



Napa Advisory Subcommittee Meeting Agenda

**Wednesday, February 26, 2020
3:00 PM**

**WANB Administrative Office
1546 First Street (Second Floor), Napa, CA 94559**

| CALL TO ORDER | |
|--|---|
| I. | <ul style="list-style-type: none"> A. Call to Order & Introductions B. Public Comment |
| CONSENT CALENDAR | |
| <p>These matters typically include routine financial or administrative action items requiring a vote. Any item will be discussed separately at the request of any person. Items are approved with one single motion</p> | |
| II. | <ul style="list-style-type: none"> A. Approval of August 28, 2019 Meeting Minutes [Attachment II. A] |
| REGULAR CALENDAR | |
| III. | <ul style="list-style-type: none"> A. Review and accept 1st and 2nd Quarter CareerPoint Napa Dashboard Report [Attachment III.A] (Action) B. Return on Investment Report Staff will present a new report that shows the projected return on investment for every WIOA dollar invested in the region and each community. Staff will seek committee input and direction. (Action) C. Napa County Office of Education Staff will present BrightFutures Work-Ready Certificate for community school students and will seek endorsement from the board (Possible Action) |
| INFORMATION/DISCUSSION ITEMS | |
| IV. | <ul style="list-style-type: none"> A. 2020 Master Meeting Calendar [Attachment IV.A] B. Napa Hospitality Industry Partnership Report – Whitney Diver McCoy, President and CEO, Yountville Chamber of Commerce C. BrightFutures Report – Gillie Miller, College and Career Readiness Director, Napa County Office of Education, will update the Board on latest activities on happenings of the WANB BrightFutures initiative |
| MEMBER/DIRECTOR REPORTS | |
| V. | <ul style="list-style-type: none"> A. Member B. Director <ul style="list-style-type: none"> a. February 4th Regional Workforce Development Conference b. Day at the Capitol – March, 2020 |
| ADJOURN | |
| VI. | <ul style="list-style-type: none"> A. Adjourn |



Napa Advisory Subcommittee Meeting Minutes

**Wednesday, August 28, 2019
3:00 PM**

**WANB Administrative Office
1546 First Street (Second Floor), Napa, CA 94559**

| CALL TO ORDER | |
|--|--|
| I. | <p>A. Call to Order & Introductions</p> <p>Chair Mary Ann Mancuso called the meeting to order at 3:09 PM.</p> <p>Members Present: Chair Mary Ann Mancuso, Mark Bontrager, Dianna Chiabotti, Myles Davis, Geovanni Flores, Jeri Hansen, Paul Hicks, Amar Inalsingh, Ronald Kraft, G Anthony Phillips, Elena Toscano, Mark Van Gorder.</p> <p>Guests: Teresa Brown, CareerPoint Napa, Kristin Miller, CareerPoint Napa.</p> <p>WANB Staff present: Executive Director, Bruce Wilson; Fiscal Officer, Taylor Swain; Workforce Development Analyst, Sylwia Palczewska, Business Outreach, Julia Smith.</p> <p>B. Public Comment</p> <p>None.</p> |
| CONSENT CALENDAR | |
| <p>These matters typically include routine financial or administrative action items requiring a vote. Any item will be discussed separately at the request of any person. Items are approved with one single motion</p> | |
| II. | <p>A. Approval of May 22, 2019 Meeting Minutes [Attachment II. A]</p> <p>Motion made to approve May 22, 2019 Meeting Minutes.</p> <p>M/S: Paul Hicks / Amar Inalsingh</p> <p>Motion carried: 9-0</p> <p>Yea: 9</p> <p>Nay: 0</p> <p>Abstentions: Mary Ann Mancuso, Ronald Kraft, G Anthony Phillips.</p> <p>Absent: Mandy Le, Mark Leonardi, Paula McCray, Christine Meehan.</p> |
| REGULAR CALENDAR | |
| III. | <p>A. Modification to CareerPoint Napa contract for the following not to exceed amounts: (Action)</p> <p>Adult – \$200,826</p> <p>DW – \$108,017</p> <p>OSO – \$26,855</p> <p>Youth – \$105,866</p> <p>Motion made to approve requested action.</p> <p>M/S: Jeri Hansen / Mark Van Gorder</p> <p>Motion carried: 12-0</p> <p>Yea: 12</p> <p>Nay: 0</p> <p>Abstentions: 0</p> |

