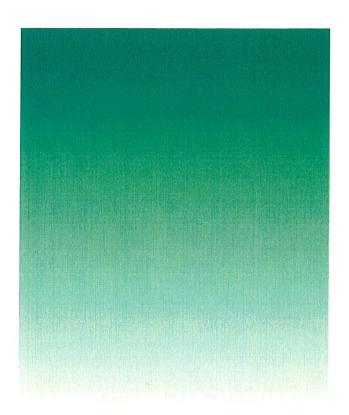
# AGENDA WORKFORCE DEVELOPMENT BOARD AUGUST 28, 2019





"Your Workforce Resource"



# AGENDA WORKFORCE DEVELOPMENT BOARD AUGUST 28, 2019

Dear Workforce Development Board Members:

Attached is your agenda for the August 28, 2019 meeting of the Workforce Development Board (WDB).

The meeting will be held:

DATE:

Wednesday, August 28, 2019

TIME: PLACE: 7:30 – 9:00 a.m. 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

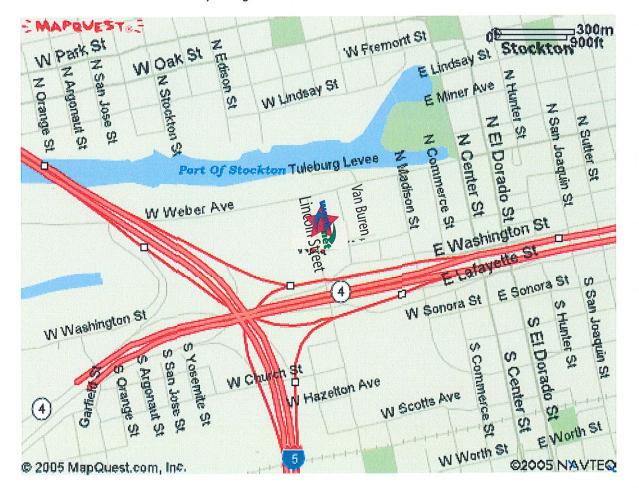


# Directions to 56 South Lincoln Street From Highway 99

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 28, 2019 - 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 Transfer Funds from Workforce Innovation and Opportunities Act (WIOA) Formula Dislocated Worker Program to WIOA Formula Adult Program
- A-2 Approval of Workforce Innovation and Opportunity Act Formula Fund Budget for Program Year 2019-20
- A-3 Authorization to Apply for Multiple Employer Contract Funding through the State of California's Employment Training Panel

#### **COMMITTEE REPORTS**

#### **INFORMATION ITEMS**

- I-1 WorkNet Center Customer Service Survey
- I-2 Success Stories
- I-3 San Joaquin County High School Apprenticeship Program Initiative Employer Interest Survey

#### **DIRECTOR'S REPORT**

## **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.

#### **ADJOURNMENT**

The next WDB meeting is scheduled for Wednesday, October 23, 2019 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. If you require special accommodation, please contact Gloria Gamez at (209) 468-3524 at least one day in advance of the meeting. California Relay Service 711 or 1-800-735-2922 (English) 1-800-855-3000 (Spanish).

**APPROVAL OF MINUTES** 

# MINUTES OF THE WORKFORCE DEVELOPMENT BOARD

July 10, 2019 WorkNet 56 S. Lincoln Street Stockton, CA

#### WORKFORCE DEVELOPMENT BOARD MEMBERS PRESENT

#### Diane Vigil

Gene Acevedo Mike Ammann Mayra Cuevas David Culberson Les Fong Raul Hernandez Carol Hirota Michael Mark James Mousalimas Henry Peralta Renee Puig-hink Robin Sanborn Julian Sepulveda

#### **MEMBERS ABSENT**

Dan Ball Terry Givens Kathleen Hart Jose Hernandez Stephanie James Anita Maldonado Michael Miller Pat Patrick
Tim Robertson
Tamra Spade
Greg Vincelet
Ardria Weston
Marcus Williams

#### **GUESTS/STAFF PRESENT**

Vicki Doll, Chabin Concepts, Inc.
Nati Martinez, Employment Development Department
John M. Solis, Employment & Economic Development Dept.
Steve Lantsberger, Employment & Economic Development Dept.
Patty Virgen, Employment & Economic Development Dept.
Tina LaBounty, Employment & Economic Development Dept.
Elena Mangahas, Employment Development Department.
Tonnie Mallory, Employment & Economic Development Dept.
Alfredo Mendoza, Employment & Economic Development Dept.
John Lutzow, Employment & Economic Development Dept.
April Thoma, Employment & Economic Development Dept.
Peggy La Rossa, Employment & Economic Development Dept.
Gloria Gamez, Employment & Economic Development Dept.
Victoria Lopez, Employment & Economic Development Dept.
Ed Wanket, Employment & Economic Development Dept.

Guests who failed to sign in may not be listed.

#### **ROLL CALL**

The meeting was called to order by Chair Vigil at 8:20 a.m. Roll call was taken and a quorum of the Board was present.

#### **APPROVAL OF MINUTES**

#### **MOTION**

Mr. Sepulveda moved and Mr. Acevedo seconded to approve the May 22, 2019 Workforce Development Board meeting minutes.

M/S/C unanimously

#### STATEMENTS OF CONFLICT OF INTEREST

None.

#### PUBLIC COMMENT

None.

#### **ACTION ITEMS**

# A-1 APPROVAL OF THE 2019-2024 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) FOR SAN JOAQUIN COUNTY

Vicky Doll summarized the information contained in the agenda item.

#### **MOTION**

Mr. Sepulveda moved and Mr. Culberson seconded to approve the 2019-2024 Comprehensive Economic Development Strategy (CEDS) for San Joaquin County.

M/S/C unanimously.

#### **DIRECTOR'S REPORT**

None.

#### **COMMITTEE REPORTS**

#### APPRENTICESHIP COMMITTEE

Mr. R. Hernandez and Ms. Virgen made a presentation to the board on the history and accomplishments of the Workforce Development Board Apprenticeship Committee. Board members were invited to attend the next Workforce

Development Board Apprenticeship Committee meeting to be held on Wednesday, July 10, 2019 at 3:00 p.m.

# **BOARD MEMBERS QUESTIONS AND COMMENTS**

None.

## **ADJOURNMENT**

## **MOTION**

Mr. R. Hernandez moved and Ms. Sanborn seconded to adjourn the meeting at 8:40 a.m.

M/S/C unanimously

STATEMENTS OF CONFLICT OF INTEREST

**PUBLIC COMMENT** 

# <u>ITEM #1</u>

AUTHORIZATION TO TRANSFER FUNDS FROM WORKFORCE INNOVATION AND OPPORTUNITIES ACT (WIOA) FORMULA DISLOCATED WORKER PROGRAM TO WIOA FORMULA ADULT PROGRAM

DATE:

August 28, 2019

ACTION ITEM: 1

TO:

Workforce Development Board

FROM:

John M. Solis, Executive Director

SUBJECT:

AUTHORIZATION TO TRANSFER FUNDS FROM WORKFORCE INNOVATION AND OPPORTUNTIES ACT (WIOA) FORMULA DISLOCATED WORKER PROGRAM TO WIOA FORMULA ADULT

**PROGRAM** 

#### IT IS RECOMMENDED:

That the Workforce Development Board:

- 1. Authorize the Executive Director of the Employment and Economic Development Department to transfer, subject to State approval, up to \$1,025,289 (40%) of the WIOA Formula Dislocated Worker fund to the WIOA Formula Adult fund, and
- 2. Authorize the Chair of the Workforce Development Board to sign all documents related to this action.

#### REASONS FOR RECOMMENDATION:

Section 133(b)(4) of the WIOA allows for the transfer of up to 100% of the funds between the Formula Adult and Formula Dislocated Worker Programs. The WIOA Formula Adult Program is funded to serve customers that are low income. The WIOA Formula Dislocated Worker Program is for customers that have been recently laid-off. The purpose of the transfer provisions in WIOA is to provide the local workforce development areas the flexibility necessary to meet customer demand in the One-Stop Centers (America's Job Centers of California (AJCC) WorkNet Centers). For example, if more customers utilizing the WorkNet Centers are WIOA Adults, funds may be transferred from the WIOA Dislocated Worker program to meet the greatest need. Formula funds may not be transferred to or from the WIOA Youth Program.

Under the above-identified transfer provisions, the San Joaquin County Workforce Development Board (WDB) has authorized the transfer of Formula funds between the Adult and Dislocated Worker programs eleven times since the inception of the Workforce Investment Act in 2000. The most recent transfer was approved on December 12, 2018, when the WDB approved a transfer of \$893,978 (35% of the allocated funds) from the Dislocated Worker program to the Adult program.

