for the primary services specified. The second RFP closed on May 3, 2017 and received one (1) response. The proposal was reviewed by subject matter experts, including Workforce Development Board members from other LWDAs, and received a score of 42 out of 100 possible points. The single proposer had no experience providing or overseeing workforce development services. The five (5) LWDAs determined that the proposal was inadequate and declared it to be a failed procurement.

A sole source procurement option was selected, as allowable, due to the failed procurement. The five (5) LWDAs reached out to Pro Path, Inc., a California Corporation that has been providing workforce development programs for over 29 years, and is currently serving as the AJCC One-Stop Operator in two (2) other LWDAs in the San Joaquin and Associated Counties RPU: Fresno and Kern-Inyo-Mono, as well as four (4) other LWDAs throughout the State.

Pro Path, Inc., has provided One-Stop, Career Services, Rapid Response, Layoff Aversion and Business Services to: San Jose WIB, Contra Costa WIB, Alameda County WIB, Foothill Consortium WIB, Los Angeles County WIB, East San Gabriel, Mid-Valley, West San Gabriel Valley, Fresno WIB, Orange County WIB, San Mateo County Workforce Investment Area, NOVA WIB, and many more. Pro Path, Inc. has been awarded over 100 million in Job Training Partnership Act, Workforce Investment Act, and WIOA funds since their start in 1988. They also currently operate many WIOA special programs in the One-Stop Centers. Such operations include, but are not limited to: Veteran Employment Assistance Programs (VEAP), Orange County 4 Vets Program, Supervised Population Forward Focus Program, Senior Community Service Employment Program, 25% DW Programs, Social Services Agency WEX and EPP and many more.

Pro Path, Inc., responded to the request for a proposal to the Central Valley Region. The proposal submitted demonstrated the capacity and experience to provide all services outlined in the RFP. The One-Stop Operator Team will include President David Baquerizo, Retired EDD Manager, Roger Schmitt, Retired State Workforce Development Board Rapid Response and Business Engagement Coordinator, Daniel Patterson and



former Vice President of Service Delivery for ResCare Workforce Services, David Shinder.

On June 28, 2017, the WDB authorized the Executive Committee to act on behalf of the WDB and facilitate the development of the AJCC One-Stop Operator Agreement to comply with State requirements and meet State deadlines. Pro Path, Inc., has been selected by all five (5) WDB's to be the regional One-Stop Operator that will serve a sub-section of the Central Valley and Associated Counties RPU to include: San Joaquin County, Stanislaus County, Merced County, Madera County, and Kings County.

On July 25, 2017, the Board of Supervisors approved an agreement with Pro Path, Inc., to provide America's Job Center of California (AJCC) One-Stop Operator services in San Joaquin County (A-17-263, B-17- 477).

On May 18, 2018, the Executive Directors of all five (5) participating counties agreed to create a Review Team and monitor the performance of Pro Path, Inc. Each participating county provided specific information regarding the deliverables provided by the contractor in their area.

On May 23, 2018, Kings County, Madera County, Merced County, Stanislaus County, and San Joaquin County staff held a conference to review the contractor's activities in each area. The group decided that the contractor has made progress and that all the participating LWDA's are meeting/exceeding their performance standards. Pro Path, Inc., has been meeting with each LWDA's Required Partners who are engaged in the AJCC One-Stop Service Delivery and moving forward with the implementation of WIOA. It was noted that the contractor did begin late, however, regionally, they have substantially adhered to the terms of the contract and all five (5) LWDA's agreed to renew the agreement with Pro Path, Inc., to continue acting as the Regional One-Stop Operator. It is anticipated that there will be quarterly meetings, between the contractor and the five participating areas, to discuss progress on the deliverables in the work statement.

On June 12, 2018 the BOS approved the agreement with Pro Path, Inc., to provide One-Stop Operator services in San Joaquin County.