| | |
|--------------------------------|--|
| | <p>Absent: Mandy Le, Mark Leonardi, Paula McCray, Christine Meehan.</p> <p>B. Review and accept 4th Quarter CareerPoint Napa Dashboard Report [Attachment III.B] (Action)</p> <p>New dashboard report format was presented. 4th Quarter CareerPoint Napa results were discussed. Motion made to accept 4th Quarter CareerPoint Napa Dashboard Report. M/S: Jeri Hansen / Paul Hicks Motion carried: 12-0 Yea: 12 Nay: 0 Abstentions: 0 Absent: Mandy Le, Mark Leonardi, Paula McCray, Christine Meehan.</p> <p>C. Napa Advisory Subcommittee Chair and Vice Chair Nominations & Election (Action)</p> <p>Mary Ann Mancuso nominated Amar Inalsingh for the Chair of the Napa Advisory Subcommittee. Mark Van Gorder nominated Myles Davis for the Vice Chair of the Napa Advisory Subcommittee. Both, Amar and Myles, accepted nominations. Motion made to accept Amar Inalsingh as a new Chair of the Napa Advisory Subcommittee and Myles Davis as a new Vice Chair of the Napa Advisory Subcommittee. M/S: Paul Hicks / Jeri Hansen Motion carried: 10-0 Yea: 10 Nay: 0 Abstentions: Amar Inalsingh, Myles Davis. Absent: Mandy Le, Mark Leonardi, Paula McCray, Christine Meehan.</p> |
| INFORMATION / DISCUSSION ITEMS | |
| IV. | <p>A. February 4th Regional Workforce Development Conference All Board Members are invited to attend Regional Workforce Development Conference organized in cooperation with Sonoma and Solano Workforce Boards.</p> <p>B. Prison to Employment \$117,000 contract with Napa County Probation Department Executive Director Wilson clarified that the contract is in the amount of \$80,000. Prison to Employment grant is designed to develop or expand programs to improve employment opportunities for adults ages 18-24 who have been incarcerated in the youth or adult criminal justice system, and adults ages 25 or older, released from prison or jail within two years of enrollment.</p> |
| MEMBER / DIRECTOR REPORTS | |
| V. | <p>A. Member Chair Mary Ann Mancuso was presented with a plaque for 15 years of her service for the Workforce Board in Napa County.</p> <p>B. Director</p> <p>a. Conflict of Interest Code Revisions [Attachment V.B] As a government agency Workforce Alliance is required to have a Conflict of Interest Code. Last updates include clarification what positions are responsible for making decisions with federal money, also Mendocino County Service provider was added to the list.</p> <p>b. Board Orientation Packet online For convenience of our Board Members Board Orientation Packet was shared on our website: www.workforcealliancenorthbay.org under Board Governance page.</p> <p>Executive Director Wilson reported that WANB staff can provide labor market information reports. He also invited board members to sign as a volunteers for Bright Futures program at www.brightfuturesnorthbay.org. Julia Smith, WANB Business Outreach, reported outcomes from Business Resource Fair that was held on June 25, 2019 at CIA Copia in Napa.</p> |

ADJOURN

VI.

