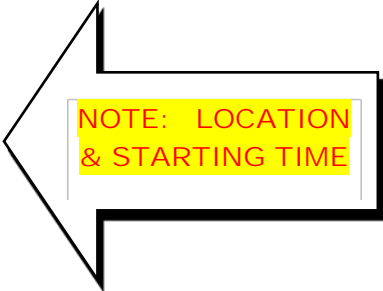




ORANGE COUNTY DEVELOPMENT BOARD
1300 S. GRAND AVENUE, BLDG. B, 3RD FLOOR
SANTA ANA, CA 92705-4407
PHONE: (714) 480-6500

Orange County Development Board

**February 28, 2018
8:30 A.M.
Orange County Development Board
1300 S. Grand Ave.
Building B - Conference Room A/B
Santa Ana, CA 92705
714-480-6500**



AGENDA

The agenda contains a description of each item to be considered. No action will be taken on items not appearing in this agenda.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

PUBLIC COMMENTS:

Members of the public may address the Orange County Development Board (OCDB) on items listed within this agenda so long as the subject matter is within the jurisdiction of the OCDB (3 minutes max).

- 1. **MINUTES** **ACTION**
The minutes of the October 25, 2017 Orange County Development Board meeting will be presented for review and approval.
- 2. **ORANGE COUNTY REGIONAL PLAN IMPLEMENTATION** **INFORMATION**
John Melville, Orange County Regional Organizer, will present information on the OC Regional Plan implementation goals, plan, strategies and activities.
- 3. **WIOA YOUNG ADULT PROGRAM OVERVIEW** **INFORMATION**
Staff will provide information on the WIOA Young Adult Program.
- 4. **WIOA YOUNG ADULT FUNDING RECOMMENDATIONS** **ACTION**
The Young Adult Services funding recommendations for Program Year 2018-19 will be presented for review and approval.

5. **WIOA ONE-STOP SYSTEM OPERATOR & CAREER SERVICES REQUEST FOR PROPOSALS EVALUATION COMMITTEE REPORT** **ACTION**
The results of the Evaluation Committee’s review of the WIOA One-Stop System Operator & Career Services Request for Proposals (RFP) will be presented for review and approval.
6. **WIOA ONE-STOP SYSTEM OPERATOR & CAREER SERVICES FUNDING AWARD** **ACTION**
The WIOA One-Stop System Operator & Career Services Program funding award recommendations will be presented for review and approval.
7. **WIOA ONE-STOP SYSTEM CERTIFICATION** **ACTION**
Staff will provide information on the WIOA One-Stop System Certification for review and approval.
8. **OCDB ELECTION OF 2018 OFFICERS** **ACTION**
Information on the OCDB Election of 2018 Officers will be presented for review and approval.
9. **CHAIR’S REPORT** **INFORMATION**
The Chair will provide an update on OCDB activities.
10. **FORM 700 STATEMENT OF ECONOMIC INTERESTS** **INFORMATION**
Information will be provided on the Statement of Economic Interests, Form 700 annual filing requirement.
11. **ASSEMBLY BILL 1234 MANDATORY ETHICS TRAINING** **INFORMATION**
Information will be provided on the Assembly Bill No. 1234 Mandatory Ethics Training for local agency officials.

ADJOURNMENT

This agenda contains a brief description of each item to be considered. Except as provided by law, no action shall be taken on any item not appearing in the agenda. To speak on an item, complete a Speaker Request Form(s) identifying the item(s) and deposit it in the box on the Chairman’s desk. To speak on a matter not appearing in the agenda, but under the jurisdiction of the Orange County Development Board, you may do so during Public Comments. Speaker request forms must be deposited prior to the beginning of the meeting, the reading of the individual agenda items and/or the beginning of Public Comments. When addressing the Development Board, it is requested that you state your name for the record. Address the Board as a whole through the Chair. Comments to individual Members or staff are not permitted. Speakers are limited to three (3) minutes.

Materials/handouts can be requested up to 72 hours in advance of OCDB meetings by visiting the Orange County Development Board Administrative Office located at 1300 S. Grand Avenue, Building B, Santa Ana, CA 92701 8:00 am - 5:00 pm, Monday-Friday or at www.ocboard.org.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY users, please call the California Relay Service (800) 735-2922 or 711. If you need special assistance to participate in this program, please contact 714-480-6500 at least 72 hours prior to the event to allow reasonable arrangements to be made to ensure program accessibility.

Item #1 – ACTION

**Minutes
Recommendation Summary
February 28, 2018**

Orange County Development Board

October 25, 2017

8:30 AM

Orange County Development Board

1300 S. Grand Ave.

Building B – Conference Room A/B

Santa Ana, CA 92705

Guests:

Kristina Meza
Kimberly May
Lisa Newcomb

David Baquerizo
Maritza Gamboa
Mary Anne Foo

Byron Shinyama
Rena Drake

MINUTES

CALL TO ORDER

Bob Bunyan called the meeting to order 8:33 a.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL:

Present: Bob Bunyan, Tod Burnett, Rob Claudio, Alireza Jazayeri, Kevin Landry, Lauray Holland Leis, John Luker, Ernesto Medrano, Tom Porter, Kay Turley-Kirchner were present for roll call. Alan Woo arrived at 8:37 a.m., Doug Mangione arrived at 8:38 a.m., and Tod Sword arrived at 8:46 a.m.

