ALAMEDA COUNTY
YOUTH COMMITTEE
(http://www.acwib.org)

Serving the County of Alameda
and the cities of
Alameda Albany Berkeley Dublin Emeryville Fremont
Hayward Newark Livermore
Piedmont Pleasanton
San Leandro Union City

NOVEMBER 9, 2015
MEETING NOTICE
Monday, November 9, 2015
1:00 PM– 3:00 PM
California Poppy Rooms A/B, # 225-226 (2nd Floor)
Eden Area Multi Service Center
24100 Amador Street,
Hayward, CA 94544

AGENDA

I. CALL TO ORDER AND ROLL CALL

II. PUBLIC FORUM
The public can address the Committee on issues other than those on the agenda. Members of
the public who wish to address the Committee on published issues should do so at the time the
agenda item is being discussed.

III. PRESENTATION
A. Linda Slater/Rosario Flores - “WIOA Implementation Now and in the Future” 1

IV. ACTION ITEMS
A. Youth Committee Meeting Calendar for 2016 2
B. WIOA Youth Formula Allocations PY 2016-2017 Formula Funds 3
C. WIOA Work Experience Policy 6

V. INFORMATION ITEM
A. Youth Policy Council (YPC) Meeting Minutes of April 13, 2015 10
B. Career Pathway Trust I & II – Employer Education Liaison 14
C. Youth Committee Membership Changes 17

VI. REPORTS
A. Local Area Performance Reports 18
B. Career Readiness Program Contract Performance Indicator Reports 22
C. Financial Indicator Report 24

VII. MATTERS INITIATED BY COMMITTEE MEMBERS

VIII. ANNOUNCEMENTS

COMMITTEE MEMBERS: Gana Eason (Committee Chair); John Anyosa; Faith Battles; Linda Evans; Thomas Hanson; Elizabeth Lockerbie; Rachel Lozano; Lisa Meza; Dana Mitchell; Lolita Nunn; Lisa Shell; Elizabeth Tarango; Robert Wilkins.

THIS IS AN OPEN MEETING. ALL WIB MEMBERS ARE ENCOURAGED TO ATTEND.
WIB members who are not Committee members but are planning to attend may call Josephine Zaraspe at (510) 259-3836 to request the material that will be discussed at this meeting.

These WIOA Title I financially assisted programs or activities are “Equal Opportunity Employer/Programs”.
Auxiliary aids and services are available upon request to individuals with disabilities.

If you require special accommodation due to a disability, please call Josephine Zaraspe, at least 72 hours in advance.

Distribution: Workforce Investment Board, Board of Supervisors, Youth Providers

NEXT YC MEETING IS MONDAY- FEBRUARY 8, 2016
ITEM III.A. – PRESENTATION

WIOA IMPLEMENTATION NOW AND IN THE FUTURE

BACKGROUND

Services currently being provided to high risk youth for PY 2014-2017 (Career Pathways Pilot and Career Readiness Program) were procured through an open Request for Proposal (RFP) that will expire June 30, 2017. With Youth Committee (YC) guidance and direction, WIB staff will be starting the program planning process in the spring 2016 for a new three year procurement cycle. Staff will present recent and new legislative WIOA policy changes that will affect the planning and implementation of youth services in ACWIB’s local workforce investment area.

For further information, please contact Rosario Flores, Program Finance Specialist at (510) 259-3827 or by email at rflores2@acgov.org
ITEM IV. A. – ACTION ITEM/PUBLIC HEARING

YOUTH COMMITTEE MEETING CALENDAR FOR 2016

RECOMMENDATION:

That the Alameda County Workforce Board’s Youth Committee adopt the meeting dates, time and place listed below for the 2016 calendar year.

BACKGROUND:

The Bylaws state under Section 4.4.3 Regular Meetings of Standing Committees that “Each committee shall set the date, time, and place of each meeting in the agenda to be posted for that meeting.”.

In order to prepare items and recommendations in advance of the Workforce Investment Board (WIB) meeting, the Youth Committee (YC) needs to meet during the second week of the month prior to the WIB meeting. Staff conferred with the Chair of this Committee on the schedule below:

FEBRUARY 2016
08 Youth Committee (1-3 PM) (California Poppy A&B Conference Room)

APRIL 2016
11 Youth Committee (1-3 PM) (California Poppy A&B Conference Room)

AUGUST 2016
08 Youth Committee (1-3 PM) (California Poppy A&B Conference Room)

NOVEMBER 2016
14 Youth Committee (1-3 PM) (California Poppy A&B Conference Room)

NOTE: All meetings are located at the Eden Area Multi Service Center, 24100 Amador Street, 2nd Floor, California Poppy Conference Room A&B, Hayward, CA.

For further information, contact Rosario Flores, Program Finance Specialist – (510) 259-3827 or rflores2@acgov.org
ITEM IV.B. – ACTION/PUBLIC HEARING
WIOA YOUTH FORMULA ALLOCATIONS
PY 2016-2017 FORMULA FUNDS

RECOMMENDATION

That the Youth Committee of the Alameda County Workforce Investment Board approve the percentage share for each operational category on the WIOA Formula Funding Allocations chart (Attachment IV.B.1.) for the Workforce Innovation Opportunity Act (WIOA) Youth Formula Funds for PY 2016/2017.

BACKGROUND

Later in spring 2016, the Alameda County Workforce Investment Board (WIB) expects to receive its Youth Formula allocation from the State. The WIB have utilized a percentage share approach to the distribution of the available funding resources to implement the WIOA Youth Formula programs. This approach is designed to maintain consistency on a year-to-year basis for the primary program strategies that are designed to meet the education, employment and training needs of program participants in Alameda County. The Youth Committee (YC) is approving the percentages and not the actual dollar amounts to allow for flexibility should the final allocation from the state change.