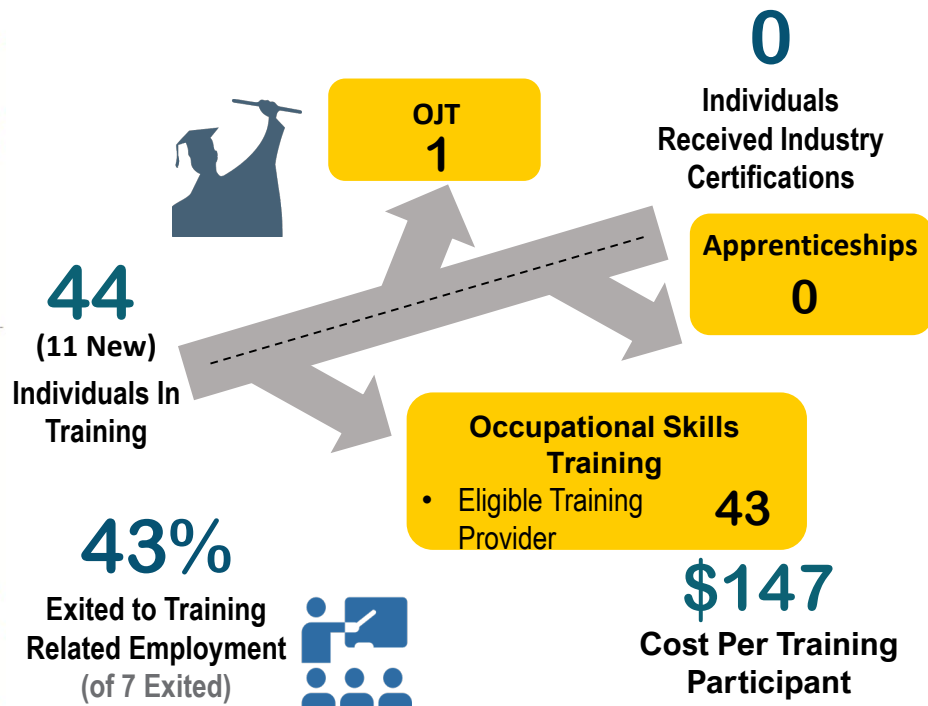
A. Adjourn

Chair Mary Ann Mancuso adjourned the meeting at 4:19 PM.

