

Morris Myers
WIB Chairperson

Heidi Marshall
WIB Executive Director



Imran Angelov Farooq
WIB Vice Chairperson

Mark Christiansen
WIB Deputy Director

Infinite Opportunity, Lasting Prosperity

Executive Committee April 8, 2015

Chairman Morris Myers called the meeting to order at 11:38 a.m.

Members in Attendance

Morris Myers	Imran Farooq	Jamil Dada	Juan De Lara	Francisca Hernandez	Joyce Johnson
Laurie Stalnaker	Charles Fischer				

Members Absent

Sonia Nunez	Tina Sewell	Lupe Del Gado	Bob Frost	Rob Frost	

Guests

Zachery Wybert					
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Staff

Heidi Marshall	Mark Christiansen	Maria Muldrow	Loren Sims	Thi Pham	Edna Garcia
Wendy Frederick	Rilla Jacobs				

Administrative Item: 1.1 Approve the February 18, 2015, Executive Notes

Motion: That the WIB Executive Committee approves the February 18, 2015, Executive Notes.

Moved by Jamil Dada Second by Juan De Lara

Status Approved

Administrative Item: 1.2 Approve Appointment of New Member to the Council for Youth Development (CYD)

Motion: That the WIB Executive Committee approves the New member nomination.

Discussion Item withdrawn due to CYD failing to achieve a quorum

Actions NONE

Administrative Item: 1.3 Approve 2015/2016 Rapid Response Funding Recommendation of Consultants

Motion: That the WIB Executive Committee approves 2015/2016 Rapid Response Funding recommendation of two business process improvement services consultants.

Moved by Imran Angelov Farooq Second by Juan De Lara

Status Approved

Discussion Loren Sims gave a brief history and overview summary. A Request for Proposal (RFP) was issued in 2014, to procure services for a Business Process Improvement Services Consultant in Program Year (PY) 2014/2015 with an option to renew for two additional years. Deisell Consultants, LLC and CMTC were awarded the contract to provide services to Riverside County Businesses.

CMTC successfully assisted 10 (ten) Manufacturing Businesses and Deisell Consultants, LLC successfully assisted 5 (five) Healthcare organizations with:

- issues in supply chain management,
- marketing,
- capacity building, and
- declining sales.

Both consultants managed to assist struggling businesses by offering support, and developing robust strategies to improve and continue to grow their business while profiting financially. This service has proved to be valuable and will continue to be offered to additional Riverside County businesses in PY 2015/2016.

Consultants	Target Business Sector	Total
California Manufacturing Technology Consulting (CMTC)	Assist 7 Manufacturing Businesses	70,000
Deisell Consultants, LLC	Assist 5 Business in the following industry sectors: healthcare, professional services, logistics/transportation and infrastructure	50,000
TOTAL AMOUNT NOT TO EXCEED		\$120,000

Members asked if the businesses who received assistance were still in business. The response was yes. Members asked how the businesses were prioritized to receive assistance. The consultants do an evaluation to determine a company's level of need and what resources are required. The state is reviewing how Rapid Response dollars for lay-off aversion are being spent and we are required to return any remaining funds each year.

Actions | Send to Board of Supervisors for final approval.

Administrative Item: 1.4 Approve Transfer of Funds for Program Year 2014/2015																		
Motion: That the WIB Executive Committee approves the transfer approves the Transfer of Funds request between WIA Adult and WIA Dislocated Worker fund.																		
Moved by	Jamil Dada	Second by	Francisca Hernandez															
Status	Approved																	
Discussion	<p>The State of California allows Local WIA areas to transfer funds up to 50 percent between the adult and dislocated worker funding streams in order to maximize customer service and provide local boards with greater flexibility to respond to changes in their local labor markets. There was a greater demand for WIA Dislocated Worker (DW) services in Riverside County in the local economy. Consequently, it is estimated \$1.25 million will need to be transferred to meet the needs of the Dislocated Worker program in Riverside County. The table below shows the former and revised funding allocations for each program</p> <table border="1"> <thead> <tr> <th>Funding Identification</th> <th>Dislocated Worker</th> <th>Adult</th> </tr> </thead> <tbody> <tr> <td>Year of Appropriation</td> <td>PY 2014/2015</td> <td>PY 2014/2015</td> </tr> <tr> <td>Prior Formula Allocation</td> <td>\$6,466,256</td> <td>\$6,363,152</td> </tr> <tr> <td>Transfers – Plus or Minus</td> <td>+1,250,000</td> <td>(1,250,000)</td> </tr> <tr> <td>New Formula Allocation</td> <td>\$7,716,256</td> <td>\$5,113,152</td> </tr> </tbody> </table> <p>The “Sunshine Provision” grants the public an opportunity to comment before the motion is approved; therefore, the WIB Chair made a motion to allow public commentary during the Workforce Investment Board Executive Meeting. Chairman Morris Myers opened the floor for Public Comments. There were none.</p>			Funding Identification	Dislocated Worker	Adult	Year of Appropriation	PY 2014/2015	PY 2014/2015	Prior Formula Allocation	\$6,466,256	\$6,363,152	Transfers – Plus or Minus	+1,250,000	(1,250,000)	New Formula Allocation	\$7,716,256	\$5,113,152
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Actions	Send to Board of Supervisors for final approval.																	

