



Stanislaus County Workforce Development Board

251 E. Hackett Road, Modesto, CA 95358 • www.allianceworknet.com • 209-558-2113 • 209-558-2164 Fax

Board Meeting

Monday, July 10, 2017
Kirk Lindsey Center
1020 10th Street Ste. 102, Modesto, CA 95354
12:00 pm –2:00 pm

The Workforce Development Board complies with all provisions of the Brown Act and the Conflict of Interest Code on file with the Stanislaus County Board of Supervisors. See links below.

http://ag.ca.gov/publications/2003_Intro_BrownAct.pdf

<http://www.stancounty.com/board>

The agenda at each meeting allows for a public comment period, limited to 5 minutes. Public Comment forms are available at www.allianceworknet.com.

All meetings are conducted in English.

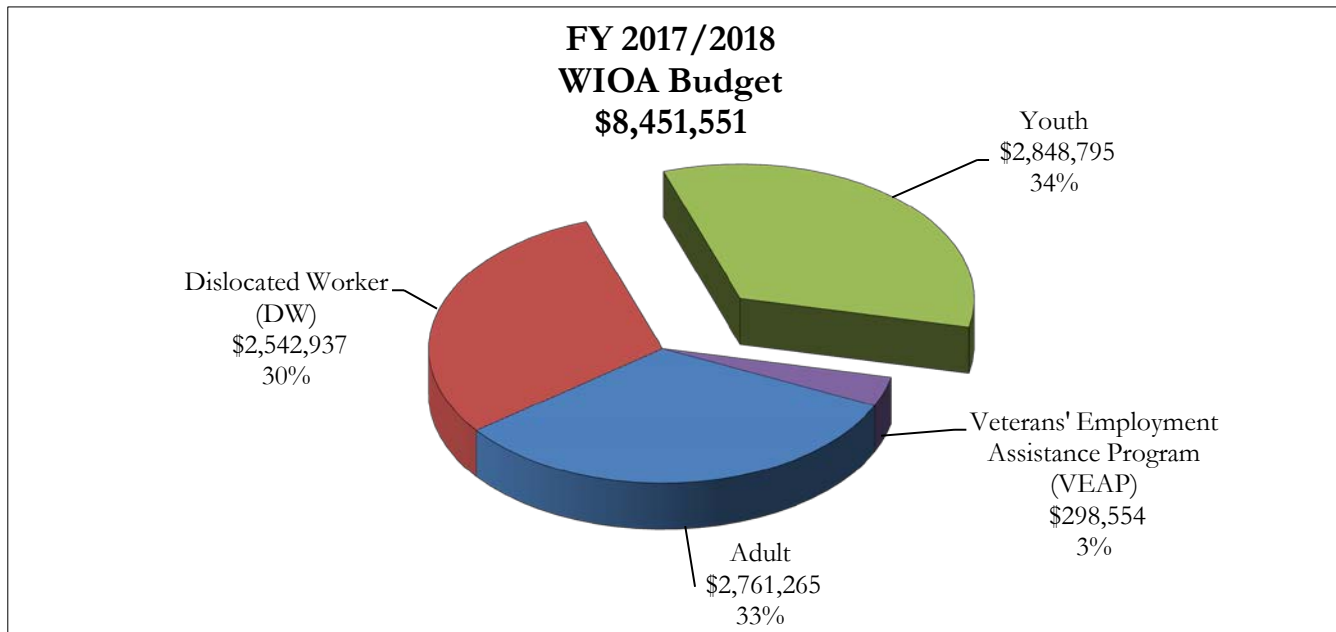
If you require assistance per the Americans with Disabilities Act, please notify Stanislaus County Department of Workforce Development at (209) 558-2151, 48 hours in advance of the meeting.

Public notice of all Workforce Development Board meetings are posted 72 hours in advance of the meeting at the location site and on the webpage at www.allianceworknet.com.

- I. Call to Order
- II. Introductions
- III. Conflict of Interest
- IV. Public Comment Period
- V. Director's Report
 - A. Allocations at a Glance, Youth
- VI. Presentation
 - A. Eckerd Youth Alternatives, Inc.
- VII. Consent Items
 - A. Minutes of the April 3, 2017 Workforce Development Board Meeting
 - B. Approval of the On-the-Job Training Process (OJT's)
 - C. Approval of the Local Plan and Regional Plan
 - D. Approval of the One Stop Operator Procurement
 - E. Approval of the Memorandum of Understanding America Job Center of California Phase II
- VIII. Discussion and Action Items
 - A. In-Demand Occupation Status and Vendor Request for addition to Eligible Training Provider List (ETPL)
 - B. Marketing the Department of Workforce Development
- IX. Future Topic and Discussion
 - A. Apprenticeship

Next Meeting: Monday, October 2, 2017
Location: Kirk Lindsey Center, 1020 10th Street Ste. 102, Modesto, CA 95354
Time: 12:00 pm
Future Meetings: Monday, January 8, 2018
Monday, April 2, 2018

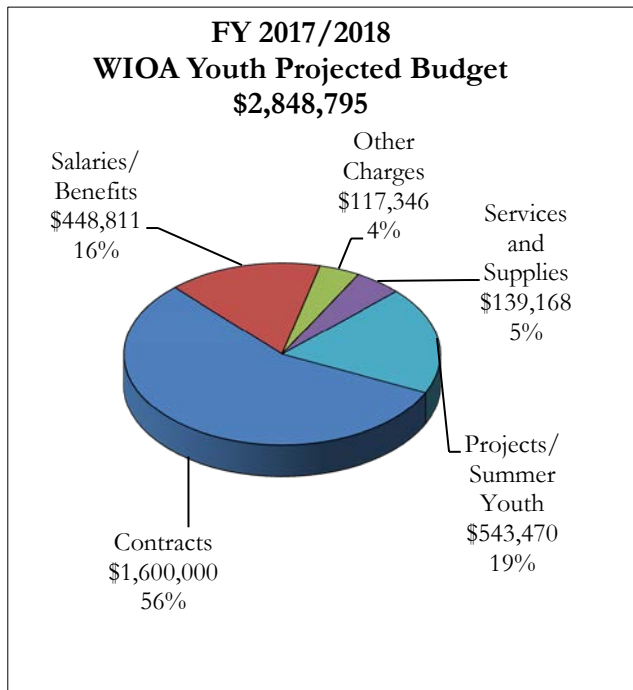
Workforce Innovation and Opportunity Act (WIOA) - Allocations at a Glance



| | 2017/2018 Budget | 2016/2017 Estimated Carryover | Total Revenue |
|---------------------|------------------|-------------------------------------|---------------|
| WIOA Revenue | \$ 7,101,551 | \$ 1,350,000 | \$ 8,451,551 |

Workforce Innovation and Opportunity Act (WIOA) - Youth

Youth - In-school 14-21 year olds who are attending school; Out-of-School 16-24 year olds who are not attending any type of school.



Salaries and Benefits: includes salaries of program administration, general administration, monitoring, and IT.

Other Charges: includes operating and county cost allocation charges such as Auditors', County Counsel and other Internal Service departments.

Services and Supplies: includes rents, leases, maintenance, equipment, etc.

Projects/Summer Youth: budgeted for Summer Youth program and other projects.

Contracts: includes contractor wages, work experience wages, training, supportive services, and other operating costs.

5 Year Youth Allocation History:

| | 2013/2014 | 2014/2015 | 2015/2016 | 2016/2017 | 2017/2018 |
|--------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Allocation | \$ 2,086,916 | \$ 2,084,553 | \$ 2,156,486 | \$ 2,243,498 | \$ 2,398,795 |
| Carryover | \$ 25,341 | \$ 319,266 | \$ 26,294 | \$ 442,226 | \$ 450,000 |
| Total | \$ 2,112,257 | \$ 2,403,819 | \$ 2,182,780 | \$ 2,685,724 | \$ 2,848,795 |



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Minutes of the WDB

Monday, April 3, 2017
Kirk Lindsey Center
1020 10th Street, #102, Modesto CA 95354
12:00 pm – 2:00 pm

I. Call to Order

Chairman O'Brien called the meeting of the Workforce Development Board (WDB) to order at 12:10 pm.

Members in attendance:

Ross Briles
Margarita Cabalbag
Cal Campbell
Jennifer Carlson-Shipman
John Evans
Dean Fadeff
Richard Hagerty
Kathryn Harwell

Pedro Mendez
Dick Monteith
Doug Murdock
Bryce Packnit
Stan Risen
Chris Savage
Greg Vincelet

Members absent:

Michael Alves
Tom Changnon
Lori Crivelli
Mahalia Gotico
Steve Hopper
Walter Nicolau

Billy Powell
Mike Repp
Cecil Russell
Chris Savage
Doug Van Diepen
James Wood, Jr.

Staff in attendance:

Rocio Alvarez
Sue Bowman
Miranda Chalabi
Vinal Chand
Jaskaran Dhesi
Andy Fiskum
Cheryl Fondse

Doris Foster
Eugene Garcia
Adolph Lopez
Margarita Ramos
Paul Rodgers
Martha Sanchez

22 Additional Guests were present.

II. Introductions

Chairman Bill O'Brien thanked everyone for attending and invited Board members to introduce themselves. Alliance Worknet Director, Doris Foster acknowledged the attending Alliance Worknet staff.

III. Conflict of Interest

Chairman O'Brien outlined the Stanislaus County conflict of interest policy.

IV. Public Comment Period

Chairman O'Brien gave information on the Public Comment Period. There were no public comments on non-agenda items, three public comments on Action and Discussion Item VII-A and two public comments on Action and Discussion Item VII-B.

V. Director's Report

Director Foster gave an update on Alliance Worknet activities since the last Workforce Development Board meeting including the three Workforce Development Board (WDB) resignations of Greg Kyler, Lori Crivelli and Billy Powell; a Veteran grant proposal; Youth, Previously Incarcerated and One-Stop Request for Proposals and Evaluation Committees; the intention to retain the service component of the One-Stop Operator; the impending Alliance Worknet name change; formation of the Youth Development Committee with Jennifer Carlson-Shipman as the Chair; monthly newsletter and various conferences and convenings attended. Director Foster also shared her vision for the future direction of the Board meetings.

A. Allocations at a Glance

Business Manager, Vinal Chand provided an overview and descriptions of the budget allocations and distributions. The budget is scheduled to go before the Stanislaus County Board of Supervisors on June 13, 2017.

VI. Consent Items

Adopted the consent calendar. R.Hagerty/ D.Fadeff unan.

- A. Approved the Minutes of the January 9, 2017 Workforce Development Board Meeting
- B. Approved Agreement between Workforce Development Board and Board of Supervisors
- C. Approved the Adult RFP Evaluation Committee's Recommendation
- D. Approved the Youth RFP Evaluation Committee's Recommendation
- E. Approved the One Stop Operator RFP Status and Staff Recommendation
- F. Approved the Results to Date on Business Services Contract and Contract Renewal

VII. Action and Discussion Items

A. Local Plan.

There were three public comments on this item. George Rawe is requesting that the work based learning stay at 20%. Dave White wanted to be sure there would be proper supervision of youth workers and clear expectations of job requirements. Jowanda Collins advocated cultivating Career Pathways while still being flexible with classroom and work environment skills.

Board Members had an extensive discussion of the Local Plan and Doug Murdock made a motion to accept the Local Plan with the change that the Workforce Innovation and Opportunity Act work based learning activities requirements go from the proposed 40% to 30% minimum with an evaluation in 2 years. D.Murdock/ G.Vincelet unan. Motion Passed

B. On-The-Job Training (OJT) Program.

Program Manager, Martha Sanchez gave an On the Job Training PowerPoint presentation outlining the staff recommendations on the proposed minimum wage, reimbursement rate and policies. Board members continued their discussion from the January Workforce Development Board meeting. There were 2 public comments- Dave White commented on the need for more work on reverse referrals and concerns of better serving employers. Jowanda Collins commented on the On the Job Training process and working together to streamline the reverse referral and On the Job Training processes.

No action taken on this item, and will be on Consent at the next Workforce Development Board meeting.



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Chairman O'Brien and Director Foster gave their closing remarks and the Board gave ideas for future discussion topics.

Meeting Adjourned: 1:50 pm

Next Meeting: Monday, July 10, 2017

Location: Kirk Lindsey Center, 1020 10th Street, #102, Modesto CA 95354

Time: 12:00 pm



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July 10, 2017

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

- I. SUBJECT: Approval for Stanislaus County Alliance Worknet to increase the On-The-Job Training (OJT) program reimbursement rate and approval to set an OJT minimum wage to each of the 19 OJT occupational clusters.
- II. ITEM NUMBER: VII-B
- III. ITEM TYPE: Consent
- IV. STAFF RECOMMENDATION: Approval for Stanislaus County Alliance Worknet to increase the On-The-Job Training (OJT) program reimbursement rate from 50 percent up to 75 percent, based on employer size, for employers who hire individuals identified as priority of service or for businesses that fill a position identified as in-demand in a locally determined priority industry and approval to set an OJT minimum wage to each of the 19 OJT occupational clusters.
- V. DISCUSSION: At the January 9, 2017 Stanislaus County Workforce Development Board meeting, staff discussed the recommendations to increase the On-The-Job Training (OJT) program minimum wage of \$10.50 to \$12.43 per hour and OJT reimbursement rates up to 75 percent. The Board did not approve the OJT items due to additional information being requested. At the April 3rd meeting staff presented further information regarding the previous 279 OJT positions filled between July of 2014 and February of 2017. Staff presented 19 occupational clusters encompassing the 279 individual OJT positions filled. Staff recommended to the Board to determine a new OJT minimum wage. The Board did not take such action and instead requested that staff determine a minimum wage to be set for each occupational cluster.

OJT Reimbursement Percentage to Employers

The Workforce Innovation and Opportunity Act (WIOA) allows reimbursement to the employer of up to a maximum of 50 percent of the wage rate to offset the extraordinary costs of the provisions of the training and additional supervision required during the course of the training. WIOA Section 134(c)(H)(ii), in limited circumstances, permits a Local Workforce Development Board to increase the reimbursement rate for an OJT up to 75 percent. On April 3rd, the Board discussed staggering the reimbursement rate, based on employer size, for businesses who hire OJT participants identified as priority of service individuals.

Below are the OJT employer reimbursement rates being recommended to the Board:

| Employer Size | Reimbursement Rate |
|---------------|--------------------|
| 1-50 | 75% |
| 51-250 | 65% |
| 251+ | 50% |

In order for individuals to qualify for the above reimbursement rates, the Act identifies adult funding priority of service for three types of populations who are recipients of:

- public assistance;
- low income; or
- basic skills deficient.

The WIOA adult funding priority of service doesn't affect or negate the priority of service provided to veterans or eligible spouses. Therefore, veterans or eligible spouses would be the fourth type of priority population.

In addition to increasing the reimbursement rate for priority of service individuals, the Board also discussed increasing the reimbursement rate to 75 percent for those OJT positions which have been identified in our local plan as being in-demand in priority industry clusters. Those clusters consist of:

- Health Care, Retail and Food Service
- Wholesale, Warehousing and Logistics
- Education and Professional, Technical, and Scientific Services
- Manufacturing
- Installation and Maintenance

Minimum Wage

The Workforce Innovation and Opportunity Act also allows for local boards to set an OJT minimum wage. At the April 3rd meeting, the Board was presented with a recommendation to either set an overall OJT minimum wage or to identify a minimum wage per the 19 identified occupational clusters. The Board did not take action and instead directed staff to stagger the OJT minimum wage by cluster.

Attachment 1 lists each of the 19 clusters and the corresponding 2017 OJT minimum wage required for a position identified in that cluster. The minimum wages were determined by analyzing the previous OJTs in each occupational cluster.

Furthermore, in an effort to circumvent continuous Board action to increase the OJT minimum wage due to state minimum wage increases, Attachment 1 also lists the minimum wage increases per hour for each occupational cluster necessary to maintain the established equivalent OJT minimum wage rates. For example, in January of 2018 the state will increase the minimum wage to \$11.00 per hour. The Office and Administrative Support cluster will increase the minimum OJT wage by \$0.75 thus establishing a new OJT minimum wage of \$11.75 for this occupational cluster.

- VI. ADMINISTRATIVE BUDGET IMPACT: The budget for all training is allocated at 30%, which includes OJTs regardless of the reimbursement rate.

A handwritten signature in black ink, appearing to read "D. Foster", is positioned above a horizontal line.

Doris Foster, Director

On the Job Training Minimum Wages

| Occupation Cluster | 2017 OJT Minimum Wages | Continuing Minimum Wage Increases* |
|--|------------------------|------------------------------------|
| Management | \$14.75 | \$4.25 |
| Business and Financial Operations | \$12.75 | \$2.25 |
| Computer & Mathematical | \$14.00 | \$3.50 |
| Architecture, Engineering | \$13.75 | \$3.25 |
| Community & Social Service | \$11.25 | \$0.75 |
| Legal | \$18.00 | \$7.50 |
| Education, Training, Library | \$11.00 | \$0.50 |
| Arts, Design, Entertainment, Sports, Media | \$12.00 | \$1.50 |
| Healthcare Support | \$11.50 | \$1.00 |
| Protective Service | \$11.50 | \$1.00 |
| Food Prep & Service Related | \$10.50 | \$0 |
| Building Grounds Cleaning & Maintenance | \$11.75 | \$1.25 |
| Personal Care & Service | \$11.00 | \$0.50 |
| Sales & Related | \$11.00 | \$0.50 |
| Office & Admin Support | \$11.25 | \$0.75 |
| Construction & Extraction | \$14.00 | \$3.50 |
| Installation, Maintenance & Repair | \$12.50 | \$2.00 |
| Production | \$11.50 | \$1.00 |
| Transportation & Material Moving | \$11.50 | \$1.00 |

*Amount noted in this column establishes the additional per hour wage increase to the California minimum wage effective January 1, 2018 and thereafter.