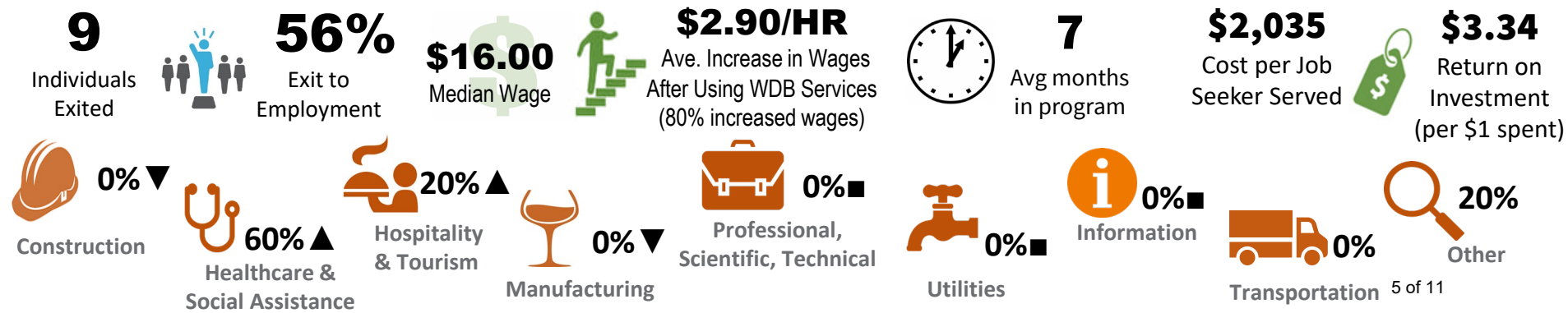
WIOA Levels of Service



WIOA Training Services



WIOA Program Employment Outcomes



WIOA Adult & DW Priority of Service

Business Services



Basic Skill Deficient

3%▼



Low Income

64%■



CalFresh

8%▼



Military Veterans

1%■

73

New Businesses Engaged

75

Active Business Services

3

Rapid Response Events

7

Recruitment Events Held

WIOA Adult & DW Barriers to Employment



Disability

24%▲



Homeless

0%▼



Justice Involved

13%▲



English Language Learner

1%▼



Single Parent

21%■



In-School Youth

12%▲



Out of School Youth

88%▼



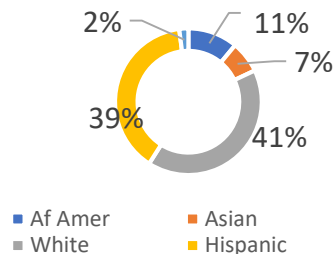
WEX

12%▲

WIOA Youth Details

Program Participant Demographics

Race/ Ethnicity

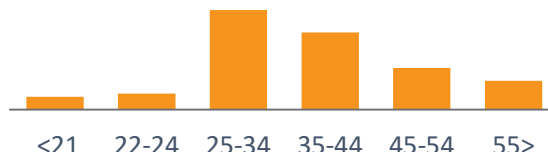


31% Male

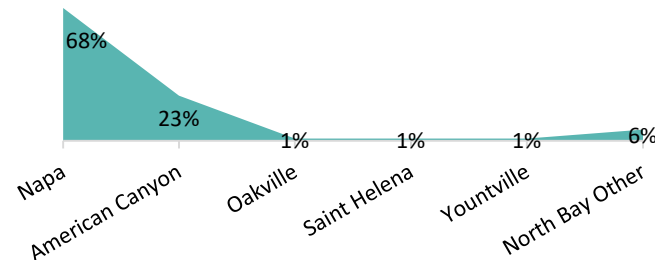


69% Female


Age



Residence



Program Provider Details

|  WORKFORCE ALLIANCE NORTH BAY DRIVING WORKFORCE TALENT PY 2019/2020, Quarter 1 (7/1/2019-9/30/2019) | | | Carry-Ins from PY18-19 | New Clients | Total Enrolled | | | Placements | | | Exits | | | Training Req. / WEX - (20%) | | | Contract Budget | | |
|---|-----------|-------------------|---------------------------|-------------|----------------|------------------|---------------------|----------------|------------------|---------------------|------------------------|------------------------|--|-----------------------------|-----------------|------------------------|------------------|--------------|------------------|
| | | | | | (Qtr 1) Actual | Area Plan for PY | % Achieved of Qtr 1 | (Qtr 1) Actual | Area Plan for PY | % Achieved of Qtr 1 | (Qtr 1) Positive Exits | (Qtr 1) Negative Exits | (Qtr 1) % of Positive Exits to Total Exits | WIOA Funds Spent | Requirement-20% | % Achieved of Training | (Qtr 1) Expended | Budget in PY | Total % Achieved |
| Napa | Napa HHSA | Adult | 41 | 14 | 55 | 55 | 100% | 4 | 34 | 12% | 4 | 3 | 57.1% | \$ 1,225 | \$ 48,509 | 2.5% | \$109,943 | \$200,826 | 54.7% |
| | | Dislocated Worker | 28 | 3 | 31 | 31 | 100% | 1 | 22 | 5% | 1 | 1 | 50.0% | \$ 5,232 | \$ 26,091 | 20.1% | \$65,081 | \$108,017 | 60.3% |
| Napa | Napa HHSA | Youth | 13 | 11 | 24 | 26 | 92% | 1 | 14 | 7% | 1 | 0 | 100.0% | \$ 2,860 | \$ 26,965 | 10.6% | \$49,382 | \$105,866 | 46.6% |

