

Jamil Dada
WIB Chairman

Rob Field
Assistant County Executive Officer, EDA

Felicia Flournoy
WIB Director

Morris Myers
WIB Vice Chairman



Mark Christiansen
WIB Deputy Director

Rilla Jacobs
Secretary

Infinite Opportunity, Lasting Prosperity

Executive Committee May 22, 2013

Chairman Jamil Dada called the meeting to order at 11:41 a.m.

Members in Attendance

Jamil Dada	Morris Myers	Shelagh Camak	Imran Farooq	Bob Frost	Mary Jo Ramirez
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Members Absent

Juan De Lara					
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Staff

Felicia Flournoy	Mark Christiansen	Maria Muldrow	La Tonya Johnson	Loren Sims	Pat Ramos
Kathy Boyer	Thi Pham	Edna Garcia	Rilla Jacobs		

Administrative Item: 1.1 Approve April 10, 2013, Executive Notes

Motion: That the WIB Executive Committee approve the April 10, 2013, meeting notes.

Moved by Morris Myers Seconded by Imran Farooq

Status Approved

Administrative Item: 1.2 Individual Training Account Voucher System

Motion:

The implementation of a voucher system for the management of the Adult, Dislocated Worker and Youth Individual Training Accounts (ITAs)

A pre-qualified vendor list inclusive of all training providers listed on the California Employment Development Department Eligible Training Provider List (ETPL) and all public education institution including universities, university extension programs, community colleges, career technical education, regional occupation programs, adult education or any institution providing similar training and education services.

Moved by Morris Myers Seconded by Bob Frost

Status Approved

Discussion

Mark Christiansen – this is a two part motion. In the past the ITA process worked with contracts being established with each of our training providers. A list was maintained of the providers. This year we proposed to switch this process to voucher system. With the new system vouchers will have a \$8,000 dollar limit, there will be no contracts between training providers, and less record keeping for our staff.

Job seekers who meet the requirements for training will receive a training voucher to use. They will take the voucher to a training provider on the State Eligible Training Provider List and the training must be within one of our six industry sectors. If the provider accepts the trainee a purchase order will be created by our agency for the provider. This is a more streamlined way to provide training to our customers.

The second part is important because it shows that our training provider list is inclusive of all state listed training providers. The complete list will include the State ETPL along with lists for all public education institutions, colleges, universities and their extension program community colleges, technical education occupation programs, adult education and any institution providing similar training and education services, which should include apprenticeship and pre-apprenticeship programs. These changes will allow workforce to be more flexible and more mobile in providing training to our clients.

Our aim this year is to be more strategic in how we provide our training offering. We will scale back on our ITAs and offer a more diverse palette of options for training to our clients. This is the first time we will have a cap on our ITA training dollars. This will provide more training opportunities to more of our clients and cuts out

	<p>a lot of bureaucracy and streamlines our service. By law we are required to have training providers who are on the EPTL.</p> <p>Mary Jo asked if it would be easier to track a person's training progress. Would data be able to be gathered? The response was yes. Bob asked if apprenticeships will be on the approved list of vendors and the response was yes, but additional conversations need to be held to pull everything together. Will this interfere with OJT's the response was no. Imran asked, how prevalent "is this program with other workforces in other states". Felicia responded that a national study was done on Voucher vs. Current System and the voucher system came back with a favorable response. No negative comments were given on the Voucher System. Morris asked why the cap is necessary if we can exceed it on special cases. Felicia explained the history behind adding in a flexible clause language. Morris asked if \$8,000 would cover most training, Mark responded that a survey of training providers and the most popular trainings was done and \$8,000 came back as the most feasible amount. Further discussions were held on how much \$8,000 would cover and for how long.</p>
Actions	Forward item to Clerk of the Board for BOS approval

Administrative Item: 1.3 Geographic Solutions Virtual One-Stop System Renewal

Motion: That the Workforce Investment Board (WIB) Executive Committee approves a one year purchase of the Virtual One Stop (VOS) system from Geographic Solutions Inc. in the amount of \$125,928.

