



## Agenda Packet

*Governor  
Arnold Schwarzenegger*

*Chair  
Lawrence Gottlieb*

*Executive Director  
Barbara Halsey*

**Thursday  
April 19, 2007  
1:00 p.m. — 4:00 p.m.**

*Sacramento Public Library  
Tsakopoulos Library Galleria  
828 I Street  
Sacramento, California*

# CALIFORNIA WORKFORCE INVESTMENT BOARD



## MEETING NOTICE

**Sacramento Public Library  
Tsakopoulos Library Galleria  
828 I Street  
Sacramento, CA**

Lawrence Gotlieb  
Chair

Christine Essel  
Vice Chair

**Thursday, April 19, 2007  
1:00 p.m. – 4:00 p.m.**



Arnold Schwarzenegger  
Governor

Barbara Halsey  
Executive Director

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## AGENDA

- 1. Welcome and Opening Remarks**
  - **Larry Gotlieb, Chair**
- 2. Update – Labor and Workforce Development Agency Report**
- 3. Update – Executive Director’s Report**
  - **Legislative Report**
  - **Workforce Training Act Implementation**
  - **Pre-Vocational Training Solicitation for Proposals**
  - **Apprenticeship Forums**
- 4. Action – Approval of February 22, 2007 State Board Meeting Summary**
- 5. Action – Approval of Department of Labor State Plan and Waivers**
- 6. Action – Local Area Modification Requests**
- 7. Action – Special Committee Reports**
- 8. Discussion – Workforce Training Act State Strategic Plan**
  - **Facilitated by Larry Good**
- 9. Public Comment**
- 10. Other Business that May Come Before the State Board**

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Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn.

In order for the State Board to provide an opportunity for interested parties to speak at the public hearings, public comment may be limited. Written comments provided to the California Workforce Investment Board must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply.

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Investment Board staff at (916) 324-3425 at least ten days prior to the meeting. TTY line: (916) 324-6523. Please visit the California Workforce Investment Board website at <http://www.calwia.org> or contact Daniel Patterson for additional information.

**Welcome and Opening Remarks**

- **Larry Gotlieb, Chair**

**Update – Labor and Workforce Development Agency Report**

**Update – Executive Director’s Report**

- **Legislative Report**
- **Workforce Training Act Implementation**
- **Pre-Vocational Training Solicitation for Proposals**
- **Apprenticeship Forums**

**Action – Approval of February 22, 2007 State Board Meeting  
Summary**

**California Workforce Investment Board  
February 22<sup>nd</sup>, 2007  
Meeting Summary**

The California Workforce Investment Board (State Board) met at the Tsakopolous Library on February 22, 2007 to take action on the Special Committee Reports and receive various updates on work activities. The following members were present:

Norris Bishton  
Victoria Bradshaw  
Jerry Butkiewicz  
Jamil Dada  
Cesar Diaz, Designee for Bob Balgenorth  
Roger Dilon, Designee for Senator Carole Migden  
Chancellor Mark Drummond  
Ben Ebbink, Designee for Sandré Swanson  
Jamie Fall, Designee for Victoria Bradshaw  
Larry Fortune  
Larry Gotlieb  
Patrick W. Henning  
Faye Huang  
Jim Koontz  
Kirk Lindsey  
Senator Carole Migden  
Kathleen Milnes  
Richard Montanez  
Gayle Pacheco  
Frank Quintero Sr.  
Tim Rainey, Designee for Art Pulaski  
Rona Sherriff, Designee for Senator Denise Ducheny  
Judy Chen-Lee, Designee for the Honorable Miguel Pulido  
Audrey Taylor  
David Villarino, Designee for Arturo Rodriguez  
Willie Washington

**Welcome and Opening Remarks**

The meeting was called to order at 10:20 a.m. by the Chair, Larry Gotlieb. Mr. Gotlieb asked all members to introduce themselves and state their affiliation.

**Update – Labor and Workforce Development Agency Report**

Secretary Bradshaw provided the update on this item. She stated that \$14.4 million in Workforce Investment Act (WIA) 15 percent grants have already been awarded and that \$5 million has been awarded to veterans. She also informed the State Board that the 3<sup>rd</sup> round of WIRED grants has been posted on the State Board website.

Ms. Bradshaw then thanked the 20 One-Stop Centers for their freeze disaster support assisting farm workers and others who were affected by it. She then informed the State Board that she and Mr. Patrick Henning had traveled to Washington D.C. two weeks prior to meet with the entire Democratic Caucus, as well as Representative George Miller, in order to discuss WIA reauthorization. They requested that the current allocation formula be reviewed and that they reconsider the definitions of “spent” vs. “encumbered”. Ms. Bradshaw noted that another trip to Washington is scheduled for April.

Mr. Gotlieb then commended Ms. Bradshaw and Mr. Henning for their quick action and support of those impacted by the freeze.

### **Update – Executive Director’s Report**

Acting Director Ray York reported to the State Board that Congress had approved the Trade Adjustment Assistance and Wagner Peyser programs to continue throughout the rest of 2007. He also said that NoRTEC was the recipient of \$500,000 in WIRED grants and was to receive another \$500,000 soon. In addition there is still \$4.5 million in WIRED funds available. Pre-Vocational Training also has available funds, totaling \$1 million. Mr. York stated that there has been a good response and that applications are currently under review. The At-Risk Youth solicitation is currently offering \$700,000 in funds and is accepting proposals until March 9, 2007. Lastly, the Incentive Awards provide \$420,000 and is currently at the “Draft Directive” stage. Mr. York also gave the dates of the Special Committee meetings that will be taking place in March.