#### WIOA Formula-Funded Service Levels

More Adults than Dislocated Workers are seeking and receiving Formula-funded services within the AJCC WorkNet Centers. The chart below illustrates the number of individuals who received WIOA Formula-funded services in PY 2018-19:

Service Type	Adult	Dislocated Worker	Total Adult and Dislocated Worker
Basic Career Services (non- enrolled)	32,848	16,921	49,769
Individualized Career (enrolled)	501	260	761
Training	307	140	447

WIOA authorizes career services for Adults and Dislocated Workers. There are three types of career services: basic career services, individualized career services, and training services.

Basic Career Services are universally accessible services and must be made available to all individuals seeking employment and training services at the AJCC. These services typically involve less staff time and involvement. Basic Career Services include services such as: eligibility determination, initial skill assessments, labor exchange services, information on programs, and service and program referrals.

Individualized Career Services must be provided to participants once the AJCC staff determines that such services are required to retain or obtain employment. Generally, these services involve significant staff time and customization to each individual's needs. Individualized career services include services such as: specialized assessments, developing an individual employment plan, counseling, work experience, etc.

**Training Services** include education and employment training for participants who have been unable to find employment. Typically training services are offered either through a referral to an eligible training provider (eligibility is determined by the State) for classroom training or by a local employer through the On-the-Job Training Program.

Approximately 66% (33,349/50,530) of the customers receiving Basic and Individualized Career Services in the AJCC WorkNet Centers and 69% (307/447) of those enrolled into Training Services are classified as Adults.

## WIOA Formula and Special Grant Funds

The chart below illustrates the current funding available for WIOA Adults and Dislocated Workers, including the special, non-Formula grants. The non-Formula additional assistance grants are designated to serve Dislocated Workers only.

Funding Source	Adult Program	Dislocated Worker Program	Total Adult and Dislocated Worker
WIOA Formula Funds	\$2,942,313	\$2,563,224	\$5,505,537
WIOA 25% Funds	-0-	288,444	288,444
WIOA 2017 25% Add'l Assistance Funds	-0-	622,736	622,736
WIOA 2018 Trade & Economic Transition NDWG Funds	-0-	995,810	995,810
TOTALS	\$2,942,313	\$4,470,214	\$7,412,527

The 2018-19 WIOA Formula Adult and Dislocated Worker allocations were 53% and 47% of the total \$5,505,537 allocation, respectively. WIOA Formula Adult and Dislocated Worker expenditures are driven by participant enrollments, resulting in the need to transfer funds.

## Transfer of Funds - Formula Dislocated Worker to Formula Adult

The chart below illustrates the current Formula funding levels for WIOA Adults and Dislocated Workers, the impact of the proposed transfer and the total funding available to both the Adult and Dislocated Worker populations after the proposed transfer:

Funding Source	Adult Program	Dislocated Worker Program	Total Adult and Dislocated Worker
WIOA Formula Funds	\$2,942,313	\$2,563,224	\$5,505,537
December 2018 Transfer (35% of DW)	893,978	(893,978)	-0-
Proposed Transfer (40% of DW)	1,025,289	(1,025,289)	-0-
TOTAL Formula Funding	\$4,861,580	\$643,957	\$5,505,537
WIOA 25% Funds	-0-	288,444	288,444
WIOA 2017 25% Add'l Assistance Funds	-0-	622,736	622,736
WIOA 2018 Trade & Economic Transition NDWG Funds	-0-	995,810	995,810
TOTALS After Proposed Transfer	\$4,861,580	\$2,550,947	\$7,412,527

The WDB's approval of the recommendation to transfer up to 40% of the WIOA Formula Dislocated Worker funds to the WIOA Formula Adult program is necessary to ensure that adequate resources are available to serve adults enrolled in the program. The transfer does not compromise services to Dislocated Workers because of the additional funds (\$1,906,990) available through the additional grant funding identified above. If this transfer is approved, San Joaquin County will still have \$2,550,947 to serve the Dislocated Worker population. If additional funding is needed to serve the Dislocated Worker population, the State will have funding available and San Joaquin County can submit an application for additional assistance funding out of the Governor's discretionary grant.

The economic conditions in San Joaquin County are excellent for facilitating the transition to employment of some of our most in need population, including our adult long-term unemployed. The current unemployment rate is 5.9%. Last year the employment rate was 6.1%. Compared to historical data, the unemployment rates in San Joaquin County are the lowest they have been in over 35 years. Dislocated Workers who, compared to the long-term unemployed adult population, have stronger work habits that enabled them to transition quickly back into the labor market, need less support to make the transition. The availability of funds in our Dislocated Worker grants offer an excellent opportunity to serve the long-term unemployed adult population with limited work history and multiple barriers to employment. The transfer of funds will make funding available to expand the service delivery to Adult program participants. With additional funding support, the WorkNet Center will have the necessary funding to eliminate barriers to employment by providing additional services needed to address those barriers. The expanded service delivery to the adult population will increase the percent of services provided to help the highest at-risk population transition to employment.

#### FISCAL IMPACT:

Up to 40% (\$1,025,289) will be transferred from WIOA Formula Dislocated Worker to WIOA Formula Adult.

## ACTION TO BE TAKEN FOLLOWING APPROVAL:

1.	Submit	transfer	request	to	State
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(August 28, 2019)

ACTION TAKEN: APPROVED: _	DISAPPROVED:	OTHER:
BY:	DATE:	
MOTIONED BY:	SECONDED BY:	
YES:		
NO:		

# <u>ITEM #2</u>

APPROVAL OF WORKFORCE INNOVATION AND OPPORTUNITY ACT FORMULA FUND BUDGET FOR PROGRAM YEAR 2019-20

DATE:

August 28, 2019

ACTION ITEM: 2

TO:

Workforce Development Board

FROM:

John M. Solis, Executive Director

SUBJECT: APPROVAL OF WORKFORCE INNOVATION AND OPPORTUNITY ACT

FORMULA FUND BUDGET FOR PROGRAM YEAR 2019-20

#### IT IS RECOMMENDED:

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

- Approve the attached Workforce Innovation and Opportunity Act (WIOA) 1. Formula Fund Budget for Program Year (PY) 2019-20.
- Authorize the Chair of the WDB to sign all documents related to this action. 2.

#### 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 allocations determined by the U.S. Department of Labor (DOL) and the State of California. Allocations to the States and U.S. Territories were established through Training and Employment Guidance Letter (TEGL) 16-18, dated April 10, 2019. From the federal allocation California, the State Employment Development Department (EDD) allocated formula funding to local Workforce Boards in accordance with the Workforce Services Information Notice (WSIN)18-32, dated April 24, 2019.

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 2019-20 formula WIOA fund allocations to serve Adults, Dislocated Workers, and Youth. For PY 2019-20, San Joaquin County has been allocated a total of \$8,700,924 as follows:

Adults	\$3,065,728
Dislocated Workers	\$2,439,741
Youth	\$3,195,455
Total	\$8,700,924

## WIOA Formula Budget for PY 2019-20:

Attached is the proposed budget for PY 2019-20. The budget includes this year's WIOA formula allocations and carry-over funds from PY 2018-19 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 2018-19 and PY 2019-20 formula allocations is as follows:

	DISLOCATED			
	ADULT	WORKER	YOUTH	TOTAL
FORMULA ALLOCATIONS				
2018-2019 FORMULA FUNDING	\$2,942,313	\$2,563,224	\$3,082,939	\$8,588,476
2019-2020 FORMULA FUNDING	\$3,065,728	\$2,439,741	\$3,195,455	\$8,700,924
DIFFERENCE	\$123,415	(\$123,483)	\$112,516	\$112,448
PERCENT CHANGE	4.2%	(4.8%)	3.6%	1.3%

The total PY 2019-20 allocation reflects a 1.3% (\$112,448) increase in funding over the PY 2018-19 level.

#### Services Provided with WIOA Formula Funds

System-Wide Services - In San Joaquin County, 50,530 individuals were served in 2018-19 through the San Joaquin County WorkNet One-Stop Center Service Delivery system, part of the State's America's Job Center of California (AJCC) Network. The system-wide services include: conducting job fairs (large and targeted), Rapid Response and Layoff Aversion Activities (part of the Business Engagement Strategy), Resource Center Activities and providing resources which include: access to copy machines, fax, publications, phone banks, and a variety of other valuable services and activities available and provided by the required and strategic partners.