The approval of the percentages does not result in the award of funds to providers. The award of specific funding levels to providers will be separate actions taken by the Youth Committee and then by the full WIB. Funding recommendations for the Career Readiness Youth Providers will be presented at the April YC meeting.

PLANNING ESTIMATE

For planning purposes, staff is utilizing the PY 2015/2016 Formula Youth allocation. We anticipate level funding from PY 2015/2016 to PY 2016/2017 per preliminary budget indications from the Department of Labor. Staff requests that the YC approve the percentage shares for each operational category highlighted in the table below and on the attached allocation chart Attachment IV.B.1:

<table>
<thead>
<tr>
<th>SERVICE/PROGRAM</th>
<th>SERVICES PROVIDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds to WIB Dept.</td>
<td>22% WIB Planning/Fiscal staff - Budget development, financial tracking, contract administration, program monitoring and program technical assistance. MIS staff - Certification, performance tracking, CalJOBS training to providers and technical assistance. Systems Support – Board Support, Conference’s, Educational Summits and Work Based Learning coordination</td>
</tr>
<tr>
<td>Funds to Youth Services</td>
<td>78% WIOA funded formula programs</td>
</tr>
</tbody>
</table>

FUNDING AWARDS TO PROVIDERS

Staff recommends that 78% of the Youth Formula Allocation be designated for the awards to providers. The funds designated for providers will cover all three (3) provider strategies in place
for PY 2016/2017. This includes: 1) Career Readiness program for disconnected youth and 2) County-wide Career Pathways Pilot Program for connected youth.

Funding levels for each strategy, and for the selected providers for each strategy, will be part of the recommendations presented to the Committee and the WIB in April and May.

For further information, please contact Rosario Flores, Program Financial Specialist at (510) 259-3827 or rflores2@acgov.org

ATTACHMENT:

IV.B.1 - WIOA Youth Program Allocations PY 2016-2017 Formula Funds
## ALAMEDA COUNTY WORKFORCE INVESTMENT BOARD
### WIOA YOUTH FORMULA FUNDINGS ALLOCATIONS
#### PLANNING BUDGET PY 2016-2017

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>% of Final Budget PY 15/16</th>
<th>PROPOSED BUDGET PY 16/17</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL FORMULA ALLOCATION</td>
<td>100%</td>
<td>$1,816,257</td>
</tr>
<tr>
<td>ITA Training Set-Aside</td>
<td>22%</td>
<td>$50,000 *</td>
</tr>
<tr>
<td>SUBTOTAL</td>
<td>$1,766,257</td>
<td>$1,800,000</td>
</tr>
<tr>
<td>FUNDS TO WIB DEPT</td>
<td>22%</td>
<td>$388,577</td>
</tr>
<tr>
<td>Planning/Fiscal</td>
<td>12%</td>
<td>$211,951</td>
</tr>
<tr>
<td>MIS Reporting/Eligibility Support</td>
<td>8%</td>
<td>$141,301</td>
</tr>
<tr>
<td>Sys. Support/Board Support/ MIS/Conf’s</td>
<td>2%</td>
<td>$35,325</td>
</tr>
<tr>
<td>Subtotal:</td>
<td>$388,577</td>
<td>$396,000</td>
</tr>
<tr>
<td>FUNDS TO YOUTH PROVIDERS</td>
<td>78%</td>
<td>$1,377,680</td>
</tr>
<tr>
<td>Career Pathways Pilot (I/S)</td>
<td>10%</td>
<td>$137,768</td>
</tr>
<tr>
<td>Career Readiness Prog.(O/S)</td>
<td>90%</td>
<td>$1,239,912</td>
</tr>
<tr>
<td>Subtotal:</td>
<td>$1,377,680</td>
<td>$1,404,000</td>
</tr>
<tr>
<td>TOTAL for IMPLEMENTATION</td>
<td>100%</td>
<td>$1,766,257</td>
</tr>
<tr>
<td># Number of Youth To Be Served:</td>
<td>386</td>
<td>393</td>
</tr>
</tbody>
</table>

* Waiver: ITA unspent/obligated PY 14/15 WIA funds
  Career Pathways Pilot (I/S) $140,400+ $1,000 = 140
  Career Readiness Prog.(O/S) $1,263,600+ $5,000= 253

### Geographic & Service Requirements

<table>
<thead>
<tr>
<th>County-Wide</th>
<th>County-Wide</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Pathways Pilot Program (CPP)</td>
<td>10%</td>
</tr>
<tr>
<td>Career Readiness Program (CRP)</td>
<td>90%</td>
</tr>
<tr>
<td>North Cities</td>
<td>30%</td>
</tr>
<tr>
<td>Eden Area</td>
<td>33%</td>
</tr>
<tr>
<td>Tri Cities Area</td>
<td>23%</td>
</tr>
<tr>
<td>Valley Area</td>
<td>14%</td>
</tr>
</tbody>
</table>

File:RF PC/Youth Funding Planning Budget PY 16/17
ITEM IV. C. - ACTION

WIOA YOUTH ACTIVITIES
WORK EXPERIENCE, WAGES AND INTERNSHIP STIPEND POLICY

RECOMMENDATION:

That the Alameda County Workforce Investment Board Youth Committee (YC) approve:

1. The WIOA Youth Activities Work Experience, Wages and Internship Stipends Policy outlined in Attachment IV.C.1.

2. The twenty percent (20%) work experience expenditure rate is applied for both In-School youth (IS) and Out-of-School youth (O/S).

3. Direct staff to issue an Action Bulletin effective retroactively to July 1, 2015.

BACKGROUND:

The Workforce Innovation Opportunity Act (WIOA) Public Law Section 129 introduces key investments in Out-of-School (O/S) youth and work experience. Specifically, it increases the minimum OS youth expenditure rate from 30 percent under WIA to seventy-five percent (75%) under WIOA, and introduces a twenty percent (20%) work experience expenditure requirement.