Moved by	Morris Myers	Seconded by	Shelagh Camak
Status	Approved		
Discussion	<p>Loren Sims gave background overview on our original purchase of VOS and the state's purchase of the system in 2009 and is still working on implementing the system statewide. The state system will be free of charge to us once it is going, but in the interim we must continue to use the VOS system we purchased. The requested amount of \$125,928 will include: VOS, the document imaging system and the card scanner module: We are eliminating the technology allowing us to do job spidering outside of VOS. This will save us roughly \$5,000.</p> <p>Shelagh asked if the system would connect with the state, Loren responded it is our system and information from it gets downloaded into the states system nightly. Whenever the state switches over to VOS we will go on their system or our two systems will talk to each other. Morris asked if the VOS system will help in gathering jobseeker information which has been difficult to obtain in the past. Felicia explained that our current systems are designed to gather only the information required by law, any additional information is extra. We would have to purchase extra systems to track these items. Once the state system is up and running and will interface with ours. Another reason we have not purchased additional system to track the requested data is that once WIA re-authorizes, it will require certain systems and data collection that will need an entire system revamp. Imran asked if the new features will add expanded value for the cost. Felicia explained that with the additions, deletions and credits for unused of features over the years we now are paying about \$25,000 less for the system.</p>		
Actions	Forward item to Clerk of the Board for BOS approval		

Administrative Item: 1.4 Workforce Investment Board (WIB) By-Laws Revisions

Motion: That the Workforce Investment Board (WIB) Executive Committee approves the WIB Bylaws amendment to identify at-large members on an annual basis

Moved by	Morris Myers	Seconded by	Shelagh Camak
Status	Approved		
Discussion	<p>At the last Full Board meeting in February 2013, the by-law revisions were approved to expand the WIB Executive Committee membership. After careful thought the board members realized there needed to be language added regarding the length of term to serve on the Executive Committee. After election of the new Chair and Vice chair, the incoming Chair will approve the Executive Board members for the upcoming year.</p>		
Actions	Forward item to Clerk of the Board for BOS approval		

Administrative Item: 1.4 Member Initiatives

Motion: That the Workforce Investment Board (WIB) Executive Committee approves the appointment of Donna Rayford

Moved by	Shelagh Camak	Seconded by	Morris Myers
Status	Approved the nomination of Donna Rayford.		
Discussion	<p>Bob Frost – informed members on the training provided by labor for three classifications the inside journeyman wireman, which goes from the inside of the house to the property line for a finished product of a building; sound and communication which is video audio voice and is a three year program that teaches everything re: systems, nurse call, emergency, close circuit etc., and how do program these systems; and, the residential division which teaches the green technologies. These trainings are self-funded by various methods of donations. We are also teaching the level one, two and three level electrical vehicle training and certification for our region. We are</p>		

	<p>doing the CalSed lighting and educating school districts on Prop 39. Graduation for this year's students will be June 8th. Last year we had 90 graduates, this year we'll have 54 graduates, and our enrollment for the upcoming semester is 115 new apprentices. Riverside County is now charging \$150.00/acre for land use on solar projects, which has made us more competitive and renewable projects are returning to our area.</p> <p>To meet the requirements of AB 554 the WIB will finalize a Board Policy fostering Community Colleges and Apprenticeship Collaboration</p> <p>Jamil Dada –With the loss of three private sector members and the need to remain in compliance with state regulations Jamil introduced the nomination of Donna Rayford for WIB membership as a private sector member of the Board. She is the training coordinator for Sysco management and new company in the Riverside area. They have 280 jobs and are looking to add an additional 500 in the future.</p>
Actions	Forward nomination to District Supervisor for approval to place on Board agenda.