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July 10, 2017

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

- I. SUBJECT: Stanislaus County Workforce Innovation and Opportunity Act (WIOA) Program Years 2017-2021 Local and Regional Plans
- II. ITEM NUMBER: VII-C
- III. ITEM TYPE: Consent
- IV. STAFF RECOMMENDATION: Authorize the Chair to sign the Stanislaus County WIOA Program Years 2017-2021 (July 1, 2017 – June 30, 2021) Local Plan and the Regional Plan.
- V. DISCUSSION: The Workforce Innovation and Opportunity Act (WIOA) required a regional plan to be submitted to the California Workforce Development Board (State Board) for the first time to align with the State Plan. The State Plan is the controlling state policy document for regional and local plans as it sets the state's policy direction and serves as a conceptual map for local boards and their partners as they jointly develop the regional and local plans required by WIOA. The policy objectives of the State Plan include fostering demand-driven skills attainment, enabling upward mobility for all Californians, including populations with barriers to employment, and aligning, coordinating, and integrating programs and services.

Stanislaus County has been aligned with regional partners in the Central California Workforce Consortium in the development and submittal of the Regional Plan. These partners include: Fresno County, Kern/Inyo/Mono Counties, Kings County, Madera County, Merced County, San Joaquin County, and Tulare County. Several town hall forums were conducted in the local areas by the regional coordinators, John Chamberlin and David Shinder, to assist in providing feedback and insight towards the Regional Plan. Attendees included representatives from business, education, and community members.

The Regional Plan was submitted to the State by the March 15, 2017 deadline. On June 12, 2017 the Department was notified that the Regional Plan had been conditionally approved pending approval by each area's Chief Local Elected Official and signature by each area's Local Workforce Development Board Chair. Should any comments be made available by the reviewers of the Regional Plan, adjustments may be required. As of this Board meeting, potential comments were not made available and there was no anticipation as to when any comments would be made available. The Regional Plan—after approval from the Chief Local Elected Official and signature of the Local Workforce Development Chair—must be provided

to the regional partners in Merced County by July 14, 2017 for packaging and submittal to the State by August 1, 2017.

Local Plans—as was the case under the Workforce Investment Act (WIA)—are also requirements under WIOA. The Stanislaus County Local Plan was developed in conjunction with workgroups from the Stanislaus County Workforce Development Board. Board members were invited to participate in workgroups to formulate the Local Plan. At the January 9, 2017 Stanislaus County Workforce Development Board meeting, Board members reviewed and approved the Local Plan. Public Meetings for feedback on the Local Plan were required by the State. The Department advertised and held public meetings in Oakdale, Turlock and Modesto for the public to comment in the plan's development. In addition, the Board requested additional information regarding the recommendation to increase the youth work based learning expenditures from the state mandated 20% to 40%. The Department then brought back the Local Plan to the Workforce Development Board on April 3, 2017 for any changes as a result of public comments. At the April 3, 2017 SCWDB meeting, members voted to increase the youth work based learning expenditures to 30%.

The Local Plan was submitted to the State Board and received conditional approval, pending signature by the Chair of the Workforce Development Board and approval by the Chief Local Elected Official.

A similar agenda item will presented on the Stanislaus County Board of Supervisors' July 11, 2017 meeting for approval of both plans and the Chief Local Elected Officer's signature on the local plan.

The Local Plan is available as Attachment 1 and the Regional Plan can be viewed at http://allianceworknet.com/documents/reports/SJVAC-RegionalPlan_2017-2020.pdf. The Regional Plan signature pages are attached as Attachment 2.

VI. ADMINISTRATIVE BUDGET IMPACT: None.

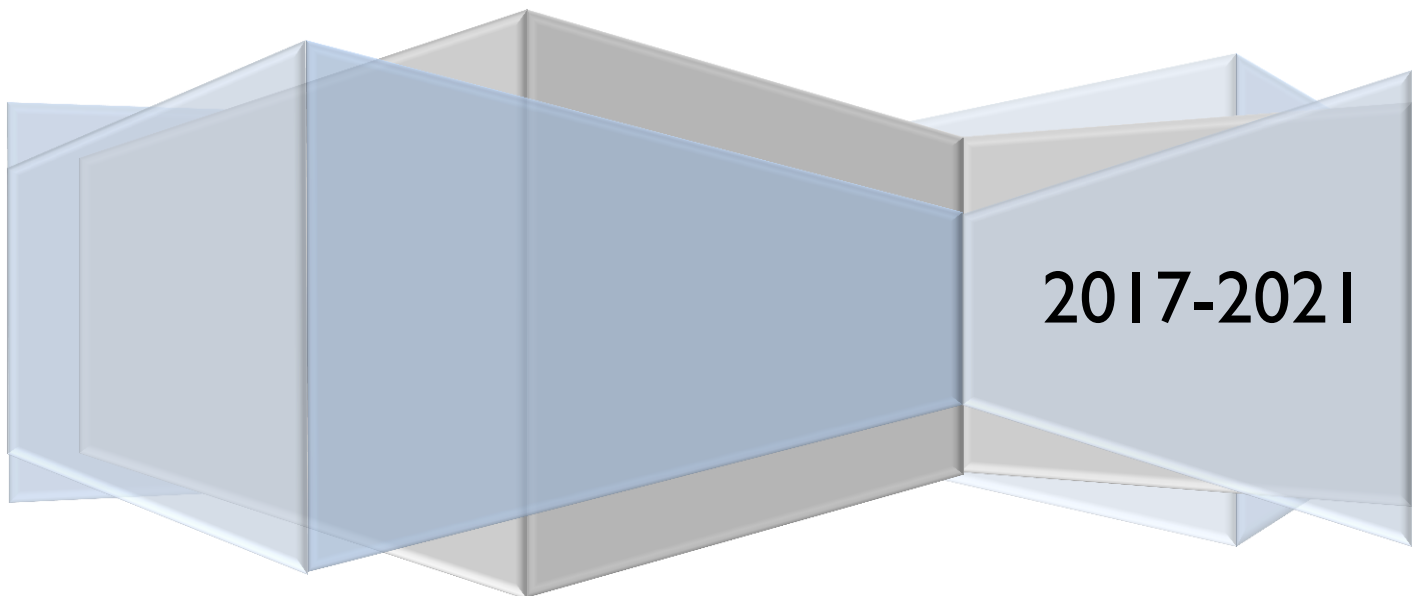
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Doris Foster, Director



Stanislaus County Workforce Development Board

Local Plan



INTRODUCTION

The Stanislaus County Workforce Development Board (SCWDB) was appointed by the Stanislaus County Board of Supervisors (BOS) to administer Workforce Innovation and Opportunity Act (WIOA) funds and services in the local area. Acting as staff to the Board and facilitating these services is the Stanislaus County department of Alliance Worknet. WIOA requires each local workforce development area (LWDA) to develop and submit a comprehensive four-year plan. This plan will begin on July 1, 2017 and end on June 30, 2021.

The primary purpose of the local plan and the corresponding partnership discussion is to facilitate access to workforce services at the local level. The Alliance Worknet staff has collaborated with America's Job Center of California Memorandum of Understanding partners, businesses, and community based organizations throughout Stanislaus County. The publication of the local plan for Stanislaus County is the result of months of local and regional research, formal and informal workgroup sessions, introspection, and process improvement. The local plan was cultivated by including the varying vantage points of multiple stakeholders and current WIOA program participants. This local plan seeks to address current and future strategies and efficiencies that will continue the modernization of the workforce system. The local plan will change as local employment needs and the relationship between workforce development and economic development continue to evolve. The four-year local plan is the embodiment of the SCWDB's vision and strategic goals and will be updated every two years.

The goals set forth by the SCWDB in this plan address the current workforce, prescribe strategies for the development of the future workforce, and call for a greater enhancement of business growth. Each goal is coupled with distinct strategies that the SCWDB believes will work towards the fulfillment of the relevant goals. The plan's guiding principles of collaboration and alignment, data-driven strategy, and the maximization of resources are woven throughout the strategies of this plan.

FEDERAL AND STATE REQUIREMENTS FOR LOCAL ADMINISTRATION OF THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

The Stanislaus County Alliance Worknet is primarily directed by WIOA, which was signed into law by President Obama in July of 2014 and went into effect on January 1, 2015. The new act represents the first legislative reform of the public workforce system in over 15 years and promises to change how employment and workforce development services will be delivered. References to the Workforce Innovation and Opportunity Act, Public Law 113-128, enacted July 22, 2014 are available at the U.S. Department of Labor Employment and Training Administration website: www.doleta.gov.

PUBLIC COMMENT

In accordance with WIOA, Section 108(d), the Workforce Development Board shall make copies of the proposed local plan available to the public through electronic and other means, such as public hearings and local news media; allow for public comment not later than the end of the 30-day period beginning on the date the proposed plan is made available; and, include with submission of the local plan any comments that

represent disagreement with the plan. Section J of the plan highlights the SCWDB's public comment period process.

REGIONAL PLAN

Stanislaus County is one of eight local areas that are part of the San Joaquin Valley and Associated Counties Regional Planning Unit. This local plan will contribute to the completion of the regional plan.

PLAN SUBMISSION AND DUE DATE

The local and regional plans must be submitted to State of California Workforce Development Board (State Board). The due date is March 15, 2017.

GLOSSARY OF KEY TERMS, DEFINITIONS, & ACRONYMS

For a complete list please see Attachment A.

RESPONSE TO LOCAL PLAN SCORING MATRIX

A.–B. Vision, Strategic Planning and Implementation

i. **The Plan's Vision is strategic and comprehensive and supports regional growth and self-sufficiency.**

The Stanislaus County Workforce Development Board's (SCWDB) vision is to foster a demand-driven, skilled workforce that enables upward mobility through the alignment and integration of private and public partnerships. Contributing to this vision are the following specific goals identified by the SCWDB:

1. *Strengthen the Current Workforce:* Stanislaus County residents, including populations with barriers to employment, will possess the skills required to enhance careers. By focusing on careers as opposed to jobs, workers will develop the skills necessary to advance so upward mobility can be a reality.
2. *Develop Future Talent:* Stanislaus County's young adult workforce, including populations with barriers, will exhibit the foundational skills and work readiness attributes necessary to contribute to the local economy.
3. *Support Business Growth:* SCWDB will facilitate communication with regional and local employers to identify in-demand sectors, skill gaps, and connect training opportunities to in-demand occupations.

ii. **The Plan's Goals and Objectives include goals in which to prepare an education and skilled workforce, and goals related to performance accountability measures are based on WIOA performance indicators.**

To meet these goals and objectives, the SCWDB identified a set of guiding principles for Stanislaus County's workforce system:

1. Collaboration and alignment among businesses, workforce development, and community stakeholders is essential.
2. The formulation of strategy should be driven by data (quantitative and qualitative).

3. The maximization of resources is imperative.

iii. Core programs and other required partners align resources and are actively engaged in both the planning and implementation of the local plan strategic visions.

SCWDB is working collaboratively with all core partners (Title I, Title II, Title III, and Title IV) and actively engaged them in the planning and implementation of this local plan. The following strategies will be enacted to further facilitate the achievement of the stated goals:

- *Goal 1: Strengthen the Current Workforce*
 - Strategy 1.1 - Provide training for upward mobility (focus on supervisory and managerial skills).
 - Strategy 1.2 - Collaborate with local businesses to identify the in-demand work-based learning opportunities (internships, On-the-Job Trainings).
 - Strategy 1.3 - Increase number of apprenticeship opportunities in the local area.
- *Goal 2: Develop Future Talent*
 - Strategy 2.1 - Individuals new to the workforce will be placed in a work-readiness course to focus on foundational skills and work preparedness abilities (etiquette, timeliness, communication).
 - Strategy 2.2 – Locally increase youth funding expenditures for work based learning activities from the mandatory WIOA requirement of 20% to 30%.
 - Strategy 2.3 - Apply for grant opportunities focused on the development of future talent that is specifically aligned with the in-demand occupations in the area.
- *Goal 3: Support Business Growth*
 - Strategy 3.1 - Increase dialogue with businesses, including city economic development representatives, in the local area through regular contact focused on workforce and local business needs.
 - Strategy 3.2 - Survey employers to determine ongoing business needs.
 - Strategy 3.3 - Review survey results to determine in-demand occupations and skill gaps.

The attached partner resource and contributions chart (Attachment B) lists all the America's Job Center of California (AJCC) Memorandum Of Understanding (MOU) partners and the services partners have agreed to provide during Phase I of the MOU. SCWDB is currently negotiating Phase II of the AJCC MOU. Consolidated budgets are being compiled for all MOU partners. Co-located partners have met to discuss and review the shared infrastructure cost budget. SCWDB is currently awaiting a response from co-located partner's management to move forward with the proposed infrastructure budget. SCWDB staff does not foresee any concerns on the agreement of the infrastructure budget. SCWDB has started planning for negotiating and completing the other system costs budget portion of the AJCC MOU Phase II. Attached is the approved and submitted AJCC MOU Phase I (Attachment C).

iv. Local Plan includes description of the workforce development system, how it supports service alignment and implements the seven policy strategies identified in the State Plan, and how it plans to provide professional development and capacity building to workforce staff and partners.

The State of California's strategic plan sets the state's policy direction for the local and regional plans. It serves as the conceptual map for the SCWDB and its partners in the joint development of the required regional and local plans. The three policy objectives of the state plan are fostering demand-driven skills attainment, enabling upward mobility for all Californians, and aligning, coordinating, and integrating programs and services. The overarching goal of the state plan is to produce one million "middle-skill" industry-valued and recognized post-secondary credentials between 2017 and 2027. The state is requiring partners to adopt seven policy strategies that frame, align, and guide program coordination at the state, local, and regional levels. The following section describes how SCWDB will support the seven strategies:

- a. *Sector Strategies:* The regional industry sectors identified for Stanislaus County include manufacturing, logistics/warehouse, health, and agriculture. Alliance Worknet, under the direction of the SCWDB, will engage with education and business partners to align programs with sector needs. Through the relationships with business and education, Alliance Worknet will participate in or develop specific initiatives and programs that further eliminate skill gaps. The Department will enhance the current career focused initiatives already in development with the community colleges, secondary and post-secondary education, and business service providers. The SCWDB maintains a position on the Manufacturing/Maintenance Joint Apprenticeship Committee, which serves to develop pathways to apprenticeship opportunities with local and regional employers and education providers in this sector. The SCWDB anticipates serving on additional committees in the other targeted sectors in the future.
- b. *Career Pathways:* The SCWDB supports career pathways, as evidenced in the goals of strengthening the current workforce and developing future talent and will work closely with the business services provider to ensure that the level of skills development corresponds with business needs.¹ Alliance Worknet staff will work closely with the Central Mother Lode Regional consortium career and technical education (CTE), and adult schools for the enhancement of career pathways. The pathways will be designed in a flexible manner and include remedial programming, and English as a Second Language (ESL) training, to increase access to career pathways services. Career fairs and college expositions continue to be planned in targeted sectors. To assist in streamlining sector strategies in agriculture, a career fair was held in conjunction with Modesto Junior College's Agriculture Department. Efforts to continue to outreach in other identified sectors will also be made.
- c. *Regional Partnerships:* Alliance Worknet will continue to engage closely with the San Joaquin Valley and Associated Counties Regional Planning Unit (RPU). These discussions will serve to build partnerships between industry

¹ Business services may be provided through contract, internally and/or partnerships.

- leaders, workforce professionals, education and training providers, and economic development leaders to support regional economic growth. Alliance Worknet will continue to strengthen regional partnerships with efforts underway, such as the Central Valley Job Fair, which seeks to host 100 employers and 30 vendors across the region. Efforts such as these will allow for the gathering and synthesizing of information on business needs and labor market trends, including the coordination of labor market studies. Communication and coordination amongst regional partners will also be enhanced as a result.
- d. *Earn and learn:* The SCWDB will continue to support this state strategy, particularly as it relates to increasing youth participants in paid work experience activities. This strategy also aligns with the SCWDB's stated goal of developing future talent. In addition, Alliance Worknet staff will leverage relationships between community colleges, adult education programs, school districts, and private business to further enhance established educational programs that will incorporate paid learning activities (e.g. paid internships).
 - e. *Supportive services:* Alliance Worknet will work with all partner programs to take inventory of the ancillary services available to customers. Available resources will be aligned across the partner systems to limit resource duplication. This in turn will allow valuable resources to be made available to a wider pool of customers.
 - f. *Creating cross-system data capacity:* Alliance Worknet will implement the use of CalJOBS as the data entry referral point for the America's Job Center of California (AJCC) system. Partner programs will be granted access to the system and will be cross-trained on obtaining relevant reports that will assist in further enhancing system services.
 - g. *Integrated service delivery:* Through the collaboration of the established partnerships' activities across the local area, Alliance Worknet will continue to enhance the strategic initiatives, leverage resources, and align business and education. The AJCC MOU partnership will accomplish this by having in place an integrated service delivery: braiding resources and coordinating services at the local level to meet client's needs. MOU partners have agreed to cross-train staff on the services of each participating Alliance Worknet partner and the spectrum of related services available through respective agencies. The customer flow and coordination of services will be evaluated on an ongoing basis to better serve the customer. A referral process has been agreed upon by the partner agencies but will be evaluated and refined as needed. See AJCC MOU Phase I (Attachment C). Through the AJCC MOU partnership, employment services and training services will be provided in an enhanced manner to better serve mutual and common customers (job seekers, training and education seekers, and employers) in Stanislaus County. Partners will work in unison to accomplish shared goals.

