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February 11, 2016

Honorable Board of Supervisors
Administration Building
Oakland, CA 94612

Dear Board Members:

SUBJECT: SIGN THE APPLICATION FOR THE LOCAL WORKFORCE DEVELOPMENT BOARD AND RECERTIFY AS REQUIRED BY THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

RECOMMENDATION:

Approve the following recommendations to implement the Workforce Innovation and Opportunity Act:

- A. Authorize the President of your Board to sign the Application for the Local Board Recertification to recertify the Alameda County Workforce Development Board ACWDB for two years from 7/1/16 to 6/30/18; and
- B. Authorize the current chair of the Alameda County Workforce Investment Board to co-sign the Application for the Local Board Certification as required by the State's process.

SUMMARY/DISCUSSION

This letter requests action by your Board to sign the "Application for the Local Board Recertification" for Program Years 2016-2018.

WIOA is the federal reauthorization legislation for the Workforce Investment Act (WIA) that was enacted by President Obama on July 22, 2014, and effective on July 1, 2015. California WIOA states that Local Workforce Development Boards (LWDBs) must meet board membership requirements across four categories: business, workforce/labor, education and government.

On March 8, 2016, your Board approved a new 27 seat WIOA-compliant board composition. In addition to the new composition, your Board also approved the name change of the Alameda County Workforce Investment Board (ACWIB) to the Alameda County Workforce Development Board (ACWDB) to comply with WIOA. The process of transitioning to a WIOA-compliant board also requires that your Board reappoint and appoint ACWDB members as detailed in the table in Attachment B.

In addition to the reappointment and appointment process that transitions the ACWDB to a WIOA compliant board, section 107 of WIOA requires the Governor to certify one LWDB for each local area in the state, once every two years. Per State Directive issued by the Employment Development Department (EDD), LWDBs were directed to submit an Application for Initial Local Area Designation and Initial Local Board Certification by March 30, 2015.

On April 21, 2015, your Board signed and approved the Application for Initial Local Area Designation and Initial Local Board Certification, which certified the current Local Workforce Board for one year, from July 1, 2015 to June 30, 2016. The Local Workforce Board Certification is set to expire; therefore ACWDB has to undergo the recertification process. Per a subsequent state implementation Guidance Directive, LWDBs must be recertified by submitting the Local Board Recertification Application (LBRA) by March 30, 2016.

The recertification process also requires that ACWDB meet the current membership requirements across the four WIOA categories: business, workforce/labor, education and government, and that ACWIB performed successfully, sustained fiscal integrity and implemented key provisions of WIOA. The LBRA must be signed by the Local Chief Elected Official (CEO) and the Chair of the Local Workforce Development Board to comply with the State's process and to meet the March 30, 2016 deadline. The two-year recertification of the new ACWDB is effective July 1, 2016 through June 30, 2018.

By signing the ACWDB's Local Board Recertification Application, the Local CEO and the Workforce Board's Chair approves and authorizes the appointment and reappointment process and also approves the Recertification Application, bringing ACWDB in compliance with WIOA.

SELECTION CRITERIA AND PROCESS:

N/A.

FINANCING:

Workforce Investment Act and Workforce Innovation and Opportunity Act programs are 100% federally funded. There are no net County costs associated with this recommendation.

Sincerely,

DocuSigned by:

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Lori A. Cox
Agency Director

1. Attachment A- The New 27 Seat Composition of the Alameda County Workforce Development Board
2. Attachment B- The WIOA Compliance Tracking
3. Attachment C- Application for Recertification for the Local Workforce Development Board for Program Years 2016-2018

Attachment A

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) IMPLEMENTATION

RECOMMENDED ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD NEW COMPOSITION BY GROUP

27 TOTAL SEATS

BUSINESS (51%)

- **14 seats**
 - Must represent local business in relevant industry sectors in Alameda County
 - 2 seats must be designated for small business

EDUCATION

- **2 seats**
 - Higher Education (Community College)
 - WIOA Title II Adult & Literacy (Adult School)

GOVERNMENT

- **4 seats**
 - State Employment Service
 - State Department of Rehabilitation
 - Economic or Community Development- Regional Entity (EBEDA)
 - Economic or Community Development- City Entity (Local EDA)

WORKFORCE/LABOR REPRESENTATIVES

- **7 seats**
 - Workforce/labor representatives must make 20% of the total seats on the Board.
 - Labor organizations must represent 15% of the total seats on the Board.
 - 1 Joint Apprenticeship Training Program seat (required)
 - 4 other workforce/labor seats
 - 2 Community-Based Organization (CBO) workforce development seats