Discussion Item: Local Workforce Investment Act 5-Year Strategic Plan and Board Certification

Discussion	
Felicia Flournoy	<p>We are required by law to create a 5 year plan, which started when WIA was enacted. Each year for the last nineteen years since the initial plan we have done an amendment. This year with a new governor, CWIB and CWIB director wanted to create a plan with meaning. Also, we needed to be recertified as a Local WIB which is meeting the mandates of the CWIB. One key item is board composition. High Performing Board Legislation was passed that would require each local area to meet certain criteria. A committee was created to create the standards and assessments would determine a high performing Board. Becoming a high performing board is not mandatory but may become so in the future.</p> <p>The committee pushed to have the 5 year plan, board recertification and high performance all rolled into one process for submittal. Riverside's process must be submitted by July. We are required to bring the process to the Executive Board for approval, publish it for 30 days for public comments, get final approval and then submit the process to the state. We will present the entire process to the Executive Committee at the June 12th meeting for final approval by the Board.</p>
Actions	Send Executive Committee members the link to the Plan, its attachments and the States response to the draft plan.

Discussion Item: WIB Strategic Plan Retreat Results

Discussion	
Tabled to June 12, 2013, Meeting	
Actions	

Discussion Item: National Association of Workforce Boards (NAWB) Workforce Leadership Council (WLC)

Discussion	
	<p>We have been invited to join the NAWB WLC. The purpose of the Council is to build the capacity within workforce boards and is a collaborative effort to provide strategic support and counseling to help boards improve in specific areas. The areas are: strategic management, labor market analysis, communication, outreach and advocacy. They will put a process in place to track feedback from our WIB members. This will help us understand how our board members view our strategic planning process, our labor market analysis, how we communicate and deliver information and how we convene people. With the results from this assessment we can put an improvement plan in place. The plan will have monthly convening and interactions with other WIB directors and experts will be brought in to help us craft our own improvements. The cost is \$6,500.00 in membership fees per board.</p>
Actions	Imran moved to approve the membership, Shelagh seconded, members approved the membership of the NAWB WLC.

Chairman's Report

Jamil Dada	<p>In the re-authorized Workforce Investment Act (WIA) there will be a tracking component to see the progress of workforce clients.</p> <p>Jamil thanked everyone for their efforts with the Character Counts Youth Award Event.</p> <p>Jamil recommended that we send a small reminder bio to the Supervisors when we are requesting reappointments</p>
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	<p>for WIB members.</p> <p>We are continuing our advocacy in the Pass Area and have a meeting arranged for next month.</p> <p>We have heard from Kevin Fleming at RCC Norco College who are doing good work in the logistics industry area.</p> <p>There is activity on the Senate side with the reauthorization of WIA. There will be a meeting on it and some work to revise portions of the act.</p>
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Director's Report	
Felicia Flournoy	<p>The Third District Economic Forum is coming up and we will be purchasing a table for WIB members to attend. It will be held June 5, 2013, 7:30 – 11:00 am at the South Coast Winery. An email will be sent out to all WIB members for rsvp.</p> <p>We won the California Excellence Award. We won the Prospector Level for CQI. We will review the feedback and make adjustments then we are going for the Eureka level.</p> <p>Imran reports that Mike Rossi of the CWIB is working on establishing better relationships between CWIB and the local WIBS by improving communications. There are concerns that the communication dialogue may become compliant oriented when what is needed is a local initiative that is driven upward. Local WIBs may become concerned that there is no value proposition or a role capacity that the state uses to support the local workforce then things could go backwards. Virginia Hamilton committed to securing funding for the project. To educate the CWIB members on the local WIBs, Mike Rossi suggested that they each be assigned a local WIB to work with. Bob Lantern of CWA was suggesting that each local board adopt a CWIB member too.</p>

	Recap of Actions	Person Responsible
	Forward ITA Voucher System to Clerk of the Board for BOS approval	Loren
	Forward VOS System renewal to Clerk of the Board for BOS approval	Loren
	Forward WIB Bylaws to Clerk of the Board for BOS approval	La Tonya
	Forward member nomination to District Supervisor for approval to place on BOS agenda	Rilla
	Send Executive Committee members the link to the 5 Year Plan, its attachments and the States response to the draft plan	Edna
	Purchase Membership to NAWB Workforce Leadership Council	Rilla

ANNOUNCEMENTS	
	3 rd District Economic Forum, June 5 th 2013, 7:00 – 11:00

Adjourned 1: 20 p.m.