- Accountability in Workforce Investments – March 22, 2007
- Business and Industry – March 27, 2007
- Lifelong Learning – March 27, 2007
- Targeting Resources – March 28, 2007

### **Action – Approval November 30<sup>th</sup>, 2006 State Board Meeting Summary**

The Meeting Summary as recorded was approved by all members.

### **Update – Department of Labor Planning Guidance and Waivers**

Mr. John Bohart presented this item. He spoke about the Strategic 2-year Plan that expires June 30, 2007 and the new Department of Labor (DOL) plan that is due April 30, 2007. He explained that the actual cycle is five years and that the DOL is piecing out the process due to possible WIA reauthorization. Currently, Mr. Bohart said, the Two Year Plan is mandated by the DOL. This mandate requires that the current plan be extended and must include any modifications imposed by the State. The State Board is working in conjunction with the Employment Development Department (EDD) to release the Strategic Plan for public comment in March, with the final draft ready for their action at the next State Board meeting on April 19, 2007. Mr. Bohart also spoke briefly on the current waiver developments highlighting that the existing California Waivers expire

June 30, 2007 but may be extended by including them in the new DOL State Plan. The DOL has also provided the state, through the planning guidance, a list of waiver proposals that are currently being reviewed by the Waiver Workgroup.

**Action – Approval of the Workforce Training Act (SB 293) Process for Developing State Strategic Plan  
(Facilitated by Larry Good)**

Mr. Javier Romero gave a brief update on SB 293 background and progress. He stated that the State Board has begun the planning process for SB 293 by partnering with the EDD to identify implementation issues to be included in directives for local areas. He outlined the purpose of the day's discussion, saying that the focus was on Strategic Planning. The Partner Coordination Team has directed staff and has identified activities that will establish strategic planning outcomes. To help facilitate this discussion Larry Good was contracted to give guidance and focus in regards to strategic planning outcomes.

Mr. Larry Good then invited Ms. Rona Sherriff to address the intent of SB 293. She stated that in the past strategic planning has been done to obtain federal funding. However, SB 293 gives the State Board the opportunity to identify and focus on what California would like to achieve over the next 5 years. These goals will dictate the State Board's actions at the State and local levels.

Ms. Victoria Bradshaw added that SB 293 began as a conversation regarding what could be done in legislation to further the strategic planning process. The purpose was to unify all workforce segments under one common goal.

Ms. Virginia Hamilton stated that there had not been a policy framework for local areas and that this was an opportunity for the state to create one in California that would guide workforce investment.

Mr. Good then posed the question "What do you see as the primary issues driving workforce in California today?" He then asked the State Board to break into smaller groups to discuss and record their conclusions. These conclusions were then presented as a whole. Please see the SB 293 Breakout Session attachment for these conclusions.

**Public Comment**

Mr. John Deltmetier stated that there were 12 thousand dislocated workers in the central valley due to the freeze.

**Other Business that May Come Before the Board**

The next meeting of the State Board is scheduled for April 19, 2007.

The meeting was adjourned at 12:25 p.m.

## **Board Meeting SB 293 Breakout Session**

During the breakout session facilitator Larry Good, posed the question to the State Board: What do you see as the issues driving workforce today in California?

Members worked in group of threes and discussed the question. The following are the members' responses to that specific question.

### State Board

- Ongoing State Board involvement
- What is our role with Career Technical Education (CTE) and K-12? K-12, Community Colleges and workforce to work together to create demand-driven education/training?
- Own the issue: What do you want to do for California?

### Overarching Issues

- Growing underclass in California
- Achievement gap is a major issue. 50 percent of the young population is being left behind. We are losing \$2,100 per capita if we stay the current path. We will run out of revenue to address the issue. We leave half our youth behind.
- Emerging Hispanic workforce
- Although jobs are available, housing and transportation issues impact California's competitive advantage
- Graying workforce vs. available trained workers
- Look at the root causes of workforce issues
  - Baseline information
  - Strategies
  - Education
  - Support services

### Workforce System

- System needs to be responsive to workforce shortages
- Need to look at future workforce needs now. Be creative
- Focus on fast, flexible training track for dislocated workers. Need quick turnaround time
- Identify where the jobs are and the gaps in available workers

### Education

- Would like to see a fluid system between K-12 and community college
- Framework that would have K-12, workforce, and higher education to operate toward a single goal
- Improve link between education and workforce system. There is a disconnect between business and education
- Foster innovation in education and skilled people

### CTE

- Review CTE framework and standards
- CTE people need to have more prominence in the educational system
- We have an elitist attitude in the United States, thinking that something is wrong if you do not graduate from college. Need to change the mentality towards CTE
- Make CTE and those jobs valued
- Introduce and mainstream CTE in high schools

### K-12

- K-12 is not delivering the product. We have talked about this for 20 years. Business is forced to deal with what comes out of the system
- Reading and math literacy
- Relevance of K-12 to the emerging economy
- Current K-12 is geared toward “a-g” as a measure of success. What is happening to the students that do not follow this path?
- High schools focus primarily on the number of students going to college
- High school outreach? How do you deal with family issues that impact education?
- Stress thinking not just learning the standards

### Community Colleges

- Community Colleges focus on how many students transfer to 4-year colleges
- Create a state program to support students
  - Child care
  - Housing
  - Diagnostic training
- Community college autonomy. Local colleges are meeting specific business needs.
- Need for quality and accountability for community colleges that attempt to meet business needs.

### Funding

- Funding priorities
  - Industry sectors?
  - Where will the highest leverage for funds be?