**ATTACHMENT B
ALAMEDA COUNTY WORKFORCE INVESTMENT BOARD
WIOA COMPLIANCE TRACKING**

NAME	COMPANY/AGENCY	SEAT NUMBER	CURRENT TERM ENDING	MEMBERSHIP EXPIRES
Business (51%)				
Ackerman, David	Livermore Premium Outlets	40	6/30/17	6/30/22
Baker, Alexandria	PG&E	31	6/30/17	6/30/23
Bowser, Jeff	Vodafone Americas	29	6/30/17	6/30/22
Briggance, Bram	Kaiser Permanente	24	6/30/18	6/30/23
Fahey, Eugene	Calpine Corporation/Russell City Energy Ctr	27	6/30/17	6/30/23
Friday, Christine*	Cameo Global	37	6/30/17	6/30/23
McCormick, Bethany	Lawrence Berkeley Laboratory	5	6/30/16	6/30/21
Mello, Kathy*	TGIF Auto Body Shop, Inc.	32	6/30/16	6/30/21
Ong, Jennifer*	Family Eye Care	43	6/30/17	6/30/22
Ostrander, Trina	Bayer Health Care	41	6/30/17	6/30/21
Paxson, James	Hacienda Business Park	35	6/30/16	6/30/16
Reyes, Paul	Experis	34	6/30/18	6/30/23
Rochette, Chris	Bay Ship & Yacht Co.	11	6/30/17	6/30/22
Simmons, Ashton	Rouse Properties	22	6/30/17	6/30/22
Turner, Len	Turner Group Construction	47	6/30/17	6/30/22
Walters, Dan*	Copper Harbor Company, Inc.	25	6/30/16	6/30/19
Vacant	---	1	---	---
Vacant	---	36	---	---
Vacant	---	10	---	---
Vacant	---	38	---	---
Education				
Browning, Gari (Higher Education)	Ohlone Community College District	12	6/30/17	6/30/23
Passeggi, Susan (WIOA Title II Adult & Literacy)	Castro Valley Adult School	6	6/30/16	6/30/23
Couch, Stephanie (Former WIA Legis. Board Requirement)	CSU East Bay	16	6/30/17	6/30/16**
Hanson, Thomas (Former WIA Legis. Board Requirement)	Mission Valley ROP	46	6/30/17	6/30/16**
Government				
Nnebe, Chudy (State Employment Service)	EDD	9	6/30/18	6/30/23
Salem, Brian (State Department of Rehab)	California State Dept. of Rehabilitation	15	6/30/18	6/30/23
Louie, Darien (Econ Dev)	East Bay EDA	2	6/30/17	6/30/21
Potter, Debbie (Econ Dev)-CA WIA Mandate	City of Alameda Community Dev	20	6/30/17	6/30/16**

NAME	COMPANY/AGENCY	SEAT NUMBER	CURRENT TERM ENDING	MEMBERSHIP EXPIRES*
Workforce Representatives (20%)				
Labor (15%)				
Chapin, Sherry (Joint Apprenticeship Program)	Operating Engineers Local 3	48	6/30/17	6/30/22
Cluver, Andreas	Alameda County Building Trades	45	6/30/16	6/30/22
Kennerk, Dan	SEIU Local 1000	14	6/30/16	6/30/19
Vacant	---	18	---	---
Vacant	---	19	---	---
Powers (Tjader), DeVonn (CBO)	Goodwill Industries	28	6/30/17	6/30/22
Wilkins, Robert (CBO)	YMCA	49	6/30/16	6/30/22
WIA Mandated Partners				
Gallegos, Sally (Other - WIA Mandated)	United Indian Nations	44	6/30/16	6/30/16**
Evans, Linda (Other – WIA Mandated)	Housing Authority of County of Alameda	7	6/30/17	6/30/16**
Clemons, Estelle (Other – WIA Mandated)	Oakland/Ala Co Com Action Agency	42	6/30/16	6/30/16**
Vacant	Social Services Agency	4		
Local Partner Requirement (BOS)				
Vacant	Transit			

*Small business

**Terms end per CA WIOA

***The previous vacant seat was a duplicate, bringing the current actual membership total to 39.

Other Notes:

The ACWIB membership was composed of 39 people. One member was counted in a duplicate sector.

ALAMEDA County Clerk's
3/29/16 #59
COPB

Attachment C

Local Workforce Development Board Recertification Request

Program Years 2016-18

C-2016-27

Local Workforce Development Board
Alameda County Workforce Development
Board

F29152

Local Board Recertification Request

This will serve as our request for Local Workforce Development Board (Local Board) recertification for Program Years (PYs) 2016-18 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (State Board) determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your Regional Advisor for technical assistance or questions related to completing and submitting this request.