Approval of this recommendation will enable San Joaquin County to modify the AJCC One-Stop Operator agreement as required under the WIOA and as required by the State.

#### FISCAL IMPACT:

If approved by the Board of Supervisors, \$15,000 will be obligated for the provision of WIOA One-Stop Operator Services in FY 2018-19.

#### ACTION TO BE TAKEN FOLLOWING APPROVAL:

1. Board of Supervisors Action

September 11, 2018



ACTION TAKEN: APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_ OTHER: \_\_\_\_\_

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

MOTIONED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

YES: \_\_\_\_\_

NO: \_\_\_\_\_

**ITEM #2**

**AUTHORIZATION FOR THE EXECUTIVE COMMITTEE TO ACT ON BEHALF  
OF THE WORKFORCE DEVELOPMENT BOARD AND FACILITATE THE  
DEVELOPMENT OF A RECOMMENDATION TO THE SAN JOAQUIN COUNTY  
BOARD OF SUPERVISORS ON THE ESTABLISHMENT OF NEGOTIATED  
PERFORMANCE GOALS FOR PY 2018 AND PY 2019**

DATE: August 22, 2018

ACTION ITEM: 2

TO: Workforce Development Board

FROM: John M. Solis, Executive Director

SUBJECT: AUTHORIZATION FOR THE EXECUTIVE COMMITTEE TO ACT ON BEHALF OF THE WORKFORCE DEVELOPMENT BOARD AND FACILITATE THE DEVELOPMENT OF A RECOMMENDATION TO THE SAN JOAQUIN COUNTY BOARD OF SUPERVISORS ON THE ESTABLISHMENT OF NEGOTIATED PERFORMANCE GOALS FOR PY 2018 AND PY 2019

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**IT IS RECOMMENDED:**

That the Workforce Development Board (WDB) authorizes the WDB's Executive Committee to act on behalf of the WDB and facilitate the development of protocols for the negotiations and the establishment of state level Workforce Innovation and Opportunity Act (WIOA) performance goals for Title IB Adult, Dislocated Worker and Youth programs that will:

1. Establish an agreement between the WDB and the San Joaquin County Board of Supervisors for how the San Joaquin and Associated Counties Regional Planning Unit (RPU) will collectively negotiate and reach agreement with the Governor on local levels of performance;
2. Forward a recommendation to the San Joaquin County Board of Supervisors that will include the protocols for negotiating local levels of performance that will be followed; and
3. Submit for approval the final performance goals negotiated with the State through the (RPU).

**REASONS FOR RECOMMENDATION:**

On February 16, 2018, the Employment and Training Administration (ETA) under the U.S. Department of Labor (DOL) issued Training and Employment Guidance Letter (TEGL) WIOA NO. 9-17 entitled Operating Guidance for the Workforce Innovation and Opportunity Act. This TEGL provides guidelines for the negotiation process for WIOA Title IB programs (Adult, Dislocated Worker, and Youth) and the Wagner-Peyser Act Employment Service program, as amended by Title III of WIOA, for PY 2018 and PY 2019. Once negotiated levels are agreed upon by each State and the DOL, ETA these performance goals will be incorporated into the State Plan.



We anticipate that, similar to the last negotiation, the California Workforce Development Board (State Board) intends to negotiate performance indicators for PY 2018-19 and PY 2019-20 with Local Workforce Development Areas (LWDAs) through a negotiated process with representatives of RPU. The State Board has yet to provide direction on the current negotiation process; we anticipate receiving direction by from the State Board by August 31, 2018.

WIOA Section 116(b) requires the State to reach an agreement with the Secretary of Labor on State level performance goals for the Wagner-Peyser Act, and WIOA Title IB Adult, Dislocated Worker, and Youth programs for the two program years of performance accountability beginning on July 1, 2018.