Operational implementation of the WIOA youth programs begins July 1, 2015, with all provisions taking effect July 1, 2016. Local areas are being advised to use their PY 2015-16 WIOA youth formula funds to properly align their youth program services in preparation for full WIOA youth program implementation effective July 1, 2016.

The Alameda County Workforce Investment Board is required by EDD State Directives to begin implementation of work experience requirements beginning July 1, 2015, and establish local policies and procedures for work experience no later than January 1, 2016. At a minimum, these policies and procedures need to define the following:

- Local areas must spend at least twenty percent (20%) of their WIOA youth formula allocation on work experience. The work experience expenditure rate is calculated after subtracting funds spent on administrative costs.
- Expenditure rate is not applied separately for In-School youth (IS) and Out-of-School youth (O/S)
- The duration of the work experience assignment
- Limitations on the number of hours
- Appropriate incentives and stipends, including limitations on the types and dollar amount
ACWIB Career Readiness Program serves two distinct target groups: Connected (I/S) and Disconnected (O/S) Youth between the ages of 16-24 years of age who are unemployed or underemployed. WIOA places a priority on providing youth with occupational learning opportunities through work experience. Work Experience provides IS and OS youth an invaluable opportunity to develop workplace skills. Paid and unpaid work experience must include academic and occupational education and may include the following types of work experience as highlighted in Attachment IV.C.1.

With approval by the Youth Committee and subsequently the Workforce Investment Board, staff will issue an Action Bulletin effective retroactively to July 1, 2015 so that the effective date of the ACWIB policies aligns with the State policy directive. In addition, as information becomes available from the DOL and the state regarding further guidance on work experience, staff will return for future amendments to the policy.

For information and inquiries please contact Rosario Flores, Program Financial Specialist at (510) 259-3827 or by email at rflores2@acgov.org

**ATTACHMENT**

IV.C.1. – Outline of the WIOA Work Experience, Wages and Internship Stipend Action Bulletin
ACWIB Work Experience, Wages and Internship Action Bulletin Outline

The ACWIB Action Bulletin will provide policy and procedure guidelines to our youth operators regarding the benefits available under ACWIB WIOA Title 1 Youth activities for Work Experience, Wages and Internships. The WIOA Law Section 129 (c)(4) states that not less than 20% of Formula funds be spent on paid and/or unpaid work experience that incorporates academic and occupational education. Work experience provides In-School (IS) and Out-of-School (OS) youth with an invaluable opportunity to develop work place skills. Paid and unpaid work experiences and/or internship stipends that must include academic, occupational education and may include the following types of work experiences:

- Summer employment opportunities and other employment opportunities available throughout the school year
- Pre-Apprenticeship programs
- Internships and job shadowing
- On-the-job training opportunities

ACWIB will allow the option of providing wages and/or stipends to youth participating in a classroom-based activity in any WIOA funded youth program, based on the following guidance:

1. **Each Youth Service Provider must develop a Work Experience Policy for their program(s) and procedures outlining how work experience wages or stipends will be administered. Both the Policy and procedures must be submitted to and approved by the ACWIB Program Specialist.**

   Work Experience policies submitted to ACWIB must address the following:

   a) Work experience wages/stipends will be paid by checks or non-cash.
   b) Who will be eligible to receive wages or stipends.
   c) What types of activity, behavior and/or goal would warrant participation in work experience for wages and/or stipends.
   d) Specific wage or stipend amounts to be aligned with specific activities or achievements.
   e) The hourly pay rate and/or stipend amount to be given for activity, behavior, or goal.
   f) The frequency of when work experience or stipends can be earned.
   g) Benchmarks standards achieved and to be documented.

2. **Each Youth Service Provider must ensure their work experience wage and/or stipend policies and procedures are in compliance with contractual requirements, and allowable and auditable accounting and tracking procedures.**

3. **Each Youth Service Provider has the option to provide work experience wages and/or stipends to eligible WIOA youth participating in a classroom-based work experience.**
4. Each Youth Service Provider must ensure youth participants in work experience have the appropriate permits to employ and work.

5. Each Youth Service Provider must pay at least the California minimum wage in compensation wages and/or stipends.

6. Each Youth Service Provider must provide an Employer Orientation

7. Each Youth Service Provider must ensure Job Safety and Working Conditions

8. Each Youth Service Provider must ensure there is no Nepotism on a work experience site.
Gana Eason chaired and called the Youth Policy Council (YPC) meeting to order on Monday, April 13, 2015.

**ITEM I.B. – APPROVAL OF FEBRUARY 9, 2015 MINUTES**
A motion to approve the minutes of the February 9, 2015 meeting was made by M. Goldberg/E. Tarango/carried.

**ITEM I.C. – ANNOUNCEMENTS**
G. Eason made the following announcements:

- Welcomed new YPC Council member, Thomas Hanson, Superintendent, Mission Valley ROP. The other YPC members present introduced themselves.
- The WIB Ad hoc committee did not meet in March regarding the reconfiguration of subcommittees of the Alameda County WIB. The meeting has been rescheduled for Monday, April 20 from 2PM-4PM.
- Attended the WIB meeting on March 12, the YPC recommendation for contract renewal percentage allocation was approved by the WIB members with the same concerns that the YPC have about the low enrollments. We will discuss this subject on low enrollments once again at today’s action item.

R. Flores made the following announcements;

- Welcomed another new YPC Council member, Robert Wilkins, President & CEO, YMCA of the East Bay
- Introduced Steven Amezcua, Interim Regional Advisor from EDD
ITEM II – PUBLIC FORUM
No public comments were made.