Alameda County Workforce Development
Board

Name of Local Board

24100 Amador Street Suite #610

Mailing Address

Hayward, CA

94544

City, State

Zip

Patti Castro

Contact Person

510 259-3843

Contact Person's Phone Number

Date of Submission

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Instructions

If additional pages were added to the *Local Workforce Development Board Recertification Request*, the page numbers may be updated by hovering over the gray box above, clicking, and then selecting "Update Table" on the top left corner.

Local Board Membership

Instructions

Enter the names of the Local Board members in the appropriate membership categories found in the tables below. If the Chief Local Elected Official (CEO) has approved additional members, enter the information under the "ADDITIONAL MEMBERS" table. If an individual represents multiple categories, after the first time s/he is identified (subsequent to the first notation), please asterisk his/her name at all subsequent entries. Address any vacancies under "CORRECTIVE ACTION COMMENTS." If additional rows are needed, add a table following the membership type.

BUSINESS

WIOA Section 107(b)(2)(A) – a **majority** of the members of each Local Board shall be representatives of business in the Local Workforce Development Area (Local Area), who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the Local Area; and (iii) are appointed from among individuals nominated by local business organizations and business trade associations.

- WIOA Section 107(b)(3) – the members of the Local Board shall elect a chairperson for the Local Board from among the representatives described in Section 107(b)(2)(A).
- Must include **two or more** members that represent small business as defined by the U.S. Small Business Administration.

Name	Title	Entity	Appointment Date	Term End Date
Dan Walters	Chairperson/ CEO & Chairman (TBD pending new Board action)*	Copper Harbor Company, Inc.	7/01/2014	6/30/2016
Christine Friday	Small Business/ Principal Recruiter	Friday & Associates	7/01/2015	6/30/2018
Jennifer Ong	Small Business/ Owner and Doctor of Optometry	Family Eye Care	7/01/2014	6/30/2017
David Ackerman	Director of Marketing and Business Development	San Francisco Premium Outlets	7/01/2014	6/30/2017
Alexandria Baker	South Bay Manager	PG&E	7/01/2015	6/30/2017
Jeff Bowser	Solution Sales Champion	Vodafone Americas	7/01/2014	6/30/2017
Bram Briggance	Senior Consultant, Workforce Planning	Kaiser Permanente	07/01/2015	6/30/2018
Eugene Fahey	Plant Manager	Calpine Corporation/Russell City Energy Center	07/01/2015	6/30/2018
Kathy Mello	CFO/COO	TGIF Body Shop	07/01/2014	6/30/2016
Paul Reyes	Sales Manager, Northern California	Experis	07/01/2015	6/30/2018
Chris Rochette	Field Safety and Training Manager	Bay Ship and Yacht Company	9/9/2014	6/30/2017
Ashton Simmons	General Manager	Southland Mall, Rouse Properties	7/01/2014	6/30/2017
Len Turner	General Manager	Turner Construction Group	7/01/2014	6/30/2017
Bethany McCormick	Engineering Recruitment & Diversity Manager	Lawrence Livermore National Labs	7/01/2013	6/30/2016

*The status of the Chair reflected in the table above will be determined based on elections and other processes needed by the new board.

WORKFORCE

WIOA Section 107(b)(2)(B) – not less than **20 percent** of the members of each Local Board shall be representatives of the workforce within the Local Area, who— (i) shall include representatives of labor organizations (for a Local Area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees; (ii) shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists; (iii) may include representatives of community based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and (iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

- Must include **two or more** representatives of labor organizations, where such organizations exist in the Local Area. Where labor organizations do not exist, representatives must be selected from other employee representatives.
- Must include **one or more** representatives of a joint labor- management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists.

California Unemployment Insurance Code (CUIC) Section 14202(c) further requires and specifies that at least **15 percent** of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the Local Board members shall be representatives of labor organizations.

Name	Title	Entity	Appointment Date	Term End Date
Andreas Cluver	Labor Organization/ Secretary-Treasurer	Alameda County Building Trades	07/01/2014	6/30/2016
Dan Kennerk	Labor Organization/ Representative	SEIU Local 1000	07/01/2014	6/30/2016
Sherry Chapin	Registered Apprenticeship/ Training Director	Operating Engineers Local 3	07/01/2014	6/30/2017
DeVonn Powers	Director of Contract Services	Goodwill Industries	07/01/2014	6/30/2017
Robert Wilkins	President and CEO	YMCA	07/01/2014	6/30/2016

EDUCATION AND TRAINING

WIOA Section 107(b)(2)(C) – each Local Board shall include representatives of entities administering education and training activities in the Local Area, who— (i) shall include a representative of eligible providers administering adult education and literacy activities under title II; (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); (iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

- Must include **at least one** eligible provider administering adult education and literacy activities under WIOA title II.
- Must include **at least one** representative from an institution of higher education providing workforce investment activities, including community colleges.