Absent: Janelle Cranch, Trung Le, Barbara Mason, Gary Matkin, Adalberto Quijada, Rachel Ramirez, Mike Ruane, Frank Talarico, and Tom Tassinari.

PUBLIC COMMENTS

Bob Bunyan opened public comment at 8:37 a.m.

No public comment received.

At the start of the meeting, the Chair requested agenda item #3 be presented first.

**3. WIOA ONE-STOP OPERATOR & CAREER SERVICES
REQUEST FOR PROPOSALS**

DISCUSSION

Staff provided an update on the WIOA One-Stop Operator & Career Services Request for Proposals.

Staff provided a general overview of the RFP, including the purpose of the RFP, eligibility requirements, key dates, priorities, and the overall structure and components.

The Board discussed items related to the RFP including: the development of the Orange County region map structure, the formation of the evaluation panel and approval process, budget data to be included in the RFP for planning purposes, the level of detail to be included in the RFP for applicants to apply for each component, term of the contracts under WIOA, regional plan implementation, regional industry sector needs, the process of planning and developing the RFP structure, the opportunity for collaboration and coordination with the cities of Anaheim and Santa Ana, an option that focuses on the use of technology and online services, the current infrastructure, and the importance of a transition plan.

1. MINUTES ACTION

The minutes of the July 26, 2017 Orange County Development Board meeting were presented for review and approval.

Tom Porter motioned for approval. Rob Claudio seconded. Lauray Holland Leis, Ernesto Medrano, Kay Turley-Kirchner, Tod Sword and Tod Burnett abstained. Motion passed.

2. MINUTES ACTION

The minutes of the September 27, 2017 Orange County Development Board meeting were presented for review and approval.

John Luker motioned for approval. Ernesto Medrano seconded. Lauray Holland Leis and Kay Turley Kirchner abstained. Motion passed.

4. ANAHEIM / OC JOB FAIR INFORMATION

Staff provided information on the Anaheim / OC Job Fair that took place on September 20, 2017.

Staff provided the highlights from the Job Fair including the number of job seekers and employers in attendance.

The Board discussed the attendance numbers being lower than years past.

5. REGIONAL PLAN UPDATE INFORMATION

Staff provided information on the Orange County Regional Plan.

Staff provided information on the approval of the Orange County Regional Plan and the selection of the Orange County Regional Organizer to guide with implementation of the Plan. Additionally, the funding provided by the State to support implementing the Plan.

The Board discussed the importance of the Regional Plan and requested additional information on the process of implementing the goals outlined in the Plan. Additionally, the importance in focusing on challenges of the future in terms of workforce and job expectations.

6. 2018 OCDB MEETING CALENDAR

INFORMATION

Staff provided the 2018 OCDB Meeting calendar.

The board discussed additional meeting location options.

7. CHAIR'S REPORT

INFORMATION

The Chair provided an update on OCDB activities.

The Chair provided information on the Workforce Development Conference, upcoming board member terms that will be expiring, and the formation of the Ad Hoc Nominating Committee for the upcoming OCDB Officer Positions.

Staff provided information on the County policy regarding restrictions on use of private devices and accounts for County business.

The meeting adjourned at 10:02 a.m.

Item #3 – INFORMATION

**WIOA YOUNG ADULT PROGRAM OVERVIEW
Recommendation Summary
February 28, 2018**

BACKGROUND:

Staff will provide information on the WIOA Young Adult Program.

RECOMMENDATIONS:

Receive and File

ATTACHMENT(S):

WIOA Young Adult Program Overview

WIOA AND THE WIOA TITLE I YOUTH PROGRAM

- The Workforce Innovation and Opportunity Act (WIOA), signed into law on July 22, 2014, is the first legislative reform of the public workforce system in 15 years.
- WIOA outlines a broader youth vision that supports an integrated service delivery system and gives a framework through which states and local areas can leverage other Federal, State, Local, and philanthropic resources to support in-school and out-of-school youth.
- WIOA affirms the Department of Labor's commitment to providing high quality services for youth and young adults beginning with career exploration and guidance, continued support for educational attainment, opportunities for skills training in in-demand industries and occupations, and culminating with a good job along a career pathway or enrollment in post-secondary education.