The SCWDB recognizes the importance of professional development of a multi-faceted workforce staff and partners. Alliance Worknet has collaborated with the regional planning unit (RPU) and has contracted vendors to provide employee engagement training for key workforce development staff throughout the region. Further identified are

the following areas in need of development: case management training, basic skills assessment training, business engagement, customer service, leadership, strategic planning, and serving hard-to-serve populations. To address these specific needs, Alliance Worknet plans to contract with professionals to train workforce development staff and partners. In addition, Alliance Worknet plans to organize internal cross-training between staff and core partners in order to be an effective and customer centric system. This includes cross training of services provided among different core partners and community based organizations, such as those that serve English Language Learners (ELL). Alliance Worknet has in the past taken advantage of the vast training and learning opportunities that Stanislaus County offers through Training/Learning Institute for employees and plans on continuing to do so. Alliance Worknet will utilize trainings from the Training/Learning Institute of Stanislaus County such as: effective communication, ethics training, and the supervisory academy. To further align with the importance of professional development, the SCWDB and Alliance Worknet staff plan to attend conferences and trainings put on by the California Workforce Association (CWA) and the National Association of Workforce Boards (NAWB).

C. Specific Services and Service Delivery Strategies

- i. Local plan describes the ways the local board will work with entities carrying out core programs to expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment. Target populations include those listed in WIOA Section 24(a)-(m).**

The SCWDB will ensure the full provision of WIOA services through the implementation of the three stated goals described in sections A-B. Embedded within these goals are the strategies in which access to employment, training, education, and supportive services will be expanded. The SCWDB currently has a comprehensive AJCC and two affiliate AJCCs strategically located in Stanislaus County to provide residents in remote areas accessibility to services. An anticipated third affiliate site will open in 2018. Currently, the East County and West County affiliate AJCCs are accessible by public transportation. Through the AJCC partnership, individuals who access partners in remote areas will be able to receive assistance through the cross training of programs which will be provided. The following section details the SCWDB's efforts to expand access to services, particularly for those with barriers to employment.

Individuals with Disabilities: SCWDB will work closely with Disability Resource Agency for Independent Living (DRAIL), a local nonprofit 501, dedicated to increasing the independence of individuals with disabilities through resources, advocacy and services by coordinating services DRAIL offers to AJCC partners and individuals with disabilities. DRAIL has provided Alliance Worknet staff Disability Awareness Sensitivity Training and the availability of this training has been shared with the AJCC partnership. In addition, DRAIL provides on site assessment and evaluation to public and private organizations to assist in complying with the Americans with Disabilities Act. SCWDB plans to share these trainings and other resources and services offered by DRAIL to the partnership to better meet the needs of persons with disabilities.

Core Partner Engagement: Access will further be enhanced through the facilitation of core partner meetings. Beyond this, day-to-day contact, where necessary, will also serve to fortify the connection between the SCWDB, core partners, and other organizations within the community. The accessibility of Wagner-Peyser and Department of Vocational Rehabilitation staff being co-located in the comprehensive one-stop will help to seamlessly transition participants from one program to the next.

Common Referral Process: Partners comprising the AJCC workforce system will utilize a uniform referral process through the CalJOBS system, which will further expand access to employment, training, education, and supportive services for eligible individuals. The referral process will be seamless as manifested in the ability of any partner to make an appropriate referral for services based on the individual's service needs. This automated process will also reduce delays in service provision.

Staff Training: Reoccurring staff trainings will also service to employer case managers with the knowledge of supportive services available throughout the community, as well as other wrap around services. AJCC partnership training will be completed as a means to inform all involved of the available resources. These meeting will include webinars provided by state and federal entities that will be shared with the AJCC partnership. In addition to trainings provided by the AJCC partnership, technical training will be provided via the WIOA technical assistance funding provided by the State to the California Workforce Association's (CWA), California Training Institute. Consultants, facilitators and trainers may provide staff with additional technical knowledge related to case management, business engagement, career pathways, work-based learning, as well as other related topics.

Focus on Prevention Initiative: The SCWDB supports the Stanislaus County's Focus on Prevention Initiative. This initiative is a journey towards community transformation and prosperity through the identified four levers of change that serve to improve the quality of life for Stanislaus County. The four levers of change are as follows:

- To Reduce Homelessness,
- To Strengthen Families,
- To Invest in and Support Youth, and
- To Reduce Recidivism & Re-entry into Criminal Justice System.

In order for the coordinated prevention effort to be successful, multiple sectors throughout the community have come together. These include government; business; health; non-profit; philanthropy; education; faith; neighborhood; media; arts, entertainment and sports. The Focus on Prevention initiative is about doing better and that can only be accomplished when there is an actual calculated focus on addressing and identifying root causes that prohibit communities from having upward economic mobility. Alliance Worknet plans to participate in this initiative by coordinating with the different sectors and identifying, coordinating, and implementing appropriate referral structures and service engagement strategies.

Collaboration with Other County Departments: Alliance Worknet's role within Stanislaus County offers the opportunity for connections to be made with other county departments

who strive to strengthen the connections to inter-related services and the identification of service needs on a broader scale. SCWDB's efforts to expand the relationship with family services programs like Temporary Assistance for Needy Families (TANF) and Supplemental Nutritional Assistance Program (SNAP) will allow for the opportunity to better fulfill the priority of service tenets under WIOA, particularly as it relates to those low-income individuals. Additionally, this strengthened relationship will also allow for the ability of the English Language Learning (ELL) population to be more readily identified and thus served appropriately.

ii. Local plan describes how the local board will facilitate the development of career pathways and co-enrollment, as appropriate, in core programs.

Collaboration has long been established with the local Health and Human Services Agency, the Community Services Agency, and the Employment Development Department's workforce services staff in providing effective co-enrolled services to mutual customers. Alliance Worknet has shared client data management systems access and is collocated throughout the County. Similarly, the comprehensive AJCC allows for effective collaboration with EDD staff in regards to veteran services, Job Corps services, as well as services provided by the Trade Adjustment Assistance program. Through the use of the CalJOBS system, co-enrolled customers in both WIOA Title I and Title III have benefited from more effective and efficient communication and service provision. Alliance Worknet is currently in the process of providing access to all of the AJCC partners so that an effective referral system will provide successful co-enrolled activity outcomes. The additional personnel from the education and vocational rehabilitation partnerships at the comprehensive AJCC will facilitate a further increase to our co-enrollment efforts. As related to career pathways, progressive skills development through education and training programs allows for the feasibility of career pathways. Career pathways are coherent and articulated sequences of academic and career and technical courses cultivated to result in proficiency for defined careers. Career pathways foster skills attainment for upward mobility and shared prosperity. Alliance Worknet staff has developed long-term relationships with several CTE institutions that are approved to provide training. Other organizations listed on the Eligible Training Provider List (ETPL) also serve to strengthen the development of career pathways in core programs. In order to expand upon the development of career pathways, Alliance Worknet will engage in the following strategies.

Training Provider Partnerships: Alliance Worknet will continue to engage in monthly meetings with the local community college consortium to align business needs with the trainings available. Alliance Worknet will continue to work with local technical colleges and other post-secondary training institutions to develop additional credentialing benchmarks. This will allow for basic and occupational skills to be developed on a timeline that helps reinsert individuals back into the labor force. By working with the community colleges, particularly in conjunction with the English Language Learner population, inroads can be made to broaden the pool of CTE applicants. The local community colleges will continue to be present at the AJCC locations in order to be readily available to clients.

The SCWDB will continue to support the development of career pathways by building upon the strong partnerships with Modesto Junior College (MJC), secondary school districts, and the Stanislaus County Office of Education. Alliance Worknet will continue to be an active member at the consortium meetings and intends to further enhance the discussions focused on meeting the seven state identified program areas that are supported by the Adult Education Block Grant and are consistent with the adult education regional plan. Alliance Worknet will further grow its current participation with these groups to assist in the implementation of the necessary strategies inherent in identifying and providing relevant trainings that lead to employment. Alliance Worknet will provide the SCWDB's in-demand list to inform the partnership of the current labor market demands throughout the local area on an annual basis or sooner if a business need is identified. Alliance Worknet will also forward to the partners any relevant real time labor market analysis received so as to assist in the strategic discussions of building relevant business needed training or education. It is essential that these pathways have additional resources necessary for English Language Learners, individuals with disabilities, basic skills deficient youth and adults, and other populations to overcome economic or other resource barriers.

Employer-Driven Partnerships:

- iii. Local Plan describes the way the Local Board will improve access to activities leading to a recognized post-secondary credential; including a credential, that is an industry-recognized certificate or certification, portable, and stackable.**

To increase customer access, co-location within the AJCC system allows for improved customer service, communication, and customer referrals. In addition to colocation, the SCWDB intends to utilize presentations to the community to increase knowledge of the system's services and access points for customers. This will be especially important within areas of the community that have a higher presence of priority service customers. These presentations will enhance access to all workforce system activities, including those leading to a recognized post-secondary credential.

The SCWDB also plans to improve access for activities leading to recognized post-secondary credentials by continuing to serve the youth and adult populations through the ETPL, as well as through the maintenance of cohort trainings in partnership with higher education providers. An increased focus will be placed on vocational credentialing. Having a heightened level of communication with post-secondary credentialed programs will also assist efforts in improving access. Additionally, Alliance Worknet seeks to establish regular meetings with ETPL providers, focus on improving the referral process for credentialing, and improve customer service by disseminating information for post-secondary programs and credentialing. Alliance Worknet, in conjunction with the business services provider, will continue to strengthen business involvement in discussions of in-demand post-secondary credentials.

Alliance Worknet seeks to assist in aligning training opportunities to meet the needs of employers and job seekers to further facilitate job placements. This will be

accomplished through increased partnerships with educators, training providers and employers. A chief facet of this is to market and connect employers to On-The-Job (OJT) training programs. Alliance Worknet will identify OJT opportunities each month to reach its contracted goal and to increasingly ensure the relevance of trainings with the requirements of employers and businesses.

iv. Local plan describes the way Local Boards and their partners will facilitate engagement of employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations.

Alliance Worknet will continue to work closely with the business services partner to develop and implement an effective outreach and marketing plan to engage employers. In particular, this will include small employers and employers in in-demand industry sectors. This effort will include developing further staff knowledge of WIOA, SCWDB's network of resources, and local providers who are able to assist customers. The business services provider will:

- Develop strong partnerships with local economic development practitioners to coordinate a business outreach and engagement and align with the various communities' economic development priorities;
- Establish a virtual presence within the AJCC system that is available to businesses in need of WIOA services;
- Serve as primary point of contact for job orders for the AJCC system;
- Coordinate and assist with local and regional job fairs;
- Develop relationships with and conduct a needs assessment and retention visits of businesses in the local and regional area to gather data needed to engage and help meet the needs of all businesses;
- Increase the usage of referrals for On-the-Job Trainings (OJT);
- Promote and facilitate sector strategies, career pathways, and apprenticeship programs among businesses;
- Utilize the CalJOBS database to track and disseminate information on employers and employment opportunities;
- Continue to participate in networking events hosted by community partners;
- Co-facilitate presentations with partners such as Employment Development Department (EDD);
- Conduct sector based outreach for the purpose of sector grant initiatives; and
- Email a provider newsletter to market the benefits of working with the workforce center.

v. Local plan describes the way Local Boards and their partners will support a local workforce development system that meets the needs of businesses in the local area.

In today's workforce system, it is essential that employers are the primary customer of AJCC staff and leadership. To best address their needs, Alliance Worknet staff will increase the dialogue with businesses in Stanislaus County through regular contact. Employers will be surveyed on a routine basis to determine ongoing business needs.

The surveys will help align training opportunities to meet the needs of employers and jobseekers to facilitate placements. Alliance Worknet will also connect employers OJT subsidies. Survey results will also be subsequently reviewed to determine in-demand occupations and identify any skill gaps.

Furthermore, Alliance Worknet will continue to engage with business representatives that serve on the SCWDB to complete a routine analysis of business needs and strategies to address those needs. In addition, Alliance Worknet will collaborate with the business services provider to improve upon the skill gaps identified by industry. The feedback received from employer surveys will serve to identify additional needs of the business community. To further support a local workforce development system, Alliance Worknet will:

- Develop and implement a comprehensive business services strategy to build relationships with local and regional business services provider in order to link business customers to available resources and services, including business start-up assistance, loans, industry roundtables, and human resources assistance;
- Utilize the EconoVue workforce data system to ensure outreach activities are fully accessing the employer population, and recognize local and regional employment trends;
- Refer businesses to a network of services and support, through required and recommended partnerships (e.g. small business development);
- Refer and connect businesses to appropriate incumbent worker training;
- Conduct rapid response and layoff aversion activities;
- Serve as primary point for job orders for the AJCC system;
- Partner with the career services provider and local and regional education partners to identify training and educational barriers that hinder local hiring and job creation; and
- Facilitate partnerships with educators, training providers, and employers to develop and market training opportunities to meet the employment needs of businesses.

vi. Local plan describes the way Local Boards and their partners will better coordinate workforce development programs and economic development.

Supporting business growth is one of the three goals identified by the SCWDB. By increasing the dialogue with business in the region, workforce development and economic development programs can be coordinated on a greater advanced scale. This will allow for the interests of both workforce development and economic development to be conveyed and corroborated in a more mutual fashion. Alliance Worknet, with the business services provider, will coordinate business outreach and engagement by aligning with the economic development priorities of the cities comprising the local area. Additionally, the business services provider will coordinate referrals of those in need of services provided through the Stanislaus County Small Business Development Center (SBDC). Alliance Worknet will collaborate with additional organizations to strengthen the accord between workforce development and economic development programs by

conducting quarterly meetings with interested service providers, including local colleges, EDD, the business services provider, and city and county economic development representatives. Beyond regular meetings, all organizations referenced will be communicating regularly on employer recruitment activities, community resource fairs, and job fairs via the development of appropriate points of contact.

vii. Local plan describes how local boards and their partners will strengthen linkages between the one-stop delivery system and unemployment insurance programs.

The SCWDB is currently in the process of procuring AJCC operator services with one of the chief functions being to help lead the integration of services between the core partners of WIOA Title I B Youth, Adult and Dislocated Worker, Title II Adult Education and Literacy, Title III Wagner-Peyser and Title IV Vocational Rehabilitation and the Unemployment Insurance Programs (UI).

Services will be delivered through colocation, information sharing, and direct access via the internet. By working together with common customers, various staff will integrate functions and cross-train one another in order to provide the best possible customer service. From the customer standpoint, services will be seamless. The EDD, specifically the Wagner-Peyser division, is a co-located partner in the AJCC system. The Wagner-Peyser staff provides assistance to UI customers by directing them to UI services via phone and online. EDD is currently in the process of hiring a UI Navigator that will be available to assist customers with claims and to provide additional technical assistance in the resource center. Alliance Worknet strives to conduct bi-monthly conference calls with UI to ensure consistency and to strengthen the linkage between UI programs and AJCC program partners.

D. America's Job Center of California

i. Local plan describes how the Local Board will ensure the continuous improvement of eligible providers of services through the system.

The SCWDB strives to create an integrated, customer-centered, and seamless workforce system for employers and jobseekers. This goal aligns with the objectives of the California Strategic State Plan. Through ongoing collaboration, Alliance Worknet will develop consistent service definitions, business practices, and efficiencies that will allow for improvement of the customer experience for both business and jobseeker customers. These aspects are highlighted in the recently released AJCC operator procurement in which the roles of the AJCC operator include the following:

- Develop processes that ensure that all AJCC customers receive appropriate, timely, and effective services;
- Help implement a formal referral process for services within and outside of the Center(s); and
- Coordinate and collaborate with regional or multi-county AJCC operators.

Continuous improvement of services provided through the system will also be priority through the following accountability measures placed on the AJCC operator:

- Develop and implement a system to gather, analyze, and report performance of core partners, center processes, and system services;
- Perform activities to achieve a high level of service quality and to enhance customer service;
- Ensure compliance with all State and local policies and procedures relative to the AJCC; and
- Prepare and submit monthly and quarterly reports.

Alliance Worknet will engage in regular and consistent communication in order to assess the needs of customers and ensure that service delivery is efficient. The business services provider will maintain frequent communication with business, government, and agencies in Stanislaus County. In addition, routine training will be conducted for staff providing services and assessments will be made as to their needed areas of technical assistance. Continuous improvement will be achieved through technical assistance and customer feedback. These actions, coupled with constant communication of all parties involved, will serve to ensure the continuous improvement of the system and meet employment needs.

ii. Local plan describes how the Local Board will facilitate access to services provided through the AJCC delivery system, including in remote areas, through the use of technology and other means.

The SCWDB currently has a comprehensive AJCC and two affiliate AJCCs strategically located in Stanislaus County to provide residents in remote areas accessibility to services. An anticipated third affiliate site will open in 2018. Currently, the East County and West County affiliate AJCCs are accessible by public transportation. The AJCC website has been revamped to include all partner website links with contact information. To increase access to services, the website will be updated continually to promote AJCC services and programs. Local and regional Labor Market Information (LMI) is also available on the AJCC website, as is information on occupations and training programs. The use of social media pages (e.g. Facebook and LinkedIn) provide a broad and aggressive communication avenue for job posting, center events, and services. AJCC partners are available to answer customer information via phone and email. In addition, Alliance Worknet also anticipates further accelerating the usage of technology by incorporating career-counseling sessions via Skype, increased e-mail communication, self-service kiosk, and the possibility of a web-chat operator to address routine questions. The online referral mechanism via CalJOBS will also facilitate access to AJCC services. Lastly, the SCWDB is currently pursuing possible funding to incorporate a virtual service delivery platform which allows for customers to view employment related videos, WIOA and other partner program orientations, as well as download documents that may be submitted directly to the service providers without requiring a face-to-face visit for those in more remote areas. Partners that may be located in such areas, based on the training provided as previously discussed, could provide the customers assistance on behalf of the Alliance Worknet staff if no staff were available.