Name	Title	Entity	Appointment Date	Term End Date
Dr. Gari Browning	Adult Education & Literacy/ President/ Superintendent	Ohlone Community College District	07/01/2015	6/30/2017
Susan Passeggi	Institution Higher Education/ Director	Castro Valley Adult School	07/01/2014	6/30/2016

GOVERNMENTAL AND ECONOMIC AND COMMUNITY DEVELOPMENT

WIOA Section 107(b)(2)(D) – each Local Board shall include representatives of governmental and economic and community development entities serving the Local Area, who— (i) shall include a representative of economic and community development entities; (ii) shall include an appropriate representative from the State employment service office under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area; (iii) shall include an appropriate representative of the programs carried out under title I of the *Rehabilitation Act of 1973* (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the Local Area; (iv) may include representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; and (v) may include representatives of philanthropic organizations serving the Local Area.

- Must include **at least one** representative of economic and community development entities.
- Must include **at least one** representative from the state Employment Service Office (EDD) under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area.

- Must include **at least one** representative from programs carried out under title I of the *Rehabilitation Act of 1973*, other than Section 112 or Part C of that title.

Name	Title	Entity	Appointment Date	Term End Date
Darien Louie	Economic & Community Dev/ Executive Director	East Bay Economic Development Agency	07/01/2015	6/30/2017
Chudy Nnebe	Employment Service / Cluster Manager	Employment Development Department	07/01/2015	6/30/2018
Brian Salem	Rehabilitation Act of 1973/ Staff Services Manager	California State Department of Rehabilitation	07/01/2015	6/30/2018
Debbie Potter	Community Development Director	City of Alameda	07/01/2014	6/30/2017

ADDITIONAL MEMBERS

WIOA Section 107(b)(2)(E) – each Local Board may include such other individuals or representatives of entities as the chief elected official (CEO) in the Local Area determines to be appropriate.

***ACWDB has no additional members.**

Name	Title	Entity	Appointment Date	Term End Date

CORRECTIVE ACTION COMMENTS

Explain any vacant appointment(s) regarding the required membership composition only. Include the length of time the appointment(s) has been vacant, efforts made to fill the vacant appointment(s), and dates by which the vacant appointment(s) should be filled.

COMMENTS ON ACWDB VACANCIES

Under the new board composition requirements of WIOA, the ACWDB has two vacant seats in the Workforce/Labor Representatives category. ACWDB has reached out to the Alameda Labor Council to recruit two more individuals to fill the two vacant Workforce/Labor seats. The Alameda Labor Council has appointed two of its members, Mr. Eric Darby and Mr. Wellington Jackson to the ACWDB.

Mr. Darby's and Jackson's membership pend approval by the Local Chief Elected Officials. ACWDB is likely to have notice of the approval of the two new members by mid-March and will send an update to CWDB upon notice of the approval, with the issuance of a letter confirming the approval. Once granted approval, the two new members will start their appointments on July 1, 2016, when the new board is set as effective.

COMPLIANCE WITH MAJORITY OF BUSINESS REPRESENTATIVES

The table below will assist Local Boards determine compliance with WIOA Section 107(b)(2)(A), which requires that a majority of the members be representatives of business in the Local Area.

Instructions -- Double click the table below to open in Excel.

Total number of individuals currently sitting on local board =	25
Number of vacancies currently on local board =	2
Total local board membership =	27
Total number of Business Representatives currently sitting on local board =	14
Number of Business Representative vacancies currently on local board =	0
Total local board Business Representatives =	14
Divide total local board Business Representatives by total local board membership =	51.85%
	(Must be greater than 50%)

COMPLIANCE WITH 20% OF WORKFORCE REPRESENTATIVES AND 15% LABOR ORGANIZATION REPRESENTATIVES

The table below will help Local Boards determine compliance with WIOA Section 107(b)(2)(B), which requires not less than 20 percent of the members be representatives of the workforce within the Local Area and compliance with CUIC Section 14202 which requires that at least 15 percent of Local Board members be representatives of labor organizations unless the local labor federation fails to nominate enough members, in which case it is 10 percent.