Administrative Item: 1.5 Approve Geographic Solutions Virtual One Stop (VOS) License Agreement			
Motion: That the WIB Executive Committee approves the Geographic Solutions virtual One Stop (VOS) License Agreement.			
Moved by	Imran Angelov Farooq	Second by	Juan De Lara
Status	Approved		
Discussion	<p>Since 2009, the Riverside County Workforce Investment Board has supported and approved a yearly license with Geographic Solutions. Since inception, Geographic Solutions Virtual One Stop (VOS) data management system has allowed for tracking and capturing of specific data elements required by the state, as well as, tracking of local data specific to the Riverside County Workforce Investment Area.</p> <p>In 2011, the State of California Employment Development Department purchased a license through Geographic Solutions for a CalJOBS database that could interface with the local workforce area database. The state's goal was to provide California local workforce areas connectivity to CalJOBS, eliminating duplicative data management systems in California. However, since going “live” in 2014, CA has found data and restrictions</p>		

	<p>issues with the CalJOBS database and alignment to VOS at the local level have occurred.</p> <p>Riverside and other local levels have opted to rely on a separate data system through Geographic Solutions, and continues to upload data from Riverside to the State while allowing local workforce area control.</p> <p>Some of the conversion restrictions with CalJOBS would be the loss of the following modules:</p> <ul style="list-style-type: none"> • the generic application, • document imaging, • scanning; and, • tracking of non-Workforce Investment Act core activities (i.e., workshops, and universal services). <p>Additionally, the local VOS is able to track case note entry and development of the Individual Employment Plan for each participant that is linked to the generic application. If conversion occurred, each local area would lose the functionality to the above-referenced modules. Another critical restriction with CalJOBS is that local areas would lose the ability to develop customized reports for strategic planning or for local area constituents.</p> <p>Currently, we have the capability to query specific participant data which helps our local board identify workforce trends and set workforce priorities. While the CalJOBS database is available to the local area, only a small fraction of the data fields are available the local area. In order to access the other data fields, each local area would have to hire a person with specific SQL database experience to create customized local reports. The annual cost of this person would exceed the amount of the current VOS agreement with Riverside County.</p> <p>Therefore, at this time, it is cost effective to continue with a stand-alone system until the state removes some of the restrictions and is able to address the needs of each local workforce area. The VOS license and service from Geographic Solutions is critical to the continued success of our local area workforce needs, performance and exemplary leadership. Members asked if the state system becomes useable before the contract was complete with VOS could we end it. The response was yes with a 45 day notice, we can exit the VOS contract.</p>
Actions	Send to Board of Supervisors for final approval.

Administrative Item: 1.6 Approve the Comprehensive Economic Development Strategy			
Motion: That the WIB Executive Committee approves Comprehensive Economic Development Strategy.			
Moved by	Imran Angelov Farooq	Second by	Joyce Johnson
Status	Approved		
Discussion	<p>The U.S. Department of Commerce, Economic Development Administration (USEDA) requires a Comprehensive Economic Development Strategy (CEDS) from every region that desires to qualify for USEDAs assistance and funding under its public works, economic adjustment, and planning programs. The Riverside County Economic Development Agency produces this document on behalf of its geographic region and it is used by numerous cities and private economic development entities in support of their USEDAs grant applications.</p> <p>In 2007, the Workforce Investment Board Executive Committee agreed to be the CEDS Committee on behalf of Riverside County. The CEDS Committee is the entity identified by the USEDAs as responsible for developing, revising or replacing the CEDS. The Committee must represent the main economic interests of the region and must include private sector representatives as a majority of its membership, as well as community leaders, representatives of institutions of higher education and labor groups.</p> <p>The CEDS is produced every five years with annual updates provided to USEDAs as required. The five-year CEDS document was approved in 2011 and is valid through June 30, 2016. Currently in place is an annual update that is valid through June 30, 2015. The item under consideration is the proposed annual update for fiscal year 2015-2016.</p> <p>On January 20, 2015, USEDAs streamlined the CEDS process by removing the “laundry-list” elements of past CEDS and replaced them with four essential planning elements that include:</p> <ol style="list-style-type: none"> (a) summary of economic development conditions of the region; (b) SWOT analysis of the region; (c) strategies and implementation plan that is not inconsistent with applicable State and local economic development or workforce development strategies; and (d) performance measures used to evaluate the planning organization’s successful development and implementation of the CEDS. <p>A member asked why the WIB’s input was not requested before the report was distributed for approval.</p>		

	Concerns were raised regarding the lack of accurate industry information for the desert region. Staff responded that this is the final update approval needed before the new CEDS is created. At that time a comprehensive process will be used involving input from each region.		
Motion: That the WIB Executive Committee approves Comprehensive Economic Development Strategy with the understanding that additional comments for the East region will be added to the document.			
Moved by	Imran Angelov Farooq	Second by	Laurie Stalnaker
Actions	After East region information is added to CEDS send it to Board of supervisors for final approval.		