ITEM III – PRESENTATION
R.Flores introduced guest speaker Rebecca Lacocque, Director of East Bay Career Pathways, Peralta Community College District. Rebecca spoke about the $15 Million initiative that Peralta Community College is serving as the fiscal lead. She mentioned that it’s one of the California Career Pathway Trust grant. She also added that the State has now invested $500 Million in Career Pathways and they are the recipients of one of the $15 Million grant recipients from the first wave of funding. Handouts were provided with the slide presentation and time allotted at the end of her presentation for questions.

ITEM IV – ACTION ITEM
A. Funding Recommendations for PY 2015/2016 WIOA Youth Grant Formula Funds
G.Eason read the recommendations. R.Flores provided the background information and discussed the item. Youth formula allocation from the State for PY 2015/2016 is expected to come out by the end of the week or the following week. Staff provided the YPC Council with a planning budget of $2 Million. The allocation and percentage share of program funds were approved by the YPC and WIB Board at their meetings on February 9th and March 12th.

For recommendation 2, on the set-aside on the contract renewal she stated that at the December 2014 WIB Board meeting staff highlighted that the youth contractors had to: a) pass their program fiscal monitoring each year as highlighted on page 8; b) meet 3 of 3 of the Common Measures by at least 80%; c) in order to improve program performance staff will look at retention & average earnings; d) they have to enroll sufficient number of participants to exit each year. The staff is recommending to set-aside criteria b and c. On the first year of the contract PY 2014/2015 we will not be able to see the analysis for the connected and disconnected youth in regards to common measures. We have to wait until the participant receives one year worth of services. We are also looking at job placement so we won’t see placement outcomes until about nine months later. This placement information rolls into wage based reports through EDD. So the b and c criteria was a little bit premature to put in the first year contract refunding criteria. Thus far on the final local area performance for common measures it takes nine months to see what those outcomes will be.

For recommendation 3, on the proposed geographic funding with reference to the chart on page 12, staff is asking the YPC to approve the geographic service distribution percentages funding in each service area. The chart illustrates the amount of funding available based on a planning budget of $2 Million with 76% going directly to the youth providers.

For recommendation 4, it’s a totally different design and the first time that we are going to spend 90% of the allocation for disconnected youth and 10% for connected youth. In the RFP released in 2013/2014 it was stated that we were looking at career readiness, if a youth program can build a GED component of a program and career pathway to a community college. Our service delivery design is trying to work with those disenfranchised disconnected youth and putting them...
on a pathway. A lot of the efforts for recruitment was key on how do we work with high number of disconnected youth. The yellow handout distributed today shows the contract performance by the providers as of April 13, 2015. WIB staff is requesting the YPC Council to give the youth providers until May 31st to make their enrollments and they will be on a provisional contract status for second year funding until they meet their PY 2014/15 enrollment numbers.

For recommendation 5, if for any reason the State does not notify us of our allocation by the May 5th WIB Board meeting, staff is asking permission to go to the WIB Executive Committee for a special meeting to make the final funding decision.

The discussion was open to the public for comments:

- Kevin Williams of the Berkeley Youth Alternatives stated that they are going to get their numbers and have identified all of the people that are going into the program. He mentioned that there is a 1 to 3 ratio and not everyone they want to enroll because of the performance measures and there is a lot of screening that happens. He added that this is the first year that they are in constant enrollment season and will continue to enroll people into their WIOA programs.

- Aaron Ortiz of the East Bay Community Services stated that for disconnected youth they are one away from having 100% of their enrollment numbers. He explained that the connected youth have been typically easier to enroll it’s just been part of the program design and the way it works - they are 55 away but a lot of those youths have already been identified for enrollment. He added that they’ve done high risk youth services for a number of years and have never not met their performance goal.

- Veronica Ewing of Hayward Adult School mentioned that they actually have about ten pending applications and she is hoping that they will have 100% enrollments within the next week or two. She announced that one of the Bridge Engineering students who transferred to UCLA will be graduating with his degree in Mechanical Engineering in the spring of 2016. She also added that they are hosting, along with other sponsors, a Young Adult Job Fair targeting ages 16-25. They current have about thirty employers and the job fair will be at Southland Mall on April 29. The discussion was closed for public comments.

A motion to approve the recommendations was made by **M.Goldberg/E.Tarango/carried**.

**ITEM V – REPORTS**

**A. Local Area Performance Reports**

L.Slater discussed the item. The local area performance reports are what the State uses to evaluate our local area so they always evaluate us based on the aggregate numbers. It is important that we meet these numbers every year and it is one of the things used to evaluate our continued funding from the State. The State converted to the CalJobs system in May 2014 and our data records are loaded up to the CalJobs system. One of the difficulties with the transition to the CalJobs system for us is the ability to run reports for these prior years by operator. There were some issues with them downloading the information from our former software program. On page 15 is the 2nd Quarter Report for the Adults & dislocated Workers to give you an idea of the three Common Measures for the Adults and Dislocated Workers (Entered Employment Rates,
Retention Rates, and Average Earnings). All the Common Measures are outcomes for after the person completes their program activities. On page 16 is the Youth performance for the 2nd Quarter. Under the Performance Items are the dates the participants are being measured. Our actual values of attainment are in close alignment with meeting the goals the State set as criteria of meeting our local area performance goals. On Page 17 is the final performance that was reported by the State of California to the Department of Labor for our local area. This shows the performance for all four of our groups (adults, dislocated workers, older youth, and younger youth) and shows where our negotiated performance level was and what was our actual performance level. For the last three - the youth (ages 14-21), we met all of our goals by 100% or more.

B. Career Readiness Program Contract Performance Indicator Reports
L.Slater discussed the most current report in yellow handout. Because the program started in July 1st there is limited number of youth that have exited the program because it takes a while to enroll people and get them fully served.