Basic Career Service - The San Joaquin County WorkNet One-Stop Center Service Delivery system served 49,769 individuals in 2018-19, providing Basic Career Services. 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. Basic Career Services include but are not limited to the following:

- 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

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 2018-19, 761 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 2018-19, 447 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 221 individuals will receive follow-up services during PY 2019-20. Follow-Up Services include:

- Counseling about the Work Place
- Mentoring
- Crisis Intervention
- Life Skills
- Emergency Support to Sustain Longterm 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 2019-20:

More than 50,000 individuals are expected to receive Basic Career Services during PY 2019-20. 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 2018-19 and PY 2019-20 planned participant levels is as follows:

		DISLOCATED	VOLITIL	TOTAL
FORMULA PARTICIPANTS	ADULT	WORKER	YOUTH	TOTAL
2018-2019 (CARRY OVER + NEW)	501	260	278	1,039
2019-2020 (CARRY OVER + NEW)	511	265	300	1,076
DIFFERENCE (DECREASE)	10	5	22	37
PERCENT CHANGE (DECREASE)	2.0%	1.9%	7.9%	3.6%

#### 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 2018-19 into PY 2019-20, the planned number of carry over participants into 2019-20, 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.

### Fiscal Impact:

Approval of the recommendation will result in the utilization of \$8,700,924 in federal formula funds for the operation of WIOA programs in San Joaquin County.

# ACTION TO BE TAKEN FOLLOWING APPROVAL:

1. Program Implementation

August 2019

# WIOA Local Plan Program Year 2019-20 Title I Budget Plan Summary

(Adult Worker)

## PROGRAM TYPE for PY 2019-20, beginning 07/01/19 through 06/30/20

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

FUNDING IDENTIFICATION	K9110056 Subgrant	AA011036 Subgrant
1. Year of Appropriation	2018	2019
2. Formula Allocation	2,942,313	3,065,728
3. Allocation Adjustments - Plus or Minus		
4. Transfers - Plus or Minus	1,919,267	
5. TOTAL FUNDS AVAILABLE (Lines 2 through 4)	4,861,580	3,065,728

TOTAL ALLOCATION COST CATEGORY PLAN		
6. Program Services (Lines 6a through 6c)	4,375,422	2,759,156
a. Career Services (Basic / Individual / Follow-Up Services)	3,359,352	2,118,419
b. Training Services	972,316	613,146
c. Other	43,754	27,592
7. Administration	486,158	306,572
8. TOTAL (Lines 6 plus 7)	4,861,580	3,065,728

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)		
9. September 2018	0	0
10. December 2018	726,822	0
11. March 2019	1,691,597	0
12. June 2019	2,612,580	0
13. September 2019	3,567,826	0
14. December 2019	4,514,957	129,293
15. March 2020	4,861,580	1,290,938
16. June 2020	4,861,580	2,452,582
17. September 2020		3,065,728
18. December 2020		3,065,728
19. March 2021		3,065,728
20. June 2021		3,065,728

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 (209) 468-3500

Contact Person, Title Telephone Number

# WIOA Local Plan Program Year 2019-20 Title I Budget Plan Summary

(Dislocated Worker)

#### PROGRAM TYPE for PY 2019-20, beginning 07/01/19 through 06/30/20

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

FUNDING IDENTIFICATION	K9110056 Subgrant	AA011036 Subgrant
1. Year of Appropriation	2018	2019
2. Formula Allocation	2,563,224	2,439,741
3. Allocation Adjustments - Plus or Minus		
4. Transfers - Plus or Minus	(1,919,267)	
5. TOTAL FUNDS AVAILABLE (Lines 2 through 4)	643,957	2,439,741

OTAL ALLOCATION COST CATEGORY PLAN		
6. Program Services (Lines 6a through 6c)	579,562	2,195,767
a. Career Services (Basic / Individual / Follow-Up Services)	444,975	1,685,861
b. Training Services	128,791	487,948
c. Other	5,796	21,958
7. Administration	64,395	243,974
8. TOTAL (Lines 6 plus 7)	643,957	2,439,741

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)				
9. September 2018	0	0		
10. December 2018	44,498	0		
11. March 2019	118,567	0		
12. June 2019	498,262	0		
13. September 2019	598,957	457,948		
14. December 2019	643,957	968,532		
15. March 2020	643,957	1,460,163		
16. June 2020	643,957	1,951,793		
17. September 2020		2,439,741		
18. December 2020	1164-1176-1176-1176-1176-1176-1176-1176-	2,439,741		
19. March 2021		2,439,741		
20. June 2021	Amendate problem of process and analysis of the control of the con	2,439,741		

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

(209) 468-3500

Contact Person, Title

**Telephone Number** 

# WIOA Local Plan Program Year 2019-20 Title I Budget Plan Summary

(Youth)

#### PROGRAM TYPE for PY 2019-20, beginning 04/01/19 through 06/30/20

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

FUNDING IDENTIFICATION	K9110056 Subgrant	AA011036 Subgrant
1. Year of Appropriation	2018	2019
2. Formula Allocation	3,082,939	3,195,455
3. Allocation Adjustments - Plus or Minus		
4. TOTAL FUNDS AVAILABLE (Lines 2 through 3)	3,082,939	3,195,455

TOTAL ALLOCATION COST CATEGORY PLAN		
5. Program Services (Lines 5a through 5b)	2,774,646	2,875,910
a. In School	554,929	575,182
b. Out-of-School (minimum 75% required)	2,219,717	2,300,728
6. Administration (Line 4 minus 5)	308,293	319,545
7. TOTAL (Lines 5 plus 6)	3,082,939	3,195,455

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)				
8. June 2018	0	0		
9. September 2018	0	0		
10. December 2018	534,863	0		
11. March 2019	1,211,928	0		
12. June 2019	2,089,262	0		
13. September 2019	2,859,997	0		
14. December 2019	3,082,939	629,179		
15. March 2020	3,082,939	1,592,772		
16. June 2020	3,082,939	2,556,364		
17. September 2020		3,195,455		
18. December 2020		3,195,455		
19. March 2021		3,195,455		
20. June 2021		3,195,455		

COST COMPLIANCE PLAN (maximum 10%)		
21. % for Administration Expenditures (Line 6/Line 4)	10.0%	10.0%

San Joaquin County

Local Workforce Development Area

John M. Solis, Executive Director (209) 468-3500

Contact Person, Title Telephone Number

# WIOA Local Plan Program Year 2019-20 Title I Participant Plan Summary

# PROGRAM TYPE for PY 2019-20, beginning 7/01/19 through 6/30/20

TOTA	ALS for PY 2019 (07/01/19 through 06/30/20)	ADULT	DW	YOUTH
1.	Registered Participants Carried in from PY 2018	272	149	151
2.	New Registered Participants for PY 2019	239	116	149
3.	Total Registered Participants for PY 2019 (Line 1 plus 2)	511	265	300
4.	Exiters for PY 2019	220	111	150
5.	Registered Participants Carried Out to PY 2020 (Line 3 minus 4)	291	154	150

PRO	GRAM SERVICES			
6.	Basic Career Services	32,848	16,921	
7.	Individual Career Services	511	265	
8.	Training Services	288	112	
9.	Follow Up Services	146	75	

**PE	RFORMANCE MEASURES			
10.	Employment Rate 2nd Quarter after Exit	152	81	100
11.	Employment Rate 4th Quarter after Exit	149	79	98
12.	Median Earnings 2nd Quarter after Exit	\$5,800	\$6,800	
13.	Credential Attainment within 4 Quarters after Exit	125	71	81
14.	Measurable Skills Gain	288	112	180

San Joaquin County

Local Workforce Development Area

John M. Solis, Executive Director (209) 468-3500

Contact Person, Title Telephone Number

# **ITEM #3**

AUTHORIZATION TO APPLY FOR MULTIPLE EMPLOYER CONTRACT FUNDING THROUGH THE STATE OF CALIFORNIA'S EMPLOYMENT TRAINING PANEL DATE:

August 28, 2019

ACTION ITEM: \_\_\_3\_\_

TO:

San Joaquin County Workforce Development Board

FROM:

John M. Solis, Executive Director

SUBJECT: AUTHORIZATION TO APPLY FOR MULTIPLE EMPLOYER CONTRACT FUNDING THROUGH THE STATE OF CALIFORNIA'S EMPLOYMENT

TRAINING PANEL

#### IT IS RECOMMENDED:

1. Authorize the San Joaquin County Employment and Economic Development Department (EEDD) to submit a Multiple Employer Contractor (MEC) application to the Employment Training Panel (ETP).