Instructions -- Double click the table below to open in Excel.

Total number of individuals currently sitting on local board =	<u>25</u>
Number of vacancies currently on local board =	<u>2</u>
Total local board membership =	<u>27</u>
Total number of Workforce Representatives currently sitting on local board =	<u>5</u>
Number of Workforce Representatives vacancies currently on local board =	<u>2</u>
Total local board Workforce Representatives =	<u>7</u>
Divide total local board Workforce Representatives by total local board membership =	<u>25.93%</u>
	(Must not be less than 20%)
Total number of Labor Organization Representatives currently sitting on local board =	<u>2</u>
Total number of Apprenticeship Program Representatives currently sitting on local board =	<u>1</u>
Number of Labor Org/Apprenticeship Program Representatives vacancies =	<u>2</u>
Total local board Labor Representatives =	<u>5</u>
Divide total local board Labor Representatives by total local board membership =	<u>18.52%</u>
	(Must be at least 15%)

Local Board Performance Accountability Measures

Instructions

Enter your Local Board's negotiated levels of performance and actual levels of performance for PYs 2013-14 and 2014-15.

Performance Table				
Name of Local Area: <u>Alameda County Workforce Development Board</u>				
Common Measure	Negotiated PY 2013-14	Actual PY 2013-14	Negotiated PY 2014-15	Actual PY 2014-15
Adult				
Entered Employment Rate	58.50	58.30	58.50	58.30
Employment Retention Rate	81.80	83.80	81.00	87.60
Average Earnings	15,900	19,180	17,600	18,040
Dislocated Worker				
Entered Employment Rate	67.80	70.60	69.00	69.90
Employment Retention Rate	87.00	86.10	85.00	88.10
Average Earnings	19,500	20,675	20,950	22,673
Youth (ages 14-21)				
Placement in Employment or Education	59.20	58.10	60.00	60.30
Attainment of a Degree or Certificate	40.00	44.30	51.50	49.20
Literacy and Numeracy Gains	25.00	29.60	40.50	33.30

Local Board Sustained Fiscal Integrity

The Local Board hereby certifies that it has not been found in violation of one or more of the following during PYs 2013-14 or 2014-15:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor, identifying issues of fiscal integrity or mis-expended funds due to the willful disregard or failure to comply with any *Workforce Investment Act (WIA)* requirement, such as failure to grant priority of service or verify participant eligibility.
- **Gross negligence**, which is defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- **Failure to observe accepted standards of administration.** Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal Regulations (CFR)* Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIA regulations, and state guidance.
Highlights of these responsibilities include the following:
 - Timely reporting of WIA participant and expenditure data
 - Timely completion and submission of the required annual single audit
 - ***Have not been placed on cash hold for longer than 30 days***

(In alignment with WIOA Section 106[e][2])

Local Board WIOA Implementation

Using the questions below, describe your Local Board's efforts toward implementing the following key WIOA implementation provisions and designing a better system for customers.

1. What activities have you undertaken to design a better system for customers? Specifically, describe any actions you have taken, or actions you plan to take, for the following topics:

a. Developing new services

- The Alameda County Workforce Development Board (ACWDB) applied for and was awarded \$500,000 for the Federal grant- Linking Employment Activities Pre-Release (LEAP) Initiative, locally called the "Beyond the Gates Project." The Beyond the Gates Project will provide start-up capital to develop a specialized career center as an extension of the EASTBAY *Works* One Stop Career Center Network, with the goal of breaking down silos and integrating services already offered by local government. The ACWDB, in collaboration with the Alameda County Sheriff's Office (ACSO), will develop and implement a specialized career center within the main correctional facility in the Santa Rita jail (SRJ) in Dublin.
- ACWDB is a recipient of the H1B- "Ready-to-Work Initiative," which is a multi-agency collaborative effort with several Local Workforce Development Boards in the Bay area, designed to connect long-term unemployed individuals to H1-B occupations consisting mostly of high tech jobs in the cities of Newark, Fremont and Union City. Local Workforce Development Boards include: NOVA Workforce Development Board, Alameda County Workforce Investment Board, San Francisco Office of Development, San Mateo County Workforce Development Board, and Work2Future in San Jose.
- ACWDB is a recipient of the Workforce Accelerator Grant, which provides dollars to initiate an Engineer Technologist Pathway in the advanced manufacturing sector, for low-skilled, low-income and/or long-term unemployed individuals.
- ACWDB has initiated internal transition teams, comprised of staff members who are analyzing program services, determining methods for measuring customer satisfaction, taking inventories of current programs, and assessing program's strengths and weaknesses.
- ACWDB has undergone a research study and analysis of projected growth to industries and occupations in Alameda County to inform future program development, and to develop strategies for filling job seeker skill gaps, and strategize program development and program improvement for job seekers.
- ACWDB continues its involvement with Operation-My-Home-Town, which is a partnership with the Sheriff's Office to provide post-release services to the formerly incarcerated through the One-Stop Career Centers for individuals in the Ashland and Cherryland area.