C. Financial Indicator Report
L.Slater discussed the item. This gives you an idea of how the providers are spending their money. It is the report through February 28, 2015 where the expenditures are to date for the operators. East Bay Community Services have different goals for their contracts in the three areas – TriCities, TriValley, and CPP. We are currently on target with their expenditures.

A motion to adjourn the meeting was made by M.Goldberg/J.Anyosa/carried.
BACKGROUND:

The East Bay Career Pathways Consortium is an educational reform effort supported by a $15 million grant from the California Department of Education (CDE), known as the Career Pathways Trust I (CPT I) to be implemented 2014-2018. Led by the Peralta Community College District, the project aligns K-12 and community college education, from Hayward to West Contra Costa County, with the needs of local industry by creating clear “pathways” of study in four high-demand, high-wage industry sectors: Engineering & Advanced Manufacturing, Biomedical and Health Sciences, Public Service & Law and Informational Communications Technology & Digital Media.

The CDE released a second round of $250 million in funding under Career Pathways Trust II (CPT II) to be implemented statewide from 2015-2019. The Alameda County Office of Education (ACOE) received $14.2 million in CPT II funds for their Project Pathways, which will build on the CPT I infrastructure, creating seamless college and career pathways for 2,700 disengaged, disconnected youth, 16-24 in the East Bay. Through strong partnerships between the court system, education, community based organizations and business in central Hayward and parts of Oakland, the project will provide multiple entry and exit points for youth to access education and career pathways, building knowledge and skills for high wage careers.

ACWIB’s ROLE:
ACWIB will serve in various roles for these two grants, as outlined below:

CPT I
- ACWIB, as a sub-contractor with Oakland Workforce Investment Board (OWIB), will act as Employer-Education Liaison for Peralta College’s North Cities sub-region between 2015-2018. ACWIB and OWIB will facilitate the project’s Work-Based Learning (WBL) component, engaging businesses, in the priority industry sectors, to interact with K-12 students through activities such as job shadowing, worksite visits, and internships. Together with OWIB, ACWIB staff Samantha Miller and Rosario Flores have created a scope of work and participated in planning meetings with WBL regional grantees Urban Strategies and Eden Area ROP (EAROP) to develop a uniform approach to engaging employers and partnering with school districts to implement WBL activities.

- ACWIB will also act as a supportive partner to EAROP in WBL activities such as a Job Shadowing Day and Career Pathways Conference, where they’ll lead in employer engagement efforts for Castro Valley, Hayward, San Leandro and San Lorenzo students.

CPT II
- ACWIB was written into the ACOE’s grant application and includes the broader, more strategic role of sharing regional sector work from ACWIB’s eight (8) priority industry sectors, convening organizations to share best practices, disseminating labor market information with analysis, building capacity for the WBL system-wide and region-wide,
advising on structure and partnerships and supporting events as requested by the stakeholders. ACWIB staff attended ACOE’s Project Pathways launch celebration where they presented their broad strategy for communication and collaboration for the project. ACWIB staff Samantha Miller and Rosario Flores will continue to attend meetings as they roll out the program and further define partner roles.

- ACWIB will support EAROP’s employer engagement efforts and co-convene and partner in any way that makes the CPT II work with employers successful in the Eden Area.

- ACWIB will act as a supportive partner to other CPT II initiatives in the region including Silicon Valley Engineering Pathways, Livermore Unified School District and Diablo Gateway Initiative.

For further information, please contact Samantha Miller, Program Specialist, at (510) 259-3832 or samiller@acgov.org or Rosario Flores, Program Financial Specialist, at (510) 259-3827 or rflores2@acgov.org.

**ATTACHMENT**

V.B.1 – Work-Based Learning Continuum
Work-Based Learning: About, Through, For

Career Awareness

Learning ABOUT work.

Sample experiences:
✓ Workplace tour
✓ Guest Speaker
✓ Career Fair
✓ Visit parents at work

Begins in Pre-Kindergarten

Career Exploration

Learning ABOUT work.

Sample experiences:
✓ Informational interview
✓ Job shadow
✓ Virtual exchange with a partner

Begins in Middle School

Career Preparation

Learning THROUGH work.

Sample experiences:
✓ Project with multiple interactions with professionals
✓ Student-run enterprise with partner involvement
✓ Extended online interactions with partners
✓ Service learning and social enterprises with partners
✓ Internship

Begins in High School

Career Training

Learning FOR work.

Sample experiences:
✓ Internship required for credential or entry to occupation
✓ Apprenticeship
✓ Clinical experience
✓ One-the-job training
✓ Work experience

Begins in 12th Grade or Post-Secondary
ITEM V.C. - INFORMATION

YOUTH COMMITTEE MEMBERSHIP CHANGES

BACKGROUND

The purpose of this item is to update the ACWIB Youth Committee (YC) on future membership changes.

The Workforce Investment Board (WIB) approved the designation of the WIA Youth Policy Council as the “Youth Committee” at their March 12, 2015 meeting to be effective as of July 1, 2015 through June 30, 2017 under the implementation of the Workforce Innovation Opportunity Act (WIOA). Further changes for the WIB composition and the Youth Committee will be discussed at the Executive Committee meeting November 20th.

The composition of the WIB will be determined in context of the new Workforce Innovation & Opportunity Act (WIOA) and the newly passed California WIOA implementing legislation. The board is currently in its transitional phase as draft Final Federal Regulations are under review. The State WIB, as advisors to the Governor, has yet to issue its guidance. But California WIOA is currently in affect.

Key Changes to ACWIB Youth Committee

1. The Youth Committee, in partnership with the WIB, will provide oversight for local youth workforce investment activities, as required under WIOA, ensuring appropriate use and management of Formula funds, maximize performance outcomes and network with local educational agencies, CBO’s and employers to promote effective outcomes.