- 2. Authorize and direct the Executive Director of the EEDD to execute all documents necessary, including any amendments, and minor, non-material changes to the Agreement;
- 3. Authorize the EEDD to be the fiscal administrator and disburse funds pursuant to the Agreement(s) to:
  - (a) eligible employers who have provided the approved training; and
  - (b) the EEDD, service providers, contractors, agencies, or others that may be necessary to satisfy the conditions and terms of the Agreement;
- 4. Apply Item numbers 2, 3, and 4 of this recommendation to any subsequent ETP MEC applications and agreements; and
- 5. Forward a recommendation to the San Joaquin County Board of Supervisors (BOS) for final approval and execution.

#### REASON FOR RECOMMENDATION:

Approval of this recommendation will enable the EEDD to effectively provide a program to reimburse employers for their training efforts in upskilling their current workforce. The MEC has structured reimbursement rates for priority industries and occupations which include but is not limited to: Manufacturing (machine operators), Food Processing (sterile technicians), and Logistics/Fulfillment operations, which mirror the target industries of San Joaquin County (see Exhibit C of attached Training Agreement).

ETP funds can defray the training costs of participating San Joaquin County employers, thereby improving their bottom line profitability, strengthening their competitive edge and the ability to direct these savings to grow their business.

Workforce Development promotes economic development in our communities.

A well trained workforce promotes business development, and expansion efforts enable them to compete in a world economy.

#### Background

The ETP was created in 1982 by the California State Legislature and is funded by California employers through a special payroll tax. The ETP provides funding to employers to assist in enhancing the skill set and corresponding productivity of their workforce through training.

The ETP is a partner in the State's Economic Development efforts and funding it provides to employers supports the creation and maintenance of living wage, long-term jobs. The ETP is a funding agency, not a training agency. Businesses determine their own training needs and how to provide training.

An Administrative Entity, like the County's EEDD often facilitates the acquisition of ETP resources by entering into a multi-employer contract with the ETP to secure the ETP resource. It then enters into individual contracts with employers, making it easier for employers to access the available training resource to support their staff development efforts.

The type of training that employers may provide and request reimbursement for includes, but is not limited to: business, commercial, computer, management, and manufacturing skills, in addition to continuous improvement strategies. In order for employers to receive a reimbursement, they must self-certify that they are eligible for the program, pay no less than \$12.53 per hour to their employers, provide an in-kind contribution (1:1 match), and keep their "re-trainees" for a minimum of ninety (90) days after their training is complete. The reimbursements to participating employers are based on a Fixed Fee Reimbursement Rate (FFRR) set by the ETP.

Each participating employer is required to execute a Training Agreement (TA) that delineates the obligations of all parties (Exhibit A).

On April 9, 2019, the San Joaquin County BOS approved and ETP Multiple Employment Contract (MEC) with the San Joaquin County Economic Development Association (EDA) in the amount of \$195,247 to reimburse employers engaged in training their existing workforce. Additionally, the BOS also approved a Training Agreement Template to secure individual agreements between the EDA and participating employers. Since that time, several large employers have taken advantage of the program and there is a need to serve additional employers interested in ETP funding. Since the existing agreement

between the ETP and the EDA cannot be increased at this time, it is recommended that an agreement be secured between the ETP and the WDB. Typically, initial MECs are approved for under \$200,000 with subsequent MECs capped at \$950,000.

Since the EDA's ETP contract was secured, an outreach effort was initiating sending information to all our Chamber organizations and business associations. Individual letters were sent to targeted employers promoting the program. The promotional effort has been so successful that a waiting list has been established and continues to grow.

Recent conversations with the Director of ETP, Steward Knox have led to this recommendation to secure a second multi-employer contract under the WDB. Another contract would open up the opportunity for additional employers currently on the waiting list.

#### FISCAL IMPACT:

If approved by the Board of Supervisors, approximately \$195,500 will be requested from the ETP for the provision of services to the business community in FY 2019-20.

#### ACTION TO BE TAKEN FOLLOWING APPROVAL:

<ol> <li>Board of Supervisors Action</li> </ol>	September 24, 2019

ACTION TAKEN: APPROVED:	DISAPPROVED:	OTHER:
BY:	DATE:	- 12 - 1 <sub>2</sub> - 12 - 12 - 12 - 12 - 12 - 12 - 12 -
MOTIONED BY:	SECONDED BY:	
YES:		
NO:		

Exhibit A

# SAN JOAQUIN COUNTY (SJC) EMPLOYMENT AND ECONOMIC DEVELOPMENT DEPARTMENT (EEDD)

# MULTIPLE EMPLOYER CONTRACT (MEC) TRAINING AGREEMENT

Employer Name	SJC EEDD	
STREET ADDRESS: Click or tap here to enter text.  CITY: Click or tap here to enter text.  STATE: Click or tap here to enter text.  ZIP CODE: Click or tap here to enter text.  EMAIL: Click or tap here to enter text.  WEBSITE: PHONE: Click or tap here to enter text.  CEAN: Click or tap here to enter text.	STREET ADDRESS: 56 S. LINCOLN ST CITY: STOCKTON STATE: CA ZIP CODE: 95203 WEBSITE: www.sjcworknet.org/EEDD.asp PHONE: (209) 468-3500	
CONTRACT ID NUMBER: 00X		
TOTAL TRAINING HOURS: Enter Hours	ESTIMATED END DATE: Enter End Date OCCUPATION: Click or tap here to enter text. NAICS: Enter CODES nter text.	
This agreement consists of four Sections and three	e exhibits, as shown below:	
Section 1. Recitals Section 2. EEDD Responsibilities Section 3. Employer Responsibilities Section 4. General Terms, Conditions & Covenar Exhibit A: Training Summary Chart	nts of Agreement	
Exhibit B: Trainee Data Requirements Exhibit C: ETP's NAICS Industry Guidelines		
Exhibits A through C are hereby incorporated-by-reset forth herein.	eference as part of this Training Agreement, as if fully	
EMPLOYER:	SAN JOAQUIN COUNTY EEDD	
	By:	
Signature Date	Signature Date	
Printed Name and Title	Printed Name and Title	
Developed and Recommended by:  Click or tap here to enter text.  Employment Services Staff		
By: Signature Date		

#### **Section 1: RECITALS**

- 1. The San Joaquin County Employment and Economic Development Department (EEDD) has entered into a contract (ET19, XXX) with the State of California's Employment Training Panel (ETP) that is intended to reimburse eligible employers for expenses incurred by them in training their workforce while simultaneously strengthening the skills of California's labor force, and improve the state's economic competitiveness.
- 2. The EEDD intends to identify and contract with eligible employers for the purpose of delivering ETP training reimbursements through a Multiple Employer Contract (MEC) Training Agreement (Agreement).
- 3. The Employment Training Panel (ETP) is not a party to this Agreement. ETP is not obligated in any manner for any liability that may arise out of this Agreement. No third party relationship is intended or created with ETP in any agreement between the EEDD and participating MEC employer.
- 4. The Agreement authorizes reimbursement payments to employers for training they provide their workers, subject to approval of the ETP and the conditions set forth in this Agreement.
- 5. The EEDD shall be the administrative entity for the MEC program and assist with the marketing and administration of the ETP program. A portion of the ETP MEC funding will be paid directly to the EEDD to promote the program and encourage its utilization. The remaining funds are employer contract funding that will be available to employers who provide eligible training. An Administrative Fee of thirteen percent (13%) will be paid to the EEDD from the Employer's gross reimbursement amount to process documentation, verify eligibility, disburse funds and recordkeeping.
- 6. This Training Agreement is between the San Joaquin County EEDD and the Employer named above which desires one or more of its workers (Retrainees) to attend one or more of the training offerings by the employer.
- 7. ETP rules and regulations require the EEDD to collect trainee social security numbers and payroll information from participating employers.
- 8. ETP funding is derived from a special employer tax and can fluctuate from year-to-year. ETP MEC funding is not guaranteed and it should not be relied upon in perpetuity. A potential exists that the ETP, in their sole and absolute discretion, may refuse to reimburse the EEDD for the training expenses incurred by a participating employer.
- 9. The EEDD established the MEC program to benefit San Joaquin County and its employers and acts in an administrative capacity only. Therefore, the EEDD

makes no representations or warranties, express or implied, as to: (i) the suitability of the MEC program to any potential or participating employer, or (ii) the validity or enforceability of the rules and regulations of the program as enforced by the ETP.