Administrative Item: 1.7 Approve the Recommendation to Reconstitute the WIB Membership			
Motion: That the WIB Executive Committee approves the recommendation to reconstitute the WIB membership.			
Moved by	Jamil Dada	Second by	Juan De Lara
Status	Approved		
Discussion	<p>In July of 2014, the Workforce Innovation and Opportunity Act (WIOA) legislation replaced the Workforce Investment Act (WIA). In preparation for the transition from WIA to WIOA, the reconstitution of the Workforce Investment Board membership, committee structure and Bylaws must be implemented prior to July 1, 2015.</p> <p>The WIB will cease to exist when WIOA takes effect and the newly constituted Workforce Development Board (WDB) will replace it and recommend actions such as the restructuring of the WDB and its committees to be consistent with WIOA requirements.</p> <p>Thi Pham explained the recommendations and how the minimum membership requirement was determined. The new requirements must be approved by the WIB Executive Committee, the WIB, and the Board of Supervisors. On June 30, 2015, all WIB boards and committees will be dissolved and July 1, 2015, the newly constituted boards and committees will take over. The minimum board will be:</p> <ul style="list-style-type: none"> • Ten business representatives • Four labor representatives • One adult education/literacy representative • One vocational rehabilitation representative • One higher education representative • One Wagner-Peyser representative • One economic development representative <p>The Council for Youth Development will be dissolved and its members encouraged to attend regional standing committees in their areas, where youth services will be a standing agenda item for discussion. The new Bylaws will clarify how the boards and committees will look. There will be three standing agenda items for all committees; one-stop delivery, youth, and individuals with disabilities.</p>		
Actions	Forward Workforce Investment Board for full board approval.		

Administrative Item: 1.8 Member Initiatives	
Discussion	None

Discussion Item: 2.1 Workforce Investment Board Members' Attendance	
Discussion	
Actions	TABLED

Reports :	
Regional Committee Reports	
West	Imran - the West is continuing its advocacy efforts with local government. Tours of the workforce centers are on-going and we continue to have meetings with our local representatives. The Rubidoux Youth Opportunity Center will host our next West Regional Committee meeting in May.
East	Juan – the East meeting hosted a Logistic roundtable. Two of the speakers were board members Sonia Nunez and Lupe Del Gado. In May, the city of Coachella will host our next East committee meeting and they want to discuss the agricultural needs of our region. Members continue to do presentations to city officials and will be completing the government sessions and will start presenting to our school districts.
Southwest	Morris – the Southwest continues to work on expanding business engagement in our region. We have formed a subcommittee to get members involved in planning our meeting agendas.

Council for Youth Development Report

Chuck – the members received a presentation on the Youth portal and the updates that are being incorporated to bring it up-to-date and make it more interactive. The Jamil Dada Character Excellence Youth Award will be held May 15th at the Moreno Valley Recreation Center. Ten youth are being honored and five youth will receive scholarships. Formal invitations are being sent and he encouraged the members to attend. @LIKE is well into its third year and will complete the program in October of 2016. The fourth and final year will be the evaluation of the program and its participants to see its successes and challenges. This will be done by the outside evaluator we contracted with at the beginning of the program. To date @LIKE has 646 young adults in the program which is dispersed over three counties, Imperial, Riverside and San Bernardino.

Chairman's Report

Morris asked for the Letter Of Support Inventory List to be sent out once a year. This is an inventory list of all letters we are requested to sign in support our partner organizations.

Morris encouraged members to help with increasing the scholarship amounts to the awardees of the Jamil Dada Character Excellence Youth Awards by donating to the event.

Director's Report

Heidi gave an overview of the groups trip Sacramento to attend the California Workforce Association's Day at the Capitol and their meetings with state legislators in our region. Assembly member Eduardo Garcia requested workforce keep him updated with information from the Office of Foreign to Trade and other economic opportunities.

A twelve member team went to Washington D.C. to attend the National Association of Workforce Boards annual conference. They covered specific workshops important to our region and prepared short briefs on the information provided.

1,500 people attended and 385 boards were represented. Our team was one of the larger delegations. Jamil was named an emeritus at the national level for NAWB and will be our representative. NAWB changed their bylaws to allow these types of positions on their Board.

Sling shot's March meeting was well attended and went well. We will be holding smaller meetings to continue building the framework.

Members discussed occupations and employers who provide a family sustainable wage and discussed making wages for a skilled workforce a general workforce issue.

They discussed healthcare and the established coalitions that are working in our region and how we can connect with them.

Adjourned at 1:08 p.m.