2. California WIOA Legislation suggests a Youth Committee have a:
   • Representative of local educational agencies serving youth
   • Representative of private nonprofit agencies serving youth
   • Representatives of apprenticeship training
   • Representative from the private sector

3. Multi-entity representation is allowed for Board/Committee members.

4. The chair of the Youth Committee must be a WIB member.

5. Board of Supervisor (BOS) approval not required for Youth Committee membership.

6. Youth committee meeting minutes and/or quorums is no longer required.

7. DOL encourages the use of standing committee(s) to expand opportunities for stakeholders to participate, and provide recommendations for WIB board decision-making.

For further information, please contact Rosario Flores, Program Financial Specialist at (510) 259-3827 or email rflores2@acgov.org
ITEM VI.A. – REPORTS

ADULT, DISLOCATED WORKER, & YOUTH

LOCAL AREA PERFORMANCE REPORT

BACKGROUND:

The Local Area Performance Goals are known as the “Common Measures”: Entered Employment; Employment Retention; and Average Earnings for Adults and Dislocated Workers and Placement in Employment or Education; Credential Attainment; and Literacy and Numeracy Gains for Youth.

In December, 2014 The State of California Employment Development Department (EDD) Workforce Services Division (WSD) issued their final PY 2014/15 Local Area Performance goals negotiated with the Secretary of Labor on state-level goals for WIA Adult, Dislocated Worker, and Youth programs. The PY 2014/15 negotiations process defined local performance targets that are aligned with current economic indicators and reflect Local Area service strategies and achievements, while at the same time building on the overall system goal of continuous improvement for our customers. The State California Workforce Investment Board (CWIB) negotiated with ACWIB on our locals which we in turn pass on to the program operators who directly serve the participants. ACWIB oversight ensures that the LWIA meets its goals.

In July 2014 President Obama signed the Workforce Innovation and Opportunity Act (WIOA) which replaces WIA and expands Common Measures by adding: (1) an employer performance goal TBD); (2) additional Youth performance goals; and (3) adds a Skill Attainment goal for Adults and Dislocated Workers. WIOA went into effect July 1, 2015, with additional components to be finalized once the final regulations are released in spring 2016. The PY 2015/16 local area performance goals have yet to be finalized or negotiated. Therefore, the PY 2014/15 local area performance goals continue to be based on WIA rules.

PY 2014/15 – 4th Quarter Results:

The Common Measures are not evaluated in “real time”. There is a minimum 9-month look back to participants who completed WIA funded services. The State provided timelines to the Local Areas confirming that all adjustments to participant outcomes pertaining to performance evaluation must be finalized by 08/15/2015 to align with State reporting to the Department of Labor (DOL). The attached reports reflect the PY 2014/15 Local Area performance compared to the Local Area negotiated goals. As a whole the ACWIB is meeting or exceeding 100% of the Common Measures required by the State and DOL. The success of the program operators in meeting the PY 2014/15 goals is a major factor in the negotiation of the PY 2015/16 goals. PY 2014/15 performance outcomes represents the last year of the old service delivery model. Going forward ACWIB will use the Common Measures as an ongoing indicator of whether the change in service design direction is successful.

For information or inquiries, please contact Linda Slater, MIS Administrator if you have any questions regarding the design, content, or purpose of the Local Area Performance Report. You can reach Linda at (510) 259-3802 or by email at LSlater@acgov.org
ATTACHMENTS:

VI.A.1. 2014/15 4th Quarter Local Area Performance Adult/Dislocated
VI.A.2. 2014/15 4th Quarter Local Area Performance Youth
### ADULT & DISLOCATED WORKER WIOA LOCAL AREA PERFORMANCE SUMMARY

*Please note this data was last refreshed on 8/2/2015*

**Report Period:** 4th Quarter 2014  
**Region/LWIA:** Alameda County Workforce Investment Board

**Report Due Date:** 8/15/2015  
**Report Quarter End Date:** 6/30/2015  
**State:** CA

<table>
<thead>
<tr>
<th>Performance Items</th>
<th>Program Group</th>
<th>Negotiated Goal</th>
<th>Cumulative 4-Quarter Numerator</th>
</tr>
</thead>
</table>
| **Total Participants**  
(7/1/2014 - 6/30/2015) | Total Adult Participants | 15,665 |  
| | Total Adults (self-service Only) | 14,133 |  
| | WIOA Adults | 14,924 |  
| | WIOA Dislocated Workers | 778 |  
| | National Emergency Grant | 10 |  
| | Received Training Services | 417 |  
| | WIOA Adults | 240 |  
| | WIOA Dislocated Workers | 184 |  
| **Total Exits**  
(7/1/2014 - 6/30/2015) | Total Adult Exiters | 15,327 |  
| | Total Adults (self-service Only) | 14,090 |  
| | WIOA Adults | 14,711 |  
| | WIOA Dislocated Workers | 638 |  
| | National Emergency Grant | 9 |  
| **Entered Employment Rates**  
(10/1/2013 - 9/30/2014) | Adults | 58.50% | 57.82% | 255 | 441 |
| | Dislocated Workers | 69.00% | 69.84% | 491 | 703 |
| **Employment and Credential Rates**  
(10/1/2013 - 9/30/2014) | Adults | 45.00% | 50.83% | 92 | 181 |
| | Dislocated Workers | 45.00% | 55.09% | 92 | 167 |
| **Retention Rates**  
(04/1/2013 - 3/31/2014) | Adults | 81.00% | 86.79% | 368 | 424 |
| | Dislocated Workers | 85.00% | 87.28% | 1,249 | 1,434 |
| **Average Earnings**  
(04/1/2013 - 3/31/2014) | Adults | $17,600 | $18,026.11 | $6,489,399.17 | 360 |
| | Dislocated Workers | $20,950 | $22,761.63 | $28,110,611.72 | 1,235 |
**Performance Items**

