



## GOVERNING BOARD MEETING AMENDED AGENDA

Friday, June 18, 2021

9:00 AM

1546 First Street, Napa, CA 94559

Call-in number: +1 669 900 9128, Meeting ID: 940 5995 0723

Passcode: 490424

Zoom meeting link: <https://zoom.us/j/94059950723?pwd=RTVON3pYME9kS0NuUHV6bjQzVHBmQT09>

CALL TO ORDER	
I.	<ul style="list-style-type: none"> <li>A. Welcome, Introductions</li> <li>B. Public Comment</li> <li>C. Chair's Update – Damon Connolly</li> <li>D. Member's Update</li> <li>E. Executive Director's Update <ul style="list-style-type: none"> <li>a. CWA Conference Workcon '21: An Equitable Recovery</li> </ul> </li> </ul>
CONSENT CALENDAR	
<p style="text-align: center;">These matters typically include routine financial or administrative <b>action items</b> 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"> <li>A. Approve Meeting Minutes: <ul style="list-style-type: none"> <li>a. Special Meeting, March 19, 2021 [Attachment II.A.a]</li> <li>b. Joint Session, May 12, 2021 [Attachment II.A.b]</li> </ul> </li> </ul>
REGULAR CALENDAR / DISCUSSION	
III.	<ul style="list-style-type: none"> <li>A. Appointment of Regional Workforce Development Board Members [Board Letter III.A] [Attachment III.A] <b>(Action)</b></li> <li>B. Approve Regional and Local Plans [Board Letter III.B] <b>(Action)</b></li> <li>C. American Job Center Transition "CareerPoint North Bay" <b>(Presentation)</b></li> <li>D. Approval of 2021-22 PY Budget [Board Letter III.D] [Attachment III.D] <b>(Action)</b></li> <li>E. Approve WANB Agreements [Board Letter III.E] <b>(Action)</b> <ul style="list-style-type: none"> <li>• One-Stop Operator</li> <li>• WIOA Career Services</li> <li>• WSI Next Gen Marketing</li> </ul> </li> <li>F. Approve 2020-21 3<sup>rd</sup> Quarter Program Reports [Board Letter III.F] [Attachment III.F] <b>(Action)</b></li> <li>G. Ecological Workforce Initiative Update and acceptance of Workforce Accelerator 9.0 funding [Board Letter III.G] <b>(Presentation)</b> <b>(Action)</b></li> </ul>
ADJOURN	
IV.	<ul style="list-style-type: none"> <li>A. Adjourn</li> </ul>



## GOVERNING BOARD SPECIAL MEETING MINUTES

Friday, March 19, 2021

10:30 AM

2550 N. State Street, Ste.3

Ukiah, CA 95482

Call-in number: +1 669 900 9128, Meeting ID: 955 3846 3564

Passcode: 131849

Zoom meeting link: <https://zoom.us/j/95538463564?pwd=NmlnVmxxK21QRXJYZmpuWGtldzhJZz09>

CALL TO ORDER	
I.	<p>A. Welcome, Introductions</p> <p>Special meeting was called to order by Chair Connolly at 11:24 AM, immediately after the March 19, 2021, regular session meeting.</p> <p>Members Present: Supervisor Damon Connolly, Supervisor John Haschak, Supervisor Maureen Mulheren, Supervisor Jessica Pyska, Supervisor Moke Simon.</p>
CONSENT CALENDAR	
<p style="text-align: center;">These matters typically include routine financial or administrative <b>action items</b> 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. Approve Meeting Minutes of the March 19, 2021 Governing Board meeting on an expedited basis. Expedited approval is necessary to facilitate the Workforce Alliance's pending California SDI application.</p> <p>Motion made as requested.</p> <p>M/S: John Haschak / Moke Simon</p> <p>Motion carried: 5-0</p> <p>Yea: 5</p> <p>Nay: 0</p> <p>Abstentions: 0</p> <p>Absent: Dennis Rodoni, Brad Wagenknecht.</p>
ADJOURN	
III.	<p>A. Adjourn</p> <p>The meeting was adjourned at 11:32 AM.</p>