WIOA Levels of Service

Bronze Self Access Services



CareerPoint
636 Individuals
1,279 Visits
498 Repeat Customers

\$ \$104,625

Silver Staff Assisted Services



WIOA Program
109 Participants
72 Adults
37 Dislocated Workers

\$ \$199,874

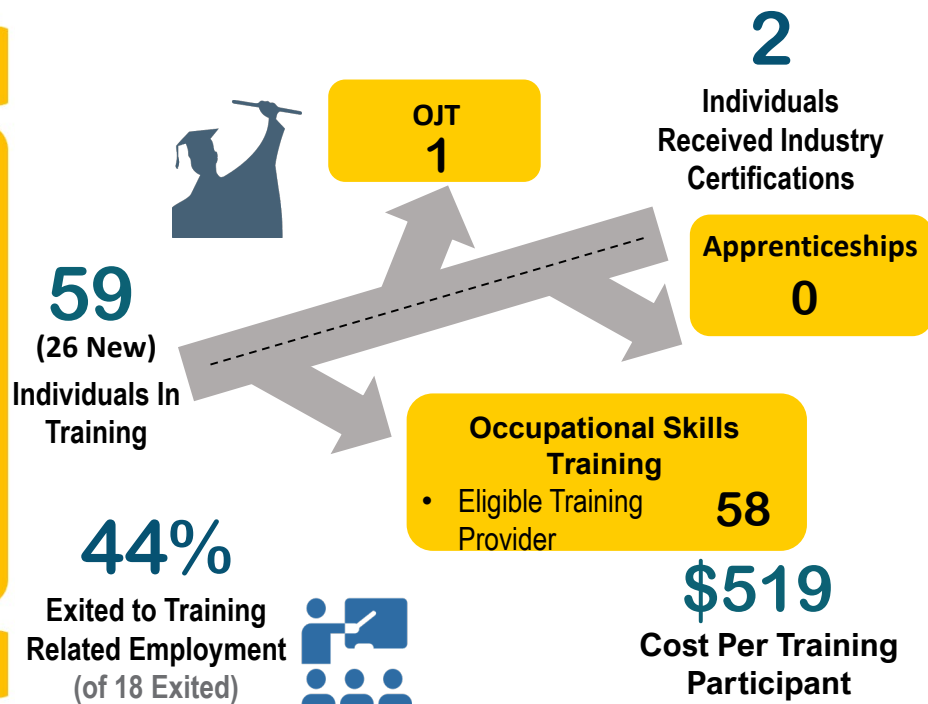
Gold Training Services



WIOA Training
59 Recipients
42 Adults
17 Dislocated Workers

\$ \$75,815

WIOA Training Services



WIOA Program Employment Outcomes

23

Individuals
Exited



52%

Exit to
Employment

\$16.50
Median Wage



\$2.49/HR
Ave. Increase in Wages
After Using WDB Services
(75% increased wages)



8
Avg months
in program

\$3,489
Cost per Job
Seeker Served



\$1.82
Return on
Investment
(per \$1 spent)