WIA vs. WIOA

WIA

- Target young people ages 14-21
- 30% allocated to out-of-school youth (OSY)
- 10 program elements
- Youth Council required
- Low income required for both ISY and OSY

WIOA

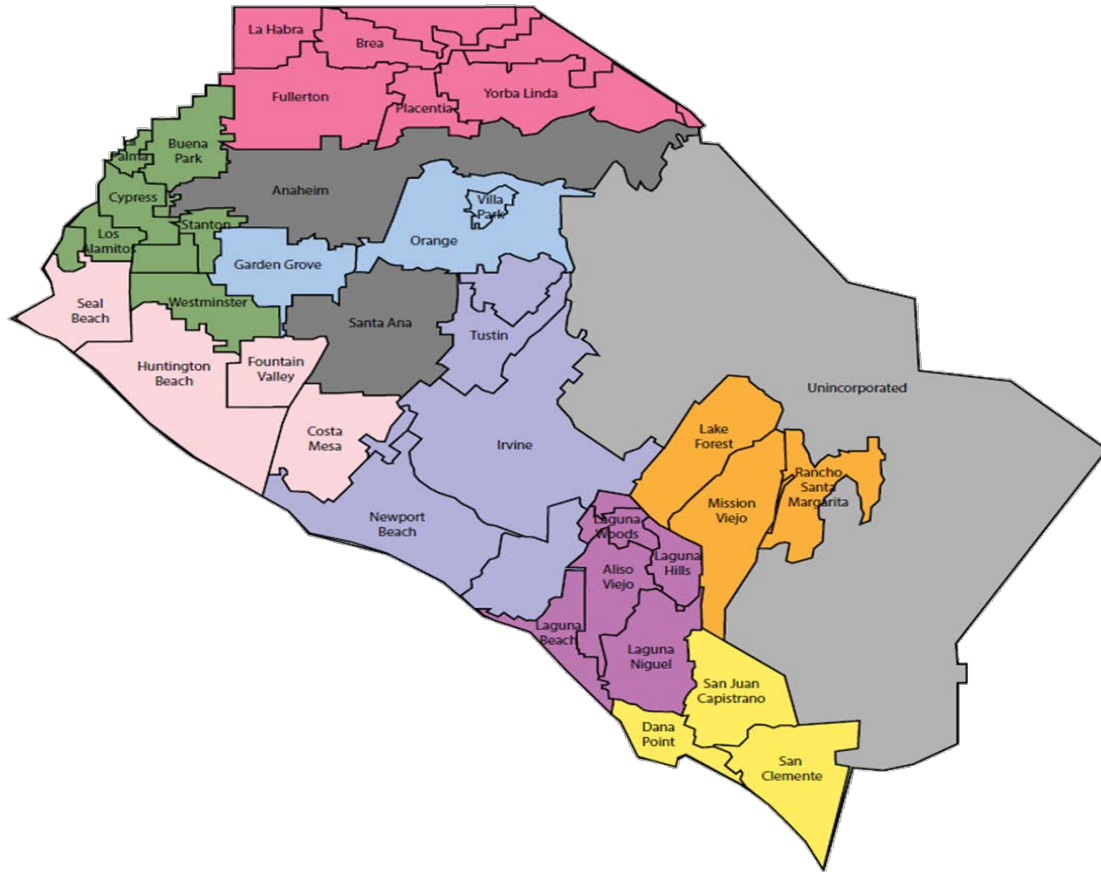
- Expanded age range to 24 (now 14-24)
 - Locally, we serve 17-24
- 75% allocated to out-of-school youth (OSY)
- 14 program elements
 - Original 10 were consolidated into 9 and added 5 new elements (highlighted on next slide)
- Youth Council no longer required
- Low income required for ISY and some OSY
- Emphasis on Work Experience – 20% of funds

14 PROGRAM ELEMENTS

The WIOA Section 129(c)(2) includes 14 program elements to be provided to participants. Local Areas are not required to provide all 14 required elements to each participant. Local Areas have the flexibility to determine which specific services a youth will receive based upon the youth's assessment and service strategy. Local Boards, however, must ensure that all 14 program elements are available in their Local Area.

1. *Tutoring, study skills training, instruction, and dropout prevention*
2. *Alternative secondary school services or dropout recovery services*
3. *Paid and unpaid work experience*
4. *Occupational skills training*
5. ***Education offered concurrently with workforce preparation and training for a specific occupation***
6. *Leadership development opportunities*
7. *Supportive services*
8. *Adult mentoring*
9. *Follow-up services*
10. *Comprehensive guidance and counseling*
11. ***Financial literacy education***
12. ***Entrepreneurial skills training***
13. ***Services that provide labor market information***
14. ***Post-secondary preparation and transition activities***

REGIONS / SERVICE AREAS - PY 2017-18



City of La Habra

1

\$296,115 (ISY)

\$284,803 (OSY)