**GOVERNING BOARD AND EXECUTIVE COMMITTEE  
JOINT SESSION MINUTES**



**WORKFORCEALLIANCE**  
**OF THE NORTH BAY**  
DRIVING WORKFORCE TALENT

**Wednesday, May 12, 2021**

**9:00 AM – 9:15 AM Governing Board Business Meeting**

**9:15 AM – 1:00 PM Planning Session**

**1546 First Street, Napa, CA 94559**

**Call-in number: +16699009128, Meeting ID: 970 1215 3379, Passcode: 532325**

**<https://zoom.us/j/97012153379?pwd=Z1BMOHQvaHc1bmJSYnVvZmdTNHU3dz09>**

**CALL TO ORDER**

I.	9:00	<p>A. Introductions</p> <p>Supervisor Connolly called the meeting to order at 9:03 AM.</p> <p>Members Present: Supervisor Damon Connolly, Supervisor Maureen Mulheren, Supervisor Jessica Pyska, Supervisor Dennis Rodoni, Supervisor Moke Simon, Supervisor Brad Wagenknecht.</p> <p>Executive Committee Members Present: Regional Workforce Development Board Chair Jeri Hansen, Lake Advisory Subcommittee Chair Rebecca Southwick, Marin Advisory Subcommittee Chair Susie Byrne, Mendocino Advisory Subcommittee Chair Lene Vinding, Napa Advisory Subcommittee Chair Mark Bontrager, Policy and Oversight Subcommittee Chair Emilia Bartolomeu.</p> <p>Workforce Alliance Staff Present: Bruce Wilson, Laura Davis, Taylor Swain, Sita Williams, Sylwia Palczewska.</p> <p>B. Public Comment</p> <p>None.</p>
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## REGULAR CALENDAR

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| II. | <p>A. Subsequent Designation and Local Board Recertification [Board Letter II.A] <b>(Action)</b><br/> Every two years the Governor must certify our Local Board. In order to be recertified the board must meet WIOA membership requirements, met performance measures and sustain fiscal integrity. This certification will be effective July 1, 2021 through June 30, 2023. Requested Action: Authorize the Local WDB Chair and Local Chief Elected Official to sign our recertification application.</p> <p>Motion made as requested.<br/> M/S: Brad Wagenknecht / Moke Simon<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: John Haschak, Alfredo Pedroza.</p> <p>B. Contract – Ratification and approval for the following contracts [Board Letter II.B] <b>(Action)</b></p> <ol style="list-style-type: none"> <li>a. Conservation Corps North Bay for a youth ecological restoration program for a total contract maximum of \$49,997.</li> <li>b. Mendocino Private Industry Council Amendment in the amount of \$360,000 for the second allocation of 2019 Severe Storm funds for a new maximum of \$1,945,879.</li> <li>c. Marin County Fire Department to develop a plan to widen and diversify the pipeline of workers into the fire service, resulting in a replicable cohort training module for a total contract maximum of \$45,000.</li> <li>d. County of Sonoma Human Service Department - revenue agreement for Regional Planning Implementation Services to conduct economic analysis and labor market studies to supplement or add value to EDD Labor Market reports for a total contract maximum of \$35.198.</li> </ol> <p>Motion made as requested.<br/> M/S: Brad Wagenknecht / Moke Simon<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: John Haschak, Alfredo Pedroza.</p> <p>C. Funding Transfer Request – Marin County Health &amp; Human Services has requested to transfer funding between Adult and Dislocated Worker Programs. Staff recommends approving the transfer of \$75,000 from Adult to Dislocated Worker funding for Marin County Health &amp; Human Services [Board Letter II.C] <b>(Action)</b></p> <p>Motion made as requested.<br/> M/S: Brad Wagenknecht / Moke Simon<br/> Motion carried: 5-0<br/> Yea: 5<br/> Nay: 0<br/> Abstentions: 0<br/> Absent: John Haschak, Alfredo Pedroza.</p> |
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<b>ADJOURN PUBLIC MEETING</b>		
III.		A. Adjourn Chair Conolly adjourned the public meeting at 9:33 AM.
<b>GOVERNING BOARD AND EXECUTIVE COMMITTEE JOINT SESSION</b>		
IV.		A. Workforce Alliance of the North Bay Governing Board and Executive Committee members met to develop strategies for PY 2021 and beyond.  Governing Board members and Executive Committee members participated in the joint session led by Mr. Bob Lanter, Executive Director of California Workforce Association.