0%

Construction



25%▼
Healthcare &
Social Assistance



25%▲
Hospitality
& Tourism



8%▲
Manufacturing



0%
Professional,
Scientific, Technical



0%
Utilities



0%
Information



17%▲
Transportation



25%▲
Other

WIOA Adult & DW Priority of Service

Business Services



Basic Skill Deficient

3% ■



Low Income

67% ▲



CalFresh

8% ■



Military Veterans

1% ■

73 New Businesses Engaged
160 Active Business Services

3 Rapid Response Events
19 Recruitment Events Held

WIOA Adult & DW Barriers to Employment



Disability

29% ▲



Homeless

0% ■



Justice Involved

17% ▲



English Language Learner

1% ■



Single Parent

19% ▼



In-School Youth

15% ▲



Out of School Youth

85% ▼



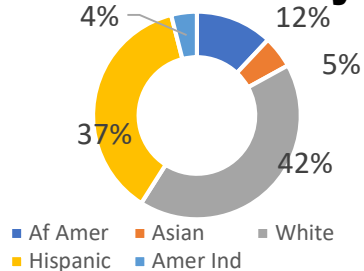
WEX

15% ▲

WIOA Youth Details

Program Participant Demographics

Race/ Ethnicity

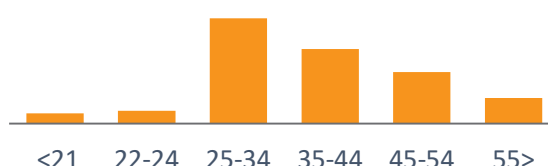


38%
Male

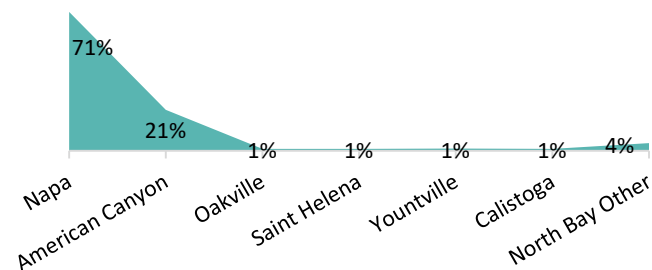


62%
Female


Age



Residence



Program Provider Details

|  WORKFORCE ALLIANCE NORTH BAY DRIVING WORKFORCE TALENT PY2019/2020, Quarter 2 (7/1/2019-12/31/2019) | | | Carry-ins from PY18-19 | New Clients | Total Enrolled | | | Placements | | | Exits | | | Training Req. / WEX - (20%) | | | Contract Budget | | |
|---|-----------|-------------------|---------------------------|-------------|----------------|------------------|---------------------|----------------|------------------|---------------------|------------------------|------------------------|--|-----------------------------|-----------------|------------------------|------------------|--------------|------------------|
| | | | | | (Qtr 2) Actual | Area Plan for PY | % Achieved of Qtr 2 | (Qtr 2) Actual | Area Plan for PY | % Achieved of Qtr 2 | (Qtr 2) Positive Exits | (Qtr 2) Negative Exits | (Qtr 2) % of Positive Exits to Total Exits | WIOA Funds Spent | Requirement-20% | % Achieved of Training | (Qtr 2) Expended | Budget in PY | Total % Achieved |
| Napa | Napa HHSA | Adult | 41 | 31 | 72 | 55 | 131% | 6 | 34 | 18% | 6 | 9 | 40% | \$20,064 | \$ 48,509 | 41% | \$249,707 | \$200,826 | 124.3% |
| | | Dislocated Worker | 28 | 9 | 37 | 31 | 119% | 6 | 22 | 27% | 6 | 2 | 75% | \$10,585 | \$ 26,091 | 41% | \$130,606 | \$108,017 | 120.9% |
| Napa | Napa HHSA | Youth | 13 | 7 | 20 | 22 | 91% | 3 | 9 | 33% | 3 | 2 | 60% | \$ 3,298 | \$ 26,965 | 12% | \$138,395 | \$105,866 | 131% |



WORKFORCE ALLIANCE OF THE NORTH BAY

DRIVING WORKFORCE TALENT

FOCUS: CAREERPOINT NAPA

Return on Investment Report



CareerPoint
NAPA
PATHWAYS TO WORK

2751 NAPA VALLEY
CORPORATE DR.
BUILDING A-106
NAPA, CA 94559

*A proud partner of the America's Job Center of
CaliforniaSM network.*

PY 2018/2019

Workforce Alliance of the North Bay - Napa

Return on Investment (ROI)

COST CATEGORY

Workforce Innovation and
Opportunity Act Adult and Dislocated
Worker Enrolled Customers Funding

\$1.97

Returned for each \$1.00 invested

This is the quantitative projected ROI for the Workforce Innovation and Opportunity Act (WIOA) system over the next three years.

Visit www.WorkforceAllianceNorthBay.org for the ROI formula calculation details.

Quantitative View

This report projects the return of funds invested over a three year period. This projection is based upon the monetary benefit derived by the WIOA system in terms of tax revenue generated.

The formula by which ROI was calculated includes the following factors:

- ➔ Customers Enrolled into WIOA Programs
- ➔ WIOA Funds Expended within the Program Year
- ➔ Average Cost Per Customer
- ➔ Projected Employment Rate of Exiters Over Three Years
- ➔ Average Projected Participant Wages Over Three Years
- ➔ Projected Tax Benefit Per Customer from Wages Earned Over Three Years

The following assumptions were made in developing the formula factors:

- ➔ WIOA participants employed in the quarter after exit will remain employed at relatively the same rates over a three year period.
- ➔ Participant wages were calculated as if they would remain static and not subject to cost of living or performance increases.
- ➔ Tax Benefits were calculated based upon an average of 12% Federal and 4% State.