- iii. **Local plan describes the way entities within the AJCC delivery system will comply with WIOA Section 188, and applicable provisions of the *Americans with Disabilities Act of 1990* regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities.**

WIOA places an emphasis on serving those individuals that are most difficult to serve. As a result, understanding the barriers of these participants is of high importance. SCWDB will ensure that all comprehensive AJCCs are physically accessible to individuals with disabilities. The AJCC system also places the responsibility on each of its partners to be familiar with and comply with the WIOA Section 188 and the Americans with Disabilities Act of 1990. Each party will promote capacity building and professional development of its staff in order to increase awareness and understanding of the needs of individuals with disabilities. Alliance Worknet will partner with the Department of Rehabilitation (DOR) and Disability Resource Agency for Independent Living (DRAIL) to train career services staff internally on an ongoing basis. Alliance Worknet will also obtain assistance from DOR and DRAIL offices to make on-site recommendations for accessibility. Compliance with accessibility requirements will be enhanced through the ongoing training efforts provided by Alliance Worknet Equal Employment Opportunity (EEO) Officer on at least a semi-annual basis. Staff self-assessments will also be reviewed to coordinate further on-site training as necessary. Customers coming into the AJCC system will also be provided with anonymous surveys regarding accessibility. These will in turn be forwarded to the EEO Officer for further follow-up as necessary.

- iv. **Provide a description of the roles and resource contributions of AJCC partners.**

The AJCC MOU illustrates the roles and functions each partner will serve. These roles include the provision of career services, training, and employer needs. While the resource contributions of the partners are still being finalized during MOU Phase II, the attached chart (Attachment B) depicts the different functions each partner will fulfill. An example of this would be TANF/CalWORKs partner, Community Services Agency, placing a Welfare to Work, work experience participant at the AJCC Comprehensive center with the EDD partner to fulfill the community service program's required hours. The EDD partner will act as the worksite for the participant to gain the experience needed to fulfill required hours.

- v. **Local plan includes executed MOUs, cost sharing agreements and cooperative agreements or if cost sharing agreements are not yet completed, a description of where they are in process and the roles and resource contributions of the AJCC partners.**

Attached is the AJCC MOU (Attachment C), which was approved when submitted to the State during Phase I of the MOU negotiations. Under the direction of the SCWDB, Alliance Worknet is in the process of developing Phase II of the MOU Infrastructure and other system cost funding agreements. All AJCC partners who completed and signed

Phase I MOUs will also complete and sign a Phase II MOU with the SCWDB by June 30, 2017. An initial meeting with the AJCC partnership was held to review the provisions, and discuss a timeline for completing Phase II of MOU. A second meeting with co-located partners was held on January 12, 2017 to formalize an agreement specifically on infrastructure costs.

- vi. **Local plan specifies how Local Boards will work with WIOA Section 166 and WIOA Section 167 grantees to include in their local plans their strategies to provide Indian and Native American and eligible Migrant Seasonal Farmworkers equal access to AJCC service.**

The Central Valley Opportunity Center (CVOC) is the local grantee for WIOA Section 167 in Stanislaus County. Alliance Worknet has an established and sound partnership with CVOC enhanced through workforce related activities, including CVOC's prior membership on the local board. In addition, they are actively involved in the development of the AJCC MOU and is committed to using the CalJOBS referral component of the system as the mechanism for referral for AJCC services. Through this coordinated effort, CVOC customers will have direct access to all relevant AJCC partner services including the planned technological access options that allow for customers living in agricultural focused outlying areas to engage with AJCC partner staff.

Alliance Worknet staff will coordinate with CVOC migrant seasonal farmworker staff to identify specific service needs and resource improvement via the review of materials relevant to customer service provision. Orientation information related to the AJCC services will also be provided in Spanish. Through the anticipated AJCC cross training sessions, CVOC staff will collaborate and share program updates with migrant seasonal farmworker customers.

The California Indian Manpower Consortium, Inc. is the local grantee for WIOA Section 166 in Stanislaus County. Alliance Worknet will engage with Consortium staff to identify the services provided throughout the local area and develop the cross training essential for streamlining of program services. As an AJCC MOU partner, the California Indian Manpower Consortium will also actively participate in the development of the CalJOBS referral component of the system. Consortium customers will have direct access to the relevant AJCC partnership services that will allow for customers in remote areas to access AJCC information.

- vii. **Local plans must specify how Local Boards will work with WIOA Section 167 grantees to include in their local plans their strategies to provide eligible Migrant Seasonal Farmworkers equal access to AJCC services. When possible, efforts should be made to co-enroll and coordinate services with 167 grantees.**

The Central Valley Opportunity Center (CVOC) is the local grantee for WIOA Section 167 in Stanislaus County. Alliance Worknet has an established and sound partnership with CVOC enhanced through workforce related activities, including CVOC's prior membership on the local board. In addition, they are actively involved in the development of the AJCC MOU and are committed to using the CalJOBS referral

component of the system as the mechanism for referral for AJCC services. Through this coordinated effort, CVOC customers will have direct access to all relevant AJCC partner services, including the planned technological access options that allow for customers living in agricultural focused outlying areas to engage with AJCC partner staff.

Alliance Worknet staff will coordinate with CVOC migrant seasonal farmworker staff to identify specific service needs and resource improvement via the review of materials relevant to customer service provision. Orientation information related to the AJCC services will also be provided in Spanish. Through the anticipated AJCC cross training sessions, CVOC staff will collaborate and share program updates with migrant seasonal farmworker customers.

viii. Local plan specifies how AJCCs will serve as an on-ramp for the regional Sector pathways emphasized in the corresponding regional plan.

The AJCC will serve as a conduit for organizations such as secondary, post-secondary, community college, technical education, and industry leaders to work together in development of regional sector pathways. The AJCC partnership will facilitate the entrance of participants into regional sector pathways by ensuring that front-line staff are informed of the pathways and understand the necessary credentials required by industry. By engaging in regular AJCC partnership meetings, SCWDB will facilitate discussions in around regional sector pathways, provide cross training, understand employer and industry needs, and braid program curriculum. In addition, AJCC staff will be kept abreast of all regional initiatives and refer applicable candidates to those programs.

The Modesto comprehensive AJCC and the affiliate AJCCs in Patterson and Oakdale will serve as on-ramps for the local area. The AJCCs provide an access point for education and training services to be received by job seekers; employers; UI claimants; youth; seniors; veterans; businesses; StanWORKs clients; WIOA clients; and others as specified in the individual partner agreements. The AJCC delivery system partnership, including the community college and other education providers, will engage in activities designed to meet the outcome objectives established in the California Workforce Development Strategic Plan, which include sector strategies, career pathways, and regional partnerships.

The AJCC will continue to have focused, active partnerships between businesses in target industry sectors and those engaged in workforce development, as well as educators, training providers, labor unions, and community organizations. Services pertaining to the sector pathways will be delivered through co-location, cross information sharing, and by direct access through real-time technology. Information and services pertaining to regional sector pathways will be provided to meet the needs of each customer, with referral to additional services as necessary.

E. Required Information Pertaining to Specific Programs, Populations, and Partners

- i. **Local plan describes how the Local Board will coordinate local workforce investment activities with regional economic development activities and promote entrepreneurial skills training and microenterprise services.**

Alliance Worknet has fostered relationships with economic development organizations and will continue to work closely with organizations that connect, promote, and assist businesses throughout the region. The business services provider supports economic development services in the central valley area and serves the needs of business through the following activities:

- Offsetting expansion;
- Serving as a liaison to county and city services;
- Confidential site location assistance;
- Facilitating fast track permitting;
- Assisting with fees and permitting;
- Assisting with regulatory issues;
- Providing a link to alternative sources of financing;
- Serving as a direct conduit to state, regional, and local economic incentives;
- Providing workforce training;
- Providing research and marketing resources to connect businesses and suppliers; and
- Communicating successes through marketing and communications outreach.

Through the business services partnership, the SCWDB has secured the connection to both local and regional economic development and access to entrepreneurial training and microenterprise services. Through a referral process, as a component of, the Small Business Development Center (SBDC) will provide a wide range of services to support innovators, entrepreneurs, and small business owners. These services include:

- Understanding startup requirements;
- Assistance in locating and applying for funding;
- Building profitable operations;
- Developing new innovations;
- Facilitating government certifications;
- Understanding basic exporting requirements;
- Assisting with employer regulations and taxes;
- Assistance in writing business plans;
- Confidential one-on-one business consulting by expert local advisors;
- Providing live training events each year mostly at no cost;
- Professional research assistance;
- Access to marketing data;
- Access to online trainings; and
- Assistance with documents, forms, quick links, and other valuable business information via the online resource room.

SCWDB will receive quarterly updates regarding progress made in working with local and regional employers, as well as detailed reports on entrepreneurship, microenterprise, and small business development.

ii. Local plan describes and assesses the type and the availability of adult and dislocated worker employment and training activities.

Alliance Worknet and the AJCC partnership works with the general population of adults and dislocated workers as prescribed by WIOA to assist with accessing relevant opportunities to increase employability and long-term occupational growth. Services provided to customers by the career services unit are depicted below:

Basic Career Services

| | |
|------------------------------------|--|
| Eligibility Determination | Complete intake process for WIOA enrollment. |
| Development of MAP and Action Plan | Determine action steps on road map to specific services. |
| Career Advisement | Provide information regarding employment focus activities. |
| Workforce Preparation Activities | Activities focused to increase customer's employability; i.e., work readiness classes. |
| Employment Skill Assessments | Complete WorkKeys, ESkill, Typing tests. |
| Workshops | Classes focused on resume, interviewing, employer readiness understanding. |
| Supportive Services | Obtain transportation, childcare, other financial assistance to complete activities. |

Individualized Career Services

| | |
|------------------------------------|--|
| Comprehensive Assessment | Determine specific employment gaps and formulize a detailed activity plan around the assessment results received in basic career services. |
| Case Management | Receive intensive case management from professional staff skilled in providing guidance and support during WIOA participation. |
| Work Based Learning Activities | Complete paid internship or work experience participation while earning income and learning employment skills. |
| Vocational and Customized Training | Receive classroom provided training focused on providing a certificate valued by industry. |

Follow-Up Services will be provided after participant exits the program for up to 12 months in order to determine if the customer has retained employment or needs assistance with new employment.

Alliance Worknet and AJCC partnership also provide assessment of basic skills and current occupational skill-sets using National Reporting System (NRS) approved assessment tools and WorkKeys, which are also available to Spanish speaking customers. Using the results of those assessments, workforce staff counsel clients in labor market trends and career choices based on labor market data, and may recommend training in paid internships or OJTs or assess the need for occupational skills training with a private post-secondary education or training provider.

Alliance Worknet has administrative access to the ETPL through CalJOBS, and regularly updates and manages the training providers in the local area to assure that training is approved, insurance requirements are met, and courses are available for local adult, dislocated workers and youth participants.

The SCWDB has established a partnership with an agency providing specialty services to previously incarcerated adult and dislocated worker population. The SCWDB acknowledges the significant barriers these individuals face within the local labor market due to extraordinary situations and have achieved successful outcomes by meeting contractual performance. Alliance Worknet has collaborated with organizations such as Department of Rehabilitation, Disability Resource Agency for Independent Living, and Community Services Agency in the local area to expand services for people with disabilities. Those agencies have programs and supportive services that can be leveraged. Alliance Worknet will be seeking opportunities to coordinate and expand services in order to reduce duplication of effort and conserve resources.

iii. Local plan describes how the Local Board will coordinate rapid response activities

The primary purpose of rapid response activities is to enable affected workers to return to work as quickly as possible following a layoff, or to prevent layoffs altogether. To realize this, the AJCC system must be coordinated, comprehensive, and proactive in communicating with business. The business services provider will act as the local rapid response coordination body and work as a conduit for directing dislocated workers affected by closures to the AJCC. The business services provider is familiar with the programs and processes that serve affected workers and receives Worker Adjustment and Retraining Notification (WARN) notices for action directly from the EDD. The rapid response activities will be shared with other local partners. When making presentations to the personnel of companies, the business services provider will invite other partner organizations to assist in providing information regarding AJCC partnership services. These services include information regarding supportive services, housing assistance, and financial assistance.

The SCWDB works closely with the business services provider to ensure efficient delivery of rapid response activities within Stanislaus County. The business services provider also assists with other services including permitting assistance, site location services, business retention services, and layoff aversion services. This value-added approach promotes trust in the business community, and positions the AJCC workforce

system as an information resource for critical business needs in the local and regional economic area.

- iv. Local plan includes a description and assessment of the type and availability of youth workforce development activities in the local area, including identification of successful models and activities for youth who are individuals with disabilities.**

The WIOA places an emphasis on the expansion of youth services. As a result, youth services as a whole are expected to grow in both scope and availability. Integration of youth services into the AJCC is expanding, and both current and future youth service organizations will be expected to maintain a presence in the AJCC. This integration will maximize coordination between youth providers and minimize duplication of services, as well as provide direct access to youth service providers at the comprehensive AJCC.

The SCWDB youth service providers are required to complete assessments (including individual service strategies for each participant); enter eligibility documentation into the CalJOBS system; and provide financial literacy, work maturity skills, career counseling, supportive services, and transitional services for post-secondary education. They also offer extensive assistance on resume preparation, interviewing skills and techniques, and how to properly present themselves to employers when seeking employment.

Youth services providers offer work-based learning activities such as paid work experience and OJT opportunities, as these types of services teach youth foundational skills that are required to be successful in the workplace. As mandated in these contracts, service providers are required to place youth in a community service activity for a minimum of eight (8) hours to show the value of giving back to the community and as a means of developing workplace maturity skills. Another mandate requires participants entering a youth program without a high school diploma or general equivalency diploma (GED) to attend secondary school equivalent courses with the expectation that these individuals obtain a high school diploma or GED.

Youth with disabilities have been and continue to be served by SCWDB youth contractors. Stronger ties to other organizations providing services to the disabled community are being forged as youth providers integrate into the AJCC partnership. Additionally, English Language Learner (ELL) services are made available by youth providers to ensure inclusion of youth who may have limitations in English proficiency. It is the intent of the SCWDB to expand ELL youth services in the future in order to address a growing need of assistance to youth.

- v. Local plan describes how the Local Board will coordinate with relevant secondary and post-secondary education programs and activities to coordinate strategies, enhance services, and avoid duplication of services.**

SCWDB staff will continue to work with WIOA Title II Adult Education providers, secondary and post-secondary education programs such as Modesto Junior College

(MJC), the Stanislaus Partners in Education (SPIE), Stanislaus County Office of Education (SCOE), and various school districts within the county to facilitate communication regarding career pathways and how to better coordinate adult education efforts in the local area. SCWDB has overseen job fairs catered towards the local educational community including the South Modesto Job Fair at Hanshaw Middle School, the West County Job Fair at Patterson Unified School District's office, and the 2017 Career and College Expo at Modesto Junior College. Services such as these will continue as SCWDB anticipates remaining a conduit of information between workforce development and secondary and post-secondary education programs.

Manufacturing academies, Career Technical Education (CTE), and California Department of Education (CDE) career pathways are understood to provide substantive planning direction for WIOA. The local educational community is committed to working with business, the SCWDB, and its staff to better understand the workforce development needs of the local population and how to best address those needs going forward. The local education community has programs that are intended to meet the needs of business; however, there is room for strategic improvement to current programs. The educational community is striving to incorporate the opinions and needs of business and the workforce community to assure that the program designs are more targeted to the needs of business and will have a greater impact on the business community.

vi. Local plan describes how the Local Board will coordinate WIOA Title I with the provision of transportation and other appropriate supportive services in the local area.

The SCWDB will be working through the MOU process and the AJCC partnership to enhance and reduce duplication of services for AJCC participants. This will include the ability to share information on which program will be providing supportive services. It is crucial for customers, specifically those with significant barriers to employment, to have access to essential supportive services that enable them to participate in employment or educational related activities that will provide the avenues for self-sufficiency. Locally, it can be very challenging for residents living in remote areas to access readily available public transportation. Therefore, assistance with mileage costs and vehicle maintenance are an essential service. For participants receiving Unemployment Insurance due to job loss, access to supportive services related to tools, books, or other materials during training or participation in a work based learning activity can determine whether such participation is possible. Child care costs continue to be a significant cost in the budget and thus requires assistance from available resources.

Many partner organizations in the AJCC partnership have the ability to provide supportive services, including CSA, DOR, contracted WIOA providers, DRAIL, Welfare to Work providers, and other community services providers. Through improved communication of the partners and use of the CalJOBS system and the C-IV system (CSA's case management system), coordination of supportive services will be tracked, thus eliminating duplication, while ensuring that customers get the support they need for program success.

- vii. Local plan includes plans, assurances, and strategies for maximizing coordination, improving service delivery, and avoiding duplication of Wagner-Peyser Act services and other service provided through the One Stop delivery system.**

The Wagner-Peyser and Trade Adjustment Assistant (TAA) services are already built into the CalJOBS system, so information regarding what services were provided to those who are registered for EDD programs is readily available for viewing by AJCC staff members. Staff will be reviewing the services provided by all programs on an on-going basis to avoid duplicative efforts. The SCWDB will be actively seeking common intake and common narrative systems that the partnership may share to avoid duplication, as well as promoting sharing of confidential information to the extent permitted by statutes and by consent of shared customers.

- viii. Local plan describes how the Local Board will coordinate WIOA Title I activities with adult education and literacy activities under WIOA Title II, including how the Local Board will carry out the review of local applications submitted under Title II to determine whether such applications are consistent with the local plan, and how Local Boards will make recommendations to the eligible agency to promote alignment with the local plan.**

Coordination of workforce development, economic development and education activities has been increasing in 2016. The SCWDB is committed that this trend will continue. Alliance Worknet attends the Adult Education Block Grant (AEBG) meetings, as well as meetings with the adult and higher education consortium in Stanislaus County. Coordination of these activities is expected to improve further with increased participation by K-12, Title 1 Adult Education and post-secondary education providers. SCWDB members and Alliance Worknet will be reviewing the WIOA Title II applications and meeting with adult education representatives to suggest avenues that will assist the Title II providers in aligning with the local and regional plans. Local education providers have shown a commitment to participate in the strategic planning process and understand the value of being in alignment with the local and regional workforce development plans.