## BOARD LETTER III.A



**TO:** GOVERNING BOARD  
**FROM:** STAFF  
**SUBJECT:** BOARD LETTER III.A – APPOINTMENT OF REGIONAL WORKFORCE DEVELOPMENT BOARD MEMBER  
**DATE:** JUNE 18, 2021  
**CC:** FILE

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The Workforce Alliance of the North Bay (WANB) Regional Workforce Development Board (RWDB) is a legislatively mandated business led board. In partnership with the WANB Governing Board, the Workforce Development Board oversees workforce development activities and establishes policies and programs in response to the workforce needs of Marin, Napa, Mendocino and Lake Counties. It is the region's only organization that has workforce development as its sole purpose and function.

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category:

1. Representatives of Business (majority of board)
2. Representatives of Labor (>20%)– including labor, apprenticeship, community-based organizations, and youth serving organizations.
3. Representatives of Education – including adult & literacy activities, higher education, agencies and organizations addressing the education or training needs of individuals with barriers to employment.
4. Representatives of Governmental and Economic and Community Development – including state employment office, vocational rehabilitation and economic development.

WANB Staff received one completed membership renewal application. Staff have reviewed the application and have confirmed that the appointment would meet WIOA requirements.

Representative of Education
1. Christy Smith – Principal, Ukiah Adult School/Ukiah Unified School District



### STAFF RECOMMENDATION

Approve one membership reappointment.



# WORKFORCE ALLIANCE OF THE NORTH BAY

DRIVING WORKFORCE TALENT

## Application for Regional and/or Local Advisory Subcommittee Membership

In accordance with the Workforce Innovation and Opportunity Act of 2014 (WIOA), the Workforce Alliance of the North Bay (WANB) Governing Board has established a Regional Workforce Development Board (WDB) for Napa, Marin, Lake and Mendocino counties which sets policy for and provides oversight of workforce development programs in the four counties. Workforce Development Board members are appointed by the Governing Board to represent specified sectors of the community as listed in Section IV below. The county advisory subcommittees were created to make recommendations to the full WDB that specifically pertain to their respective county's employers and their workforce. There is a sub committee for each of the WANB counties.

Individuals interested in serving on the WDB or workforce committee must complete and submit this application for appointment. This application and the related Nomination Form(s), if any, may be subject to public disclosure.

**Please check the appropriate box:**

- ☒ Regional Workforce Development Board (WDB) Membership  
☒ Advisory Subcommittee for Mendocino county Membership  
☒ Renew Membership (if your information hasn't changed please fill out only Section I. and sign the form)  
☐ Update Information

### Section I. Personal Information

First Name: Christy Last Name: Pedroncelli Smith M.I.:

### Section II. County / Location

Provide the county in which your residence, business or organization is located: Mendocino

### Section III. Occupational Information

Industry Sector: Educatoion

Occupation / Title: Principal

Employer: Ukiah Adult School/Ukiah Unified School District



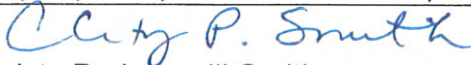
Employer Address: 1056 N. Bush St		
City: Ukiah	State: California	Zip: 95482
Employer Phone: 707.621.8031		
<b>Section IV. Eligibility Certification</b>		
<p><i>Indicate below each membership category for which you are applying. You may mark more than one category but must certify your qualifications for each category for which you are applying. A completed Nomination Form must accompany applications for Business Member, Labor Organization, Adult Education and Literacy and/or Higher Education from an appropriate nominating organization.</i></p>		
<input type="checkbox"/> Business Member (Do you represent a "small business" as defined by the U.S. Small Business Administration? <input type="checkbox"/> Y <input type="checkbox"/> N) <i>Name of Business:</i>		
<input type="checkbox"/> Labor Organization <i>Name of Organization:</i>		
<input type="checkbox"/> Joint Labor-Management Apprenticeship Program <i>Name of Organization:</i>		
<input type="checkbox"/> Community-based Organization <i>Name of Organization:</i>		
<input checked="" type="checkbox"/> Adult Education and Literacy <i>Name of Provider:</i> Ukiah Adult School		
<input checked="" type="checkbox"/> Higher Education <i>Name of Institution:</i> Ukiah Adult School, Vocational Nursing Program		
<input type="checkbox"/> Economic and Community Development <i>Name of Entity:</i>		
<input type="checkbox"/> State Employment Office		
<input type="checkbox"/> Vocational Rehab <i>Name of Program:</i>		
<b>Section V.</b>		
Describe how your participation on the WDB would advance Workforce Development programs.		
<p>Through collaboration and referrals with the WDB support agencies, we assist adults with achieving their educational and workforce goals. Most of our students/clients are low income and/or low literacy. We are able to connect them to the necessary support services through our work with the WDB and the Careerpoint Lake and Mendocino service providers.</p>		