OCAPICA

2 3 4 5 6

\$276,095

\$280,186

\$289,536

\$304,960

\$277,350

KRA Corporation

7

\$262,187

KRA Corporation

8

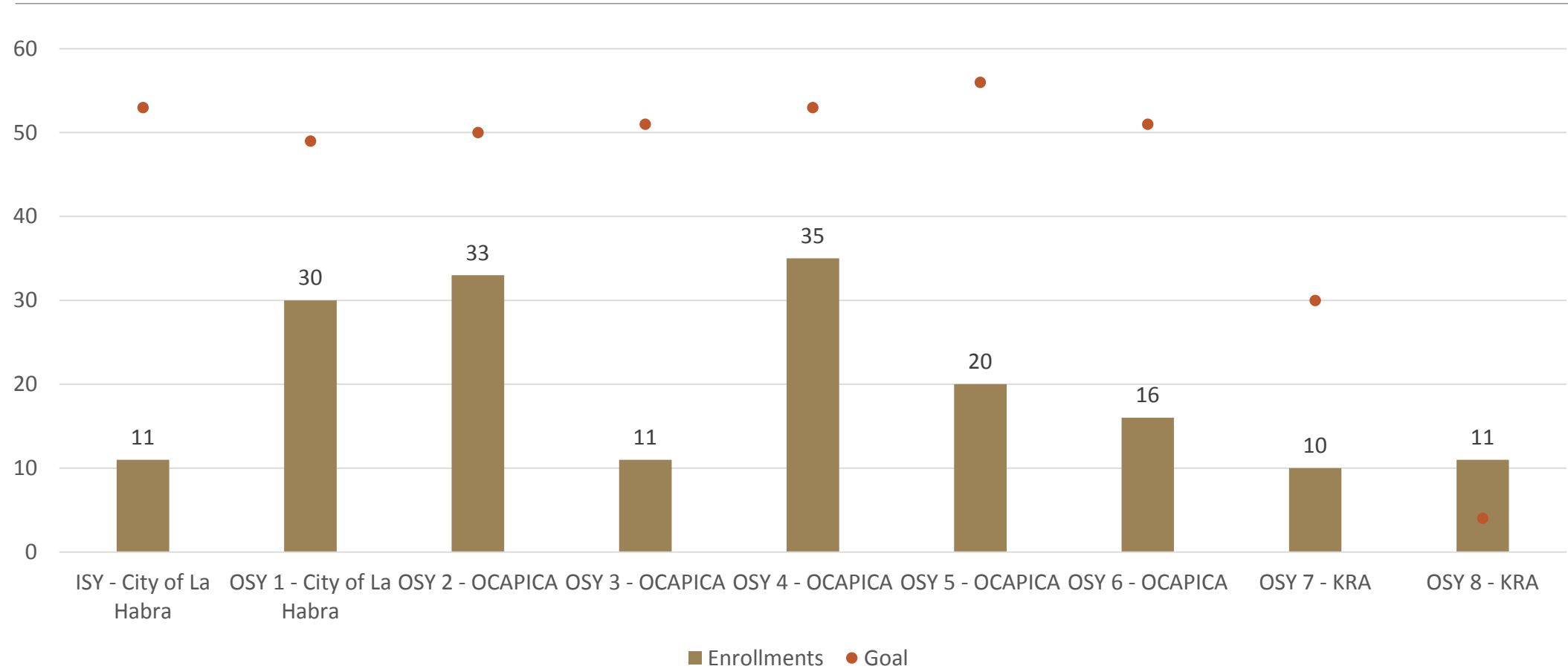
\$26,200*

**Increased to \$110,500 to serve additional participants*

\$2,297,432

ANNUAL PERFORMANCE GOALS

(as of December 31, 2017)



FUNDING AVAILABILITY FOR 2018-19

Funding Recommendations

PROGRAM	TOTAL FUNDING
OSY	\$2,919,400
ISY	\$150,600
TOTAL	\$3,070,000

There are 2 more years in this RFP cycle after this Program Year.

SOCIAL MEDIA OUTREACH PILOT

The County of Orange “boosted” a Facebook post about our program for 30 days.

- Approximate cost = \$500
- Targeted ages 17-24 in Orange County
- 44,280 viewed (*\$0.01 cost per view*)
 - 30,519 women (69%)
 - 13,761 men (31%)
- 1,833 clicked the link/photo (*\$0.01 cost per click*)
 - 1,331 women (72%)
 - 502 men (27%)
- Over 300 interest forms were submitted (*\$1.67 cost per form*)
- 5 participants have been enrolled with others being scheduled for intake appointments.

City	Total	City	Total
Santa Ana	89	Buena Park	4
Anaheim	63	Laguna Hills	4
Garden Grove	20	Rancho Santa Margarita	4
Orange	20	Ladera Ranch	2
Fullerton	14	Placentia	2
Costa Mesa	9	Yorba Linda	2
Tustin	7	Aliso Viejo	1
Brea	6	Dana Point	1
Huntington Beach	6	Fountain Valley	1
Lake Forest	6	La Habra	1
Mission Viejo	6	Laguna Niguel	1
Irvine	5	Newport Beach	1
San Juan Capistrano	5	Trabuco Canyon	1
Stanton	5	Other	6
Westminster	5	Grand Total	312

NEXT STEPS

- **Enhanced Social Media** – Continuous targeted outreach through the County of Orange Facebook page; establish Communication Plan/Strategy; consider engaging communication/social media consultant.
- **Youth Cohort Challenge** – *What Does It Take to Effectively Engage and Retain Out of School Youth Throughout the Program Lifespan?* We were selected out of 85 entities to participate in the Department of Labor’s first Youth Cohort Challenge. During the next few months of virtual cohort sessions, we’ll learn from experts in the field, see some phenomenal models and engage deeply with peers. The cohort will help our team take its youth engagement efforts to the next level while, at the same time, greatly influence the Administration’s thinking on this issue.
- **Strengthening Education and Workforce Development for Justice-Involved Young Adults** – With support from the U.S. Department of Education’s Office of Career, Technical, and Adult Education, RTI International invited community partnerships to join a technical assistance initiative to improve the outcomes of justice-involved young adults (ages 16–24). This new initiative will connect these youths with career and technical education (CTE), workforce development, and special education services. We were selected to participate in this initiative.