b. Entering into collaborative partnerships

Education Partnerships

- ACWDB's active and existing collaborative partnership with the Alameda County Office of Education (ACOE) has led to a role in Career Pathways Trust II (CPT II). With a recent award of \$14.2 million, ACOE must build off of Career Pathways Trust I (CPT I), to create seamless college and career pathways for 2,700 disengaged and disconnected youth, ages 16-24, in the East Bay. ACWDB will be a strategic partner in sharing best practices, disseminating Labor Market Information and building Work-Based Learning strategies.
- ACWDB is an active partner in the Mid-Alameda County Consortium (MACC), which is a regional group comprised of Adult Schools and Community College Districts and other key stakeholders. The MACC provides effective educational and support services to adult learners to assist them in reaching educational goals and job and career training to comply with the AB 86 and AB 104 legislation.
- ACWDB is an active partner at the Alameda County Healthcare Pipeline Program, with an advisory role to further the development of health care career pathways for students.

Community Partnerships for Special Populations/ Priority Groups

- As a recipient of the LEAP grant award, the ACWDB is in collaboration with the Alameda County Sheriff's Office (ACSO), to develop and implement a specialized career center within the main correctional facility in the Santa Rita jail (SRJ) in Dublin.
- ACWDB continues its involvement with Operation-My-Home-Town, which is a partnership with the Sheriff's Office to provide post-release services to the formerly incarcerated through the One-Stop Career Centers for individuals in the Ashland and Cherryland area.
- The ACWDB collaborates with the Lawrence Livermore National Lab (LLNL) and the Chabot-Las Positas Community College District to train veteran student interns for entry-level engineering occupations in high-growth industries, through its Vet Tech Engineering Technology program, hosted at the Lawrence Livermore National Lab.
- ACWDB has partnered with the Disability Task Force to understand how to further partnerships to better serve individuals with disabilities with effective and responsive programs.

Regional Partnerships

- ACWDB is an active partner at the EASTBAY *Works* Coordinator meetings, to discuss key topics related to branding, solution-finding, data and service delivery in the One Stop Career Center with the four other Local Workforce Development Boards: Richmond, Contra Costa, and Oakland.

- ACWDB is a partner in the East Bay Sling Shot, to increase regional prosperity and the growth of key industries, through regional collaboration with key stakeholders and employer involvement.

Creating innovative workforce development strategies in alignment with WIOA

Department Restructure

- The ACWDB reorganized and assigned staff by geographic planning area in the four local planning regions (North Cities, Eden, Tri-Cities and Tri-Valley), to create better linkages with key stakeholders and to be more responsive to unique community needs.

Leveraging Data and Labor Market Information (LMI)

- ACWDB researched and presented data on the projected growth of industries and occupations in Alameda County from 2017-2022 and in local planning areas for alignment with the State Plan. This tool will be utilized in upcoming WIOA planning and Local Plan development.
- Together with the Social Services Agency, ACWDB co-funded the “Anchor Institutions” Research report.

Special Populations

- ACWDB was awarded the Linking Employment Activities Pre-Release (LEAP) grant to create a specialized AJCC in the Santa Rita jail to assist the currently incarcerated with job training services.
- ACWDB has partnered with the Disability Task Force to understand how to further partnership and align program goals and values, to better deliver effective and responsive programs for individuals with disabilities.
- ACWDB continues its Vet Tech Engineering Technology program with the training of the second cohort of Veteran students as technologists and placing students to apply their skills at the Lawrence Livermore National Lab (LLNL). The program also gained national attention and acknowledgement in Washington D.C.
- ACWDB continues its involvement with Operation-My-Home-Town, which is a partnership with the Sheriff's Office to provide post-release services to the formerly incarcerated through the One-Stop Career Centers for individuals in the Ashland and Cherryland area.
- ACWDB is a recipient of the H1B- “Ready-to-Work Initiative”, which is a multi-agency collaborative effort with several Local Workforce Development Boards in the Bay area, designed to connect long-term unemployed individuals to H1-B occupations consisting mostly of high tech jobs in the cities of Newark, Fremont and Union City. Local Workforce Development Boards include: NOVA Workforce Development Board, Alameda County Workforce Investment Board,