The process by which state level goals have been negotiated began with the submission of proposed goals in the State Plan. The proposed goals were based on estimates using available WIOA participant data and proposed federal regulations. The State Board submitted their plan to the federal government on March 15, 2018 that included proposed performance goals. The State Plan included the chart below:

<b>Proposed PY 2018-19 WIOA Title IB Performance Goals</b>			
	<b>Adults</b>	<b>Dislocated Workers</b>	<b>Youth</b>
Employment Rate 2nd Quarter After Exit	63.0%	65.0%	60.5%
Employment Rate 4th Quarter After Exit	60.5%	63.5%	62.0%
Median Earnings 2nd Quarter After Exit	\$5,200	\$7,450	BASELINE
Credential Attainment within 4th Quarter After Exit	53.0%	57.0%	53.0%

In accordance with Section 107 of WIOA, local areas are required to negotiate performance. For the first two program years covered in the local plan, local areas negotiated and reached agreement with the Governor on local levels. The objective of the negotiation process is to define local performance targets that are aligned with current economic indicators, reflect local area service strategies and local achievements, while at the same time building on the overall system goal of continuous improvement for our clients and customers, providing the greatest return on workforce investments, and enabling the regional planning implementation of WIOA by providing industry-relevant skills attainment framework for individuals with barriers to employment.

On August 10, 2018, the San Joaquin Valley and Associated Counties RPU met and discussed a Performance Negotiations strategy in order to anticipate the State's direction and be prepared to respond rapidly and meet the requirements of the WIOA.

FISCAL IMPACT:

The development and submission of negotiated performance goals for the Adult, Dislocated Worker, and Youth programs for PY 2018-19 and 2019-20 are required by WIOA.

ACTION TO BE TAKEN FOLLOWING APPROVAL:

- |    |  |                    |
|----|--|--------------------|
| 1. | Executive Committee will meet to review protocols for negotiating performance objectives and submit recommendation to the Board of Supervisors | September 12, 2018 |
| 2. | Board of Supervisors Action  | October 9, 2018    |
| 3. | Submission of local performance goals to the State   | October 10, 2018   |

ACTION TAKEN: APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_ OTHER: \_\_\_\_\_

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

MOTIONED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

YES: \_\_\_\_\_

NO: \_\_\_\_\_

**ITEM #3**

**APPROVAL OF WORKFORCE INNOVATION AND OPPORTUNITY ACT  
FORMULA FUND BUDGET FOR PROGRAM YEAR 2018-19**



DATE: August 22, 2018

ACTION ITEM: 3

TO: Workforce Development Board

FROM: John M. Solis, Executive Director

SUBJECT: APPROVAL OF WORKFORCE INNOVATION AND OPPORTUNITY ACT  
FORMULA FUND BUDGET FOR PROGRAM YEAR 2018-19

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IT IS RECOMMENDED:

That the San Joaquin County Workforce Development Board (WDB):

1. Approve the attached Workforce Innovation and Opportunity Act (WIOA) Formula Fund Budget for Program Year (PY) 2018-19.
2. Authorize the Chair of the WDB to sign all documents related to this action.

Background:

Under Section 107 (12)(A) of the WIOA, each local Workforce Board is required to approve an annual budget for the use of formula Adult, Dislocated Worker and Youth funds. Formula WIOA funds provided to local Workforce Boards are based on allotments determined by the U.S. Department of Labor (DOL) and the State of California. Allotments to the States and U.S. Territories were established through Training and Employment Guidance Letter (TEGL) 16-17, dated May 21, 2018. From the federal allotment to California, the State Employment Development Department (EDD) allocated formula funding to local Workforce Boards in accordance with the Workforce Services Information Notice (WSIN)17-41, dated June 5, 2018.