Item #4 – ACTION

**WIOA YOUNG ADULT FUNDING RECOMMENDATIONS
Recommendation Summary
February 28, 2018**

*Approved by the Service Delivery & Performance Committee on February 15, 2018.
Approved by the Executive Committee on February 22, 2018.*

BACKGROUND:

The WIOA Young Adult Services Request for Proposal (RFP) was released on January 28, 2016. FY 2018-19 is Year 3 of a four-year cycle. Current WIOA Young Adult Providers include City of La Habra, Orange County Asian and Pacific Islander Community Alliance (OCAPICA), and KRA Corporation. For Year 3, we are proposing La Habra receive a greater proportion of Out of School (OSY) funding compared to In School (ISY). Outcomes have been more successful with OSY.

Funding Allocations

PROGRAM	TOTAL FUNDING
OSY	\$2,919,400
ISY	\$150,600
TOTAL	\$3,070,000

OSY REGION	AGENCY	TOTAL FUNDING	ENROLLMENT TARGETS (est.)
Region 1 <i>Cities: Brea, Fullerton, La Habra, Placentia, and Yorba Linda (including adjacent unincorporated areas)</i>	City of La Habra	\$556,600	90
Region 2 <i>Cities: Buena Park, Cypress, La Palma, Los Alamitos, Stanton, and Westminster (including adjacent unincorporated areas)</i>	OCAPICA	\$440,000	75
Region 3 <i>Cities: Costa Mesa, Fountain Valley, Huntington Beach, and Seal Beach (including adjacent unincorporated areas)</i>	OCAPICA	\$205,000	35
Region 4 <i>Cities: Garden Grove, Orange, and Villa Park (including adjacent unincorporated areas)</i>	OCAPICA	\$531,000	90
Region 5 <i>Cities: Irvine, Newport Beach, and Tustin (including adjacent unincorporated areas)</i>	OCAPICA	\$352,000	60
Region 6 <i>Cities: Lake Forest, Mission Viejo, and Rancho Santa Margarita (including adjacent unincorporated areas)</i>	OCAPICA	\$205,000	35
Region 7	KRA Corporation	\$194,800	25

<i>Cities: Aliso Viejo, Laguna Beach, Laguna Hills, Laguna Niguel, and Laguna Woods (including adjacent unincorporated areas)</i>			
Region 8 <i>Cities: Dana Point, San Clemente, and San Juan Capistrano (including adjacent unincorporated areas)</i>	KRA Corporation	\$435,000	70

ISY REGION	AGENCY	TOTAL FUNDING	ENROLLMENT TARGETS (est.)
Northern Region <i>Cities: Brea, Buena Park, Costa Mesa, Cypress, Fountain Valley, Fullerton, Garden Grove, Huntington Beach, La Habra, La Palma, Los Alamitos, Orange, Placentia, Seal Beach, Stanton, Tustin, Villa Park, Westminster, and Yorba Linda (including adjacent unincorporated areas)</i>	City of La Habra	\$150,600	25

RECOMMENDATIONS:

1. Approve funding recommendations as outlined in the “Funding Allocations” tables above.
2. Authorize staff to negotiate contracts for FY 2018-2019 within the not-to-exceed funding parameters outlined in Recommendation #1.
3. Authorize staff to exercise a cost contingency increases not to exceed a total of 10% of the first year contract amount, pursuant to County Contact Policy Manual Section 2.2-113.
4. If negotiations do not yield a contract, authorize staff to negotiate with other fundable providers as procured through the WIOA Young Adult Career Program RFP.
5. If WIOA funds allocated by the State and/or the carry-in from FY 2017-18 is less than or greater than the estimated amounts, authorize staff to adjust allocations accordingly.

ATTACHMENT(S):

None

Item #5 – ACTION

WIOA ONE-STOP SYSTEM OPERATOR & CAREER SERVICES REQUEST FOR PROPOSALS EVALUATION COMMITTEE REPORT Recommendation Summary February 28, 2018

BACKGROUND:

The most recent One-Stop RFP was released in 2012. Initial funding was awarded for FY 2013-2014 with provisions for four (4) additional one year renewals. The current agreements awarded under this RFP expire June 30, 2018.

The Workforce Innovation and Opportunity Act (WIOA) was signed into law on July 22, 2014, with implementation to begin on July 1, 2015. WIOA has brought many changes and improvements to the Workforce Development System. Accordingly, the Orange County Development Board (OCDB) issued a RFP in alignment with WIOA objectives and designed to help workers, including those with barriers to employment, access employment, job-driven training, and supportive services; streamline service delivery; align programs to assure coordination, use, and integration of all available resources; and improve services to employers.