Youth Services

- ACWDB is an ongoing partner with the Career Pathways Trust II (CPT II) as an intermediary and strategic partner in sharing best practices, disseminating Labor Market Information and building Work-Based Learning strategies, in order to create seamless college and career pathways for 2,700 disengaged and disconnected youth, ages 16-24, in the East Bay.
- ACWDB is a collaborative partner with the STEM Institute at Cal State East Bay to engage youth in STEM opportunities and will be coordinating with the Institute to facilitate an upcoming STEM career day. This is intended to help students understand opportunities in the engineering, advanced manufacturing, science and health industries. The STEM career day will engage youth with business leaders in Alameda County and provide networking opportunities and site tours for students.
- ACWDB continues its engagement with the Youth Transitions Partnership (YTP), facilitated by the Alameda County Department of Children and Family Services (DCFS), to provide solutions around promising employment practices for homeless and at-risk foster youth in Alameda County.
- ACWDB hosted its first Manufacturing event, Manufacturing Rocks!- to engage students, parents and educators in the importance of manufacturing. Five manufacturers were present, with gadgets and products to demonstrate the importance of manufacturing and engage the audience in considering the opportunities present in manufacturing.
- ACWDB is a frequent sponsor and collaborative partner in the facilitation of youth job fairs.

Adult Services

- ACWDB is an active partner in the Mid-Alameda County Consortium (MACC), which is a regional group comprised of Adult Schools, Community College Districts, Regional Occupational Programs and other key stakeholders. The MACC provides effective educational and support services to adult learners to assist them in reaching educational goals and job and career training, to comply with the AB 86 and AB 104 legislation.
- ACWDB is a frequent sponsor and collaborative partner in the facilitation of adult job fairs.
- See also “Special Populations” above.

c. Redesigning service delivery

- ACWDB has initiated internal transition teams who are charged with taking an inventory of current programs and assessing program’s strengths and weaknesses.

Alongside this effort, transitional teams are also assessing State directives and planning and/or implementing necessary changes. Additionally, ACWDB has undergone a study of the growth within industries and occupations in Alameda County between 2017 and 2022, which will help to inform future program and contract development and the Local Plan.

d. Other WIOA transitional activities to design a better system for customers

- ACWDB hosts and facilitates Quarterly Partner Meetings with contracted partners, to discuss solutions, effective practices and concerns, in order to provide better services to employers and job seekers, and to enhance the workforce development system.
 - ACWDB is in the development of another asset map/environmental scan to understand the leverage with other partners and prospective partners, to better serve clients, and to promote alignment and program integration.
2. What steps have you taken to implement the new WIOA youth program requirements, including the 75 percent out-of-school youth and 20 percent work experience minimum expenditure requirements?
- ACWDB has complied with WIOA youth program requirements by allocating 90% of our Formula allocation to out-of-school youth and 10% to in-school youth services, starting in PY 2014/2015 and for the current fiscal year PY 2015/2016. In regards to the 20 percent work experience minimum expenditure, our three (3) youth providers/operators have designated in their PY 2015/2016 budget line item the required 20% work experience expenditures. In addition, ACWDB recently approved a new policy for Work Experience. The Action Bulletin was distributed to our contracted youth service providers on December 23, 2015 retroactively to July 1, 2015.
3. Describe your efforts to comply with the Uniform Guidance requirements.
- The ACWDB, in coordination with the County of Alameda Auditor-Controller Agency, is reviewing relevant policies and procedures for compliance with Uniform Guidance (2 CFR Part 200). ACWDB is revising and updating those policies and procedures as necessary. Technical assistance on Uniform Guidance requirements is being provided to ACWDB subcontractors on an on-going basis, via the new Action Bulletins. ACWDB staff attended the recent DOL Financial and Administrative Convening & Training in San Francisco, CA which included training on Uniform Guidance requirements.
4. Describe your efforts to develop sector initiatives and career pathways in high demand industries in coordination with community colleges, apprenticeship programs, adult basic education, and other training providers.

- **Career Pathways**

1. ACWDB is actively participating in the East Bay Employer-Education Initiative with assigned staff liaisons for the North Cities and Eden/Central County Area with Career Pathway Trust I & II partners which includes: Peralta Colleges, Oakland Unified School Districts, Alameda County Office of Education (ACOE), Adult Schools and Community Based Organizations, in efforts to align work-based learning activities along the K-12 continuum.
2. ACWDB is facilitating and coordinating employer engagements around work-based learning (WBL) experiences for school district partners and utilizing the services of WIOA sub-contractors to support WBL activities as needed.
3. ACWDB participates in quarterly coordination meetings with East Bay Career Pathways. ACWDB and Oakland WIB have joined efforts to convene and coordinate with other regional WIBs and workforce intermediaries to build a common vision for WBL and to create regional infrastructure to scale.