Approval of this recommendation by the WDB and the San Joaquin County Board of Supervisors will allow the Employment and Economic Development Department (EEDD) to utilize the PY 2018-19 formula WIOA fund allocations to serve Adults, Dislocated Workers, and Youth. For PY 2017-18, San Joaquin County has been allocated a total of \$8,559,545 as follows:

Adults	\$2,931,783
Dislocated Workers	\$2,554,223
Youth	\$3,073,539
Total	\$8,559,545

WIOA Formula Budget for PY 2018-19:

Attached is the proposed budget for PY 2018-19. The budget includes this year's WIOA formula allocations and carry-over funds from PY 2017-18 that facilitate, in part, the provision of services to those participants that carry-over from one program year to the next. A comparison of the PY 2017-18 and PY 2018-19 formula allocations is as follows:

	ADULT	DISLOCATED WORKER	YOUTH	TOTAL
<b>FORMULA ALLOCATIONS</b>				
2017-2018 FORMULA FUNDING	\$2,810,959	\$2,500,144	\$3,002,185	\$8,313,288
2018-2019 FORMULA FUNDING	\$2,931,783	\$2,554,223	\$3,073,539	\$8,559,545
DIFFERENCE	\$120,824	\$54,079	\$71,354	\$246,257
PERCENT CHANGE	4%	2%	2%	3%

The total PY 2018-19 allocation reflects a 3% (\$246,257) increase in funding over the PY 2017-18 level.

#### Services Provided with WIOA Formula Funds

**System-Wide Services** - In San Joaquin County, approximately 32,000 individuals are served annually through the workforce development system known locally as WorkNet. The San Joaquin County WorkNet Center Service Delivery system is a part of the State's America's Job Center of California (AJCC) Network and is co-branded as such. The system-wide services include: conducting job fairs (large and targeted), Rapid Response & Layoff Aversion Activities (part of the Business Engagement Strategy), Resource Center Activities (access to copy machines, fax, publications, phone banks, etc.), and a variety of other valuable services and activities that may not necessarily fit into those described below.

**Basic Career Service** - The San Joaquin County WorkNet Center Service Delivery system serves more than 15,000 individuals annually by providing Basic Career Services. Basic Career Services include:

- WIOA Title I Program Eligibility
- Outreach, Intake, Orientation
- Initial Assessment
- Labor Exchange, Job Search Assistance
- Referrals to One Stop Partners
- Labor Market Information
- Support Service Information
- Unemployment Insurance Information and Assistance
- Financial Aid Information
- Performance and Cost Information for Training Providers on State's Eligible Training Provider List

Basic Career Services are the core services made available to individuals that wish to access the services regardless of program eligibility or official enrollment into one or more of the formula grants.

**Individualized Career Services** - Participation in Individualized Career Services is contingent upon eligibility determination of the customer and official enrollment into one or more of the WIOA formula funded grants. In PY 2017-18, 692 participants were



enrolled into Individualized Career Services. Individualized Career Services include:

- Comprehensive Assessment
- Individual Employment Plan
- Career Plan, Counseling
- Short Term Pre-Vocational Services
- Internships, Work Experience
- Out of Area Job Search
- Financial Literacy
- English Language Acquisition
- Workforce Preparation
- Follow Up Services

**Training Services** - Participation in Training Services is contingent upon eligibility determination of the customer and official enrollment into a formula funded grant. In PY 2017-18, 436 participants were enrolled into Training Services. Training Services include:

- Occupational Skills Training
- On-the-Job Training
- Skill Upgrade and Retraining
- Entrepreneurial Training
- Apprenticeship and Pre-Apprenticeship Skills Training
- Customized Training (as defined by WIOA)
- Incumbent Worker Training
- Pay-for-Performance Training
- Job Readiness Training
- Programs that Combine Workplace Training with Related Instruction (including Cooperative Education programs)

**Follow-up Services** - The WorkNet system will also provide follow-up services as required under the WIOA. The DOL has provided information (TEGL 3-15, dated July 1, 2015) indicating that "follow-up services must be provided as appropriate for participants who are placed in unsubsidized employment, for up to 12 months after the first day of employment." It is estimated that 184 individuals will receive follow-up services during PY 2018-19. Follow-Up Services include:

- Counseling about the Work Place
- Mentoring
- Crisis Intervention
- Life Skills
- Emergency Support to Sustain Long-term Employment
- Apprenticeship and Pre-Apprenticeship Skills Training
- Additional Career Planning and Counseling
- Information about Additional Educational Opportunities
- Referral to Supportive Services Available in the Community
- Contact with Participant's Employer
- Assistance with Work Related Problems that may Arise

#### Planned Participant Service Levels for PY 2018-19:

More than 15,827 individuals are planned to receive Basic Career Services during PY 2018-19. A subset of those individuals will go through an eligibility determination process and be officially enrolled into one or more of the formula grants.

A comparison of the PY 2017-18 and PY 2018-19 planned participant levels is as follows:



	ADULT	DISLOCATED WORKER	YOUTH	TOTAL
<b>FORMULA PARTICIPANTS</b>				
2017-2018 (CARRY OVER + NEW)	429	308	310	1047
2018-2019 (CARRY OVER + NEW)	406	353	300	1059
DIFFERENCE (DECREASE)	(23)	45	(10)	12
PERCENT CHANGE (DECREASE)	(5%)	15%	3%	1%

#### Participant Plan Summary

Attached is a Participant Plan Summary which provides specific information on the planned service levels for Adults, Dislocated Workers and Youth. The summary includes the actual number of carry over participants from PY 2017-18 into PY 2018-19, the planned number of carry over participants into 2018-19, the projected number of Adults and Dislocated Workers for each level of service funded by WIOA formula funds, and information on the Youth programs operated under subrecipient agreements with our youth providers. The agreements were authorized by the WDB on April 26, 2017 and the Board of Supervisors on June 13, 2017.

#### Fiscal Impact:

Approval of the recommendation will result in the utilization of \$8,559,545 in federal formula funds for the operation of WIOA programs in San Joaquin County.

#### ACTION TO BE TAKEN FOLLOWING APPROVAL:

1. Program Implementation

August 2018

**WIOA Local Plan Program Year 2018-19**  
**Title I Budget Plan Summary**  
 (Adult Worker)

**PROGRAM TYPE for PY 2018-19, beginning 07/01/18 through 06/30/19**

- ☒ Grant Code 201/202/203/204 WIOA I-Adult  
☐ Grant Code 501/502/503/504 WIOA I-Dislocated Worker

FUNDING IDENTIFICATION	K8106683 Subgrant	K9110056 Subgrant
1. Year of Appropriation	2017	2018
2. Formula Allocation	2,810,959	2,931,783
3. Allocation Adjustments - Plus or Minus		
4. Transfers - Plus or Minus	370,990	
5. TOTAL FUNDS AVAILABLE (Lines 2 through 4)	3,181,949	2,931,783

TOTAL ALLOCATION COST CATEGORY PLAN		
6. Program Services (Lines 6a through 6c)	2,863,754	2,638,605
a. Career Services (Basic / Individual / Follow-Up Services)	2,198,727	2,025,862
b. Training Services	636,390	586,357
c. Other	28,638	26,386
7. Administration	318,195	293,178
8. TOTAL (Lines 6 plus 7)	3,181,949	2,931,783

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)		
9. September 2017	224,371	0
10. December 2017	735,684	0
11. March 2018	1,554,391	0
12. June 2018	2,293,714	0
13. September 2018	3,118,310	0
14. December 2018	3,181,949	718,170
15. March 2019	3,181,949	1,531,798
16. June 2019	3,181,949	2,345,426
17. September 2019		2,931,783
18. December 2019		2,931,783
19. March 2020		2,931,783
20. June 2020		2,931,783

COST COMPLIANCE PLAN (maximum 10%)		
21. % for Administration Expenditures (Line 7/Line 5)	10.0%	10.0%