- ix. Local plan describes the services that will be provided to limited English proficient individuals, with details in any sections of the local plan that deal with the provision of services to individuals with basic skills challenges. Local plans must specify how basic skills programs in the local area will serve individuals from these communities.**

Alliance Worknet provides career services to limited English proficient (LEP) customers throughout the AJCC. Customers receive a wide arrange of services like career advisement, vocational training in logistics and referrals for other non-employment related services like utility or housing assistance. Alliance Worknet will continue to build strong linkages with service providers to the English Language Learner (ELL)

community and will provide staff members that can address the needs of monolingual populations within the comprehensive and affiliate career centers. Languages for which translation services are provided by Alliance Worknet staff includes Spanish, Cambodian, Russian, Farsi, Assyrian and Laotian. Staff have been fostering relationships with service groups including El Concilio and the Spanish Chamber of Commerce to increase awareness of WIOA programs to additional ELLs in the Stanislaus County area. Meeting the basic skills needs of ELL population proves to be especially difficult, and linkages are planned with adult education providers to coordinate services to address the basic skills needs of ELL individuals in the WIOA programs.

F. Administration – Managing the Work of the Local Board

i. Local plan identifies the entity responsible for the disbursement of grant funds described in WIOA Section 107(d)(12)(B)(i)(III)

The agency responsible for disbursement of grant funds and grant administration in Stanislaus County is the Stanislaus County Alliance Worknet, a County department. The Chief Local Elected Official (CLEO) and the Board of Supervisors (BOS) maintain fiduciary responsibility for WIOA funds and have delegated administrative authority to Alliance Worknet. Alliance Worknet submits its spending plan/budget to the Board Of Supervisors for approval. The Department's fiscal staff submit monthly and quarterly expenditure reports to the State on a cumulative basis following the modified accrual basis of accounting. The State then reimburses the County Treasurer, which in turn holds the funds in the Stanislaus County's cash pool account. Stanislaus County's Auditor Controller's Office issues all checks and payments to vendors and contractors on behalf of Alliance Worknet.

ii. Local plan describes the competitive process that will be used to award the sub-grants and contracts for WIOA Title I activities, consistent with WSB Draft Directive 153.

The SCWDB and Alliance Worknet, in conjunction with the Stanislaus County General Services Agency (GSA) and Stanislaus County Risk Management Division, award competitive grants and agreements through a Request for Proposal (RFP) process whenever relevant. The RFP process conforms to Federal Acquisition Regulations and 2 CFR 200, Uniform Administrative Requirements and Cost Principles for Federal Awards, and provides the best opportunity to secure services in an open and competitive manner. October 3, 2016 the SCWDB approved RFP's to be issued for AJCC Operator, WIOA Youth Services, and WIOA Specialized Adult Population services. The RFP's were sent out by Stanislaus County's General Services Agency, which manages the RFP process for all Stanislaus County departments. Youth, Specialized Adult Population, and One-Stop Operator services contracts will begin July 1, 2017.

When necessary, alternate procurement methodologies, such as Request for Information (RFI) may be used for services where Alliance Worknet has no history for

procuring comparable services, and/or wishes to solicit and promote innovative program designs or concept from proposers. Sole Source procurement may be used if after solicitation from a number of sources, competition is determined to be inadequate, or the service or item is available from only a single source. Sole Source procurement must follow the guidelines outlined in 2 CFR 200 Sub Part D §200.320 (f).

G. Performance Goals

i. Local plan includes the performance measures negotiated with the Governor and chief elected official

The SCWDB negotiates performance levels that reflect the economic conditions of the local area and allow for successful attainment of the negotiated performance levels.

The table below reflects the performance measures negotiated with the State in August 2016. Baseline indicators are indicators for which local areas will not propose an expected level of performance in the Local Plan submission for Program Years 2016-2017 and 2017-2018 and will not need to come to agreement with the state on negotiated levels of performance.

| Performance Measure | Period | Performance Levels | |
|---|---|--------------------|-----------|
| Adult Measures | | 2016-2017 | 2017-2018 |
| Entry into unsubsidized employment | Measured in Q2 after exit. | 65% | 68% |
| Retention in unsubsidized employment (Employment Retention) | Measured in Q4 after exit. | 62.5% | 65.5% |
| Earnings change after entry into unsubsidized employment (Average Earnings) | Measured as median earnings in Q2 after exit. | \$4,350 | \$4,400 |
| Credential rate | New Measure | 52.9% | 55.9% |
| In Program Skills Gain | New Measure | Baseline | Baseline |
| Dislocated Worker Measures | | | |
| Entry into unsubsidized employment | Measured in Q2 after exit. | 68% | 71% |
| Retention in unsubsidized employment (Employment Retention) | Measured in Q4 after exit. | 66.5% | 69.5% |
| Earnings change after entry into unsubsidized employment (Average Earnings) | Measured as median earnings in Q2 after exit. | \$5,200 | \$5,356 |
| Credential rate | New Measure | 60% | 63% |
| In Program Skills Gain | New Measure | Baseline | Baseline |
| Youth Measures | | | |
| Entry into unsubsidized employment | Measured in Q2 after exit. | 62.40% | 65.40% |

| | | | |
|---|---|----------|----------|
| employment | | | |
| Retention in unsubsidized employment (Employment Retention) | Measured in Q4 after exit. | 64.20% | 67.20% |
| Earnings change after entry into unsubsidized employment (Average Earnings) | Measured as median earnings in Q2 after exit. | Baseline | Baseline |
| Credential rate | New Measure | 54.7% | 57.4% |
| In Program Skills Gain | New Measure | Baseline | Baseline |
| Employer Measure | | | |
| Indicators of effectiveness in serving employers | New Measure | Baseline | Baseline |

H. High Performance Board Effort

i. Local plan includes a status report or description of local policies on Priority of Service, MOU Phase I and MOU Phase II policy.

Guidance for the AJCC system is provided in the following three EDD directives: Workforce Services Directive (WSD)15-14, WSD15-12, and WSD16-09. Below is the SCWDB's progress towards complying with these AJCC centric policies.

Priority of service (WSD 15-14) is given specifically to the adult and dislocated worker population who meet WIOA Title I eligibility criteria. Through the work of the Title I providers, adult and dislocated workers can access career services, supportive services, individual employment plan development, structured job search, group and individual career counseling, individualized skill development strategies, work experience opportunities, as well as other services.

Alliance Worknet has engagement strategies for serving individuals who qualify for priority of service as well as individuals who have barriers to employment. The EDD Directive WSD15-14 and Public Law 107-288 "Jobs for Veterans Act" outline priority of service in alignment with the federal regulations. Alliance Worknet has developed the service delivery strategy to expand the application of priority of service for individualized career services and training services under WIOA Title I Adult Programs. Continuous staff trainings will be held with AJCC partners to ensure priority of service is emphasized. In addition, Alliance Worknet will strive to increase the level of outreach and support given to these populations via electronic and technical means.

Priority for receipt of individualized career services and training services will be given to customers who are residents of Stanislaus County in the following order:

1. To veterans and eligible spouses who are recipients of public assistance; low income, including those who are underemployed; or basic skills deficient
2. To other recipients of public assistance; low-income individuals, including those who are underemployed; or individuals who are basic skills deficient

3. To veterans and eligible spouses who are not recipients of public assistance; not low-income individuals, including the underemployed; or who are not basic skills deficient
4. To long-term unemployed individuals
5. To all other persons who are not listed above

Alliance Worknet will continue to develop strategic partnerships to support individuals with barriers to employment. Listed below are additional targeted populations within Stanislaus County:

- Displaced homemakers
- ELLs, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
- Homeless individuals
- Indians, Alaska Natives, and Native Hawaiians
- Individuals with disabilities, including youth with disabilities
- Long-term unemployed individuals
- Migrant and seasonal farmworkers
- Older individuals
- Returning citizens, also referred to as ex-offenders
- Single parents, including single pregnant women
- Youth who are in or have aged out of the foster care system

The commitment to offer priority of service and training with WIOA adult funds is fortified through the memorandum of understanding (MOU) that has been developed amongst the partners of the AJCC system. WSD 15-12 discusses the requirements for WIOA MOU for Phase I. The SCWDB with the agreement of the chief local elected official (CLEO) and the AJCC partners have developed an MOU concerning the operations of the AJCC system. The purpose of the MOU is to establish a cooperative working relationship between the parties and to define the respective roles and responsibilities in achieving the policy objectives. The MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services. Phase I of the MOU was submitted on June 30th 2016 to the State and was approved. The SCWDB will ensure that AJCC operators and career services providers are in place and operating by June 30, 2017.

The SCWDB with the agreement of the Stanislaus County Board of Supervisors and the AJCC partners are in the process of developing Phase II of the MOU. All AJCC partners who completed and signed Phase I MOUs are anticipated to complete and sign a Phase II MOU with the SCWDB by June 30, 2017. An initial meeting with the AJCC partnership was held to review the provisions, and discuss a timeline for completing Phase II of MOU. A second meeting with co-located partners will be held in early January 2017 to formalize an agreement specifically on infrastructure costs.

I. Training Activities

- i. **Local plan describes how training services will be provided through the use of individual training accounts or contracts and how they will be**

coordinated to ensure informed customer choice in the selection of training programs.

The SCWDB each year approves a list of In-Demand occupations, which have been identified as the most likely to offer growth opportunities and new job openings. The list is generated through use of multiple occupational outlook surveys and employment reports. The Central California Workforce Collaborative (CCWC) contracted with Applied Development Economics, Inc. to conduct a “Regional and Local Economic Sector and Skills Gap Analysis.” The report was prepared and presented to the SCWDB. The regional occupational clusters identified for growth are:

- Health Care, Retail, and Food Services;
- Wholesale, Warehousing and Logistics;
- Education and Professional, Technical, and Scientific Services
- Manufacturing;
- Installation and Maintenance

The In-Demand List is used to identify and approve occupational fields for vocational training requests for participants, including specific trainings that focus in the above listed regional occupational clusters. Those participants who have demonstrated limited opportunities to return to employment utilizing their current skills and experience are referred to vocational training specialists who work with the customers to review their interests, aptitudes, and labor market information (LMI) to determine the most appropriate education or training programs that will help them achieve their employment goals. The In-Demand List will be further pinpointed using Dunn and Bradstreet’s EconoVue system, which is available to assist jobseekers, case managers, and business services representatives to uncover local and regional employers that utilize specific occupations, and identify locally occurring workforce trends.

To increase the number of participants who pursue training options within the programs, an increased outreach effort is being made to the community through a greater emphasis on social media. Facebook and LinkedIn will allow us to feature special projects, targeted recruitments by local employers, and successful customer testimonials. Alliance Worknet will post information about new businesses and planned expansions that will encourage participants to pursue training in order to be prepared and qualified for new job opportunities as they become available. If a customer selects a training that is covered by the SCWDB approved list, the process for approval is streamlined to enable the training request to be approved quickly.

Alliance Worknet has the ability to work with employers to develop specific training outlines that enable them to hire and train employees who lack the knowledge, skills, or training necessary to be successful. The reverse referral on-the-job training program enables business to hire and train an employee they feel meets their specific business needs, while off-setting the extraordinary expense of training the new hire and the loss of productivity while providing the training and extra supervision. This process enables Alliance Worknet to quickly respond to the business need, while tailoring training for the new employee. Alliance Worknet will also work with the business services provider’s

business-driven activities, which are anticipated to train for specific foundational and technical skills needed in the local area.

When displaced workers qualify for training through the Trade Adjustment Assistance (TAA) program, Alliance Worknet staff collaborates with EDD staff in order to co-enroll the customers. TAA coordinates the training and WIOA coordinates any needed wrap-around services to support the training and provides job search assistance for the customer, following the training. This collaboration streamlines the services for the customer, ensures that services are not duplicated, and effectively tracks the leveraging of costs.

Alliance Worknet also works closely with the approved California Employment Training Panel (ETP) programs in order to collaborate and provide wrap-around seamless service. Alliance Worknet coordinates the provision of employment services to the customer in order to ensure customer and training vendor success.

J. Public Transparency, Accessibility and Inclusivity

- i. Local plan describes the process to provide a 30-day public comment period. Information specifies how Local Boards complied with physical and programmatic accessibility requirement for individuals with disabilities.**

The SCWDB 2017-2021 WIOA Local Plan and subsequent updates were posted on the Alliance Worknet website (www.allianceworknet.com) for a public comment period. Hard copies were available at the America's Job Center of California – Stanislaus County, 629 12th Street Modesto, CA 95354 and the Community Services Facility, 251 E. Hackett Road C-2, Modesto, CA 95358. Notice of this publication and comment period were announced to the public via the following outlets:

- Publication in the newspapers (the Modesto Bee, Oakdale Leader, and Turlock Journal)
- Email notices forwarded to AJCC Partners, Regional Town Hall attendees, Stanislaus County Board of Supervisors and Stanislaus County Workforce Development Board members

The posting period began on January 17, 2016 and was terminated on February 23, 2017. Public comments could have been submitted the following ways: emailed to awcontracts@stanalliance.com; or, mailed to Alliance Worknet (AW), ATTN. Contracts and Planning Unit, P.O. Box 3389, Modesto, CA 95353-3389; or hand delivered to: Alliance Worknet, 251 E. Hackett Road, C-2, Modesto, CA 95358 Attention: Contracts and Planning Unit.

Three town halls were held during the public comment period. The dates, times and locations were as follows:

Oakdale Family Resource Center – January 24, 2017 at 12PM

Turlock City Council Chambers – January 25, 2017 at 5PM
 Modesto, Kirk Lindsey Center – February 7, 2017 at 2PM

Notices of all public meetings were posted in the local newspapers, as well as on the Alliance Worknet website. The meeting announcements included a notice of how to request special accommodations for anyone planning to attend the meeting. All public meetings were held in facilities (entrances, restrooms, hallways) accessible to the physically handicapped.

A copy of all public comments are included in Attachment D.

K. Common Intake and Case Management

- i. Local plan describes how Local Boards currently handle intake and case management and whether their existing approach allows for the tracking of co-enrolled individuals across WIOA core programs and other programs party to the State Plan.**

All Title I and Title III partners will use the CalJOBS system as the primary tool for capturing WIOA intake and case management information. Alliance Worknet will work with the other program partners to determine how to best communicate the tracking and case managing of shared customers that will ensure that all services are being coordinated and not duplicated. This will be done by developing a process to communicate electronically customer information that is pertinent to all parties involved. These systems will accurately track co-enrolled activities and will include at a minimum projected start and end dates, detailed projected service outcomes, identify coordinated services and the responsibilities of the partners associated with the co-enrolled services.

The SCWDB will ensure that Alliance Worknet, core and other program partners are having regular meetings in which ideas will be shared, program progress will be updated, best practices will be identified, and thus confirming the alignment of vision and goals with regards to the local plan.

Local Board Assurances

Through PY 2017-20, the Local Workforce Development Board (Local Board) assures the following:

- A. The Local Board assures that it will comply with the uniform administrative requirements referred to in the *Workforce Innovation and Opportunity Act* (WIOA) Section 184(a)(3).
- B. The Local Board assures that no funds received under the Workforce Development Act will be used to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- C. The Local Board assures that the board will comply with the nondiscrimination provisions of WIOA Section 188.
- D. The Local Board assures that the board will collect and maintain data necessary to show compliance with the nondiscrimination provisions of WIOA Section 188.
- E. The Local Board assures that funds will be spent in accordance with the WIOA, written Department of Labor guidance, and other applicable federal and state laws and regulations.
- F. The Local Board assures it will comply with future State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under Federal law or policy, including the WIOA or state legislation.
- G. The Local Board assures that when allocated adult funds for employment and training activities are limited, priority shall be given to veterans, recipients of public assistance and other low-income individuals for intensive and training services. (WIOA Section 134[c][3][E], and CUIA Section 14230[a][6])
- H. The Local Board certifies that its America's Job Center of CaliforniaSM (AJCC) location(s) will recognize and comply with applicable labor agreements affecting represented employees located in the AJCC(s). This shall include the right to access by state labor organization representatives pursuant to the *Ralph Dills Act* (Chapter 10.3 [commencing with Section 3512] of Division 4, of Title 1 of the Government Code, and CUIA Section 14233).
- I. The Local Board assures that state employees who are located at the AJCC(s) shall remain under the supervision of their employing department for the

purposes of performance evaluations and other matters concerning civil service rights and responsibilities. State employees performing services at the AJCC(s) shall retain existing civil service and collective bargaining protections on matters relating to employment, including, but not limited to, hiring, promotion, discipline, and grievance procedures.

- J. The Local Board assures that when work-related issues arise at the AJCC(s) between state employees and operators or supervisors of other partners, the operator or other supervisor shall refer such issues to the State employee's civil service supervisor. The AJCC operators and partners shall cooperate in the investigation of the following matters: discrimination under the *California Fair Employment and Housing Act* (Part 2.8 [commencing with Section 12900] of Division 3, of Title 2 of the Government Code), threats and/or violence concerning state employees, and state employee misconduct.
- K. The Local Board assures that it will select the One-Stop Operator with the agreement of the CEO, through a competitive process, or with approval from the local elected official and the Governor's Office. (WIOA Section 121[d][2][A]). The AJCC Operator is responsible for administering AJCC services in accordance with roles that have been defined by the Local Board.

SIGNATURE PAGE

Instructions

The Local Board chairperson and local CEO must sign and date this form. Include the original signatures with the request.