### Lifelong Learning/Training

- Need for career-long learning and continuous training
- 80 percent of current workers will still be on the job in 10 years and will need to raise their skill levels
- Flexible training for dislocated workers (fast track)

### Resources

- Link Perkins and Community College plans to the SB 293 plan

- Review the SB 70 planning process
- Review regional economies project – use as a compass
- Look at case studies/best practices

#### Miscellaneous

- Focus on out-of-school-youth

#### Process

- Goal is actionable. Alignment around key issues.
- Get feedback from the field
- Engage in dialog to identify key issues
- Stakeholders – understand their needs
  - Regional perspective
  - Industry perspective
- Expertise
  - Have experts address specific issues – involve them in the planning
- What are the major predictors for success?
- Accountability
  - How is success measured in each system?
  - Keep outcome and measurement focused
- The Special Committees will be the vehicle for the issues identified by the State Board
- State Board website – use to engage and stimulate involvement at all levels

#### Questions

- Where are we now?
- Where do we want to be?
- How will we get to where we want to be from where we are now?
- How will you measure it?
- Who will do what?

**Action – Approval of Department of Labor State Plan and  
Waivers**

## **Recommendation for Approval of the DOL State Plan and Waivers**

### **Recommended Action**

The State Board recommend that the Governor approve *California's Strategic Two-Year Plan for Title I of the Workforce Investment Act of 1998 and the Wagner-Peyser Act* (State Plan) as revised for the period of July 1, 2007 through June 30, 2009 and prepare it for submission to the U.S. Department of Labor (DOL) on April 30, 2007.

### **Background**

*California's Strategic Two-Year Plan for Title I of the Workforce Investment Act (WIA) of 1998 and the Wagner-Peyser Act* (State Plan) was approved by the DOL in June, 2005. The approved State Plan represents the first two years of California's second five-year WIA planning cycle.

On January 24, 2007, the DOL issued planning guidance for years three and four of the current five-year WIA planning cycle, due to the expiration of the current two-year plans in June, 2007. The guidance was issued in Training and Employment Guidance Letter (TEGL) No. 13-06 and requires that states develop and submit modifications or revisions to their existing two-year plans in order to receive future state formula allotments for the WIA.

The format for the revised plans must follow the structure of instructions and questions provided in the previous, 2005 planning guidance. The revised plan should be "driven" by the Governor's existing vision and goals for the workforce system, take into account the DOL's current policy emphasis and strategic priorities, and incorporate substantive policy and system changes that have occurred in the last two years. Governors must submit revised State Plans to the DOL no later than April 30, 2007.

The State Board, at its February 22, 2007 meeting, approved an expedited process for modifying the State Plan through an open, inclusive public process that has afforded Local Boards and State, local, and federal partners the opportunity to provide input on proposed revisions. Through that process, State and local partners were provided opportunities to develop and suggest modifications for the State Plan. The Employment Development Department's Labor Market Information Division (LMID), for instance, provided a revised and updated economic and labor market analysis (Section IV. in the plan).

### **Public Input**

A draft of the revised State Plan was posted on the State Board's website on March 13, 2007 for public comment. Notifications that the revised plan was open for public comment were also sent to State Board members and to the statewide workforce

community through the State Board's list-serve program. The two-week public comment period closed on March 27, 2007.

No public comments were received. State partner staff, however, that worked with State Board staff in identifying and developing the modifications to the State Plan did informally submit technical edits and clarifications. These technical edits and clarifications, including new attachments relating to the LMID's economic and labor market analysis, have been incorporated in the final draft of the plan.

The State Board's Administrative Committee reviewed the draft State Plan and the edits and clarifications at its April 3, 2007 meeting. The Administrative Committee approved the State Plan as edited and asked that the waiver extension requests be enhanced as described below.

### **Waiver Extension Requests**

The State Board's waivers workgroup was re-convened in February, 2007 in order to collaboratively discuss California's five approved WIA waivers and a recommendation to request extensions of all five through submission of the revised State Plan. The DOL included an attachment to TEGP No. 13-06 (guidance for modifying State Plans) that provides a list of eleven waivers, already granted to numerous states. Two of those are approved waivers in California:

- Allow Local Boards the authority to use 10 percent of local formula funds for incumbent worker training; and
- Allow Local Boards the authority to transfer up to 50 percent of their Adult and Dislocated Worker funding between the two programs.

In granting these two waivers to other states, the DOL has been more generous in the authority it has allowed. In the case of incumbent worker training, the DOL has granted authority to use up to 50 percent of local formula funds for that purpose. In the case of transfer authority between the Adult and Dislocated Worker programs, the DOL has granted authority to transfer up to 100 percent of the funding.

As a result, the extension request for the incumbent worker training waiver has been modified to reflect an increase in the allowance to 50 percent. The extension request for transfer authority between the Adult and Dislocated Worker programs has been modified to reflect an increase in the allowance to 100 percent. The five extension requests can be found in Section X. C. of the State Plan.

**Action – Approval of Local Area Modification Requests**

## Local Area Modification Requests

### Action Requested

The State Board authorizes the Administrative Committee to approve or disapprove, before July 1, 2007, recommendations from the Employment Development Department (EDD) concerning two competing Local Workforce Investment Area (Local Area) modification requests from Carson/Lomita/Torrance and South Bay Local Workforce Investment Boards.

### Background

Section 116 of the federal Workforce Investment Act (WIA) provides the Governor with the authority and the responsibility to designate cities, counties, or consortia of cities and/or counties as Local Areas for delivering WIA services. The Governor may approve a request from any unit of general local government, including a combination of such units for designation if the State Board determines, taking into account the factors described in Section 116 of WIA, and recommends to the Governor, that such areas should be so designated.

