

## EXECUTIVE COMMITTEE



**ACTION ITEM #1.2**

**SUBMITTAL DATE:** February 20, 2008

**SUBJECT:** Additional funding for Workforce Development Board (WDB) and Council for Youth Development (CYD) Strategic Planning/Continuous Quality Improvement (CQI) Consultant services

**RECOMMENDATION:** the Workforce Development Board (WDB) Executive Committee approve additional Workforce Investment Act funding, not to exceed \$21,600, and authorize the Workforce Development Administrator to negotiate and execute an agreement with Strumpf Associates to provide Strategic Planning/CQI Consultant services.

**BACKGROUND:** June 12, 2007, the Board of Supervisors approved a recommendation from the WDB Executive Committee for Strumpf Associates to provide consulting services from July 1, 2007 to June 30, 2008. Strumpf Associates is currently providing CQI training and services to the Riverside County Youth Opportunity Centers and the Workforce Development Centers of Riverside County

In addition, Strumpf Associates is assisting the WDB in creating and implementing their strategic plan. Strumpf Associates will facilitate focus groups and regional strategic planning team meetings from October 2007 through February 2008 and will end with a region wide strategic planning meeting in March 2008. A series of three focus groups (job seekers, businesses, and stake holders) for each of the four regions will be conducted. The purpose is to elicit specific opinions and expectations related to the services provided by the Workforce Development Centers. These groups will be moderated by Lori Strumpf and the results will be compiled into a "data book" to be used by the strategic planning teams.

Lori Strumpf will be convening a series of three regional strategic planning team meetings for each of the four regions. Key stakeholders identified by WDB will be engaged in the strategic planning process. Each team will use the "data book" compiled for their region to focus on how they see the current and future strategic challenges for their regions.

The WDB, with Strumpf Associates assistance, will also create an area-wide strategic planning team (with representatives from each regional team). The culminating event of the regional planning process will be a one day strategy setting retreat, where the results of the regional efforts will be examined to create one workforce area strategic plan which addresses each area's objectives and challenges.

Due to an increase in regional strategic planning sessions, an additional 8 days are needed to be added to the current agreement to provide for the remaining scope of service.

<p>EXECUTIVE COMMITTEE</p> <p>Date: <i>date of meeting</i> Approval: Yes/No</p>	<p>BOARD OF SUPERVISORS CONCURRENCE</p> <p><i>YES: INDICATES ACCEPTANCE OF FUNDS (FED, STATE, LOCAL) OR AGREEMENTS FOR SERVICES WHERE EDA IS RECEIVING FUNDS, OR ANY ACTION THAT REQUIRES BOS APPROVAL.</i></p> <p>Required: Yes/No</p>
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