By signing below, the local CEO and Local Board chair agree to abide by the Local Area assurances included in this document.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

WILLIAM O'BRIEN

VITO CHIESA

Name

Name

WORKFORCE DEVELOPMENT BOARD
CHAIRMAN

BOARD OF SUPERVISORS CHAIRMAN

Title

Title

Date

Date

STATE of CALIFORNIA
LOCAL AREA GRANT RECIPIENT LISTING
[WIOA Sections 107(d)(12)(B)(i)]

STANISLAUS COUNTY WORKFORCE DEVELOPMENT AREA

(Name of Local Workforce Development Area)

| ENTITY | ORGANIZATION | CONTACT (NAME/TITLE) | MAILING ADDRESS (STREET, CITY, ZIP) | TELEPHONE, FAX, E-MAIL |
|--|---------------------------------------|-------------------------|---|---|
| Grant Recipient (or Subrecipient if applicable) | STANISLAUS COUNTY | STAN RISEN | 1010 10 th STREET, STE 6500 MODESTO, CA 95354 | (209)525-4305 RISENS@STANCOU NTY.COM |
| Fiscal Agent | STANISLAUS COUNTY | STAN RISEN | 1010 10 th STREET, STE 6500 MODESTO, CA 95354 | (209)525-4305 RISENS@STANCOU NTY.COM |
| Local Area Administrator | STANISLAUS COUNTY ALLIANCE WORKNET | DORIS FOSTER | 251 E. HACKETT RD C-2 MODESTO, CA 95358 | (209)558-2113 FOSTERD@STANAL LIANCE.COM |
| Local Area Administrator Alternate | STANISLAUS COUNTY ALLIANCE WORKNET | VINAL CHAND | 251 E. HACKETT RD C-2 MODESTO, CA 95358 | (209)558-2120 CHANDV@STANALL IANCE.COM |

Signature: _____
Chief Elected Official

_____ Date

If a Local Grant Subrecipient has been designated, please submit a copy of the agreement between the Chief Elected Official and the Subrecipient. The agreement should delineate roles and responsibilities of each, including signature authority.

PROGRAM ADMINISTRATION DESIGNEE AND PLAN SIGNATURES

This local plan represents the Stanislaus County Workforce Development Board's efforts to maximize and coordinate resources available under Title I of the *Workforce Innovation and Opportunity Act*.

This local plan is submitted for the period of July 1, 2017 through June 30, 2021 in accordance with the provisions of the WIOA.

Local Workforce Development Board Chair

Signature

WILLIAM O'BRIEN

Name

WORKFORCE DEVELOPMENT BOARD
CHAIRMAN

Title

Date

Chief Elected Official

Signature

VITO CHIESA

Name

BOARD OF SUPERVISORS CHAIRMAN

Title

Date

PROGRAM ADMINISTRATION DESIGNEE AND PLAN SIGNATURES

This regional plan represents the San Joaquin Valley and associated counties Regional Planning Unit's efforts to maximize and coordinate resources available under Title I of the *Workforce Innovation and Opportunity Act*.

This regional plan is submitted for the period of July 1, 2017 through June 30, 2020 in accordance with the provisions of the WIOA. The signatures below indicate the local workforce development area of Stanislaus County's support and approval of the regional plan.

Local Workforce Development Board Chair

Signature

WILLIAM O'BRIEN

Name

WORKFORCE DEVELOPMENT BOARD CHAIR

Title

Date



Stanislaus County Workforce Development Board

251 E. Hackett Road, Modesto, CA 95358 • www.allianceworknet.com • 209-558-2113 • 209-558-2164 Fax

July 10, 2017

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

- I. SUBJECT: America's Job Center of California (AJCC) One-Stop Operator Procurement
- II. ITEM NUMBER: VII-D
- III. ITEM TYPE: Consent
- IV. STAFF RECOMMENDATION: Approve staff to enter into a sole-source agreement with the five-county consortium to engage the services of a One-Stop Operator for the region.
- V. DISCUSSION: The Stanislaus County Workforce Development Board authorized staff to release a Request for Proposal (RFP) to secure America's Job Center of California (AJCC) One-Stop Operator services under Workforce Innovation and Opportunity Act (WIOA) at the October 3rd 2016 meeting. That RFP was released, but ended in a failed procurement, as only one bidder responded to the RFP and the bidder was not able to demonstrate the ability to fulfil the services requested.

At the April 3rd, 2017 Stanislaus County Workforce Development Board meeting, the Board approved for Alliance Worknet to join a five (5) county consortia's Request for Proposal (RFP) to secure America's Job Center of California (AJCC) One-Stop Operator services in a regional initiative. The consortia released the RFP, however, the end result was also a failed procurement as again, only one bidder submitted a proposal and also was not able to demonstrate the ability to fulfil the services requested.

After considering all options, the consortia asked a vendor with experience in One-Stop development and operations to submit a proposal for the regional consortia to consider. If this proposal is accepted by the consortia, the Local Workforce Development Area's including San Joaquin, Stanislaus, Merced, Madera and Kings counties will need to enter into the agreement with the America's Job Center of California (AJCC) One-Stop Operator immediately. The deadline for having an America's Job Center of California (AJCC) One-Stop Operator was July 1, 2017. Staff is requesting Board approval to enter into a sole-source agreement with the five-county consortium to engage the services of a One-Stop Operator for the region.

- VI. ADMINISTRATIVE BUDGET IMPACT: Estimated Cost for the One-Stop Operator is \$15,000 for the 2017-2018 Fiscal Year.

Doris Foster, Director



Stanislaus County Workforce Development Board

251 E. Hackett Road, Modesto, CA 95358 • www.allianceworknet.com • 209-558-2113 • 209-558-2164 Fax

July 10, 2017

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

- I. SUBJECT: Approval and Authorization of the Workforce Development Board (WDB) Chair to sign the Memorandums of Understanding for America's Job Center of California Phase II
- II. ITEM NUMBER: VII-E
- III. ITEM TYPE: Consent
- IV. STAFF RECOMMENDATION: Approve and Authorize the Workforce Development Board (WDB) Chair to sign the Memorandums of Understanding for America's Job Center of California Phase II.
- V. DISCUSSION: The Workforce Innovation and Opportunity Act (WIOA) requires for the Workforce Development Board, with the agreement of the Chief Local Elected Official, to develop Memorandum of Understanding (MOU) agreements with all required partners present in the Local Workforce Development Area (Local Area). Workforce Innovations and Opportunities Act mandates who the required partners in the local area. The State of California added Stanislaus County Community Services Agency as a provider of Temporary Aid for Needy Families.

Several meetings were held to engage partners in discussions regarding the MOU requirements. Partners shared their vision and ideas on how resources can be readily made available to the customers in the local area. In addition, meetings were conducted to discuss cost sharing amongst the partners that will be co-located with the Stanislaus County Department of Workforce Development and Employment Development Department (EDD) at 629 12th street, which is the America's Job Center of California (AJCC) for Stanislaus County. Not all partners will be co-located. As such, customers will be referred to the non co-located partners as needed by the AJCC staff.

The fourteen required partners are listed in the table below:

| Entity | Service Programs |
|------------------------------------|--|
| Stanislaus County Alliance Worknet | WIOA Title I Adult, Dislocated Worker, and Youth |
| Employment Development Department | WIOA Title III-Wagner-Peyser Veteran's Employment Services, Trade Adjustment Assistance Act, Unemployment Insurance, Migrant Seasonal Farmworkers |
| Ceres Unified School District | WIOA Title II-Adult Education and Literacy |

| | |
|--|---|
| Learning Quest-Stanislaus Literacy Centers | WIOA Title II-Adult Education and Literacy |
| Modesto City Schools | WIOA Title II-Adult Education and Literacy |
| Turlock Unified School District | WIOA Title II-Adult Education and Literacy |
| California State Department of Vocational Rehabilitation | WIOA Title IV-Rehabilitation Services |
| Housing Authority of the County of Stanislaus | Housing and Urban Development Employment and Training, Family Self-Sufficiency |
| Central Valley Opportunity Center | Community Services Block Grant, Migrant Seasonal Farmworkers |
| Stanislaus County Community Services Agency | Temporary Aid to Needy Families (CalWORKS) |
| Yosemite Community College District | Carl Perkins Career Technical Education |
| Job Corps | Educational and Vocational Training |
| Senior Community Service Employment Program | Title V Older Americans Act |
| California Indian Manpower Consortium, Inc. | Native American Programs |

The MOU development process was split in two phases. Phase I was service coordination and collaboration amongst the partners and was submitted to the state by the June 30, 2016 deadline and subsequently approved. Phase II addresses resource sharing and joint infrastructure cost funding and must be in place at the local level by September 1, 2017.

- VI. ADMINISTRATIVE BUDGET IMPACT: Due to partners moving in and sharing space, it is anticipated that the Department's cost will be reduced by approximately \$12,096 annually.



Doris Foster, Director

Workforce Innovation and Opportunity Act

Phase II

Memorandum of Understanding for

Stanislaus County Workforce Development Area Service Delivery Partners

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Process and Development

Local Workforce Development Area: Stanislaus County Alliance Worknet on behalf of Stanislaus County Workforce Development Board

Date Submitted: _____

Attachment: Signed Phase I MOU

1. The period of time this agreement is effective: January 1, 2017-June 30, 2019
2. Identification of all AJCC partners, Chief Elected Officials (CEO), and Local Boards participating in the infrastructure and other system costs funding agreements.

CEO: Vito Chiesa, Chairman

Local Board: Stanislaus County Workforce Development Board

AJCC Partners Participating in the Infrastructure Funding Agreement (IFA):

- Stanislaus County Alliance Worknet (AW)
- Employment Development Department (EDD): *Job Services (Wagner-Peyser)*, *Veterans' Employment Services*, *Trade Adjustment Assistance Act*
- Ceres Unified School District (CUSD)
- Central Valley Opportunity Center (CVOC)
- California State Department of Vocational Rehabilitation (DOR)
- SER-Jobs For Progress, Inc. Senior Community Service Employment Program (SCSEP)

AJCC Partners Participating in the Shared Other System Costs Agreement:

- Stanislaus County Alliance Worknet (AW)
- Employment Development Department (EDD)
- Ceres Unified School District (CUSD)
- Learning Quest Stanislaus Literacy Centers (LQ-SLC)
- Modesto City Schools
- Turlock Unified School District (TUSD)
- California State Department of Vocational Rehabilitation (DOR)
- Housing Authority of the County of Stanislaus (HACS)
- Central Valley Opportunity Center (CVOC)
- Stanislaus County Community Services Agency (CSA)
- Yosemite Community College District (YCCD)
- Job Corps
- SER-Jobs For Progress, Inc. Senior Community Service Employment Program (SCSEP)
- CA Indian Manpower Consortium, Inc

3. Steps the Local Board, CEO, and AJCC partners took to reach consensus and/or an assurance that the Local Area followed guidance for the state infrastructure funding mechanism.
 - a. On behalf of Stanislaus County Workforce Development Board, Alliance Worknet convened a total of three meetings between October 2016 and May 2017 with AJCC partners to discuss MOU Phase II required content and timeline to complete Phase II. Of the three meetings, one meeting was held in January which included only colocated partners to discuss infrastructure costs. Frequent communication was had throughout this time period through email correspondence and telephone calls as well as individual partner meetings. Detailed emails were sent to partners outlining required documentation and/or input needed with deadlines. In addition, Alliance Worknet reached out to the Regional Advisor for support and maintained communication throughout the negotiation period.
4. A description of the process to be used among partners to resolve issues during the MOU duration period when consensus cannot be reached.
 - a. For purposes of this MOU, each party expressly agreed to participate in good faith negotiations to reach a consensus. All partners agreed to use the prescribed process in the Governor's Guidelines to achieve integration of program and service goals of WIOA. Active involvement and equal opportunity to provide input by required partners was demonstrated in the MOU negotiation process and is reflected in the MOU, with the exception of the CA Indian Manpower Consortium, Inc., who represent the Native American Programs (Section 166). CA Indian Manpower Consortium declined to respond to emails, phone calls and did not attend the final Phase II partner meeting. All partners and Regional Advisor have been made aware of this, therefore, Indian Manpower Consortium will not be signing Phase II of the MOU.
5. A description of the periodic modification and review process that will be used to ensure all AJCC partners continue to contribute their fair and equitable share of infrastructure and other system costs, including the identification of who will fulfill this responsibility.
(Who, What, When, How)
 - a. The specific contributions for Program Year 2017 are shown in table 3, and these contributions have been agreed to by the colocated partners. The colocated partners agree that these amounts are the contributions that the partners will make to the One-Stop costs for Program Year 2017-2018 only, and that this portion of the MOU covers the first year of the three-year MOU period. The colocated partners agree and recognize that the One-Stop costs and the partner contributions to these costs are to be renegotiated on an annual basis. Further, the colocated partners acknowledge that the ability of any partner to contribute its agreed contribution to the One-Stop costs is contingent on the availability of federal funding for its respective program(s).

On an annual basis, the colocated partners will collaborate to compile actual infrastructure and shared system costs for the prior year as was conducted between Alliance Worknet and the State EDD for the first year. Alliance Worknet will convene the annual meeting during the third quarter of the program year along with data on actual contributions to the operation of the One-Stop, and to prepare a report for use by all of the partners that compares the actual and budgeted values. This will be done to support the proper allocation of costs in a manner that fully complies with the applicable cost principles, and to assist in preparation of negotiations for the following year. Alliance Worknet collaborated with the State EDD on infrastructure costs this year and this process is expected to continue annually.

Required Phase II MOU Component: Sharing Infrastructure Costs: Budget, Cost Allocation Methodology, Initial Proportionate Share

The Local Board and AJCC partners have chosen this option for developing the infrastructure cost budget:

- ☒ Option 1: A separate budget for each comprehensive AJCC.
- ☐ Option 2: A consolidated system-wide budget for the network of comprehensive AJCC

| Modesto Comprehensive AJCC and Colocated Partners 629 12th Street; Modesto, CA | |
|---|---|
| <i>Colocated Partner definition: All AJCC partners who have a physical presence within the center, either full time, part time, or intermittent.</i> | |
| • Stanislaus County Alliance Worknet (AW) | • Ceres Unified School District (CUSD) |
| • California State Department of Vocational Rehabilitation (DOR) | • Central Valley Opportunity Center (CVOC) |
| • Employment Development Department (EDD): <i>Job Services (Wagner-Peyser), Veterans' Employment Services, Trade Adjustment Assistance Act</i> | • SER-Jobs For Progress, Inc. Senior Community Service Employment Program (SCSEP) |

The building layout and tables below reflect the infrastructure cost methodology found on pages 10-11.

ALLIANCE WORKNET OF STANISLAUS COUNTY LEASE AREA CALCULATIONS

GROSS BUILDING FLOOR AREA: 25067 SF

DATE: 10/17/2013

GROSS AREA MULTIPLIER: 1.06

| ROOM # | ROOM NAME | AREA (S.F. - NET) | AREA (S.F. - GROSS) | COMMON | % ALLIANCE WORKNET OCCUPIED (common area excluded) | ALLIANCE WORKNET AREA (S.F.) (common area excluded) | ALLIANCE WORKNET AREA (S.F.) |
|----------------------------------|--------------------|-------------------------|------------------------|-----------|--|---|---------------------------------------|
| ALLIANCE WORKNET EXCLUSIVE | | | | | | | |
| 122 | PARTNER OFFICE | 160 S.F. | 170 S.F. | | 100% | 170 S.F. | 170 S.F. |
| 125 | CONFERENCE ROOM | 863 S.F. | 918 S.F. | | 100% | 918 S.F. | 918 S.F. |
| 127 | TESTING | 259 S.F. | 275 S.F. | | 100% | 275 S.F. | 275 S.F. |
| E.D.D. & ALLIANCE WORKNET SHARED | | | | | | | |
| 100 | RESOURCE AREA | 2166 S.F. | 2304 S.F. | | 50% | 1152 S.F. | 1152 S.F. |
| 101 | RECEPTION LOBBY | 804 S.F. | 855 S.F. | | 50% | 428 S.F. | 428 S.F. |
| 102 | LOBBY | 2070 S.F. | 2201 S.F. | | 15% | 330 S.F. | 330 S.F. |
| 106 | OPEN WORK AREA | 11111 S.F. | 11817 S.F. | | 54% | 6381 S.F. | 6381 S.F. |
| COMMON AREA | | | | | | | |
| 103 | MEN (PUBLIC) | 134 S.F. | 143 S.F. | X | 0% | 0 S.F. | 61 S.F. |
| 104 | WOMEN (PUBLIC) | 137 S.F. | 146 S.F. | X | 0% | 0 S.F. | 62 S.F. |
| 107 | EMPLOYEE ROOM | 707 S.F. | 752 S.F. | X | 0% | 0 S.F. | 320 S.F. |
| 110 | TELEPHONE ROOM | 220 S.F. | 234 S.F. | X | 0% | 0 S.F. | 100 S.F. |
| 114 | TELEPHONE ROOM | 261 S.F. | 278 S.F. | X | 0% | 0 S.F. | 118 S.F. |
| 118 | MEN (EMPLOYEE) | 151 S.F. | 161 S.F. | X | 0% | 0 S.F. | 68 S.F. |
| 119 | WOMEN (EMPLOYEE) | 204 S.F. | 217 S.F. | X | 0% | 0 S.F. | 92 S.F. |
| 120 | JANITOR | 138 S.F. | 147 S.F. | X | 0% | 0 S.F. | 63 S.F. |
| 121 | HALLWAY | 320 S.F. | 340 S.F. | X | 0% | 0 S.F. | 145 S.F. |
| E.D.D. EXCLUSIVE AREA | | | | | | | |
| 105 | TESTING / HEARING | 494 S.F. | 525 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 112 | STORAGE | 255 S.F. | 271 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 113 | OFFICE | 138 S.F. | 147 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 115 | EDD MANAGER OFFICE | 222 S.F. | 236 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 116 | STORAGE | 105 S.F. | 112 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 117 | MAIL ROOM | 128 S.F. | 136 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 123 | JANITOR | 123 S.F. | 131 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 126 | WORKSHOP | 590 S.F. | 627 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 128 | HEARING | 315 S.F. | 335 S.F. | | 0% | 0 S.F. | 0 S.F. |
| TARE | | | | | | | |
| 108 | MECHANICAL ROOM | 659 S.F. | 701 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 109 | TRANSFORMER ROOM | 133 S.F. | 141 S.F. | | 0% | 0 S.F. | 0 S.F. |
| 111 | MECHANICAL ROOM | 703 S.F. | 748 S.F. | | 0% | 0 S.F. | 0 S.F. |
| SUBTOTAL | | 23570 S.F. | 25067 S.F. | 2416 S.F. | | 9654 S.F. | 10684 S.F. |

| | |
|------------------------|---------------|
| EXCLUSIVE EDD AREA: | 1363 SF |
| SHARED EDD AREA: | 8291 SF |
| EDD COMMON AREA SHARE: | 1030 SF (43%) |
| TOTAL EDD LEASED AREA: | 10684 SF |
| TARE: | 0 S.F. |