**Please be advised that members of the Workforce Development Board:**

- **May be required to take an Oath of Office.**
- **Must comply with the County's Ethics Ordinance.**
- **Must participate in State-mandated ethics training.**
- **Must disclose financial interests as required by the County Code (Form 700).**
- **Must report any conflicts of interest as required by the County Code.**

I hereby certify that all statements in this Application are true and complete to the best of my knowledge and execute this Application under penalty of perjury. I further certify that if I am appointed, I will serve fairly, impartially, and to the best of my ability.



Christy Pedroncelli Smith

June 1, 2021

Signature

Date

Send completed applications to:

Workforce Alliance of the North Bay  
P.O. BOX 247  
Napa, CA 94559

or email to:  
[boardadmin@workforcealliancenorthbay.org](mailto:boardadmin@workforcealliancenorthbay.org)

## BOARD LETTER III.B



**TO:** GOVERNING BOARD  
**FROM:** STAFF  
**SUBJECT:** BOARD LETTER III.B – APPROVE REGIONAL AND LOCAL PLAN UPDATE  
**DATE:** JUNE 18, 2021  
**CC:** FILE

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Under WIOA, a biennial update of regional and local plans is required in order to ensure plans remain current and account for “changes in labor market and economic conditions or in other factors affecting the implementation of the local plan” (29 U.S. Code § 3123).

The California Workforce Development Board (State Board) has made changes to the State Plan which require that Local Boards update their plans to keep them consistent with the policy direction of the State Plan.

### **Overview of State, Regional, and Local Plans:**

The California Unified Strategic Workforce Development Plan (State Plan) is an overarching state policy document that provides a conceptual outline for Local Boards and their partners as they jointly develop Regional and Local Plans. The State Plan policy objectives, developed in collaboration with WIOA partners and Local Boards, drive towards the shared vision of creating a comprehensive system that impacts poverty, promotes income mobility, and embeds equity as a cornerstone of service-delivery.

As outlined under WIOA Section 106, Regional Plans provide a roadmap for alignment of resources and investments to meet specific outcomes within the 15 Regional Planning Units (RPU). Regional Plans are used to articulate how RPUs will build intentionality around industry sector engagement, drive workforce development outcomes across multiple jurisdictions, and expand on-ramps to career pathways for individuals who experience barriers to employment.

As outlined in WIOA Section 108, Local Plans provide an action plan for operationalizing the roadmap laid out in the Regional Plan by describing how individuals access services through the America’s Job Center of California<sup>SM</sup> (AJCC) system. Local Plans are used to articulate how Local Boards will coordinate with local partners to ensure person-centered service-delivery.

In addition to the federal planning requirements, WIOA indicates that Regional and Local Plans should be consistent with the vision and goals of the State Plan. For the purpose of developing cohesive narratives for Regional and Local

## BOARD LETTER III.B

Plans, this guidance weaves together both federal and state requirements. The intent is to assist in the development of a seamless blueprint for the operationalization and implementation of all required Plan content.

The Regional Strategic Plan was posted online and open for the public comments for 30 days effective March 15, 2021, and WANB received one comment: <https://www.workforcealliancencorthbay.org/wp-content/uploads/2021/06/North-Bay-Employment-Connection-Letter-4.12.21.pdf>.

The Local Strategic Plan was posted online and open for the public comments for 30 days effective April 23, 2021, and there were no comments received.

Both Plans are posted on the <https://www.workforcealliancencorthbay.org/> website and available under the following links:

North Bay WIOA Regional Plan: <https://www.workforcealliancencorthbay.org/wp-content/uploads/2021/06/North-Bay-WIOA-Regional-Strategic-Plan-2021-2024.pdf>

Workforce Alliance of the North Bay Local Strategic Plan: <https://www.workforcealliancencorthbay.org/wp-content/uploads/2021/06/WANB-Local-Strategic-Plan-PY-2021-24.pdf>

### **Staff Recommendation:**

Approve Regional and Local Plan updates and empower Regional Workforce Development Board Chair and Governing Board Chair to sign appropriate documents for submittal.