- 10. Fixed-Fee Reimbursement Rates (FFRR) are used to determine the amount of funding ETP will reimburse the EEDD for each person trained and retained on the job after the completion of training. The FFRR is a flat hourly rate inclusive of training and administrative costs based on training delivery methods (e.g. Class/Lab, E-learning, Productive Lab, Computer-Based Training (CBT)) and type of training (e.g. computer skills; manufacturing skills).
- 11. The FFRR is meant to simplify and expedite contracting and reimbursements. The amounts below take into account the fee listed on page 2, Item 5 of this agreement.

The FFRR Table located in the chart below:

Type of Trainee / Proposal	Class/Lab Productive Lab Videoconference E-Learning
Retraining – Standard (100+ employees)	\$20.01
Priority Industry/Large Employer (100+ employees)	\$22.62
Retraining – Job Creation	\$22.62
Small Business – Standard (<100 employees but no more than 250 worldwide)	\$22.62
Priority Industry – Small Business (<100 employees but no more than 250 worldwide)	\$22.62

- 12. ETP requires that training shall be primarily in the following categories:
  - a) Business Skills
- d) Continuous Improvement
- b) Commercial Skills
- e) Management Skills
- c) Computer Skills
- f) Manufacturing Skills

#### Section 2: EEDD RESPONSIBILITIES

- 1. Employer will invoice the EEDD for services satisfactorily rendered pursuant to this Training Agreement and the FFRR upon completion of a 90-day retention period (of Retrainees) after completion of training.
- 2. EEDD shall issue payment, net of EEDD's Administrative Fee, to Employer within thirty (30) days after receipt by EEDD of final earned payments from ETP. Compensation to Employer shall be limited to training resulting in final earned payments as determined by ETP and shall not exceed \$XXX.XX.

- 3. EEDD will use the information provided by the employer to determine the Job Description and Type of Training in order to determine the appropriate reimbursement amount (i.e., Retrainee Type, Priority Rate, High Unemployment Area (HUA), Special Employment Training (SET), Small Business are <100).
- 4. EEDD shall conduct the Agreement's external MEC Administrative Functions (contract administration, verification of training, reimbursement processing, monitoring, auditing) for the Employer.

#### Section 3: EMPLOYER RESPONSIBILITIES

- 1. Complete and execute a Certification Statement (ETP Form 100E or 100F), which will be supplied by the EEDD.
- 2. Execute the Agreement, and the attachments and exhibits appended hereto.
- 3. Complete Exhibit A: Training Summary Chart (this data is provided to ETP), please note trainer to trainee ratio requirements.
- 4. Complete Exhibit B: Trainee Data Requirements (this data is provided to ETP).
- 5. Identify North American Industry Classification System (NAICS) for this agreement utilizing Exhibit C: ETP's NAICS Industry Guidelines. The NAICS listed in the attachment are the only ones approved by the ETP.
- 6. Comply with Special Conditions & Covenants of the Employment Training Panel requirements listed in Exhibit C: Employment Training Panel.
- 7. Verify that all its trainees meet ETP's eligibility requirements such as, the trainees must be full-time employees working at least 35 hours per week and must receive regular payroll checks with California state taxes deducted from their salary.
- 8. Confirm that trainees earn at least \$12.53 per hour or more.
- 9. Ensure that if a proposed trainee is already enrolled in an ETP-funded training class from another contractor, he/she is not eligible to attend these classes until the other class is finished and the other contractor closes the trainee out from their contract.
- 10. Provide copy of current pay stub for each trainee at the commencement of training and 90-days after completion of the last training. If any of the information submitted conflicts with ETP's rules and regulations, the trainee will not be allowed to attend additional classes.

- 11. Certify that once enrolled, the trainee will complete 100% of the training hours for each class.
- 12. Provide EEDD with other information necessary to process invoices to ETP.
- 13. Reimburse the EEDD or ETP should any action be taken to disallow any payments made to Employer under this agreement that were not authorized or contrary to ETP regulations which may include, but not limited to: overpayments, recapture for non-compliance, etc. Employer shall not make any claims against the EEDD to recover disallowed payments or reimbursements and the Indemnification provision of this Agreement set forth in Section 4 shall apply.

### Section 4: GENERAL TERMS, CONDITIONS & COVENANTS OF AGREEMENT

A. Records, Information & Reports – Inspection, Maintenance & Monitoring

Employer agrees that EEDD has the right, during normal business hours, to examine or audit any and all records, books, papers and documents related to the delivery of services, including all accounting source payroll documents, under this Agreement to the extent the EEDD deems necessary.

Employer agrees that EEDD has the right, during normal business hours, to freely observe and monitor the delivery of services under this Agreement with or without the Employer's presence. In particular, Employer agrees that EEDD has the right to interview trainees, trainers and training personnel.

Employer agrees to maintain all records and other writings that pertain to the delivery of services under this Agreement for a period of no less than 4 years from termination or 3 years from Fiscal Closeout, whichever is later.

## B. Applicable Law; Venue

This Agreement shall be governed by the laws of the State of California in all respects as to interpretation, construction, operation, effect and performance. No interpretation of this Agreement shall be binding upon either party unless agreed to in writing and approved by their respective counsel.

Notwithstanding any other provision of this Agreement, the County of San Joaquin, in the State of California will be the exclusive venue and place of jurisdiction for any disputes concerning any question of fact or law arising under this Agreement or any litigation or arbitration arising out of this Agreement.

#### C. Successors-In-Interest

All the terms, covenants, and conditions of this Agreement shall be binding and in full force and effect upon any successors in interest and assigns of the parties hereto.

#### D. Severability

If a court of competent jurisdiction holds any provision of this Agreement to be Illegal, unenforceable or invalid, in whole or in part, for any reason, the validity and enforceability of the remaining provisions, or portion of them, will not be affected.

In the event of any conflict or inconsistency between the terms of this Agreement and the EEDD Agreement with the ETP (ET19-XXXX), the latter shall govern and prevail.

#### E. Indemnification

Employer has the contracted duty ("the duty") to indemnify, defend and hold harmless the EEDD, its Board of Directors, the San Joaquin County Board of Supervisors, officers, employees, agents and assigns of San Joaquin County, the Employment Training Panel and the EEDD, from and against any and all claims, demands, liability, judgments, awards, interest, attorney's fees, costs, experts' fees and expenses of whatsoever kind or nature, at any time arising out of or in any way connected with the performance of this Agreement, whether in tort, Agreement, or otherwise. This duty shall include, but not be limited to, claims for bodily injury, property damage, personal injury, and contractual damages or otherwise alleged to be caused by any person or entity including, but not limited to employees, agents and officers of the Employer.

Employer's liability for indemnity under this Agreement shall apply, regardless of fault, to any acts or omissions, willful misconduct or negligent conduct of any kind, on the part of the Employer, its agents, sub-contractors, and employees. The duty shall extend to any allegation or claim of liability. Employer will on request and at its expense defend any action suit or proceeding arising hereunder. This clause for indemnification shall be interpreted to the broadest extent of the law.

Any claims that the Employer may have against the ETP are outside the scope of this Agreement and thus of no concern or consequence to the EEDD.

#### F. Limit of Liability

In performing its obligations set forth in this Agreement, at no time shall one Party's financial liability to the other exceed the total compensation received in the performance of the Agreement between the EEDD and the Employer. Notwithstanding the foregoing, the EEDD shall not be liable or responsible for any payment claims made by Employer not paid by the ETP.

#### G. Modification/Amendments

The parties may agree to amend this Agreement; however, all amendments must be in writing and executed by all parties. No oral agreements or

understandings not incorporated herein shall be binding on any of the parties hereto.

#### H. Notice

Any notices permitted or required under this Agreement shall be given in writing and may be delivered and served personally, or alternatively, may be deposited in the United States mail, postage prepaid, certified or registered mail with return receipt request, addressed to the parties at the addresses set forth on the first page of this Agreement unless the other party notifies the other party in writing of a change in address.

#### I. Termination & Payments Earned

Either party may terminate the Agreement by a 10-day written notice to each other. In such an event, Employer shall receive as full payment the agreed cost for all training provided to the participants prior to the termination.

The EEDD's Administrative Fee shall be deemed fully earned upon execution of the Agreement and commencement of training by Employer. If this Agreement is terminated early by the Employer for whatever reason, the EEDD's entire Administrative Fee will be deducted from any payment due Employer up to the full amount.

#### J. Entire Agreement

This Agreement and any additional or supplemental document(s) incorporated herein by reference contain all of the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

[Signatures on Following Page]

**THE EMPLOYER CERTIFIES,** by submission of this Agreement, that they are subject to payment of the Employment Training Tax. The Employer shall defend, hold harmless, and indemnify the EEDD for any injury or damage to participants or third parties caused by negligence, whether active or passive in nature.