WIOA states the One-Stop delivery system must include *at least one comprehensive physical center* in each local workforce area that must provide the basic and individualized services specified in (20 CFR Part 652), §662.100. A Comprehensive Center must provide a full array of employment and training related services for workers, young adults and businesses. These locations include (but are not limited to) the mandatory WIOA partners as outlined in (20 CFR Part 652), §662.200. The RFP required proposers to describe how they plan to geographically and demographically serve their proposed regions in the most cost effective manner.

On July 26, 2017, the new RFP's structure and evaluation procedures were discussed by the Orange County Development Board (OCDB). Additionally, on October 25, 2017, the OCDB discussed the status and framework of the new RFP.

Consistent with the timeline and framework discussed at the meetings, the current RFP was released on October 31, 2017. On January 4, 2018, six (6) organizations responded to the RFP, five (5) were deemed responsive and one (1) non-responsive. In total, 22 responsive applications were submitted to three RFP Components. No responsive applications were submitted for *Part V: One Stop Operator*.

The Evaluation Committee consisted of five subject matter experts including mandated partners, workforce professionals and County staff. The Committee had an initial meeting to discuss the process and receive copies of all of the proposals along with the scoring sheets. Over the following three weeks, each Committee member reviewed and rated each of the proposals. The Committee then reconvened to consolidate scores. The process concluded with interviews of each of the applicants followed by a final scoring

and ranking. The Evaluation Committee's scores are reflected on the Evaluation Committee Ratings Report.

RECOMMENDATION:

1. Approve list of eligible Applicants outlined on the attached Evaluation Committee Ratings Report, pursuant to WIOA Section 108 (d) (10).

ATTACHMENT(S):

Evaluation Committee Ratings Report

Evaluation Committee Ratings Report

Part II: Comprehensive One-Stop Services - North

Ranking	Contractor Name	Scores
1	Managed Career Solutions	74.32

Part II: Comprehensive One-Stop Services – South

Ranking	Contractor Name	Scores
1	Managed Career Solutions	74.80

Part III: Affiliate Services – Adult Dislocated Worker

Ranking	Contractor Name	Scores
1	Orange County Asian and Pacific Islander Community Alliance	80.16
2	Managed Career Solutions	79.60
3	Accord Community First	72.72

Part IV: Special Programs - Senior Community Service Employment Program (SCSEP)

Ranking	Contractor Name	Scores
1	Managed Career Solutions	77.20

Part IV: Special Programs - Veterans Employment-Related Assistance Program (VEAP)

Ranking	Contractor Name	Scores
1	Managed Career Solutions	77.20
2	Goodwill Industries of Orange County	76.96
3	Accord Community First	66.96

Part IV: Special Programs - Supervised Population

Ranking	Contractor Name	Scores
1	Managed Career Solutions	72.72

Part IV: Special Programs - OC4VETS

Ranking	Contractor Name	Scores
1	Managed Career Solutions	70.80

Part IV: Special Programs - Welfare to Work Program

Ranking	Contractor Name	Scores
1	Orange County Asian and Pacific Islander Community Alliance	78.72
2	Managed Career Solutions	68.88

Part IV: Special Programs - Individuals with Disabilities

Ranking	Contractor Name	Scores
1	Goodwill Industries of Orange County	83.36
2	Managed Career Solutions	72.08

Part IV: Special Programs - Individuals with Limited English

Ranking	Contractor Name	Scores
1	Orange County Asian and Pacific Islander Community Alliance	80.00
2	Managed Career Solutions	68.88

Part IV: Special Programs - Homeless Population

Ranking	Contractor Name	Scores
1	Managed Career Solutions	71.44

Part IV: Special Programs - Linking to Employment Activities Pre-Release (LEAP)

Ranking	Contractor Name	Scores
1	Managed Career Solutions	81.04
2	Goodwill Industries of Orange County	79.52

Part IV: Special Programs - Displaced Homemaker

Ranking	Contractor Name	Score
1	KML Enterprise Career Development	71.76

Part IV: Special Programs - Disconnected Young Adults (18-24)

Ranking	Contractor Name	Score
1	Managed Career Solutions	74.64

Item #6 – ACTION

WIOA ONE-STOP SYSTEM OPERATOR & CAREER SERVICES FUNDING AWARD Recommendation Summary February 28, 2018

BACKGROUND:

On October 31, 2017, the WIOA One-Stop System Operator and Career Services Provider RFP was released in anticipation of **\$11,031,000** to be awarded for Program Year 2018-19. Specifically, the RFP stated that:

1. Approximately **\$5,650,000** will be available for the Comprehensive One-Stop Center(s).
2. Approximately **\$750,000** will be available for the Affiliate Center(s).
3. Approximately **\$4,606,000** will be available for the Special Programs.
4. Approximately **\$25,000** will be available for the One-Stop Operator.