On February 17, 2005 a Local Area modification policy and application package was adopted by the State Board and the EDD that establishes a process to assist the Governor in responding to requests to modify existing boundaries of designated Local Areas. The two principle considerations that were applied in the adoption of the modification policy are:

1. To preserve local flexibility and control in optimizing services to all customers, including job seekers and businesses; and
2. To provide the elements necessary for the Governor to receive an objective assessment of any request for the modification of local area(s) modification.

Additionally, the modification policy also provided guidance when competing Local Area modification requests are submitted to the State Board.

*“In the instance where one or more of the parties to the application are not in agreement about the boundary change, however, each step and consideration in the application process will require a higher threshold of information and public scrutiny. For instance, in performing its objective assessment of the application, the EDD must consider dissenting opinions and opposing information, whether the applicant is able to provide them or not. The State Board must also have the most comprehensive and objective information available to make a recommendation to the Governor regarding contested modification requests.”*

## **Local Area Modification Requests**

Recently, the State Board received two competing Local Area modification requests that would merge the city of Carson, currently in the Carson/Lomita/Torrance consortium (CLT), with the Long Beach Local Area in the one instance, or with the South Bay Local Area in the other instance. There are a number of local legal/political issues behind these two requests for the dissolution of the existing CLT Local Area and the merger of the city of Carson that need to be resolved before the State Board can recommend that the Governor approve/disapprove either application.

In mid February 2007, the CLT submitted a Local Area modification request to merge as a consortium of cities with the Long Beach Local Area. The request was initiated because the City of Torrance indicated that they could no longer function as administrative and fiscal entity for the WIA formula funding. Similarly, the cities of Carson and Lomita also indicated that they would not assume that responsibility. Due to the inability to identify an administrative entity within their consortium, the CLT Local Area would not be able to accept and expend its WIA formula allocation funding after July 1, 2007.

When the CLT request was submitted, the city of Carson was in negotiations to merge separately with the South Bay Local Area. On March 9, 2007 the State Board received a formal application for a Local Area modification request from the South Bay Local Area to merge with the City of Carson.

Staff from the State Board, the EDD, and the Labor and Workforce Development Agency are currently working with the Local Workforce Investment Boards engaged in these competing requests. All three cities in the CLT Local Area must merge, either collectively or separately, with another/other Local Area(s) by July 1, 2007 in order for there to be no disruption of WIA services in their communities. Resolution to the issues involved with these two competing Local Area modification requests, and a State Board recommendation with which all parties agree, cannot be completed in time for the April 19, 2007 State Board meeting, but must be completed and approved prior to the start of the next fiscal year on July 1, 2007.

**Action – Special Committee Reports**

## **Approval of Business and Industry Special Committee Report**

### **Action Requested**

The State Board approves the Business and Industry Special Committee Report (Attachment).

### **Background**

This agenda item includes a Committee Report that summarizes the Committee's membership, focus, progress, and next steps. Significant items outlined in the report follow.

- The committee received updates regarding ongoing work. Staff reported the status of the Regional Collaboration/Local Coordination Incentive Award Grants and the Regional Forums.
- The committee conducted a strategic planning discussion as a part of the SB 293 strategic planning process. Using issues and goals generated through the February 22, 2007 State Board meeting, the committee's discussion centered on addressing two strategic planning questions ("Where are we now?" and "Where do we want to be?"), with a focus on the committee's themes.

## **Business and Industry Special Committee Report April 2007**

This is an update on the Business and Industry Special Committee (Committee) strategies that are currently being pursued, as well as recommendations being presented to the State Board for approval.

### **Special Committee Membership**

Jamil Dada, **Chair**, Board Member  
Stewart Knox, **Vice Chair**, North Central Counties Consortium Executive Director  
Audrey Taylor, Board Member  
Norris Bishton, Board Member  
Charlie Brown, NoRTEC Executive Director  
Mark Hanson, Designee for Jerry Butkiewicz, Board Member  
John Prentiss, CA Community Colleges Chancellor's Office  
Frances Laskey, President, California Employer Advisory Council  
Ed Munoz, Board Member  
Paul Saldana, President & CEO, Tulare County Economic Development Corp.  
Warren Jackson, Board Member  
Willie Washington, Board Member

### **Committee Description**

The Committee's goal is to define how the workforce system can better serve business and industry, and how that can translate into improved occupational and career opportunities for current and future workers. The themes to be addressed by the Committee include:

- Supporting and improving local business services
- Identifying and incorporating high-wage, high-growth jobs into career oriented service strategies
- Maximizing information regarding promising practices
- Supporting California's small businesses

### **Partnerships**

The Employment Development Department (EDD) has designated staff to support the work of the Committee. Additionally, through the Committee membership, partnerships with the California Manufacturers and Technology Association (CMTA), the California Association for Local Economic Development (CALED) and the California Employer Advisory Council have been formed.

### **Summary of Activities**

The Committees met on March 27, 2007 in order to further the strategic planning discussion that began at the State Board meeting on February 22, 2007. The Committee was provided with updates of their ongoing work (see below), but devoted the majority of their meetings to discussing two questions about a grouping of strategic issues identified by the State Board during its February 22, 2007 discussion. The two questions that each committee discussed in

relation to their particular focus are the first two of a set of five action planning questions the State Board wants to address through its strategic planning process:

- *Where are we now?*
- *Where do we want to be?*
- *How will we get there?*
- *Who will do what?*
- *How will we measure?*

Information generated by the Committees in response to the first two questions will be presented to the State Board for consideration during its strategic planning session at the April 19, 2007 meeting (Agenda Item 8). As the special committees move forward with these and the remaining three questions, the resulting information, issues, goals, and strategies will be circulated through other venues for public and stakeholder input.

The following summarizes the Committee's update for their ongoing work.