<table>
<thead>
<tr>
<th>Performance Items</th>
<th>Program Group</th>
<th>Negotiated Goal</th>
<th>Cumulative 4-Quarter Numerator</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Participants</strong></td>
<td>Total Youth (14 - 21) Participants</td>
<td>457</td>
<td>235</td>
</tr>
<tr>
<td></td>
<td>Younger Youth (14 - 18)</td>
<td>235</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Older Youth (19 - 21)</td>
<td>222</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Out-of-School Youth</td>
<td>291</td>
<td></td>
</tr>
<tr>
<td></td>
<td>In-School Youth</td>
<td>166</td>
<td></td>
</tr>
<tr>
<td><strong>Total Exits</strong></td>
<td>Total Youth (14 - 21) Exiters</td>
<td>259</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Younger Youth (14 - 18)</td>
<td>188</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Older Youth (19 - 21)</td>
<td>91</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Out-of-School Youth</td>
<td>119</td>
<td></td>
</tr>
<tr>
<td></td>
<td>In-School Youth</td>
<td>140</td>
<td></td>
</tr>
<tr>
<td><strong>Placement in Employment or Education</strong></td>
<td>WIOA Youth (14 - 21)</td>
<td>60.00%</td>
<td>59.40%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>139</td>
</tr>
<tr>
<td><strong>Attainment of Degree or Certificate</strong></td>
<td>WIOA Youth (14 - 21)</td>
<td>51.50%</td>
<td>47.01%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>110</td>
</tr>
<tr>
<td><strong>Literacy &amp; Numeracy Gains</strong></td>
<td>WIOA Youth (14 - 21)</td>
<td>40.50%</td>
<td>29.41%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>10</td>
</tr>
<tr>
<td><strong>Retention Rates</strong></td>
<td>Older Youth (19 - 21)</td>
<td>76.74%</td>
<td>43</td>
</tr>
<tr>
<td></td>
<td>Younger Youth (14 - 18)</td>
<td>69.14%</td>
<td>56</td>
</tr>
<tr>
<td><strong>Average Earnings</strong></td>
<td>Older Youth (19 - 21)</td>
<td>$3,385.21</td>
<td>$142,178.82</td>
</tr>
</tbody>
</table>
ITEM VI.B - REPORT

CAREER READINESS PROGRAM

CONTRACT PERFORMANCE INDICATOR REPORTS

PY 2015/16

BACKGROUND:

The PY 2015/16 Funding Allocation Period represents the second of a three-year cycle for the Career Readiness program (CRP) design. The Career Readiness Program splits funding in a new way:

1. 90% of the funds are for disconnected youth (not attending any school) to provide opportunities to reconnect with education; gain employment; improve basic skills in reading and math; and improve job skills by participation in Individual Training Accounts (ITAs), On-the-Job Training (OJT), Pre-Apprenticeship Training, or Internships depending on the assessment of need and the individual employment plan.

2. 10% of the funds are for Connected Youth (attending any secondary or post-secondary school) to provide opportunities to remain in school and achieve their educational goals.

ANALYSIS OF REPORTS:

Attached, are the first quarter Contract Performance Indicator Reports through September 30, 2015. The reports provide the ACWIB, the Youth Committee (YC) and the Youth Program Operators a way of looking at the contractual goals by the funding allocation period. The reports are based on actual counts of customer enrollments, goals and exit outcomes, and not on the Base Wage File data. The primary emphasis for the second year of the RFP is continued service to prior program year enrollments, while ensuring new enrollments for the current program year. That is why you see carry forward amounts representing the number of over-enrollment of the PY 2014/15 contract plan.

Contractors in the second year will increase program completions which is why closure rate goal increases to 60%. The majority of youth completing in PY 2015/16 represent youth who began services under the WIA program model and transitioned to WIOA. The anticipated new local area performance goals may affect this group of completers. Closures in the first quarter reflect a high level of successful credential attainments. Hopefully the trend will continue.

The shift to serving 90% disconnected youth under the Workforce Innovations and Opportunities Act (WIOA) to focus on this disenfranchised youth population has been successful. All of the program operators over-enrolled in the first year.

INFORMATION AND INQUIRY:

Please contact Linda Slater, MIS Administrator if you have any questions at (510) 259-3802 or by email at LSlater@acgov.org

ATTACHMENTS:

VI.B.1. - PY 2015-16 Career Readiness Program Contract Performance Indicator Reports
# CONTRACT PERFORMANCE INDICATORS REPORT

Service Period: July 1, 2015 through September 30, 2015

## YOUTH

<table>
<thead>
<tr>
<th>Career Readiness Youth Services</th>
<th>Enrollments</th>
<th>Status</th>
<th>Closures</th>
<th>ALL Youth Outcomes (16 - 21 years old)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Carry Forward 14-15 (3)</td>
<td>Enrolled 15-16</td>
<td>TOTAL Enrolled</td>
<td>Contract Plan</td>
</tr>
<tr>
<td>Berkeley Youth Alternatives</td>
<td>1</td>
<td>12</td>
<td>13</td>
<td>74</td>
</tr>
<tr>
<td>East Bay Community Services</td>
<td>4</td>
<td>13</td>
<td>17</td>
<td>92</td>
</tr>
<tr>
<td>Tri Cities</td>
<td>4</td>
<td>12</td>
<td>16</td>
<td>57</td>
</tr>
<tr>
<td>Tri Valley</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>35</td>
</tr>
<tr>
<td>Hayward Adult School</td>
<td>15</td>
<td>21</td>
<td>36</td>
<td>82</td>
</tr>
<tr>
<td>East Bay Community Services</td>
<td>1</td>
<td>9</td>
<td>10</td>
<td>138</td>
</tr>
<tr>
<td>TOTALS</td>
<td>25</td>
<td>55</td>
<td>76</td>
<td>386</td>
</tr>
<tr>
<td>CONTRACT PLAN RATES:</td>
<td>100%</td>
<td>100%</td>
<td>100%</td>
<td>90%</td>
</tr>
</tbody>
</table>

*CONTRACT PLAN RATES are the minimum goal to meet plan for Enrollment, Exits, Entered Employment and Credential Attainment. Entered Employment Rate (1) and Credential Attainment Rate (2) are the Performance Levels for PY 2014/15.