I certify under penalty of perjury that the information provided above is true and correct. Further, I agree to defend, hold harmless, indemnify and reimburse all training funds to EEDD for any liability resulting from a misstatement or omission of facts contained in the document.

Name of Authorized Representative:
Title of Authorized Representative:
Signature:
Date:

#### **Exhibit A: Training Summary Chart**

Please note: for every hour of training claimed for funding there shall be a trainer who is doing nothing but training and a trainee who is being trained and is not doing his or her regular job. Training may take place in a classroom, a conference room, on a factory floor or other production area. All training must be documented on the attached roster. For planning purposes, please complete the following chart for each employee group receiving the same training.

ETP has established standard (maximum) trainer-to-trainee ratio requirements for Class/Lab/Productive Lab/E-Learning and Advanced Technology (AT) training, regardless of the class composition (ETP trainees and non-ETP trainees), upon which the fixed-fee reimbursement rates for ETP agreements are based:

Retrainees: 1:20 New Hires: 1:15 AT: 1:10

Add more rows if needed.

Number to be Trained	Occupation(s) of Trainees	Training Content	Trainer (internal or external)	Estimated Training Hours	Estimated Training Dates

#### **Exhibit B: Trainee Data Requirements**

Provide the following mandatory information to EEDD for each person Employer wishes to train. We prefer to receive the data on a spreadsheet.

- a. Name
- b. Social Security Number (SSN)
- c. Date hired
- d. Ethnicity
- e. Sex
- f. Wage
- g. Zip code of home address
- h. Date of birth
- i. Job title

### **Exhibit C: ETP's NAICS Industry Guidelines**

2017 NAICS	Priority Industry	Code Range	Industry Name
111	SOME:	Agriculture, Fore	stry, Fishing, Hunting
	1	111110 - 111998	Crop Production
21	NONE	Mining, Quarryin	g, and Oil and Gas Extraction
22	ALL:	Utilities	The Market State of the Control of t
	1	221111- 221113	Hydroelectric, Fossil Fuel Electric, Nuclear Electric Power (This was never part of list)
	<b>*</b>	221114 - 221118	Electric Power Generation (solar, wind, geothermal, Biomass, Other)
	✓	221121 - 221330	Electric Bulk Power Transmission and Control, Distribution, Natural Gas, Water Supply, Irrigation, Sewage Treatments, Steam & Air.
23	ALL	Construction	
31-33	ALL	Manufacturing	
42	SOME:	Wholesale Trade	
	4	423860	Transportation Equipment & Supplies (except Motor Vehicles) Merchant Wholesalers
	1	423930	Recyclable Material Merchant Wholesalers
44-45	NONE	Retail Trade	
48-49	SOME:	Transportation a	nd Warehousing
	1	481112	Scheduled Freight Air Transportation
	1	481212	Nonscheduled Chartered Freight Air Transportation
	1	482111 - 482112	Rail Transportation
	1	483111	Deep Sea Freight Transportation
	4	483113	Coastal and Great Lakes Freight Transportation
	1	483211	Inland Water Freight Transportation
	1	486110 - 486990	Pipeline Transportation
	1	488111 - 488190	Support Activities for Air Transportation
	1	488210	Support Activities for Rail Transportation
	1	488310 - 488390	Support Activities for Water Transportation
	1	488510	Freight Transportation Arrangement
	1	488991	Packing and Crating
	1	492110	Couriers and Express Delivery Service
	1	493110 - 493190	Warehousing and Storage
<b>51</b>	SOME:	Information	
	1	511110 - 511199	Publishing, including Newspaper, Periodical and Book Publishing
	<b>/</b>	511210	Software Publishing
	1	512110 - 512120	Motion Picture and Video Production & Distribution
	1	512191 - 512199	Teleproduction and Other Postproduction Services, Other Motion Picture Video Industries
	1	512210 - 512220	Record Production, & Integrated Distribution
	1	512230	Music Publishers

2017 NAICS	Priority Industry	Code Range	Industry Name		
E4	1	512240 - 512290	Sound Recording Studios, and Other		
Continued	1	515111	Radio Networks		
	1	515210	Cable and Other Subscription Programming		
	1	517110 - 517919	Wired Telecommunications Carriers, Cellular, Satellite, Resellers, Other		
	1	518210	Data Processing, Hosting & Related Services		
	1	519130	Internet Publishing, Broadcasting & Web Search Portals		
52	NONE	Finance and Insu	rance		
53	NONE	Real Estate and I	Rental and Leasing		
54	SOME:	Professional, Sci	entific, and Technical Services		
	1	541310	Architectural Services		
	1	541330 - 541340	Engineering and Drafting Services (including Civil, Construction, Environmental and Mechanical Engineering Services)		
	1	541360 - 541380	Surveying and Mapping Services, Geophysical and Non; Testing Laboratories		
	1	541511 - 541513	Customer Computer Programming Services; Computer Systems Design Services; Computer Facilities Management		
	✓ 541614 Process, Physic Services		Process, Physical Distribution, and Logistics Consulting Services		
-		541620	Environmental Consulting		
	1	541690	Other Scientific and Technical Consulting Services		
	1	541711 - 541715	Scientific Research and Development Services (except Social Sciences and Humanities)		
5.5	NONE	Management of C	Companies and Enterprises		
56	SOME:	Administrative au Remediation	nd Support and Waste Management and		
-	1	562910	Remediation Services		
	1	562920	Materials Recovery Facilities		
61	NONE	Educational Serv	ices		
62	SOME:	Health Care and	Social Assistance		
	1	621410 - 621498	Outpatient Care Centers; Family, HMO, Substance, Kidney		
	1	621511 - 621512	Medical and Diagnostic Laboratories		
	<b>√</b>	621610	Home Health Care Services		
	1	621910	Ambulatory Services		
	1	622110 - 622310	Hospitals		
	1	623110 - 623990	Nursing and Residential Care Facilities		
71	NONE	Arts, Entertainme	ent, and Recreation		
72	NONE	Accommodation	and Food Services		
81	NONE	Other Services (e	except Public Administration)		
92	NONE	Public Administr	Public Administration		

## **INFORMATION ITEM #1**

WORKNET CENTER CUSTOMER SERVICE SURVEY

DV.	TE.
I JA	

August 28, 2019

INFORMATION ITEM: \_\_\_\_\_1

TO:

Workforce Development Board

FROM:

John M. Solis, Executive Director

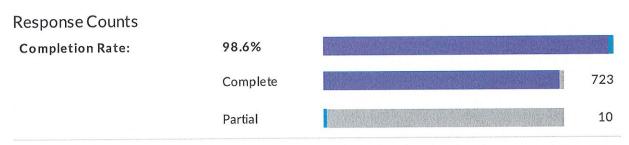
SUBJECT: WORKNET CENTER CUSTOMER SERVICE SURVEY

<u>SUMMARY:</u> The following is a summary of the information item. Ī.

> WorkNet Center Customer Service Survey 1.

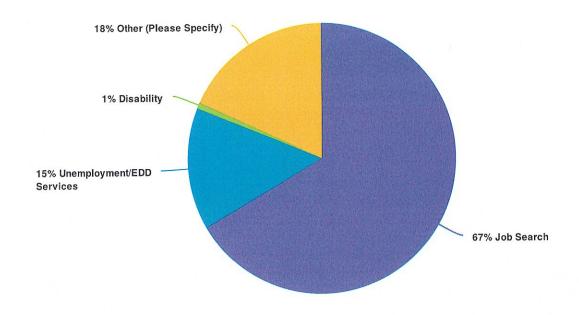
> > The WorkNet Center Customer Service Survey is a continuous improvement tool designed to collect information and feedback from customers.

# Report for AJCC Customer Satisfaction Survey



Totals:733

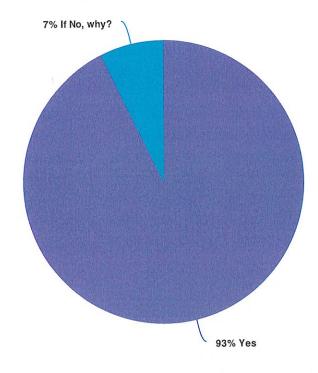
## 1. What is the purpose of your visit to San Joaquin County WorkNet today?