Regional Collaboration/Local Coordination (RC/LC) – The State Board's RC/LC Incentive Awards Directive has been finalized. The applications are due by April 30, 2007 for the incentive grants. The concept paper provided to the State Board on November 30, 2006 outlined the eligibility criteria as well as the selection and scoring process for awarding RC/LC grants. The total funding amount available is \$420,000. No more than six awards will be granted.

Regional Forums – The Committee, as of December 7, 2006, has completed the seven regional sessions intended to more effectively integrate the workforce and economic development systems. Information obtained from these sessions will be presented in a final report to the committee at its next meeting.

### **Next Steps for the Special Committee**

Continue to provide input on specific aspects of the strategic plan required by the Workforce Training Act (SB 293).

## **Approval of Targeting Resources Special Committee Report**

### **Action Requested**

The State Board approve the Targeting Resources Special Committee Report (Attachment).

### **Background**

This agenda item includes a Committee Report that summarizes the Committee's membership, focus, progress, and next steps. Significant items outlined in the report follow.

- The Committee received updates regarding work completed during the previous year and work that was ongoing. The Committee reviewed its charge and the major themes and issues identified in the Strategic Two-Year Plan for the Workforce Investment Act and received a briefing on the efforts of the State Board relative to the development of the new strategic plan required by the Workforce Training Act (SB 293).
- The committee conducted a strategic planning discussion as a part of the SB 293 strategic planning process. Using issues and goals generated through the February 22, 2007 State Board meeting, the Committee's discussion centered on addressing two strategic planning questions ("Where are we now?" and "Where do we want to be?"), with a focus on the committee's themes.

## **Targeting Resources Special Committee Report April 2007**

This report provides an update on the activities and results of the Targeting Resources Special Committee (Committee). The report outlines the issues and strategies the Committee is pursuing, as well as products the Committee is proposing for presentation to the full State Board for approval.

### **Committee Membership**

Tim Rainey, **Acting Chair**, California Labor Federation  
Mike Curran, **Vice-Chair**, Executive Director, North Valley Job Training Consortium (NOVA)  
Richard Alarcon, Board Member  
Jerry Butkiewicz, Board Member  
Ada Carrillo, Acting Executive Director, Employment Training Panel  
Jacqueline Debets, Economic Development Coordinator and WIB Executive Director, Humboldt County  
Richard Mendlen, Board Member  
Dwight Nixon, Board Member  
Art Pulaski, Board Member  
Miguel Pulido, Board Member  
Wayne Schell, President, California Association for Local Economic Development

### **Committee Description**

The Committee's focus is on targeting workforce resources to special workforce populations, industries, businesses, workforce services, economic and labor market information, and geographical areas to have the greatest economic impact for the State. The themes to be addressed by this Committee include:

- Advancing workers with barriers to employment.
- Investing resources in vital industries with statewide labor shortages.
- Continuing to improve State and local economic and labor market data.
- Targeting limited resources to areas where they can have the greatest economic impact.

### **Summary of Activities**

The Committee's major focus is providing input to the strategic plan required by the Workforce Investment Act. A description of these activities and the Committee's role is below.

### **Background**

A major requirement for the California Workforce Investment Board (State Board) in SB 293 is that it collaborate with State and local partners to develop a strategic workforce plan that will serve as a framework for workforce policy development, fiscal investment, and

program operation. This State strategic workforce plan should also serve as a framework for the Workforce Investment Act (WIA) plan that is required by the U.S. Department of Labor in order for states to receive their annual WIA allotments.

On February 22, 2007 the State Board met to begin discussing the Workforce Training Act (SB 293) strategic planning process. The facilitated discussion focused primarily around the Question: *What are the three driving workforce issues facing California today and in next several years?* The comments of the State Board members are summarized on the SB 293 Breakout Session notes from the February 22 meeting, the general timeline was approved by the State Board and staff attempted to group the issues identified by the State Board according to each Special Committee’s purview.

Furthermore, the State Board identified the following action planning questions as a framework for the Special Committees to begin their strategic planning process:

1. *Where are we now?*
2. *Where do we want to be?*
3. *How will we get there?*
4. *Who will do what?*
5. *How will we measure?*

To coordinate State Board activities and better ensure that the State Board meet its SB 293 mandate, the Partner Coordination Team (Team) was formed, consisting of representatives from Senator Ducheny’s Office, Labor and Workforce Development Agency, Building, Trade, and Housing Agency, California Workforce Association, various executive-level representatives from our State, Labor and Economic Development partners. The Team has offered the following “**premise**” to initiate the action planning process at the committee level:

- Demand driven system
- California – statewide system and policy
- Competitiveness
- Creating pathways for people to fill jobs

### **The Special Committee’s Role**

On March 28, 2007 the Targeting Resources Special Committee (Committee) began by addressing the first two strategic action planning questions.

- *Where are we now?*
- *Where do we want to be?*

The Committee, in examining these two framing questions and the issues identified by the State Board, considered its original charge, which was approved as the following:

*This Special Committee on Targeting Resources (committee) will focus on the workforce policy priority “Targeting limited resources to areas where they can have the greatest*

*economic impact.” The key workforce policy themes are related (with an emphasis on preparing workers) to the targeting of workforce resources to special workforce populations, industries, businesses, workforce services, and geographical areas that will have the greatest economic impact for the State. Included are the priorities for the investment of 15 Percent Discretionary funds in: 1) strategies and services that will assist individuals with barriers to employment enter and advance in careers, and 2) increasing occupational skill training for vital industries in which significant worker shortages exist or are likely to exist in the future.*

To assist the Committee in beginning its discussion regarding the question: *Where are we now*, the Committee received a briefing of their efforts to date and had previously received a presentation by Janet Maglinte from the Economic Strategy Panel’s California Regional Economies Project and Bonnie Graybill of the Employment Development Department Labor Market Information Division. Thereafter, the Committee reviewed the report by the California Budget Project entitled “*Mapping California’s Workforce Development System*” and engaged in a discussion to develop a list of ideas regarding the second question: *Where do we want to be?* The specific responses developed by each Committee will be compiled and used during the facilitated portion of the State Board meeting on April 19, 2007.