- ➔ WIOA Dollars Invested are calculated based upon expenditures of the allocation for the grant being measured in a particular program year.
- ➔ Reduction in Unemployment Insurance Benefits, Criminal Justice costs for WIOA participants, and many other savings were not included.



CALCULATIONS: PY2018-2019

| | |
|-------------|---|
| 79 | Customers Enrolled |
| \$398,799 | WIOA Funds Expended |
| \$5,048 | WIOA Cost Per Customer |
| 77% | Employment Rate |
| \$2,456,531 | Average Projected Participant Wages Over Three Years |
| \$9,951 | Projected Tax Benefit Per Customer from Wages Earned Over Three Years |



Qualitative Results

In addition to the quantitative results above which calculate the benefit that is being achieved by the Workforce Innovation and Opportunity Act system on the basis of cost effectiveness and performance achievements, this qualitative section attempts to further illustrate the fulfillment of our workforce mission in human terms. Although the following additional benefiting factors of the WIOA system are not calculated in the quantitative section of this report (for various reasons) they are listed here in order to convey the human benefits of our system.

- Sales tax revenues are generated from customers earning training based payments while enrolled in Work Experience programs;
- Sales, real estate, and school tax revenues are generated from exiters who enter employment;
- Dollars are returned by participants in both of the above categories into the local economy;
- Increased opportunities for existing businesses to expand, and for new ones

to open in the local area are created due to the skilled, competitive workforce being created;

- Recruitment costs for employers are lowered as a result of the job matching services;
- Crime rates and criminal justice costs decrease as a result of services to ex-offenders;
- More adults return to school and achieve General Equivalency Diplomas (GED's);
- Vocational rehabilitation, substance abuse recovery and displaced homemaker programs experience high success rates as a result of sequential or concurrent programming with WIOA;
- Costs for outplacement services are reduced through rapid and expeditious response activities conducted for employers that are downsizing;
- Local workforce development activities are more efficient as a result of these activities;
- The welfare to work rate increases;
- The period of unemployment for dislocated workers is shortened

CUSTOMER DATA

CalJOBSSM California's workforce services database utilized by all CareerPoint centers within the Alliance for case management and data tracking purposes is the source for customer data.

Conclusion

While the benefit of the above general factors is manifested both in financial and humanitarian terms, they combine with the quantitative factors to yield perhaps an even greater, but less tangible value in terms of improving the quality of life for our local citizens. Examples of how the system improves the quality of life are as follows:

- Breaking the cycle of poverty and welfare dependency for economically disadvantaged individuals;
- Establishing positive role models for young people in impoverished families;
- Elevating the self-esteem of unemployed individuals by furnishing them with occupational and life skills;
- Maintaining confidence in the strength of the local economy;
- Establishing an efficient transition system for dislocated workers to enable them to address the emotional and psychological issues related to displacement, and at the same time to gain the skills needed to compete in a

labor market affected by corporate restructuring, rapidly emerging technology, and global competition;

- Increased education, employment and training opportunities for heretofore underutilized segments of the workforce including: women in non-traditional employment, minorities, mature workers and individuals with disabilities.
- Private sector direction of workforce innovation and opportunity in the local area as a result of the efforts of the Workforce Development Board (WDB);
- Continuous improvement and increased customer satisfaction as a result of the WDB's quality initiatives; and
- Collaboration among local educational agencies, community based organizations, businesses, commerce organizations, and local government to create opportunities for job seekers and entrepreneurs.