Value	Percent	Responses
Job Search	66.5%	447
Unemployment/EDD Services	14.6%	98
Disability	0.7%	5
Other (Please Specify)	18.2%	122

Totals: 672

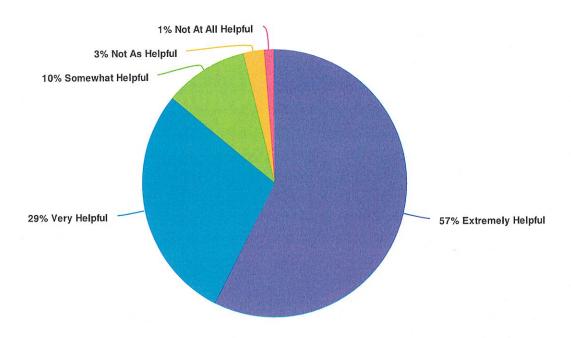
## 2. Did you receive the service(s) to meet your needs?



Value	Percent	Responses
Yes	92.7%	595
If No, why?	7.3%	47

Totals: 642

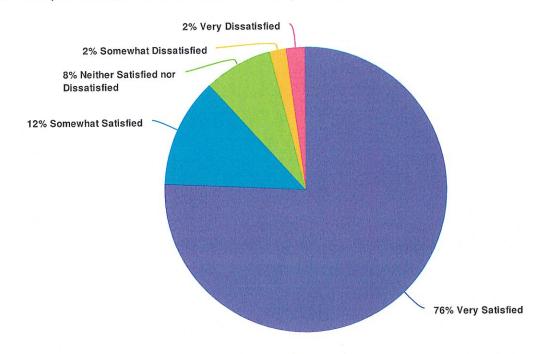
## 3. How helpful was the America's Job Center/WorkNet Center staff?



Value	Percent	Responses
Extremely Helpful	57.4%	371
Very Helpful	28.6%	185
Somewhat Helpful	10.2%	66
Not As Helpful	2.5%	16
Not At All Helpful	1.2%	8

Totals: 646

## 4. Overall, how satisfied or dissatisfied are you with AJCC/WorkNet?



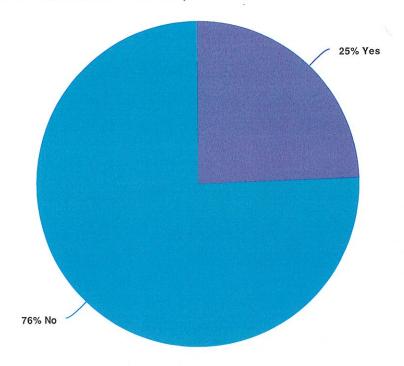
Value		Percent	Responses
Very Satisfied		75.7%	487
Somewhat Satisfied		12.4%	80
Neither Satisfied nor Dissatisfied	1000	7.8%	50
Somewhat Dissatisfied		1.9%	12
Very Dissatisfied		2.2%	14

Totals: 643

5. Do you have any other comments, questions, or recommendations on how we can improve our services?



## 6. Would you like to be contacted about your answers?



Value	Percent	Responses
Yes	24.5%	155
No	75.5%	478

Totals: 633

## **INFORMATION ITEM #2**

**SUCCESS STORIES** 

DATE:

August 28, 2019

INFORMATION ITEM: 2

TO:

Workforce Development Board

FROM:

John M. Solis, Executive Director

SUBJECT:

**SUCCESS STORIES** 

I. <u>SUMMARY:</u> The following is a summary of the information item.

#### 1. Success Stories

Success Stories of Individuals who have gone through our program and have successfully transitioned into self-sufficient employment.

Participa	nt Name: Maria				
Participa	nt's City, State:				
Military S	Service: Veteran	Nationa	al Guard	Spouse _	None
Program:	WIOA Title I: AB109 Additional As			ocated Worker	Youth

4	Before Participating	After Participating
Industry/Sector	Construction	Renewable Energy
Job Category	Construction field	Administrative Manager
Hourly Wage or Salary	\$57 per hour	\$50 per hour + Bonuses

#### 1. What were the goals of the participant when entering the program?

Maria was not our "typical job seeker". She had been looking for employment for some time but was not having any luck due to her previous work history and high salary. She was seeking an advanced career as she was making over \$70,000 in her previous job in construction. She thought that the job would last for the remaining of her working years, however, it only lasted for less than six months. Prior to that job in construction, she worked at PG&E and was earning \$57.00 per hour, she was devastated when she was laid off from PG&E. By the time she came into the center she was deflated and borderline depressed due to her lack of success in finding employment with a comparable pay scale. She was not looking for just any job; she knew she needed a career.

## 2. Describe how the workforce center helped the participant achieve his/her goals. What programs did the participant use? How has this improved the participant and his/her family's live(s)?

Maria was not our "typical" dislocated worker due to her salary history and her skills. The job developer however, worked with this client and was able to find her a position with a growing energy company through an On the Job Training. Her starting wage is 50.00 per hour with the potential for bonuses. In this job she will be able to use her existing skills through her time with the construction company and her work at PG&E and be able to learn additional skills to apply to her job as an Administrative Manager. She is thankful we were able to develop a specialized job for her with a salary that will enable her to continue to maintain her household and learn new skills. She is very happy with her employment and the services she received.

Participant Name: Jennifer Gard	cia	
Participant's City, State: Lodi, G	CA	
Military Service:Veteran	National GuardSpouse	_XNone
Program: WIOA Title I: _ Ad AB109 Additional Assista	dult_X Dislocated Workernce Grant	Youth
	Before Participating	After Participating
Industry/Sector	Administration	Administration
Job Category	Admin	Admin
Hourly Wage or Salary	\$15.00	\$17.00

#### 1. What were your goals when entering the program?

Jennifer's goal was to obtain a job in the field she got her BA degree in, HR. She had been searching for work and had difficulties finding a job on her own, so she came to the WorkNet Center to obtain assistance.

Jennifer came in to the Center and asked for assistance in finding employment. She knew she needed a job where she could get experience and use her knowledge from school that could be applied and could help her establish her career in a professional she was very interested in.

## 2. Describe how the workforce center helped you achieve your goals. What programs did you use, i.e. CRT, OJT, job leads? How has this improved you and your family's lives?

Jennifer met with Claudia her WorkNet Case Manager, she was able to assist and guided her throughout the completion of the program's requirements and together they developed a career plan for Jennifer taking into account her education and lack of work experience in her field of choice, it was determined that the On the Job Training would be a good choice for her as it would help her get the needed hands on training which she lacked. With the OJT incentive in hand, Jennifer was able to be more competitive in her job search strategy.

The On the Job Training program allowed Jennifer to obtain employment with a Company where she will be able to utilize what she learned in school and get the hands on training needed for her to advance her career. She is earning a living wage in a field that she studied for in college and enjoys very much.

#### 3. Please provide a quote to share about your experience.

"Trust the process of the program, the outcome is worth it."

Participant Name: Lance O		,	
Participant's City, State: Stock	ton CA		
Military Service: Veteran _	_National Guard	Spouse	None
Program: WIOA Title I: _ A AB109 Additional Assist		nted Worker_	Youth

	Before Participating	After Participating
Industry/Sector	Logistics	Logistics
Job Category	Warehouse	Truck Driver
Hourly Wage or Salary	13.50-15.50/hr	80,000/year

#### 1. What were the goals of the participant when entering the program?

Lance had a series of jobs over the past ten years. They were in warehousing and did not provide an opportunity for growth. He did some delivery work during the course of his employment and discovered he enjoyed driving and wanted to explore a career as a truck driver. He wanted to be able to use his skills as a delivery driver and be able to obtain his Class A license. He wanted to earn more money and have a career that would provide for his family.

## 2. Describe how the workforce center helped the participant achieve his/her goals. What programs did the participant use? How has this improved the participant and his/her family's live(s)?

Lance and his case manager identified transferable skills from his resume and work history. The testing process identified a strong support for truck driving. They developed an individualized plan to help Lance obtain his goals. He went to a local truck driving school and obtained his Class A license.

He was placed at an employer through our On the Job Training program. He was able to accumulate enough on the road experience and hours which allowed him to transition in to a job paying \$80,000 a year.

#### 3. Please provide a quote to share about your experience.

Lance said "I am so grateful for this training opportunity and it made a good future possible for me".

Participant Name: Al	FRED BARRIGA				
Participant's City, Sta	te: STOCKTON, CA	A .			
Military Service:\	eteranNati	ional Guard	Spouse	<u>X</u>	None
Program: WIOA T	itle I: Adult_	XDisloc	cated Worker_		_ Youth
	nal Assistance Gra	nt			

<b>Before Participating</b>	After Participating
PROTECTIVE SERVICE	TRANSPORTATION &
OCCUPATIONS	LOGISTICS
SECURITY GUARD	READY-MIX DRIVER
\$23.00 (Gig Work)	\$17.00
	PROTECTIVE SERVICE OCCUPATIONS SECURITY GUARD

#### 1. What were the goals of the participant when entering the program?

To acquire a commercial driver's license so he may acquire the skills necessary to obtain employment in a high demand industry.