### **Next Steps**

On April 19, 2007 the State Board will review the following from each of its four Special Committees:

- Review the **premise** the Special Committees are operating under, which will entail modifications by the Special Committees.
- Review and prioritize the “*Where do we want to be*” issues provided by the Special Committees in a facilitated discussion.
- Committees to organize local and regional efforts to receive input into the development of the SB 293 Strategic Plan.

## **Approval of Lifelong Learning Special Committee Report**

### **Action Requested**

The State Board approve the Lifelong Learning Special Committee Report (Attachment).

### **Background**

This agenda item includes a Committee Report that summarizes the Committee's membership, focus, progress, and next steps. Significant items outlined in the report follow.

- The Committee received updates regarding ongoing work. The Committee chair (designee) reported the status of the California Community Colleges Career Advancement Academies initiative, the State Board's competitive grants for areas with high concentrations of at-risk youth, and the formation and functioning of the State Youth Vision Team.
- The Committee conducted a strategic planning discussion as a part of the Workforce Training Act (SB 293) strategic planning process. Using issues and goals generated through the February 22, 2007 State Board meeting, the Committee's discussion centered on addressing two strategic planning questions ("Where are we now?" and "Where do we want to be?"), with a focus on the Committee's themes.

## **Lifelong Learning Special Committee Report April 2007**

This report provides an update on the activities and results of the Lifelong Learning Special Committee (Committee). The report outlines issues and strategies the Committee is pursuing.

### **Special Committee Membership**

Mark Drummond, **Chair**, Board Member  
Jose Millan (Designee for Mark Drummond)  
David Rattray, **Vice Chair**, President,  
UNITE LA, Vice President, LA Area  
Chamber of Commerce  
Pat Ainsworth (Designee for the Honorable  
Jack O’Connell)  
Bob Balgenorth, Board Member  
Ken Burt, Board Member  
Victor Franco, Board Member  
Kathy Kossick, LWIA Representative

Kathleen Milnes, Board Member  
Gayle Pacheco, Board Member  
Monica Poindexter, Genentech  
Frank Quintero III, Board Member  
Fred Slone, LWIA Representative  
Philip Starr, One-Stop Operator  
Joseph Werner, LWIA Representative  
California Secretary of Education  
Stella Premo, Board Member

### **Committee Description**

The Committee’s focus is on collaborating to improve California’s educational system at all levels by providing current and future workers with lifelong learning opportunities that are aligned with the new and changing economy. The major themes to be addressed by this Committee include:

- Improving career technical and vocational education.
- Improving Workforce Investment Act (WIA) Youth services, focusing on those youth most in need.
- Addressing literacy needs.
- Addressing apprenticeship programs.
- Addressing lifelong learning.

### **Partnerships**

Lead staff from the Employment Development Department (EDD), the California Department of Education (CDE) and the California Community Colleges Chancellor’s Office (CCCCO) were invited and are working with State Board staff to support the work of the Committee. Additionally, the Committee has established collaborative relationships with the U.S. Department of Labor (DOL), the office of the California Secretary of Education, the Department of Corrections and others concerned with lifelong learning at both the State and local levels.

## **Summary of Activities**

At its March 27, 2007 meeting, the Committee reviewed the following agenda items:

### High Concentrations of Eligible Youth (At-Risk Youth Funding)

The Labor and Workforce Development Agency has made \$700,000 of the Governor's 15 Percent Discretionary funding available for the purpose of serving additional youth through a high-concentrations competitive process. The goal for this initiative is to increase the number of at-risk 14 to 21 year-old youth that receive WIA services and to strengthen community partnerships. This goal reinforces the Committee's theme of improving WIA Youth services, focusing on those youth most in need.

This round of High Concentrations of Eligible Youth funding is not an entitlement and was made available through a competitive solicitation for proposals process to youth-serving organizations. More than 30 proposals were received. Proposals have been read and scored, and have been forwarded to the Labor and Workforce Development Agency for final review and funding. It is anticipated that a minimum of three proposals will be funded.

### State Youth Vision Team

In November 2005, the State Board approved the Committee assuming a prominent and active role in the State Youth Vision Team (Team) as an effective tool for collaborating with federal, State, and local partners in addressing the DOL new youth vision and a variety of issues regarding WIA youth programs in California. The Committee has, after State Board approval, reconvened and expanded the Team. Members include representatives from the DOL, the Job Corps, the State Building and Construction Trades Council, the California Conservation Corps, the CCCCOC, the EDD, the CDE, the California Board of Corrections, the California Departments of Industrial Relations and Social Services, and Local Workforce Investment Boards.

The consensus of the Team is that it should foster communication, coordination, and collaboration at the State and local levels in support of those who serve youth most in need, particularly through WIA funded youth programs. The Team anticipates meeting quarterly and has identified a short-term objective around apprenticeship and pre-apprenticeship programs and activities, and a longer-term objective to contribute to State Board sponsored strategic planning under the Workforce Training Act (SB 293).