**TO:** GOVERNING BOARD  
**FROM:** STAFF  
**SUBJECT:** BOARD LETTER III.D – 2021-2022 PROPOSED BUDGET  
**DATE:** JUNE 18, 2021  
**CC:** FILE

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The Workforce Alliance of the North Bay (WANB) Joint Powers agreement states the following under Paragraph 12, Agency Funding and Budget:

- (a) Fiscal Year. The fiscal year of the Agency shall be from July 1 of each year to the succeeding June 30.
- (b) Budget. As soon as practicable after the effective date of this Agreement, and thereafter at least thirty (30) days prior to the commencement of each fiscal year, the Executive Director shall present a proposed budget to the Governing Board for the forthcoming fiscal year. The annual budget shall include the amount of money necessary to support its activities for the next succeeding fiscal year. The Member Counties agree that funding for the Agency will be comprised of WIOA allocations, rapid response funds and grants. If the Agency determines that funds in addition to those provided through the WIOA program are required, the Governing Board shall seek additional funds from Member Counties.

Key highlights regarding the proposed budget:

**Revenues:**

- The Workforce Alliance of the North Bay Annual Budget for 2020-2021 has been prepared with formula allocations provided by the State of California Employment Development Department. The total allocation has increased by 5% over the previous year.
- Rapid Response and Rapid Response Layoff Aversion funds have not yet been published and have been assumed to be unchanged.
- The budget assumes estimated amounts for carry-in funds from the prior year's allocations and these are subject to change based on final invoicing.
- The budget assumes that the WANB Governing Board will accept the various grant funds that come to the Alliance to help achieve its workforce development mission.

- Total revenue for the North Bay Region is anticipated to fall from \$6,287,529 to \$5,164,278, an 18% decrease of \$1,123,251.
- Total revenue for WANB staff and operations has decreased from \$1,303,828 to \$1,148,422, a 12% decrease of \$155,406. WANB operating revenue decreased due to the depletion of temporary disaster grant funds.

**Expenses:**

- Staffing costs show an increase from \$895,513 to \$954,256, a 6.5% increase of \$58,743. Highlights include:
  - This includes a requested 2% cost of living adjustment for all staff which is \$22,400.
  - The budget includes increasing a vacant extra help position from 0.5 Full Time Equivalent to 0.9 Full Time Equivalent due to the newly received Workforce Accelerator 9.0 grant which will require additional staff time.
- Contracts reflect an increase from \$158,000 to \$169,129, a 13% increase of \$12,000 in contract expenditures. Highlights include:
  - An additional \$10,000 for EMSI data access for labor market analytics
  - Strategy Consulting contract of \$25,000 no longer in use.
  - XR Marin contract of \$15,000 no longer in use.
  - New contract (provider not yet selected) for \$30,000 for Business Services through unused Fire/COVID19 grant funds.
  - Additional \$11,560 in miscellaneous contracts adjusted upwards to allow for the use of previously approved contracts.
- Operational budgets show an increase from \$148,200 to \$163,330, a 10% increase. Highlights include:
  - A increase to \$84,000 in Rent & Leases due to WANB holding the master lease. Costs will be recouped in the form of subleases to service providers and partners.
  - Reductions in travel, board & staff development, equipment/technology, and supplies due to a reduced need by staff and COVID restrictions. We anticipate a slow ramp up for travel this year as COVID restrictions begin to lift.
- The budget reflects a surplus of \$132,560.

Any suggested changes to the budget in excess of 10% will be brought back to the Governing Board for approval, as will additional revenues and expenses that are currently not known.

**STAFF RECOMMENDATION**

Approve Workforce Alliance proposed budget for 2020-2021 and authorize the Executive Director to implement Workforce Alliance business in accordance with the budget.