AJCC Building Layout - 629 12th ST., MODESTO



G:\ADMIN\12-Spec Unit Funct\MOU-Resource Sharing Agmt\12016-2019 WIOA MOU\1MOU PHASE III\AJCC 629 12th St. 2017 Cart estimator 6.20.17.xlsx\AJCC Space Layout

Table I

| Space Utilization Table - 629 12th Street. Modesto, CA | | | | |
|--|----------|---------------------------|----------------------|------------------|
| Total Square Footage | | | 25,067 | |
| Minus Common Square Footage | | | 5,360 | |
| Total Dedicated Square Footage | | | 19,707 | |
| Monthly Payment | | | \$ 20,749 | |
| Cost Per Square Footage | | | \$ 0.83 | |
| Occupancy | Quantity | Square Footage | Total Square Footage | Percent Occupied |
| <u>ALLIANCE WORKNET WIOA</u> | | | | |
| CONFERENCE ROOM (125) | 1 | 918 | | |
| CUBICLES/OPEN AREA (106) | 33 | 6,035 | | |
| TESTING ROOM (127) | 1 | 275 | | |
| OFFICE (122) | 1 | 170 | | |
| ALLIANCE COMMON (103,104,107,110,114,118,119,120,121) | 9 | 1,209 | 8,607 | 43.67% |
| SER-SCSP - CUBICLE | 1 | 64 | 64 | 0.32% |
| CUSD - CUBICLE | 1 | 64 | 64 | 0.32% |
| DOR - CUBICLE | 1 | 90 | 90 | 0.46% |
| <u>EDD AJCC</u> | | | | |
| EDD EXCLUSIVE (105,112,113,115,116,117,123,126,128) | 9 | 2,520 | | |
| OPEN AREA (106) | 1 | 5,436 | | |
| EDD TARE (108,109,111) | 3 | 1,590 | | |
| EDD COMMON (103,104,107,110,114,118,119,120,121) | 9 | 1,208 | 10,754 | 54.57% |
| JOB CORPS | 1 | 64 | 64 | 0.32% |
| CVOC | 1 | 64 | 64 | 0.32% |
| TOTAL: | | | 19,707 | 100% |
| COMMON AREAS: | | Percentage Occupied Space | | 78.6% |
| AJCC RESOURCE CENTER (100) | | 2,304 | | |
| RECEPTION LOBBY (101) | | 855.0 | | |
| LOBBY (102) | | 2,201.0 | 5,360 | |
| | | Percentage Common Space | | 21.4% |

The numbers in parenthesis are from the County Lease Area document provided on page 7.

Table 2

| AJCC Infrastructure Budget | | | | | | |
|----------------------------|----------------|---------------------|--------------------------------------|------------------|---------------------|--------------------|
| Percent Occupied | | 78.6% | Cost Applied to Percent Occupied | | \$ | 16,312 |
| Percent Common Space | | 21.4% | Cost Applied to Percent Common Space | | \$ | 4,437 |
| Monthly Building Cost | | | | | \$ | 20,749 |
| Current Tenant Occupancy | Occupied Space | % of Occupied space | Occupied Area Cost | Common Area Cost | Agency MONTHLY Cost | Agency Annual Cost |
| AW - WIOA | 8,607 | 43.67% | \$ 7,124.40 | \$ 1,937.73 | \$ 9,062.13 | \$ 108,746 |
| SER/SCSEP | 64 | 0.32% | \$ 52.98 | \$ 14.41 | \$ 67.38 | \$ 809 |
| CUSD | 64 | 0.32% | \$ 52.98 | \$ 14.41 | \$ 67.38 | \$ 809 |
| DOR | 90 | 0.46% | \$ 74.50 | \$ 20.26 | \$ 94.76 | \$ 1,137 |
| EDD | 10,754 | 54.57% | \$ 8,901.57 | \$ 2,421.09 | \$ 11,322.66 | \$ 135,872 |
| JOB CORPS | 64 | 0.32% | \$ 52.98 | \$ 14.41 | \$ 67.38 | \$ 809 |
| CVOC | 64 | 0.32% | \$ 52.98 | \$ 14.41 | \$ 67.38 | \$ 809 |
| Total | 19,707 | 100.00% | \$ 16,312 | \$ 4,437 | \$ 20,749.08 | \$ 248,989 |

Table 3

| Initial Proportionate Share Allocated to Each Colocated Partner | | | | | | | | |
|---|---------------|---------------|-----------|-----------|-------------|-----------|---------------|-----------|
| Cost Component | FY Total | AW-WIOA | SER-SCSEP | CUSD | DOR | Job Corps | EDD | CVOC |
| Occupancy Ratio | 100% | 43.67% | 0.32% | 0.32% | 0.46% | 0.32% | 54.57% | 0.32% |
| Total Partner Occupancy Costs: | \$ 248,988.92 | \$ 108,745.50 | \$ 808.61 | \$ 808.61 | \$ 1,137.11 | \$ 808.61 | \$ 135,871.87 | \$ 808.61 |
| Other Costs (if necessary): | | | | | | | | |
| Access and Accomodation (A) | \$ 1,000 | \$ 436.75 | \$ 3.25 | \$ 3.25 | \$ 4.57 | \$ 3.25 | \$ 545.69 | \$ 3.25 |
| Common Identifier (A) | \$ 1,500 | \$ 655.12 | \$ 4.87 | \$ 4.87 | \$ 6.85 | \$ 4.87 | \$ 818.54 | \$ 4.87 |
| Copier (TBD) | | | | | | | | |
| Total Partner Occupancy Costs: | \$ 251,488.92 | \$ 109,837.37 | \$ 816.73 | \$ 816.73 | \$ 1,148.53 | \$ 816.73 | \$ 137,236.10 | \$ 816.73 |

(A) These are budgeted costs and will only be charged to partners if incurred. Sufficient backup will be provided for the charges to all the partners.

Infrastructure Costs Methodology

Alliance Worknet coordinates the delivery of services at the Modesto AJCC Comprehensive Center (see AJCC Space Use Plan for building layout) with its colocated partners: Ceres Unified School District (CUSD), SER-Jobs For Progress, Inc. Senior Community Service Employment Program (SCSEP), California State Department of Vocational Rehabilitation (DOR), Job Corps, Employment Development Department (EDD), and Central Valley Opportunity Center (CVOC). The agreement is based on historical building costs from 2015-2016 year expenditures.

Space Utilization - **Table 1:**

The basis for calculating and distributing costs to partner agencies is as follows:

- A. Square footage of space used will be the basis to distribute infrastructure costs.
- B. The total space of Modesto Comprehensive Center is 25,067 square feet (sq. ft.)
 - I. Cubicle space was distributed to the co-located partners based on their need.
 - II. Total monthly payment was calculated by taking the yearly operating costs and dividing it by 12 months which calculated to \$20,749.
 - III. Total cost per sq. ft. was calculated by dividing \$20,749 by the total sq. ft. of 25,067, calculating to \$.83.
 - IV. Common area sq. ft. of 5,360 was subtracted from the total sq. ft. of 25,067 to determine the total dedicated partner sq. ft. of 19,707.
 - V. Percent occupied space was calculated by dividing the total partner sq. ft. of 19,707 by the total building space of 25,067 sq. ft.
 - VI. Percent common space was calculated by dividing the Common area sq. ft. 5,360 total by the total building space of 25,067 sq. ft.
 - VII. The ratio of occupied to common space is 78.6% to 21.4 %.

AJCC Infrastructure Budget - **Table 2**

The ratio of occupied space was applied to common space and used to calculate total monthly costs for each partner.

- A. Costs will be distributed to partners on a monthly basis.
- B. The cost allocation methodology selected adheres to the following:
 - i. Is consistent with the Federal laws authorizing each partner's program including any local administrative cost requirements.
 - ii. Complies with Federal cost principles in the Uniform Guidance.
 - iii. Includes only costs that are allowable, reasonable, necessary, and allocable to each program partner.
 - iv. Is based on the proportionate use and benefit received by each colocated partner in the AJCC.

Initial Proportionate Share Allocated - **Table 3** includes the budget outlining the infrastructure costs for the comprehensive AJCC. Included in the budget are the following cost items and detail for each line item:

- Building Costs:

- Includes fully equipped usable cubicle space with computer
- Utilities-electric, gas, sewer, water, internet access
- Janitorial
- Maintenance and building repair
- Security
- Alarm and telecom
- Access and Accommodation:
 - Technology or equipment needed for physical and programmatic access to the AJCC by individuals with disabilities.
- Common Identifier:
 - Creating new AJCC signage
 - Updating templates and materials
 - Updating Electronic Resources
- Copier:
 - Copier machine access – Copier costs will be billed to each partner based on their monthly usage.

Initial Proportionate Share of Infrastructure Costs

Table 2 shows the initial proportionate share of infrastructure costs allocated to each colocated partner based on the agreed upon cost allocation methodology. Table 3 identifies the cost estimates for the AJCC and total partners' costs share to be distributed among the colocated partners and will serve as the method for distributing costs for the duration of MOU. Table 3 also includes budgeted costs for access and accommodation and common identifier, if necessary. Some year-to-year adjustments are anticipated. Adjustments of greater than 5% by category will warrant a revision of the table, but will not require an amendment to the agreement. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly. Non-cash or in-kind contributions will be fairly evaluated, in accordance with Uniform Guidance Section 200.306.

Phase II MOU Content Requirement:

The state is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-colocated partners who are receiving benefit from the AJCCs will also be required to contribute their proportionate share towards infrastructure costs. Consequently, the Phase II MOU must include an assurance from all non-colocated partners that they agree to pay their proportionate share of infrastructure costs as soon as sufficient data are available.

By signing below, all parties agree that when data is available to determine the AJCC benefit to non-colocated partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

Signature Page: Colocated Partners Sharing AJCC Infrastructure Costs

The CEO, the Local Board Chairperson, and all colocated AJCC partners included in the sharing of infrastructure costs must sign. By signing below, all parties agree to the terms prescribed in the IFA.

CEO

Printed Name and Title

Signature and Date

Local Board Chairperson

Printed Name and Title

Signature and Date

Alliance Worknet

Printed Name and Title

Signature and Date

Employment Development Department

Printed Name and Title

Signature and Date

Ceres Unified School District

Printed Name and Title

Signature and Date

SER-Jobs For Progress, Inc. Senior Community Service SCSEP

Printed Name and Title

Signature and Date

Job Corps

Printed Name and Title

Signature and Date

Central Valley Opportunity Center

Printed Name and Title

Signature and Date

Signature Page: Partners Sharing Infrastructure Costs When Proportionate Share Data Are Available

Phase II MOU Content Requirement:

The state is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-colocated partners who are receiving benefit from the AJCCs will also be required to contribute their proportionate share towards infrastructure costs. Consequently, the Phase II MOU must include an assurance from all non-colocated partners that they agree to pay their proportionate share of infrastructure costs as soon as sufficient data are available.

By signing below, all parties agree that when data are available to determine the AJCC benefit to non-colocated partners, the infrastructure cost sharing agreement will be renegotiated to include their proportionate share of contributions.

Learning Quest Stanislaus Literacy Center

Printed Name and Title

Signature and Date

Modesto City Schools

Printed Name and Title

Signature and Date

Turlock Unified School District

Printed Name and Title

Signature and Date

CA Indian Manpower Consortium, Inc.

Printed Name and Title

Signature and Date

Housing Authority of the County of Stanislaus

Printed Name and Title

Signature and Date

Stanislaus County Community Services Agency

Printed Name and Title

Signature and Date

Yosemite Community College District

Printed Name and Title

Signature and Date

Required Phase II MOU Component: Sharing Other One-Stop System Costs

The other system costs budget consists of the consolidated budget that includes a line item for applicable career services. The signed Phase I MOU identified career services that were applicable to each partner program. Accordingly, this budget includes each of the partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to more than one partner. Applicable Career Services are services authorized to be provide under each partner's program.

| Summary of Career Services Applicable to Each One-Stop Delivery System Partner (Phase I MOU) | | | | | | | | | | | | | | | | |
|--|--|-----------|--|--------------------------|---|-------------|-----------------|------------------------|---------------------------------|-----------------------------|--------------------|---|---|---|---|---|
| Basic Career Services | T-I Adult/DW/Youth <i>Stanislaus Alliance Worknet</i> | | <i>CUSD</i> | T-II AEL <i>LQSLC</i> | | <i>TUSD</i> | <i>MCS</i> | T-III WP <i>EDD</i> | T-IV VR <i>DOR</i> | T-V OAA <i>SER-SCSEP</i> | TANF <i>CSA</i> | | | | | |
| | | | | | | | | | | | | | | | | |
| | T-I Program Eligibility | ✓ | | | ✓ | | | | | | ✓ | | ✓ | ✓ | ✓ | ✓ |
| | Outreach, Intake, Orient | ✓ | | ✓ | ✓ | | | | | | ✓ | | ✓ | ✓ | ✓ | ✓ |
| | Initial Assessment | ✓ | | ✓ | ✓ | | | | | | ✓ | | ✓ | ✓ | ✓ | ✓ |
| | Labor Exch/Job Search | ✓ | | | | | | | | | | | ✓ | | ✓ | ✓ |
| | Referrals to Partners | ✓ | | ✓ | ✓ | | | | | | ✓ | ✓ | ✓ | | ✓ | ✓ |
| | LMI | ✓ | | ✓ | | | | | | | | | ✓ | | ✓ | |
| | Performance/Cost Info | ✓ | | | | | | | | | | | | | | ✓ |
| | Support Service Info | ✓ | | ✓ | ✓ | | | | | | | | | | | ✓ |
| UI Info/Assistance | ✓ | | | | | | ✓ | | | | | | | | | |
| Financial Aid Info | ✓ | | | | | | ✓ | | | ✓ | | | | | | |
| Basic Career Services | Tech Ed <i>MJC YCCD</i> | Job Corps | Native American Program <i>CA Indian Manpower Consortium, Inc</i> | | | MSF CVOC | Veterans EDD | Trade Act EDD | Community Action/E/T CVOC | Housing HACS | UI EDD | | | | | |
| | | | | | | | | | | | | | | | | |
| | | | T-I Program Eligibility | | ✓ | | | | | | | ✓ | ✓ | ✓ | ✓ | ✓ |
| Outreach, Intake, Orient | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | N/A | | | | | |

| | | | | | | | | | | | |
|-----------------------------|---|-----------|--|-------------------------|---|--------------|--------------|-------------------|---------------------------|--------------|--------|
| Initial Assessment | ✓ | ✓ | ✓ | | | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Labor Exchange/Job Search | | | | | | | ✓ | ✓ | | | |
| Referrals to Partners | ✓ | ✓ | ✓ | | | ✓ | ✓ | ✓ | ✓ | ✓ | |
| LMI | | | ✓ | | | ✓ | ✓ | ✓ | ✓ | | |
| Performance/Cost Info | | ✓ | | | | ✓ | ✓ | ✓ | | | |
| Support Service Info | ✓ | | | | | ✓ | ✓ | ✓ | ✓ | ✓ | |
| UI Info/Assistance | | | | | | | ✓ | ✓ | | | ✓ |
| Financial Aid Info | ✓ | | ✓ | | | ✓ | | ✓ | | | |
| Individual Career Services | T-I Adult/DW/ Youth Stanislaus Alliance Worknet | | CUSD | T-II AEL LQSLC TUSD MCS | | T-III WP EDD | T-IV VR DOR | T-V OAA SER-SCSEP | TANF CSA | | |
| Comp Assessment | ✓ | | | | | | ✓ | ✓ | ✓ | | |
| IEP | ✓ | | | ✓ | | | ✓ | ✓ | ✓ | | |
| Career Plan/Counsel | ✓ | | ✓ | ✓ | ✓ | | ✓ | ✓ | ✓ | | |
| Short-Term Prevoc. | ✓ | | | ✓ | | | ✓ | | ✓ | | |
| Internships/Work Experience | | | | | | | ✓ | ✓ | ✓ | | |
| Out-of-Area Job Search | ✓ | | ✓ | | ✓ | | ✓ | ✓ | ✓ | | |
| Financial Literacy | | | ✓ | | | | | | ✓ | | |
| IET/ELA | | | ✓ | ✓ | | | | | | | |
| Workforce Preparation | | | ✓ | ✓ | | | | | | | |
| Individual Career Services | Tech Ed MJC YCCD | Job Corps | Native American Program CA Indian Manpower Consortium, Inc | | | MSF CVOC | Veterans EDD | Trade Act EDD | Community Action/E/T CVOC | Housing HACS | UI EDD |
| Comp Assessment | | | ✓ | | | ✓ | ✓ | ✓ | | ✓ | |

| | | | | | | | | | |
|--|---|---|---|---|---|---|---|---|--|
| IEP | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | ✓ | |
| Career Plan/Counsel | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Short-Term Prevoc. | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | | |
| Internships/Work Experience | | | | | | | | | |
| Out-of-Area Job Search | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Financial Literacy | | | | | | | | | |
| *Integrated Education Training (ETL), English Language Acquisition (ELA) | | | | ✓ | | | | | |
| *Workforce Preparation | ✓ | | | | | | | | |

Required Consolidated Budget for the Delivery of Applicable Career Services

This budget includes each of the partner's costs for the service delivery of each applicable career service and a consolidated system budget for career services applicable to more than one partner. This budget includes all costs, including personnel, related to the administration and delivery of those services.