### Career Advancement Academies

In April and June of 2006, the Committee discussed a proposed workforce/education pilot program which, under the CCCCOC eventually became the Career Advancement Academy initiative. The concept was initially developed by the Committee and its staff, in cooperation with the Chancellor's Office, the CDE, the Labor and Workforce Development Agency, and the California Secretary of Education. Generally, the Career Advancement Academies are collaborations between local community colleges, Local Workforce Investment Boards, industry, school districts, labor organizations, and economic development entities to provide

remedial training, skills training for community college credit, and advancement into further course work and/or careers.

Nineteen proposals were received and Committee staff participated in objectively reading and scoring the proposals. Three proposals are being funded, with the hope of funding more in the upcoming fiscal year. The three currently funded proposals are from the Peralta, Los Angeles, and State Center (Fresno) districts. Each grantee will receive \$1.6 million for implementation of their academies.

### SB 293 Strategic Planning

The Committee devoted most of its time at the March 27, 2007 meeting to a discussion of strategic planning issues and goals that were generated by the State Board at its February 22, 2007 meeting. The Committee referred to the attached discussion paper in addressing the two strategic planning questions it was asked to answer: “Where are we now?”, and “Where do we want to be?”

When the Committee discussed the “Where do we want to be?” question, it asked that each member list their three most important goals for California’s workforce system, particularly as those goals relate to the Committee’s themes of lifelong learning. The results of this discussion will be presented to the State Board, along with similar results from the other three Special Committees, for discussion at the April 19, 2007 meeting.

### **Next Steps for the Special Committee**

- In accordance with the State Board’s SB 293 strategic planning process, the next Committee meeting will be focused on the strategic planning themes related to this Committee.
- The reconvened State Youth Vision Team will conduct another meeting in June, 2007.

## Workforce Training Act (SB 293) Strategic Planning Discussion

### Background

A major requirement for the California Workforce Investment Board (State Board) in SB 293 is that it collaborate with State and local partners to develop a strategic workforce plan that will serve as a framework for workforce policy development, fiscal investment, and program operation. This State strategic workforce plan should also serve as a framework for the Workforce Investment Act (WIA) plan that is required by the U.S. Department of Labor in order for states to receive their annual WIA allotments.

On February 22, 2007 the State Board met to begin discussing the SB 293 strategic planning process. The facilitated discussion focused primarily around the Question: *What are the three driving workforce issues facing California today and in next several years?* The comments of the State Board members are summarized on the SB 293 Breakout Session notes from the February 22 meeting. The general timeline was approved by the State Board. Additionally, staff grouped the issues identified by the State Board according to each Special Committee's purview.

Furthermore, the State Board identified the following action planning questions as a framework for the Special Committees to begin their strategic planning process:

1. *Where are we now?*
2. *Where do we want to be?*
3. *How will we get there?*
4. *Who will do what?*
5. *How will we measure?*

To coordinate State Board activities and better ensure that the State Board meet its SB 293 mandate, the Partner Coordination Team (Team) was formed. The Team consists of State Board and Employment Development Department staff and executive-level State and local partners, and has offered the following “premise” to initiate the action planning process at committee level:

- Demand driven system
- California – statewide system and policy
- Competitiveness
- Creating pathways for people to fill jobs

### The Special Committee's Role

The Special Committee on Lifelong Learning began by addressing the first two strategic action planning questions.

- *Where are we now?*
- *Where do we want to be?*

The committee, in examining these two framing questions and the issues identified by the State Board, reviewed its original charge, which was approved as the following:

*This Special Committee on Lifelong Learning (committee) will focus on the workforce policy priority “Collaborating to improve California’s educational system at all levels.” The key workforce policy themes are related (with an emphasis on collaboration and lifelong learning) to the pivotal role that California’s educational system, at all levels, performs in providing current and future workers with lifelong-learning opportunities that are aligned with the needs of the new and changing economy. Included are serving youth most in need, workplace literacy services, apprenticeship programs, career development services, and career technical and vocational education.*

### **Next Steps**

On April 19, 2007, the State Board will review the following from each of its four Special Committees:

- Review the premise under which the Special Committees are operating, which may result in entail modifications.
- Review and prioritize the “*Where do we want to be*” issues provided by the Special Committees in a facilitated discussion.

## **Approval of Accountability in Workforce Investments Special Committee Report**

### **Action Requested**

The State Board approve the Accountability in Workforce Investments Special Committee Report (Attachment).

### **Background**

This agenda item includes a Committee Report that summarizes the Committee's membership, focus, progress, and next steps. Significant items outlined in the report follow.

- **One-Stop Career Center Certification**

The Special Committee on Accountability in Workforce Investments (Committee) began implementing the One-Stop Certification process in January, 2007. The Resource Guide and application forms have been finalized and working groups have been formed to develop incentives (e.g., branding, marketing, and capacity building) and a validation process. State Board and local staff will conduct an orientation for local representatives at the California Workforce Association Spring Conference in April, 2007.

- **One-Stop Career Center Cost Study**

The Committee's Cost Study Steering Committee has made some adjustments to the study based on difficulties in obtaining data and has also extended the time frame for completion, and adjusted the survey.

- **SB 293**

The Committee conducted a strategic planning discussion as a part of the SB 293 strategic planning process. Using issues and goals generated through the February 22, 2007 State Board meeting, the Committee's discussion centered on addressing two strategic planning questions ("Where are we now?" and "Where do we want to be?"), with a focus on the committee's themes.

## **Accountability in Workforce Investments Special Committee Report April 2007**

This report provides an update on the activities and results of the Accountability in Workforce Investments Special Committee (Committee). The report outlines the issues and strategies the Committee is pursuing.