San Joaquin County

Local Workforce Development Area

John M. Solis, Executive Director

Contact Person, Title

(209) 468-3500

Telephone Number



# WIOA Local Plan Program Year 2018-19

## Title I Budget Plan Summary

(Dislocated Worker)

### PROGRAM TYPE for PY 2018-19, beginning 07/01/18 through 06/30/19

- ☐ Grant Code 201/202/203/204 WIOA I-Adult  
☒ Grant Code 501/502/503/504 WIOA I-Dislocated Worker

FUNDING IDENTIFICATION	K8106683 Subgrant	K9110056 Subgrant
1. Year of Appropriation	2017	2018
2. Formula Allocation	2,500,144	2,554,223
3. Allocation Adjustments - Plus or Minus		
4. Transfers - Plus or Minus	(370,990)	
5. TOTAL FUNDS AVAILABLE (Lines 2 through 4)	2,129,154	2,554,223

### TOTAL ALLOCATION COST CATEGORY PLAN

6. Program Services (Lines 6a through 6c)	1,916,239	2,298,801
a. Career Services (Basic / Individual / Follow-Up Services)	1,471,246	1,764,968
b. Training Services	425,831	510,845
c. Other	19,162	22,988
7. Administration	212,915	255,422
8. TOTAL (Lines 6 plus 7)	2,129,154	2,554,223

### QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)

9. September 2017	32,648	0
10. December 2017	280,156	0
11. March 2018	761,650	0
12. June 2018	1,165,642	0
13. September 2018	1,719,071	0
14. December 2018	2,129,154	309,374
15. March 2019	2,129,154	1,176,376
16. June 2019	2,129,154	2,043,378
17. September 2019		2,554,223
18. December 2019		2,554,223
19. March 2020		2,554,223
20. June 2020		2,554,223

### COST COMPLIANCE PLAN (maximum 10%)

21. % for Administration Expenditures (Line 7/Line 5)	10.0%	10.0%
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San Joaquin County

Local Workforce Development Area

John M. Solis, Executive Director

Contact Person, Title

(209) 468-3500

Telephone Number



**WIOA Local Plan Program Year 2018-19**  
**Title I Budget Plan Summary**  
 (Youth)

**PROGRAM TYPE for PY 2018-19, beginning 04/01/18 through 06/30/19**

☒ Grant Code 301/302/303/304 WIOA IB-Youth

<b>FUNDING IDENTIFICATION</b>	<b>K8106683 Subgrant</b>	<b>K9110056 Subgrant</b>
1. Year of Appropriation	2017	2018
2. Formula Allocation	3,002,185	3,073,539
3. Allocation Adjustments - Plus or Minus		
4. TOTAL FUNDS AVAILABLE (Lines 2 through 3)	<b>3,002,185</b>	<b>3,073,539</b>

**TOTAL ALLOCATION COST CATEGORY PLAN**

5. Program Services (Lines 5a through 5b)	<b>2,701,967</b>	<b>2,766,185</b>
a. In School	540,393	553,237
b. Out-of-School (minimum 75% required)	2,161,574	2,212,948
6. Administration (Line 4 minus 5)	300,218	307,354
7. TOTAL (Lines 5 plus 6)	<b>3,002,185</b>	<b>3,073,539</b>

**QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)**

8. June 2017	0	0
9. September 2017	45,038	0
10. December 2017	830,709	0
11. March 2018	1,545,011	0
12. June 2018	2,149,576	0
13. September 2018	2,900,122	0
14. December 2018	3,002,185	717,548
15. March 2019	3,002,185	1,588,189
16. June 2019	3,002,185	2,458,831
17. September 2019		3,073,539
18. December 2019		3,073,539
19. March 2020		3,073,539
20. June 2020		3,073,539

**COST COMPLIANCE PLAN (maximum 10%)**

21. % for Administration Expenditures (Line 6/Line 4)	<b>10.0%</b>	<b>10.0%</b>
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San Joaquin County