On February 2, 2018, the Evaluation Committee scored and ranked the 22 *responsive* proposals, all of which were deemed *fundable*. The highest scoring bidder and proposed not-to-exceed funding amount for each component is the attached “PY 2018-19 One-Stop System Allocations”.

The initial contracts entered into as a result of this RFP will be for a one-year term, scheduled to begin July 1, 2018, and end on June 30, 2019. Contracts may be renewed for three (3) consecutive one-year (1) periods, not to exceed a total of four (4) years as allowable under WIOA, and at the discretion of the OCDB and the Orange County Board of Supervisors. Contract renewals will be based upon contractor performance and funding availability. All funding recommendations are scheduled to go before the Orange County Board of Supervisors on May 8, 2018 for final approval.

RECOMMENDATIONS:

1. Approve funding recommendations as outlined in “FY 2018-2019 One-Stop System Allocations”, as attached.
2. Authorize staff to negotiate contracts for FY 2018-2019 within the not-to-exceed funding parameters referenced in Recommendation #1.
3. Authorize staff to exercise cost contingency increases not to exceed a total of 10% of the first year contract amount, pursuant to County Contract Policy Manual Section 2.2-113.
4. If negotiations do not yield a contract, authorize staff to negotiate with other fundable providers as procured through the WIOA One-Stop System Operator & Career Services RFP.
5. If allocated funds and/or the carry-in from FY 2017-18 are less than or greater than the estimated amounts, authorize staff to adjust allocations accordingly.

ATTACHMENT:

FY 2018-2019 One-Stop System Allocations

FY 2018-2019 One-Stop System Allocations

PROGRAM/FUNDING	Operations	Training	Total
Northern Region	1,450,000	1,050,000	2,500,000
Southern Region	1,750,000	1,050,000	2,800,000
Business Services/Rapid Response	350,000	0	350,000
			5,650,000
Affiliate Services	750,000		750,000
Veterans Employment Related Assistance Program	150,000	50,000	200,000
Senior Employment Program	92,000	541,000	633,000
CaWORKs - EPP	378,280	1,781,720	2,160,000
CaWORKs - WEX	130,000	220,000	350,000
CaWORKs - VTR	70,000	210,000	280,000
Supervised Population	95,000	55,000	150,000
OC4VETS	302,000	131,000	433,000
Linking to Employment Activities Pre Release (LEAP)	250,000	0	250,000
Individuals with Limited English	150,000	0	150,000
Individuals with Disabilities	0	0	0
Homeless Population	0	0	0
Displaced Homemaker	0	0	0
Disconnected Young Adults (18-24)	0	0	0
			4,606,000
One-Stop Operator	25,000		25,000
			4,631,000
TOTAL	5,942,280	5,088,720	11,031,000

Item #7 – ACTION

WIOA ONE-STOP SYSTEM CERTIFICATION Recommendation Summary February 28, 2018

BACKGROUND:

Title I of the Workforce Innovation and Opportunity Act (WIOA) requires the State Workforce Development Board, in consultation with local Chief Elected Officials (CEO) and Local Workforce Development Boards (Local WDBs) in their Local Workforce Development Area (LWDAs), to establish criteria and procedures to evaluate and to certify America's Job Center of California (AJCCs).

This evaluation and certification examines effectiveness, physical and programmatic accessibility, and continuous improvement. The goal is to establish a statewide standard that ensures all of California's customers receive a consistent and high-quality level of services.

AJCC certification is the responsibility of the OCDB. The OCDB shall be responsible for conducting certification reviews for each of the two comprehensive AJCCs within the Orange County Development Area (Irvine and Garden Grove). OCDB will use the two Comprehensive AJCC Certification Matrices developed by the State:

1) **Baseline Certification**

Baseline AJCC Certification is meant to ensure that the AJCC is in compliance with key WIOA statutory and regulatory requirements including implementation of signed Memoranda of Understanding with all of the required partners, defined roles of the Operator and Career Services Provider and compliance with all Americans with Disabilities Act regulations. The OCDB met these requirements and submitted certification to the State on December 31, 2017.

2) **Hallmarks of Excellence Certification**

Hallmarks of Excellence AJCC Certification is more comprehensive and is meant to encourage continuous improvement by identifying areas where Local Boards may be exceeding quality expectations as well as areas in which improvement is needed. The Hallmarks of Excellence Criteria evaluate the physical layout of the AJCC, universal access, partnerships, provision of customer-centered services, attainment of industry-recognized credentials, integrated business services and staff qualifications. Hallmarks certification is due to the State on June 30, 2018.

Hallmarks of Excellence Certification Process

The OCDB is responsible for establishing a Certification Team that will be responsible for completing independent and objective evaluations of each AJCC. The Team will make certification recommendations to the OCDB.

The Certification Team will evaluate AJCC operations, conduct staff interviews and evaluate customer satisfaction surveys of job seekers and employers. The Certification Team shall determine, as a group, whether an AJCC has sufficiently met the certification criteria. The Team will use the Criteria Matrices developed by the State and submit a written determination to the Executive Committee/OCDB and the State by June 30, 2018.