| Applicable Career Services | T-I Adult/DW/Youth <i>Stanislaus Alliance Worknet</i> | T-II AEL | | | | T-III WP <i>EDD</i> | T-IV VR <i>DOR</i> | T-V OAA <i>SER-SCSEP</i> | TANF <i>CSA</i> |
|---|--|------------------|--|---------------------|-------------------------|--------------------------|--|-----------------------------|--------------------|
| | | <i>CUSD</i> | <i>LQSLC</i> | <i>TUSD</i> | <i>MCS</i> | | | | |
| Basic Career Services: T-I Eligibility/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info | \$4,981,694 | \$0 | \$27,500 | \$85.30 | \$0 | \$766,860.74 | \$1,499,193.2 | \$11,041 | \$14,209,576 |
| Applicable Career Services | Tech Ed <i>MJC YCCD</i> | Job Corps | Native American Program <i>CA Indian Manpower Consortium, Inc</i> | MSF CVOC | Veterans EDD | Trade Act EDD | Community Action/E/T CVOC | Housing HACS | UI EDD |
| Basic Career Services: T-I Eligibility/Initial Assess Outreach, Intake, Orient Labor Exchange/Job Search Referrals/LMI Support Service Info UI Info/Fin Aid Info | \$0 | \$ | \$ | \$26,845 | \$273,858.30 | \$14,156.65 | \$31,155 | \$0 | \$33,125.00 |

| Applicable Career Services | T-I Adult/DW/Youth <i>Stanislaus Alliance Worknet</i> | T-II AEL | | | | T-III WP <i>EDD</i> | T-IV VR <i>DOR</i> | T-V OAA <i>SER-SCSEP</i> | TANF <i>CSA</i> |
|--|--|-------------|--|-------------|-----------------|------------------------|---------------------------------|-----------------------------|--------------------|
| | | <i>CUSD</i> | <i>LQSLC</i> | <i>TUSD</i> | <i>MCS</i> | | | | |
| Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Pre-vocational Internship/Work Experience Financial Literacy IET/ELA/WF Prep | \$3,741,015 | \$22,810 | \$27,500 | \$85.30 | \$0 | \$135,328.37 | \$ 0 | \$115,515 | \$5,040,468 |
| Applicable Career Services | Tech Ed <i>YCCD</i> | Job Corps | Native American Program <i>CA Indian Manpower Consortium, Inc</i> | MSF CVOC | Veterans EDD | Trade Act EDD | Community Action/E/T CVOC | Housing HACS | UI EDD |
| Individual Career Services: Comp Assessment/IEP Career Plan/Counsel Short-Term Pre-vocational Internship/Work Experience Financial Literacy IET/ELA/WF Prep | \$ 620,000 | \$ | \$ | \$26,845 | \$48,279.76 | \$2,498.23 | \$31,155 | \$0 | \$0 |
| Consolidated budget total of career services delivered through the One-Stop system: \$31,686,589.90 | | | | | | | | | |

Partner Agreement to Share Other One-Stop System Costs

The other system costs budget may include any other shared services that are authorized for and commonly provided through the AJCC partner programs to any individual, such as initial intake, assessment of needs, appraisal of basic skills, identification of appropriate services to meet such needs, or referrals to other One-Stop partners. As with infrastructure costs, other system costs must be allocable according to the proportion of benefit received by each of the AJCC partner programs, consistent with the partner's authorizing federal statute and Uniform Guidance. At this time, the AJCC partnership has decided to not include other system cost budget since there isn't a methodology to determine a benefit for each partner. Once the AJCC system has been implemented and the state data tracking system is in place or data is available, we will reconvene a meeting to agree and include other system costs.

Signature Page: AJCC Partners Sharing Other One-Stop System Costs.

All partners who signed the Phase I MOU must sign the Phase II MOU. By signing below, all parties agree to the terms prescribed in the sharing of other One-Stop system costs.

CEO

Printed Name and Title

Signature and Date

Local Board Chairperson

Printed Name and Title

Signature and Date

Alliance Worknet

Printed Name and Title

Signature and Date

Employment Development Department

Printed Name and Title

Signature and Date

Modesto City Schools

Printed Name and Title

Signature and Date

Ceres Unified School District

Printed Name and Title

Signature and Date

Learning Quest Stanislaus Literacy Centers

Printed Name and Title

Signature and Date

SER-Jobs For Progress, Inc. Senior Community Service SCSEP

Printed Name and Title

Signature and Date

Job Corps

Printed Name and Title

Signature and Date

Central Valley Opportunity Center

Printed Name and Title

Signature and Date

California State Department of Vocational Rehabilitation

Printed Name and Title

Signature and Date

Stanislaus County Community Services Agency

Printed Name and Title

Signature and Date

Yosemite Community College District

Printed Name and Title

Signature and Date

Yosemite Community College District

Printed Name and Title

Signature and Date

CA Indian Manpower Consortium, Inc

Printed Name and Title

Signature and Date

Housing Authority of the County of Stanislaus HACS

Printed Name and Title

Signature and Date



Stanislaus County Workforce Development Board

251 E. Hackett Road, Modesto, CA 95358 • www.allianceworknet.com • 209-558-2113 • 209-558-2164 Fax

July 10, 2017

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

- I. SUBJECT: Certified Nursing Assistant In-Demand Occupation Status and Vendor Request to be added to the Eligible Training Provider List
- II. ITEM NUMBER: VIII-A
- III. ITEM TYPE: Discussion and Action
- IV. STAFF RECOMMENDATION: Approve the addition of Certified Nursing Assistant to the 2017 In-Demand Occupations List and approve the addition of First Lady Permanente to the Eligible Training Providers List.
- V. DISCUSSION: At the January 9, 2017 Stanislaus County Workforce Development Board meeting, the Board approved a list of 2017 In-Demand Occupations for which training could be funded using Workforce Innovation and Opportunity Act funds. The In-Demand List did not include the occupation of Certified Nursing Assistant.

In May 2017, First Lady Permanente, a local vendor that provides training for this occupation, asked to be included as an eligible provider of training services for Certified Nursing Assistant. In response to the request, staff conducted an analysis of the occupation to determine if there is sufficient evidence of need to include the occupation in the In-Demand Occupations list.

The analysis included California Employment Development Department Labor Market Information Division (EDD LMID) reports concerning occupational projections, and the California Department of Public Health's index of approved providers of Certified Nursing Assistants training. EDD Reports were reviewed for 2014-2024 Occupational Projections, Fastest Growing occupations and Occupations with the Most Job Openings for Stanislaus County. Additionally, a job search was conducted in CalJOBS to verify the assertion that there was local demand for this occupation.

The analysis showed that:

- The 2014-2024 projected average annual growth for Certified Nursing Assistants is 3.4% per year, as compared to 1.7% growth for all jobs combined.
- Certified Nursing Assistants is the 17th fastest growing occupation in Stanislaus County.
- The median hourly wage for Certified Nursing Assistant is \$13.52 per hour as of the first quarter of 2016, only \$3.16 per hour lower than the median wage for all jobs in Stanislaus County.
- As of June 6th, 2017 there were 29 posted job orders in CalJOBS representing 201 local opportunities for Certified Nursing Assistants.

In addition, there have been significant changes in the provision of training for the occupation. Many skilled nursing facilities previously provided this training and certification to all new hires on-site at the facilities in order to assure that qualified applicants were properly trained. However, this practice has largely stopped. According to the California Department of Public Health, there are currently only six (6) approved training providers in Stanislaus County. Of the

six training providers in Stanislaus County, only Modesto City School's ROP/Adult is approved to provide this training via the ETPL. The addition of First Lady Permenante as a eligible provider of training services will allow for increased vocational education choice for jobseekers in Stanislaus County.

VI. ADMINISTRATIVE BUDGET IMPACT: None

A handwritten signature in black ink, appearing to read "D. Foster", is written above a horizontal line.

Doris Foster, Director

ELIGIBLE TRAINING PROVIDERS LIST OCCUPATIONAL ANALYSIS

Certified
Nursing
Assistant

ELIGIBLE TRAINING PROVIDER LIST (ETPL)

- What is the Eligible Training Provider List (ETPL)?
- Why is this Important?
- How many providers are now on the Eligible Training Providers List?

CERTIFIED NURSING ASSISTANT (CNA)

- Certified Nursing Assistant is not on In-Demand Occupations List
- Training Options for CNA's has become more limited than in the past
- Current Providers:

| Avalon Training Center | College of Medical Arts |
|------------------------|-----------------------------------|
| First Lady Permanente | *Modesto City Schools/ ROP/ Adult |
| Modesto Junior College | Turlock Unified School District |

IS THIS A DEMAND OCCUPATION?

Certified Nursing Assistant Demand

- EDD 2014-2024 Occupational Employment Projections show:

| Occupational Title | Estimated Employment 2014 | Projected Employment 2024 | Numeric Change 2014-2024 | Percent Change 2014-2024 | Annual Average Percent Change | Average Annual Job Openings | | |
|------------------------|---------------------------|---------------------------|--------------------------|--------------------------|-------------------------------|-----------------------------|-------------------|------------|
| | | | | | | New Jobs | Replacement Needs | Total Jobs |
| Nursing Assistants | 1,850 | 2,480 | 630 | 34.1% | 3.4% | 63 | 42 | 105 |
| Total, All Occupations | 189,100 | 220,600 | 31,500 | 16.7% | 1.7% | 3,221 | 4,448 | 7,669 |

- Does CalJOBS show Demand?

WHAT ABOUT WAGES?

- How do Wages compare?

| Occupational Title | 2016 First Quarter Wages | |
|------------------------|--------------------------|---------------|
| | Median Hourly | Median Annual |
| Nursing Assistants | \$13.52 | \$28,124 |
| Total, All Occupations | \$16.70 | \$34,731 |

REQUEST TO BE ADDED TO ETPL

- First Lady Permanente has requested to be added to the Eligible Training Providers List
- Do we have a Vendor on the ETPL for this training?
- What does adding this vendor mean to our customers?



Stanislaus County Workforce Development Board

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July 10, 2017

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

- I. SUBJECT: Marketing the Department of Workforce Development
- II. ITEM NUMBER: VIII-B
- III. ITEM TYPE: Discussion and Action
- IV. STAFF RECOMMENDATION: Discussion on how the Department of Workforce Development should market programs and services.
- V. DISCUSSION: On June 27, 2017 the Board of Supervisors approved changing the Stanislaus County Department name from Alliance Worknet to Stanislaus County Department of Workforce Development effective July 1, 2017. The new name identifies the services provided by the Department to eliminate any confusion for the public. Approved by the Board of Supervisors is the Agenda Item as Attachment 1.

At the April 3, 2017 Stanislaus County Workforce Development Board meeting, the Board gave suggestions on future topics for discussions. They were:

- Soft Skills
- Homelessness
- System One-Stop
- Marketing Services

The Department is requesting discussion on the marketing of the Department of Workforce Development.

- VI. ADMINISTRATIVE BUDGET IMPACT: None

Doris Foster, Director

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
BOARD ACTION SUMMARY**

DEPT: Alliance Worknet

BOARD AGENDA #: *B-1

AGENDA DATE: June 27, 2017

SUBJECT:

Approval to Change the Stanislaus County Department Name from Alliance Worknet to Stanislaus County Department of Workforce Development Effective July 1, 2017

BOARD ACTION AS FOLLOWS:

No. 2017-339

On motion of Supervisor Withrow, Seconded by Supervisor Olsen
and approved by the following vote,

Ayes: Supervisors: Olsen, Withrow, Monteith, DeMartini, and Chairman Chiesa

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) X Approved as recommended


2) _____ Denied

3) _____ Approved as amended

4) _____ Other:

MOTION:

ATTEST:


ELIZABETH A. KING, Clerk of the Board of Supervisors

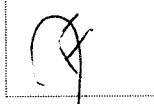
File No.

**THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
AGENDA ITEM**

DEPT: Alliance Worknet

Urgent ☐

Routine ☒



BOARD AGENDA #: *B-1

AGENDA DATE: June 27, 2017

CEO CONCURRENCE:

4/5 Vote Required: Yes ☐ No ☒

SUBJECT:

Approval to Change the Stanislaus County Department Name from Alliance Worknet to Stanislaus County Department of Workforce Development Effective July 1, 2017

STAFF RECOMMENDATIONS:

Approve changing the Stanislaus County Department name from Alliance Worknet to Stanislaus County Department of Workforce Development effective July 1, 2017.

DISCUSSION:

On April 4, 2006, the Board of Supervisors approved the name change of the Stanislaus County Department of Employment and Training to the Alliance Worknet. This action resulted from the merging of the Stanislaus County Department of Employment and Training with the Stanislaus Economic Development and Workforce Alliance in efforts to create one unified agency positioned to strengthen both workforce and economic development. This partnership was governed by the Workforce Investment Board (WIB).

However, due to the Workforce Innovation and Opportunity Act (WIOA), which was signed into law by President Obama in July of 2014 and with an effective date of January 1, 2015, structure changes were implemented to adhere to the requirements of the Act. The local Workforce Investment Board (WIB) took action to approve a new organizational model that terminated the agreement between Alliance Worknet and the Stanislaus Economic Development and Workforce Alliance. The Stanislaus Economic Development and Workforce Alliance was dissolved effective June 30, 2016, thus eliminating the previous Workforce Investment Board and all subcommittees as of the same date. After abolishing the Workforce Investment Board and all subcommittees, the Board of Supervisors appointed a new Workforce Development Board on July 1, 2016. The Workforce Development Board is a County Board staffed by the Alliance Worknet.

The Workforce Development Board is responsible for strengthening local and regional workforce development efforts. The Workforce Development Board is authorized under the Workforce Innovation and Opportunity Act to create innovative workforce strategies, initiate workforce research, and conduct labor market analysis to inform entities across the region. With the dissolution of the Stanislaus Economic Development and Workforce Alliance, the Department name should now fully represent the services provided. The Department is responsible for strengthening workforce development by providing WIOA services such as: job search assistance, occupational skills training, job placement assistance, resume

Approval to Change the Stanislaus County Department Name from Alliance Worknet to Stanislaus County Department of Workforce Development Effective July 1, 2017

development, and career counseling. The Department is also responsible for preparing individuals for local and regional in-demand jobs, providing businesses with referrals of qualified applicants, and selecting qualified educational institutions and training providers to deliver employment services to adults, youth, and dislocated workers. The mission of the Department is to work with businesses to determine the needs of in-demand occupations and develop a skilled workforce that strengthens businesses and contributes to the economic success of the community. The goals are to increase employment, employment retention, and productivity and competitiveness of local businesses in efforts to strengthen the workforce system.

In order to determine the best name for the Department, staff formed a committee and researched names from various counties in California and surrounding states. After reviewing possible names it was determined that Workforce Development was commonly used and also described services provided through Workforce Innovations and Opportunity Act and Welfare to Work. Staff checked in on the name change with some of the Workforce Development Board members and current contracted vendors to determine if there were any concerns. None were identified; therefore it is recommended that the Stanislaus County Department, currently named Alliance Worknet, be changed to Stanislaus County Department of Workforce Development. If approved, the name change will be effective July 1, 2017. Similar to other Stanislaus County departments, the Department will use the County logo.

POLICY ISSUE:

Approval of the Stanislaus County Department name change from Alliance Worknet to Stanislaus County Department of Workforce Development is required to identify the services provided and to eliminate any possible confusion from the public.

FISCAL IMPACT:

The fiscal impact to the Department's budget will be minimal and will include the following: website, letterhead, signage, business cards, and other marketing material. Any funding requirements to implement the name changes are included in the Budget Year 2017-2018 Proposed Budget.

Costs would be incurred regardless of the name change with the process of moving the one stop America's Job Center of California in Patterson and reopening a Turlock facility, as well as moving the Welfare to Work Job Readiness classes in Turlock. Additionally, the new Workforce Innovations and Opportunity Act requires language on all business cards and marketing brochures to include America's Job Center of California. By implementing the name change now, there will be a one-time impact in the cost of the signage, business cards and brochures.

New costs will include signage at the 12th Street Modesto, Community Services Facility, and Oakdale facility, as well as any marketing costs.

Approval to Change the Stanislaus County Department Name from Alliance Worknet to Stanislaus County Department of Workforce Development Effective July 1, 2017

BOARD OF SUPERVISORS' PRIORITY:

The recommended action supports the Board of Supervisors' priority of Efficient Delivery of Public Services.

STAFFING IMPACT:

There is no staffing impact associated with this Agenda Item.

CONTACT PERSON:

Doris Foster, Director (209)558-2113

ATTACHMENT(S):

None

Marketing:

**Department of Workforce
Development**



History

CETA: Comprehensive Employment and Training Act

JTPA: Job Training Partnership Act

PIC: Private Industry Council

DET: Department of Employment and Training

AW: Alliance Worknet

And now in 2017.....





Stanislaus County Department of Workforce Development

Community. Career. Connection.

Mission Statement

Work with businesses to determine the needs of in-demand occupations and develop a skilled workforce that strengthens businesses and contributes to the economic success of our community.



Workforce Development

```
graph TD; WD[Workforce Development] --> CS[Contracted Services]; WD --> CLS[Client Services]; CS --> BS[Business Services]; CS --> Y[Youth]; CS --> PI[Previously Incarcerated]; CS --> OSO[One Stop Operator]; CLS --> WTW[Welfare to Work]; CLS --> A[Adult]; CLS --> DW[Dislocated Worker]; CLS --> V[Veteran]; CLS --> RCS[Resource Center Services];
```

Contracted Services

Business
Services

Youth

Previously
Incarcerated

One Stop
Operator

Client Services

Welfare to Work


Adult

Dislocated
Worker


Veteran

Resource Center
Services

Services

- Job Placement
 - Job Training Assistance
 - Resume Workshops/development
 - Career Counseling
 - Labor Market Information
 - Skills Development
 - Interview Workshops
 - Business Resources
 - Occupational Training
 - High School Diploma/GED
 - Paid Work Experience
 - On the Job Training
 - Supportive Services
 - Apprenticeships
- 

Discussion

- What did you know about the Department of Workforce Development/Alliance Worknet prior to being on the Board?
 - How does the public view the Department?
 - What is the reputation with local businesses in the community?
 - Is the Department seen as the leading expert for employment services in the community?
- 

How do WE market WORKFORCE DEVELOPMENT ?