(1) Placement Rate is 60% for ALL Youth who enter employment, post-secondary education, advanced training, or the Military

(2) Credential Attainment Rate is 51.5% for ALL Youth who are enrolled in education on or after enrollment and attain a credential/certificate

(3) Enrollments - Carry Forward = PY 14-15 Total enrolled (minus) PY 14-15 Enrollments Contract Plan PY 14-15

(4) Closures - Carry Forward = 30% of PY 14-15 Enrollments Contract Plan (subtracted from) PY 14-15 Total Closures [add to PY 15-16 Closures for TOTAL Closures]

(5) Procurement Cycle: 1st year=30%; 2nd year=60%; 3rd year=100%

(6) In Educ Trng Number is reflective of credential attainment as found on the Closures report. Revised 10/15/2015 mg
ITEM VI.C. - REPORTS

FINANCIAL INDICATOR REPORT

BACKGROUND:

Objectives of the Financial Indicator Report are to:
- ensure the timely expenditure of available funds;
- assist operators in making changes to service delivery approaches;
- identify potential program and/or financial problem areas;
- identify under-expenditures that may be directed to more effective activities; and
- be an indicator of the potential for the re-capture of funds.

Analysis and review will lead to adjustments in the contractor’s plan for future months, changes in expenditure activities, and/or a combination of the two. These adjustments will be particular to each provider and/or service strategy.

Youth Program Providers -- Status of Invoices & Expenditures:

Each contractor completed PY 2014/15 in compliance with the budget expenditure plan presented in their respective contracts.

PY 2015/16 WIOA Youth contracts are being finalized through the County contract process. Invoices for the 1st quarter of PY 2015/16 will be processed as soon as contracts are executed.

INFORMATION AND INQUIRY:

Please contact Jennifer Mitchell, Program Financial Specialist, at (510) 259-3829 or by email at jennifer.mitchell@acgov.org if you have any questions.

ATTACHMENTS:

VI.C.1 Financial Indicator Report – Youth Providers PY 2014/15 Report
## FINANCIAL INDICATOR REPORT - PY 14-15 YOUTH PROVIDERS

**REPORT DATES:** 7-1-14 thru 6-30-15

<table>
<thead>
<tr>
<th>Youth Providers</th>
<th>TOTAL WIA CONTRACT</th>
<th>Latest Invoice date</th>
<th>WIA Expends at Date of Invoice</th>
<th>Expends % of Annual</th>
<th>WIA Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 BYA / Berkeley Youth Alternatives</td>
<td>$405,000.00</td>
<td>6/30/15</td>
<td>$405,000.00</td>
<td>100.0%</td>
<td>$0.00</td>
</tr>
<tr>
<td>2 East Bay Community Services</td>
<td>$704,249.00</td>
<td>6/30/15</td>
<td>$688,513.64</td>
<td>97.8%</td>
<td>$15,735.36</td>
</tr>
<tr>
<td>3 Hayward Adult School / Eden Area</td>
<td>$445,500.00</td>
<td>6/30/15</td>
<td>$445,500.00</td>
<td>100.0%</td>
<td>$0.00</td>
</tr>
<tr>
<td>4 WIA Youth Overall / PY 14-15:</td>
<td>$1,554,749.00</td>
<td></td>
<td>$1,539,013.64</td>
<td>99.0%</td>
<td>$15,735.36</td>
</tr>
</tbody>
</table>
Career Readiness Program Operators
PY 2015/16

NORTH CITIES (Alameda, Albany, Berkeley, Emeryville)
Berkeley Youth Alternatives
1255 Allston Way
Berkeley, CA 94702
Niculia Williams, Executive Director
PH: (510) 845-9010 Ext. 204
E-MAIL: nwilliams@byaonline.org
Kevin Williams
PH: (510) 845-9010 Ext. 205
E-MAIL: kwilliams@byaonline.org

EDEN AREA (Hayward, San Leandro, San Lorenzo, Castro Valley, Ashland, Cherryland, Fairview)
The Hayward Center/ Hayward Adult School
22100 Princeton Street
Hayward, CA 94541
Veronica Ewing, Program Manager
PH: (510) 293-8595 Ext. 5490
E-MAIL: vewing@has.edu

TRI-CITIES (Fremont, Newark, Union City)
Southern Alameda County Comite for Raza Mental Health dba East Bay Community Services
39155 Liberty Street, Suite D450
Fremont, CA 94538
Aaron Ortiz, Executive Director
PH: (510) 589-7296
E-MAIL: aortiz@lafamiliacounseling.org

EAST VALLEY AREA (Dublin, Livermore, Pleasanton, Unincorporated-Sunol)
Southern Alameda County Comite for Raza Mental Health dba East Bay Community Services
1401 Almond Avenue, Room 20
Livermore, CA 94550
Aaron Ortiz, Executive Director
PH: (925) 961-8045
E-MAIL: aortiz@lafamiliacounseling.org

COUNTY WIDE (Connected In-School Youth Services)
Southern Alameda County Comite for Raza Mental Health dba East Bay Community Services
1401 Almond Avenue, Room 20
Livermore, CA 94550
and
22100 Princeton Street, Room H-3
Hayward, CA 94541
Aaron Ortiz, Executive Director
PH: (925) 961-8045 (Valley Area)
PH: (510) 293-8595x5430 (Eden-Central County)
E-MAIL: aortiz@lafamiliacounseling.org

9/1/15