The Certification Team will consist of a representative from the OCDB, OCDB Administrative staff, and an individual outside of the Local Area.

On February 15, 2018, the SD&P Committee nominated Barbara Mason to serve on the Certification Team.

RECOMMENDATION(S):

1. Designate Barbara Mason, a member of the SD&P Committee to serve on the Certification Team.
2. Authorize staff to select the remaining members of the Certification Team and proceed with Hallmarks of Excellence Certification.

ATTACHMENT(S):

None

Item #8 – ACTION

**OCDB ELECTION OF 2018 OFFICERS
Recommendation Summary
February 28, 2018**

BACKGROUND:

The Orange County Development Board Bylaws, Article III: Board Officers, describe the following regarding the nomination and election of officers:

- A. *OCDB officers shall consist of:*
1. *A chairperson*
 - a. *The Board Chairperson shall be a private sector representative. The duties of the Chairperson shall be to preside at OCDB meetings, decide points of order, announce all business, entertain motions, put motions to vote, and announce vote results.*
 - b. *The chairperson shall appoint and may remove committee Chairpersons.*
 - c. *The chairperson may call special meetings of the OCDB.*
 - d. *The chairperson or his or her designee may represent the OCDB at public functions.*
 2. *Vice-Chairperson*
 - a. *The vice-chairperson shall be a private sector representative.*
 - b. *The vice-chairperson shall perform the duties of the chairperson in his or her absence.*
 - c. *If the chair's office becomes vacant, the vice-chairperson shall succeed to the office of chair for the balance of the term of office.*
 3. *Second Vice-Chairperson*

The second vice-chairperson shall perform duties of the chairperson in the absence of both the chairperson and the vice-chairperson.
- B. *Election of officers shall be held annually during the first OCDB meeting of each fiscal year by majority vote, a quorum being present. The election date may be changed in any given year if formally determined necessary by the full OCDB.*
1. *An ad hoc committee shall be appointed for purposes of securing nominations for OCDB officers.*
 2. *Additional nominations from the floor will be accepted by the chair or acting chair of the OCDB before the vote takes place.*
 3. *All officers shall be elected for a term of one (1) year, and shall serve until their successors are elected.*
 4. *Officers shall begin their terms of office at the close of the meeting during which they were elected.*

On July 26, 2017 the Orange County Development Board directed staff to schedule the election of officers for the first full OCDB meeting in 2018.

An Ad-Hoc Nominating Committee met in late 2017 to discuss the potential nominees for the 2017-18 OCDB Officer positions. The proposed slate is listed below.

Slate of Nominees for 2017-18 Officers

Bob Bunyan – Chair

Bob is a Principal of the Robert Bunyan & Associates, an Orange County-based consulting firm specializing in real estate development advisory services. Bob's experience includes over 40 years in project planning, market analysis and marketing with real estate development firms in Orange County.

Lauray Holland-Leis – Vice Chair

Lauray is the Senior Director of Human Resources for the Irvine Company. Lauray is a highly regarded human resources professional with 25 years of human resource experience in the hospitality, multi-family and commercial real estate industries.

Tod Sword – 2nd Vice Chair

Tod is a Project Manager within Southern California Edison's Economic Development Services group serving Orange County, the South Bay and Westside Region of Los Angeles County. The Economic Services group assists with business expansion, attraction and retention.

RECOMMENDATION(S):

1. Accept the Ad-Hoc Nominating Committee's Slate of Nominees for OCDB Officer Positions for 2017-18.
2. Open Election process and accept nominations from the floor
3. Close Nominations
4. Conduct OCDB 2017-18 Election

ATTACHMENT(S):

None

Item #10 – INFORMATION

**FORM 700 STATEMENT OF ECONOMIC INTERESTS
Recommendation Summary
February 28, 2018**

BACKGROUND:

The Political Reform Act requires that officials who are designated in an agency's conflict of interest code must file a Statement of Economic Interests, Form 700 annually. The positions held with the Orange County Development Board (OCDB) require an annual statement of Economic Interests, Form 700 to be filed.

The County Clerk of the Board has established an on-line filing process for interested members, the website is: <https://www.southtechhosting.com/OrangeCounty/eDisclosure/>.

The deadline to submit is April 2, 2018.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None

Item #11 – INFORMATION

**ASSEMBLY BILL 1234 MANDATORY ETHICS TRAINING
Recommendation Summary
February 28, 2018**

BACKGROUND:

Under California Law, as a member of the Orange County Development Board (OCDB), you are required to take the Assembly Bill (AB) 1234 Mandatory Ethics Training.

To satisfy the training requirement, you must take a two (2) hour local official AB1234 Ethics course. The Fair Political Practices Commission (FPPC) has established an online training program. The deadline to complete the Training is December 31, 2018. However, in April 2018 a report on compliance will be presented to the Board of Supervisors and the Campaign Finance and Ethics Commission. Thus, we are requesting receipt of all certificates/proof of completion as soon as you receive them.

To access the course, please visit: <http://locaethics.fppc.ca.gov/login.aspx>.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None