FOR MORE INFORMATION

www.WorkforceAllianceNorthBay.org

1546 First Street, Second Floor

Napa, CA 94559

Workforce Alliance of the North Bay is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

| WORKFORCE ALLIANCE OF THE NORTH BAY MASTER MEETING CALENDAR 2020 | | | | | | | | | | | | 02.19.20 |
|--|--------------------|--------------------|-------------------|--------------------|-----------------------|-------------------|--------------------|--------------------|---------------------|-----------------------|------------------------|----------|
| JAN | FEB | MARCH | APRIL | MAY | JUNE | JULY | AUGUST | SEPT | OCT | NOV | DEC | |
| REGIONAL WORKFORCE DEVELOPMENT BOARD 2nd Thursday @ 10:00 AM-2:00 PM | | | | | | | | | | | | |
| | | | | | 6/11/20 10:00-2:00 | | | | | | 12/10/20 10:00-2:00 | |
| GOVERNING BOARD 3rd Friday @ 9-10:30 AM | | | | | | | | | | | | |
| | | 3/20/20 9-10:30 | | | 6/19/20 9-10:30 | | | 9/18/20 9-10:30 | | | 12/18/20 9-10:30 | |
| EXECUTIVE COMMITTEE 2nd Wednesday @ 9-10:30 AM | | | | | | | | | | | | |
| | 2/12/20 9-10:30 | | 4/8/20 9-10:30 | 5/13/20 9-10:30 | | 7/8/20 9-10:30 | 8/12/20 9-10:30 | | 10/14/20 9-10:30 | 11/4/20* 9-10:30 | | |
| POLICY AND OVERSIGHT SUBCOMMITTEE 1st Tuesday @ 3-4:30 PM | | | | | | | | | | | | |
| | 2/4/20 3-4:30 | | 4/7/20 3-4:30 | | 6/2/20 3-4:30 | | 8/4/20 3-4:30 | | 10/6/20 3-4:30 | | 12/1/20 3-4:30 | |
| LAKE ADVISORY SUBCOMMITTEE 4th Thursday @ 9-10:30 AM | | | | | | | | | | | | |
| | 2/27/20 9-10:30 | | | 5/28/20 9-10:30 | | | 8/27/20 9-10:30 | | | 11/19/20** 9-10:30 | | |
| MARIN ADVISORY SUBCOMMITTEE 4th Wednesday @ 8-9:30 AM | | | | | | | | | | | | |
| | 2/26/20 8-9:30 | | | 5/27/20 8-9:30 | | | 8/26/20 8-9:30 | | | 11/18/20** 8-9:30 | | |
| MENDOCINO ADVISORY SUBCOMMITTEE 4th Thursday @ 3:00-5:00 PM | | | | | | | | | | | | |
| | 2/27/20 3:00-5 | | | 5/28/20 3:00-5 | | | 8/27/20 3:00-5 | | | 11/19/20** 3:00-5 | | |
| NAPA ADVISORY SUBCOMMITTEE 4th Wednesday @ 3-4:30 PM | | | | | | | | | | | | |
| | 2/26/20 3-4:30 | | | 5/27/20 3-4:30 | | | 8/26/20 3-4:30 | | | 11/18/20** 3-4:30 | | |



* Due to Veteran's Day, Executive Committee will meet a week earlier in November.

**Due to Thanksgiving, Advisory Subcommittees will meet a week earlier in November.

REQUIRED ATTENDANCE

Regional Workforce Development Board (RWDB)

All appointed RWDB members

Governing Board

Governing Board Members representing Lake, Marin, Mendocino, and Napa Counties

Executive Committee

RWDB Officers & Chairs

Policy and Oversight Subcommittee

RWDB Members representing Lake, Marin, Mendocino, and Napa Counties

Lake Advisory Subcommittee

RWDB Members representing Lake & Appointed Lake Advisory Subcommittee Members

Marin Advisory Subcommittee

RWDB Members representing Marin & Appointed Marin Advisory Subcommittee Members

Mendocino Advisory Subcommittee

RWDB Members representing Mendocino & Appointed Mendocino Advisory Subcommittee Members

Napa Advisory Subcommittee

RWDB Members representing Napa & Appointed Napa Advisory Subcommittee Members