- **Sector Partnerships**

1. ACWDB is an active partner in the East Bay Sling Shot, which supports regional collaborations to increase regional economic prosperity and increase income mobility, by creating stronger relationships between employers and community partners in the region's key industries and six sub-regions Central Contra Costa County (CCC), Western CCC, Eastern CCC, Northern Alameda County (AC), Southern (AC) and the Tri-Valley.
2. ACWDB is an active member of the East Bay Advanced Manufacturing Partnership, which brings together manufacturers, educators, and workforce & economic development organizations at a single table to set priorities and strengthen manufacturing throughout the East Bay.
3. The ACWDB sits on a variety of industry advisory committees at the community colleges.

5. Describe your efforts to adopt, implement, and promote the AJCC brand.

- ACWDB is promoting the AJCC brand with the new specialized career center in the Santa Rita Jail on the behalf of the Beyond the Gates Project. The new center will be branded as an AJCC partner within EASTBAY *Works*.
- Furthermore, ACWDB has initiated internal discussions to strategize a communications and branding plan to fully launch and promote the AJCC brand. The ACWDB has also promoted marketing and branding at its committees and will facilitate further planning and action in the Spring of 2016.
- EASTBAY *Works* is also reviewing an integration of the AJCC with the regional brand.

6. Describe your efforts to complete Phase I of the MOU development process. What challenges are you facing?

- In compliance with the Directive on WIOA Memorandums of Understanding, ACWDB reached out to begin planning with mandated partners. In the first phase of planning, ACWDB has coordinated with primary partners- Wagner-Peyser (Title III); Adult Education & Literacy (Title II); Vocational Rehabilitation (Title IV) and TANF, and has attended the WIOA MOU Planning meeting in San Jose on February 23, 2016. ACWDB's timeline for MOU development:
 - February 23- WIOA MOU Development meeting with primary partners
 - Early March- Debrief and planning meeting with all partners
 - March and April- Additional group and individual partner meeting and MOU drafts
 - May/June- Final and signed MOUs

- No challenges have been identified yet with MOU planning, however ACWDB is concerned about the logistics and timelines that partners may have to navigate depending on the unique protocols and procedures within each Agency. This may lengthen the original timeline planned for this process.

Local Board Assurances

For PYs 2016-18, the Local Board assures that it will do the following:

- A. Comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in Title 2 CFR Parts 200 and 2900 (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

**Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- B. Do financial reporting in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD12-3, *Quarterly and Monthly Financial Reporting Requirements*.
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive WSD09-12, *WIA Closeout Handbook*.

**Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- C. Expend funds in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of State Senate Bill 734, to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (CUIC Section 14211).
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. Select AJCC operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).

- E. Collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. Comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. Comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- H. Give priority of service to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter 10-09*).
- I. Comply with Assembly Bill (AB) 1234 and ensure that local members receive ethics training every two years. AB 1234 requires Local Boards to consult with the California Fair Political Practice Commission (FEPC) and the California Attorney General's office regarding the content of the ethics training course they can use. Local Boards may consider using the free, two-hour, on-line ethics training course available from the FPPC: AB 1234 Ethics Training for Local Officials.
- J. Comply with the conflict of interest provisions of WIOA Section 107(h).

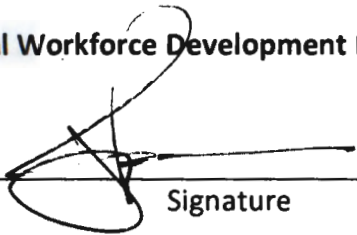
Signature Page

By signing below, the local CEO and Local Board chair request Local Board recertification. We certify that the Local Board appointed members as described in WIOA Section 107(a), (b), and (c), performed successfully and sustained fiscal integrity during PYs 2013-14 and 2014-15, and developed and implemented strategies to improve and continuously strengthen the workforce development system in accordance with WIOA. Additionally, we agree to abide by the Local Area assurances included in this document.

Instructions

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

Local Workforce Development Board Chair



Signature

James Paxson

Name

Alameda County Workforce Development
Board Chair

Title

4.27.2016

Date

Local Chief Elected Official



Signature

Scott Haggerty

Name

President, Alameda County Board of
Supervisors

Title

3/29/16

Date

Approved by Form

DONNA R. ZIEGLER, County Counsel

By 

Print Name VICTORIA WU