# ATTACHMENT III.D

## Workforce Alliance of the North Bay Budget 2021 - 2022

### REVENUE:

#### WIOA Revenue

Formula Allocation	2,503,693	2,596,952	2,717,479	271,748		2,445,731
Formula Allocation (Carry-In)	325,014	603,365	256,908	169,908	87,000	
Rapid Response	286,794	286,794	286,794	201,794	85,000	
Rapid Response (Carry-In)			5,000	5,000		
RR Layoff Aversion	72,408	72,408	72,408	72,408		
RR Layoff Aversion (Carry-In)			18,010	18,010		
Storm19 (Carry-In)	1,020,000	885,920	815,606	95,606		720,000
Fire19 (Carry In)		463,432	280,000	-	30,000	250,000
P2E	325,895	302,463	114,237	7,037		107,200
COVID-19 Underserved Individuals	-	54,000	96,200			96,200
COVID-19 Employment Recovery	-	600,000	48,540	48,540		
Workforce Accelerator Fund 9.0			250,000	125,000		125,000

#### Non-WIOA Revenue / Carried Forward Funds

NCCPA (carried forward)	82,898	82,898	82,898	82,898		
Wells Fargo & PGE Donations (carried forward)	30,000	50,000	49,602	49,602		
County Contributions		-	-			
Partner Rent Revenue (Rent offset)			70,596			70,596
Innovation Grants		29,602	-	-	-	-
<b>Total Regional Revenue</b>	<b>5,420,203</b>	<b>6,287,529</b>	<b>5,164,278</b>	<b>1,147,551</b>	<b>202,000</b>	<b>3,814,727</b>

### EXPENDITURES:

#### Staff:

WANB Staff	653,615	686,067	721,203	721,203	-	-
WANB Extra Help	89,028	89,028	148,053	148,053		
Contracted Staff	120,418	120,418	85,000	-	85,000	-
<b>Total Regional Staff Expenditures</b>	<b>863,061</b>	<b>895,513</b>	<b>954,256</b>	<b>869,256</b>	<b>85,000</b>	<b>-</b>

#### Contracts:

Legal	35,000	35,000	35,000	35,000		
Fiscal	18,000	18,000	18,000	18,000		
EMSI			10,000		10,000	
XR Marin	15,000	15,000				
Strategy Consulting	60,000	25,000	-		-	
Marketing and Outreach	5,000	21,560	22,000		22,000	
Business Services (Fire19 Grant)			30,000		30,000	
Miscellaneous Contracts	25,000	43,440	55,000		55,000	
<b>Total Contracts</b>	<b>158,000</b>	<b>158,000</b>	<b>170,000</b>	<b>53,000</b>	<b>117,000</b>	<b>0</b>

#### Operation:

Travel	20,000	20,000	12,000	12,000	-	-
Board & Staff Development	20,000	20,000	15,000	15,000	-	-
Equipment/Technology	7,500	7,500	7,500	7,500	-	-
Insurance	12,000	12,000	12,000	12,000		
Memberships/Dues	6,200	6,200	5,330	5,330	-	-
Audit Fee	17,500	17,500	17,500	17,500		
Supplies	15,000	15,000	10,000	10,000		
Rent & Leases	45,000	50,000	84,000	13,404		70,596
<b>Total Operation Expenditures</b>	<b>143,200</b>	<b>148,200</b>	<b>163,330</b>	<b>92,734</b>	<b>0</b>	<b>70,596</b>

#### General Fund Contribution

<b>Total Regional Expenditures</b>	<b>1,164,261</b>	<b>1,206,713</b>	<b>1,287,586</b>	<b>1,014,990</b>	<b>202,000</b>	<b>70,596</b>
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<b>Client Services</b>	<b>4,210,550</b>	<b>4,852,100</b>	<b>3,744,131</b>	<b>-</b>	<b>-</b>	<b>3,744,131</b>
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<b>Total Expenditures</b>	<b>5,374,811</b>	<b>6,058,813</b>	<b>5,031,717</b>	<b>1,014,990</b>	<b>202,000</b>	<b>3,814,727</b>
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<b>Surplus (Deficit)</b>	<b>45,392</b>	<b>228,716</b>	<b>132,560</b>	<b>132,560</b>	<b>0</b>	<b>0</b>
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## BOARD LETTER III.E



**TO:** GOVERNING BOARD  
**FROM:** STAFF  
**SUBJECT:** BOARD LETTER III.E– RATIFY APPROVAL OF WORKFORCE ALLIANCE AGREEMENTS  
**DATE:** JUNE 18, 2021  
**CC:** FILE

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JPA staff Governing Board ratification for the following agreements and amendments enacted by the Workforce Development Board:

CONTRACTOR	NEW/ AMENDMENT	AMOUNT	COMMENTS
California Human Development	New	\$127,904	Provision of One Stop Operation Services for Program Year 21-22 in all four counties.
Arbor E&T, LLC dba Equus Workforce Solutions	New	\$3,101,227	Provision of WIOA program services in Lake, Marin, Mendocino, and Napa Counties for Program Year 2021-2022.
WSI Next Gen Marketing	Amendment	\$22,000	Website and social media services.