### **Special Committee Membership**

Kirk Lindsey, **Chair**, Board Member  
Jerald Dunn, **Vice Chair**, CWA Chair  
Cynthia Amador, Board Member  
John Hooper, California Chamber of  
Commerce  
Charles Lundberg, Employment Training  
Panel  
Gayle Pacheco, Board Member

James Shelby, Board Member  
Jan Vogel, Executive Director, South Bay  
Workforce Investment Board  
Rona Sherriff, Consultant, Senate Office of  
Research  
Patrick W. Henning, Sr., Board Member

### **Committee Description**

This Committee is charged with exploring and resolving issues under the following themes:

- Improving State and local coordination between partner agencies and programs.
- Identifying and achieving administrative efficiencies and better service integration in California's workforce system.
- Optimizing training and availability of funds.

### **Partnerships**

The EDD identified lead staff to support the work of the Committee. The Committee is also working collaboratively with the California Chamber of Commerce; the Employment Training Panel; California Department of Education, Adult Education; California Department of Rehabilitation; and the California Workforce Association. Using the expertise of the State Board members, we have board members representing small business, community based organizations, local workforce investment areas, economic development interests, and universal access issues.

### **Summary of Activities**

At its March 22, 2007 meeting the Committee discussed the following agenda items:

#### One-Stop Certification

The Committee began implementing the One-Stop Certification process in January, 2007. The Resource Guide and application forms have been finalized and working groups have been formed to develop incentives (e.g., branding, marketing, and capacity building) and a validation process. State Board and local staff will conduct an orientation for local representatives at the California Workforce Association Spring Conference in April, 2007. Additionally, the State Board is exploring opportunities to obtain funding for developing and

providing statewide implementation training-for-trainers and for developing branding and marketing for the One-Stop Certification process.

### One-Stop Career Center System Cost Study

The Committees' Cost Study Steering Committee has made some adjustments to the study based on difficulties in obtaining data and has also extended the time frame for completion. Three of the case studies are complete and the team is nearing the completion of the fourth. The survey tool for the additional sites has been adjusted and over half of the surveys are complete. Some of the resulting data will be presented to the State Board at its July meeting.

### Workforce Training Act (SB 293) Strategic Planning

The Committee devoted most of its time during the March 22, 2007 meeting to a discussion of strategic planning issues and goals that were generated by the State Board at its February 22, 2007 meeting. The Committee referred to previous discussion from the State Board meeting in addressing the two strategic planning questions it was asked to answer: "Where are we now?", and "Where do we want to be?" The Committee made it clear they did not want to be constrained to just looking at the questions through the focus of "accountability".

When the Committee discussed the "Where do we want to be?" question, Vice Chair Jerry Dunn asked that each member list their top three goals for California's workforce system. The results of this discussion will be presented to the State Board, along with similar results from the other three Special Committees, for discussion at the April 19, 2007 meeting.

### **Next Steps for the Special Committee**

- Review the reports from the One-Stop Cost Study project.
- Determine funding for continuing implementation of the State-level One-Stop Career Center System Certification (meet with consultant, develop and schedule training sessions, continue to develop incentives and validation process, state-wide branding),
- Review the premise under which the Special Committees are operating, which may entail modifications.
- Review and prioritize the "*Where do we want to be*" issues provided by the Special Committees in a facilitated discussion.

**Discussion – Workforce Training Act State Strategic Plan**

- **Facilitated by Larry Good**

## Approval of Workforce Training Act Strategic Workforce Planning Process

### Discussion

The State Board discuss and provide direction on the following regarding the Workforce Training Act (SB 293) mandated strategic workforce planning process:

- The **premises** under which the strategic planning process will be developed.
- The responses provided by the Special Committees to the action planning questions “*Where are we now?*” and “*Where do we want to be?*”
- The identification of next steps in the strategic planning process that will involve stakeholder input.

### Background

On February 22, 2007 the State Board met to begin discussing the SB 293 strategic planning process. The facilitated discussion focused primarily around the Question: *What are the three driving workforce issues facing California today and in next several years?* The comments of the State Board members were summarized on the SB 293 Breakout Session notes from the February 22 meeting and a general timeline for strategic planning was approved by the State Board. Additionally, the State Board identified the following action planning questions as a framework for the Special Committees to begin their strategic planning process:

1. *Where are we now?*
2. *Where do we want to be?*
3. *How will we get there?*
4. *Who will do what?*
5. *How will we measure?*

As previously reported, to coordinate State Board activities and better ensure that the State Board meet its SB 293 mandate, the Partner Coordination Team (Team) was formed, consisting of representatives from Senator Ducheny’s Office, Labor and Workforce Development Agency, Building, Trade, and Housing Agency, California Workforce Association, various executive-level representatives from our State, Labor and Economic Development partners. The Team has offered the following “**premises**” to initiate the action planning process at the committee level:

- Demand driven system
- California – statewide system and policy
- Competitiveness
- Creating pathways for people to fill jobs

All four of the State Board’s Special Committees met during the last two weeks of March 2007 in order to further the strategic planning discussion that began at the State Board meeting on February 22, 2007. Each Committee devoted the majority of their deliberations

to their particular policy focus and how it relates to the first two planning questions the State Board wants to address through its strategic planning process.

Information generated by the four Special Committees in response to those first two planning questions will be presented to the State Board for consideration during its strategic planning session at the April 19, 2007 meeting.

**Discussion:**

Mr. Larry Good, from the Corporation for a Skilled Workforce (CSW), will facilitate the State Board through a more focused discussion regarding the goals identified by the Special Committees, as well as how the State Board might proceed with the next steps in the strategic planning process that will involve stakeholder input. CSW is a national leader in defining local meaning to global change and in helping business, government, education, economic development, human services, and philanthropy stakeholders across the country find ways to adapt and thrive.

**Public Comment**

**Other Items that May Come Before the State Board**