**Local Workforce Development Area**

John M. Solis, Executive Director

**Contact Person, Title**

(209) 468-3500

**Telephone Number**

# WIOA Local Plan Program Year 2018-19

## Title I Participant Plan Summary

**PROGRAM TYPE for PY 2018-19, beginning 4/01/18 through 6/30/19**

<b>TOTALS for PY 2018 (07/01/18 through 06/30/19)</b>	<b>ADULT</b>	<b>DW</b>	<b>YOUTH</b>
1. Registered Participants Carried in from PY 2017	233	146	113
2. New Registered Participants for PY 2018	173	207	187
3. Total Registered Participants for PY 2018 (Line 1 plus 2)	406	353	300
4. Exiters for PY 2018	203	154	150
5. Registered Participants Carried Out to PY 2019 (Line 3 minus 4)	203	199	150

### PROGRAM SERVICES

6. Basic Career Services	8,477	7,350	
7. Individual Career Services	406	353	
8. Training Services	155	136	
9. Follow Up Services	72	112	

### \*\*PERFORMANCE MEASURES

10. Employment Rate 2nd Quarter after Exit	138	109	96
11. Employment Rate 4th Quarter after Exit	133	107	98
12. Median Earnings 2nd Quarter after Exit	\$5,200	\$7,450	
13. Credential Attainment within 4 Quarters after Exit	113	97	87
14. Measurable Skills Gain	155	136	180

\*\* All Performance Measures listed are new and different from Performance Measures under WIA.

San Joaquin County

Local Workforce Development Area

John M. Solis, Executive Director

Contact Person, Title

(209) 468-3500

Telephone Number

8/17/2018

Date Prepare

**ITEM #4**

**ELECTION OF WORKFORCE DEVELOPMENT BOARD OFFICERS UNDER  
THE WORKFORCE INNOVATION AND OPPORTUNITY ACT**



DATE: August 22, 2018

ACTION ITEM: 4

TO: Workforce Development Board

FROM: John M. Solis, Executive Director

SUBJECT: ELECTION OF WORKFORCE DEVELOPMENT BOARD OFFICERS  
UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

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IT IS RECOMMENDED:

That the Workforce Development Board (WDB) accept nominations and elect a Chair and Vice-Chair to serve the balance of the designated two-year term ending June 30, 2020.

REASON FOR RECOMMENDATION:

As the new WDB transitions under the Workforce Innovation and Opportunities Act (WIOA) with newly appointed members, it is time to elect a new WDB Chair and Vice Chair.

The WDB Chair and Vice-Chair are elected to serve two year terms beginning July 1 and ending June 30, two-years later in accordance with the bylaws. The WDB must elect by a majority vote from its membership its Chair and Vice-Chair. This action must be in accordance with Government Code 54950-54963, commonly known as the Ralph M. Brown Act. As of January 1, 2014, Section 54953 specifically requires the legislative body of a local agency (the WDB) "to publicly report any action taken and the vote or abstention on that action of each member present for the action."

In accordance with the WIOA, the Chair and Vice-Chair must be business representatives, and may succeed themselves if so re-elected.

FISCAL IMPACT:

There is no fiscal impact as WDB members do not receive financial compensation for their participation on this Board.

ACTION TO BE TAKEN FOLLOWING APPROVAL:

1. Newly elected WDB Chair and Vice-Chair begin new term. (August 2018)
2. Board of Supervisors ratification of newly elected WDB Chair (September 2018)

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ACTION TAKEN: APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_ OTHER: \_\_\_\_\_

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

MOTIONED BY: \_\_\_\_\_ SECONDED BY: \_\_\_\_\_

YES: \_\_\_\_\_

NO: \_\_\_\_\_

## **COMMITTEE REPORTS**

**Executive Committee  
Data Collection and Technology  
Business Development Committee  
Accountability Committee  
Planning Committee  
WorkNet System Committee  
WorkNet Charter Committee  
Youth Council**



## **DIRECTOR'S REPORT**