Paragraph 10 - Powers/ Responsibilities of the Agency exercised by the Governing Board of the JPA, states that the “Agency shall have the power to exercise any power common to all Member Counties authorized by Chapter 5 of Division 7 of Title 1 of the Government Code of the State of California (commencing with section 6500) and is hereby authorized to do all acts necessary for the exercise of these common powers, including...:

- (3) Employ agents, employees, consultants, advisors, independent contractors and other staff;
- (4) Make and enter into contracts, including contracts with public and private organizations and individuals;”

### STAFF RECOMMENDATION

Ratify agreements with the above noted contractors and authorize board chair to sign final negotiated agreements.



**TO:** GOVERNING BOARD  
**FROM:** STAFF  
**SUBJECT:** BOARD LETTER III.F – RATIFY / APPROVE 2020-21 3RD QUARTER CAREERPOINT PROGRAM REPORTS  
**DATE:** JUNE 18, 2021  
**CC:** FILE

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In accordance with the Workforce Innovation and Opportunity Act, the Workforce Alliance **Governing Board** has a critical role in the creation and oversight of the workforce development system in Marin, Mendocino, Napa and Lake counties. Specifically, the Governing Board is tasked with the following responsibilities:

- Serve as the local WIOA grant recipient and bear the liability for funds flowing to the regional workforce development area.
- Determine the local administrative entity that will be the local grant recipient and fiscal agent for the disbursement of the funds.
- Determine the size and appoint members to the regional board based upon the criteria established by WIOA.
- In coordination with the regional board, produce and submit a comprehensive regional plan that meets all the requirements of WIOA.
- Work with the regional board and the Governor to negotiate local performance accountability measures as part of the local plan.
- In coordination with the regional board, develop workforce investment activities and approve providers of WIOA services.
- *Approve and monitor as required the WIOA budget/expenditures, activities and performance outcomes of American Job and Career Center Systems (AJCC).*


The attached Provider of Services Report provides adult, dislocated worker and youth program plan verses actual numbers. This is a top-level summary report with board selected indicators designed to show the numbers of people served through the workforce system and cost by county. It does not display the quality of the service delivered.

















#### STAFF RECOMMENDATION


Ratify/accept the PY 2020-21 3rd Quarter CareerPoint program reports.

# ATTACHMENT III.F

## Workforce Alliance of the North Bay Providers of Services Report Program Year 2020-2021 Quarter 3, 75% of Program Year

			Carry-ins from PY19-20	New Clients	Total Enrolled			Placements Area Plan = 80%			Exits Area Plan = 80%			Training Requirement - (20%) Area Plan = 100%			Contract Budget Quarter 3			
					(Qtr 3) Actual	Area Plan for PY	% Achieved of Qtr 3	(Qtr 3) Actual	Area Plan for PY	% Achieved of Qtr 3	(Qtr 3) Positive Exits	(Qtr 3) Negative Exits	(Qtr 3) % of Positive Exits to Total Exits	WIOA Funds Spent	Requirement- 20%	% Achieved of Training	(Qtr 3) Expended	Budget in PY	Total % Achieved	Combined
Lake	MPIC	Adult	21	14	35	67	52%	9	33	27%	9	4	69.2%	\$ 45,525	\$ 69,346	65.6%	\$171,654	\$262,116	65.5%	67%
		Dislocated Worker	17	14	31	46	67%	10	20	50%	10	4	71.4%	\$ 22,955	\$ 64,426	35.6%	\$133,482	\$195,775	68.2%	
Mendocino	MPIC	Adult	19	5	24	57	42%	4	22	18%	4	4	50.0%	\$ 63,786	\$ 55,573	114.8%	\$149,487	\$243,050	61.5%	57%
		Dislocated Worker	14	15	29	41	71%	3	16	19%	3	5	37.5%	\$ 6,358	\$ 66,960	9.5%	\$99,356	\$196,983	50.4%	
Marin	Marin HHS	Adult	29	19	48	80	60%	1	43	2%	1	19	5.0%	\$ 8,865	\$ 41,245	21.5%	\$90,653	\$254,863	35.6%	83%
		Dislocated Worker	5	71	76	51	149%	0	30	0%	0	37	0.0%	\$ 13,498	\$ 78,304	17.2%	\$354,769	\$281,264	126.1%	
Napa	Napa HHSA	Adult	31	35	66	37	178%	17	20	85%	17	17	50.0%	\$ 5,452	\$ 24,648	22.1%	\$214,272	\$102,041	210.0%	136%
		Dislocated Worker	22	18	40	57	70%	12	30	40%	12	6	66.7%	\$ 8,123	\$ 48,168	16.9%	\$196,741	\$199,416	98.7%	
System Totals			158	191	349	436	80%	56	214	26%	56	96	36.8%	\$174,562	\$448,670	38.9%	\$1,410,413	\$1,735,508	81%	