## 2. Describe how the workforce center helped the participant achieve his/her goals. What programs did the participant use? How has this improved the participant and his/her family's live(s)?

Participant applied for services through San Joaquin County Worknet and qualified as a dislocated worker. He expressed an interest in vocational training, stating that his prior work history consisted mostly of temporary or contract employment as a security guard. Through interviews and assessments, it was determined that training for a commercial driver's license would give the participant the opportunity to acquire the skills necessary to obtain and secure full-time employment at a self-sufficient wage.

Participant successfully completed training and acquired a commercial driver's license. Shortly thereafter, participant found full time employment as a ready mix driver with the assistance of San Joaquin County Worknet's On-the-Job-Training Program. Although his starting wage of \$17.00 per hour is less than the wage he was making from his most recent employment, this current employment is much more likely to lead to wage gains over the long term and it is permanent employment which will not end once the contract is done. The terms of the On-the-Job-Training Contract, provide the participant a wage increase of \$19.96 per hour upon completion of training.

#### 3. Please include if possible a quote from the Participant about his/her experience.

The training was very challenging and stressful but I was able to persevere and complete the training. It's been a huge relief to successfully obtain my CDL and begin working again. I'm gaining valuable experience in a high demand field and am confident that my opportunities to advance will increase as I gain more and more experience. I am now very busy working my new job and am grateful for the opportunity that WorkNet gave me.

Participant Name:	Johnath	an Singfoc	,k			
Participant's City, St	ate:					
Military Service:	_Veteran	Nation	ıal Guard	Spouse	N	lone
Program: WIOA AB109 Additi	)	Adult cance Grant		d Worker	_XY	outh

*.	Before Participating	After Participating
Industry/Sector	n/a	Retail
Job Category	n/a	Retail
Hourly Wage or Salary	n/a	\$ 13.00

#### 1. What were the goals of the participant when entering the program?

Johnathan Singfook, 19, was graduating from high school when he signed up for STEPS Program for Students with Disability in 2018. A pleasant young man with a love for computers, he helped his mother care for his five (5) younger siblings being a conscientious and doting big brother. He wanted badly to contribute financially to a household that went from paycheck to paycheck, but had not been able to land a job.

He attended the STEPS Work Readiness training, sometimes having to walk to the training venue, but always arriving on time or early. He listened to our staff's coaching, followed instructions and successfully interviewed for his first subsidized job assisting a local non-profit with its well-attended annual cultural festival.

In order to give him the campus experience Johnathan was transferred to the Delta College Bookstore, a STEPS work site, and much closer to his home. At the bookstore Johnathan took the opportunity to train and work in a fast-paced retail setting just before and during their busiest season. When he first started, he had to overcome the temptation of conforming with less mature coworkers who tended to socialize when they should have been working. With some coaching from his work site supervisor and case manager, Johnathan proved himself more than capable and responsible, becoming a valued team member at the bookstore.

This campus work experience placement through the STEPS Program motivated him to enroll at Delta College for the Fall semester. It also gave him the confidence to navigate a campus and initiate his own enrollment.

2. Describe how the workforce center helped the participant achieve his/her goals. What programs did the participant use? How has this improved the participant and his/her family's live(s)?

The STEPS Program aided Johnathan's decision-making as he stepped out of high school and became an adult.

Johnathan helped his mother pay utility bills with his STEPS paychecks. He delighted in buying treats for his younger siblings, and was relieved that he had the money for lunches, bus fare and to pay his cell phone bill.

Once he completed his STEPS 1 hours, using his experience and training, he promptly applied for a job at the nearby Target store where he obtained his first unsubsidized job. He proudly wore his red work shirt as he corraled shopping carts and helped with store operations. The job gave him the impetus to continue his education at the same community college where he learned the skills he needed to succeed in his current job.

Although his life situation changed and Johnathan had to move to Manteca to live with his Grandmother that made him leave his job at Target in Stockton. He however continues attending Delta College even on public transportation. As a transitional move he now works for Goodwill in Manteca through the STEPS 2 Program allowing him weekend work with the strong possibility of being hired full time when he completes his STEPS Program.

Participant Name: James	Whorton	
Participant's City, State: Stock	cton, CA	
Military Service:Veteran	National GuardSpouse	e <u>X</u> None
Program: WIOA Title I: AB109 Additional Assist	AdultDislocated Worker ance Grant	Youth
	Before Participating	After Participating
Industry/Sector	Industrial	Industrial

	Before Participating	After Participating
Industry/Sector	Industrial	Industrial
Job Category	Landscaper	Welder
Hourly Wage or Salary	\$9.00	\$14.50

#### 1. What were the goals of the participant when entering the program?

Client wanted to avoid going back to jail. Client wanted to gain skills that would help improve his life. He was looking for training in a career that would lead to improved self-sufficiency.

2. Describe how the workforce center helped the participant achieve his/her goals. What programs did the participant use? How has this improved the participant and his/her family's live(s)?

Client was referred to WorkNet by probation. He came in for assessment and let us know he was interested in welding training. We went over the process and client did his research. Deciding on Anthony Soto Employment Training, he attended from February to June 2019. Client previously completed a Career Employment Plan, Career Scope Assessment and job search workshops, with the support of his family and WorkNet, client completed training in June and went to work as a welder for Personnel Staffing Inc. Client continues to work for the company and recently received incentive awards for obtaining full time employment and his 30-day employment retention award. He has not re-offended.

## **INFORMATION ITEM #3**

SAN JOAQUIN COUNTY HIGH SCHOOL APPRENTICESHIP PROGRAM INITIATIVE EMPLOYER INTEREST SURVEY

DATE:

August 28, 2019

INFORMATION ITEM: 3

TO:

Workforce Development Board

FROM:

John M. Solis, Executive Director

SUBJECT:

SAN JOAQUIN COUNTY HIGH SCHOOL APPRENTICESHIP PROGRAM

INITIATIVE EMPLOYER INTEREST SURVEY

I. <u>SUMMARY:</u> The following is a summary of the San Joaquin County High School Apprenticeship Program Initiative Employer Interest Survey information item:

The San Joaquin County High School Apprenticeship Program Initiative is a partnership with San Joaquin County WorkNet, San Joaquin Delta College, San Joaquin County Office of Education, San Joaquin Couny High Schools, and the Division of Apprenticeship Standards. The premise of this initiative is to develop apprenticeships throughout the county in which local employers would "grow their own" employees by hiring high school students into targeted occupations identified by the San Joaquin County High School Apprenticeship Program Subcommittee. The subcommittee meets monthly and has been working on this initiative for the past year.

At the May 20, 2019 meeting of the San Joaquin County High School Apprenticeship Subcommittee, the Division of Apprenticeship Standards (DAS) representative, Charles Richards, requested a survey of local employers to determine interest in the program once participating high schools had identified the classifications they were most strongly considering. After classifications were developed in July, the survey was released to selected employers on August 5, 2019 and included the following questions:

- 1. Are you interested in learning more about the San Joaquin County High School Apprenticeship Program Initiative?
- 2. Please mark the industry your company represents.
  - Advanced Manufacturing
  - Information Technology
  - Healthcare
  - Transportation/Logistics
  - Other Write in
- Would you be interested in attending a forum that would provide more information about this revolutionary High School Apprenticeship Program?

- 4. Would your company be interested in training an apprentice as a participating employer?
- 5. The following are apprenticeship **classifications under development** at the request of participating employers. Which one(s) would you be interested in?
  - IT Support/Computer Helpdesk
  - Automotive Technology
  - Logistics
  - Healthcare-related classifications
  - None of these
- 6. How many apprentices from the **classifications currently under development** (question 5), would your company consider hiring?
- 7. Please list any job classifications within your company that may be good opportunities for apprenticeships.
- 8. How many apprentices in the classifications **you requested** (question 7) would your company be interested in hiring?
- 9. If you have any questions we can address now, please respond below.
- 10. If you would like to learn more, please provide your contact information below.

Results of the survey were overwhelmingly positive and employers expressed interest in the proposed classifications and suggested others specifically related to their own needs or the needs of their industry sector. The results of the survey will be used to develop an informational forum for employers, to pursue grant funding, and to plan future classifications to expand the program.

**DIRECTOR'S REPORT** 

## **BOARD MEMBER QUESTIONS AND COMMENTS**