Enrolled	Placements	Exits	Training	Contract Budget
 70% and above	 70% and above	 80% and above	 75% and above	 Greater than 75%
 65% to 74.9%	 65% to 74.9%	 70% to 79.9%	 Below 74.9%	 65% to 75%
 Below 64.9%	 Below 64.9%	 69.9% and below		 60% to 64.9%
				 59.9% or below
				 Missing invoices

			Carry-ins from PY19-20	New Clients	Total Enrolled			Placements Area Plan = 80%			Exits Area Plan = 80%			20% Work Experience Requirement Area Plan = 100%			Contract Budget Quarter 3		
					(Qtr 3) Actual	Area Plan for PY	% Achieved of Qtr 3	(Qtr 3) Actual	Area Plan for PY	% Achieved of Qtr 3	(Qtr 3) Positive Exits	(Qtr 3) Negative Exits	(Qtr 3) % of Positive Exits to Total Exits	WIOA Funds Spent	Requirement- 20%	% Achieved of Training	(Qtr 3) Expended	Budget in PY	Total % Achieved
Lake	MPIC	Youth	12	14	26	43	60%	6	19	32%	6	1	85.7%	\$ 31,351	\$ 76,902	40.8%	\$128,878	\$348,516	37.0%
Mendocino	MPIC	Youth	9	1	10	41	24%	1	15	7%	1	4	20.0%	\$ 672	\$ 79,254	0.8%	\$34,611	\$336,489	10.3%
Marin	PPS	Youth	11	2	13	21	62%	1	2	50%	1	0	100.0%	\$ 30,757	\$ 56,264	54.7%	\$122,315	\$179,754	68.0%
Napa	Napa HHSA	Youth	16	10	26	20	130%	7	12	58%	7	7	50.0%	\$ 2,605	\$ 75,071	3.5%	\$71,900	\$167,446	42.9%
System Totals			48	27	75	125	60%	15	48	31%	15	12	55.6%	\$65,385	\$287,491	22.7%	\$357,704	\$1,032,205	35%

## BOARD LETTER III.G



**TO:** GOVERNING BOARD  
**FROM:** STAFF  
**SUBJECT:** BOARD LETTER III.G– ACCEPTANCE OF ACCELERATOR 9.0 GRANT FUNDS  
**DATE:** JUNE 18, 2021  
**CC:** FILE

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In February 2021, the California Workforce Development Board announced opportunities for Workforce Accelerator 9.0 funding. The goal of Accelerator 9.0 is to impact economic and racial equity by creating pathways to quality jobs for workers from disadvantaged or low-income communities. Traditional workforce and education strategies have had inadequate impact. Even promising strategies lack the speed, agility, or scale needed to accelerate employment for workers desperately in need of good jobs.

Accelerator 9.0 is consistent with past Accelerator Initiatives, but it also departs in important ways. In the context of the High Road approach, 9.0 seeks projects that blend innovative approaches to three program areas in ways that can be scaled and replicated. The three program areas are:

- Make high growth jobs better jobs by working with employers to improve job quality
- Create income security and/or upward mobility for current workers
- Connect or “bridge” workforce programs directly to where the quality jobs are

We submitted proposal in line with current WANB efforts with the ecological construction industry. More information can be found here: <https://www.workforcealliancencorthbay.org/ecological-restoration-industry-initiative/>

On May 4<sup>th</sup> we were notified of a funding award in the amount of \$250,000. The funding will run from June 1, 2021, through December 30, 2022 and will allow us to scale our ecological workforce initiative throughout the region

### STAFF RECOMMENDATION

Approve new grant funding to support the ecological construction industry and the ecological workforce initiative.