



EXECUTIVE COMMITTEE MEETING MINUTES

Aug 19, 2020 ♦ 10:00 am – 12:00 pm

Via Zoom

I. OPENING REMARKS

Meeting called to order by Santa Barbara County Workforce Development Board (SBCWDB) Chair Sandra Dickerson at 10:05 AM.

II. ROLL CALL

Executive Committee Members in Attendance*:

Sandra Dickerson, Dianne Owens, Glenn Morris, Daniel Nielson

Santa Barbara County Staff in Attendance:

Ray McDonald, Anthony Garduno, Marco Medina, Linda Hillman, Luis Servin

Speakers in Attendance:

Eric Walker - Equus Workforce Solutions

*A quorum was established at the start of the meeting, with four out of four members present.

III. PUBLIC COMMENT

No public comment.

IV. AGENDA ITEMS

A. Director's Report

As part of collaboration with San Luis Obispo (SLO) County, Ray McDonald reported to the Executive Committee that a couple weeks prior, he presented at the SLO Workforce Board meeting regarding progress on the SB-1 project.

According to weekly calls with the State, the directive to approve the new Regional Planning Unit (RPU) between Santa Barbara and San Luis Obispo counties should be going through any day now. It is expected that there will be a ramp up period beginning in September 2020 and ending June 2021, during which the State requires that a regional plan be submitted sometime in March 2021.

Vandenberg Airforce base is one of the finalist sites being considered for the new Space Command and if selected would bring significant workforce opportunities for Santa Barbara County and SLO County. The Pentagon is expected to release their candidate list in November 2020.

The new Santa Barbara County Workforce Development Board (SBCWDB) website is now live, but still undergoing some final content editing and migration. Once complete, WDB staff plan to demo the new website at the November 18, 2020 Executive Committee meeting.

B. Reorganization to the Agenda

No changes were made.

C. Old Business

i. The minutes of June 10, 2020, were considered as follows:

Action: Dianne Owens moved, seconded by Glenn Morris, and carried by a vote of 4-0 to approve the minutes of June 10, 2020.

D. New Business

i. Performance Negotiations

The SBCWDB MIS Administrator, Marco Medina, provided an overview of current performance measure and planned performance measure to be submitted to the State as part of the negotiation process.

The establishment of performance goals assist Local Areas with:

- Planning efforts to provide industry related skill attainment for individuals with barriers to employment
- Increasing percentage of participants served from identified target populations to prepare a workforce for in-demand jobs
- Seeking continuous improvement in the workforce education and training system.

One way WIOA strives to accomplish this is by requiring the core programs to report on primary measures of performance. Local Areas agree upon the primary measures of performance in negotiations with the state every two years. Under the WIOA, all core programs will report on the following five performance measures:

Employment Rate	Percentage of participants who are in unsubsidized employment. Measured in Q2 after exit.
Retention in unsubsidized employment (Employment Retention)	Percentage of participants who are in unsubsidized employment. Measured in Q4 after exit.
Median Earnings	Median is defined as the numerical value in the middle that separates the higher half from the lower half of earnings. Measured as median earnings in Q2 after exit only.
Credential Attainment Rate	Percentage of participants who obtain a recognized credential or secondary diploma during participation or within 1 year after program exit.
Measureable Skills Gain	Percentage of participants in education leading to credential or employment during program year, achieving measurable gains. Measured in real time.

The following table representing SBCWDBs historical performance and upcoming negotiation figures was presented to the Executive Committee:

ADULT	PY2017 Actual	PY2018 Actual	2019 Actual	PY2018 RPU Final	PY2019 RPU Final	PY2020 State Level	PY2020 Proposed	PY2021 Proposed	Proposed performance based on...
Employment Rate 2nd Quarter After Exit	89.1%	84.7%	82.4%	64.0%	66.0%	67.0%	68.0%	68.0%	RPU historical annual increase of 2.0%
Employment Rate 4th Quarter After Exit	88.9%	78.9%	86.7%	60.5%	62.5%	66.0%	64.5%	64.5%	RPU historical annual increase of 2.0%
Median Earnings 2nd Quarter After Exit	\$6,217	\$6,528	\$9,335	\$5,200	\$5,600	\$6,000	\$6,000	\$6,000	RPU historical annual increase of \$400
Credential Attainment 4th Quarter After Exit	50.0%	60.0%	78.1%	53.0%	54.0%	60.0%	55.0%	55.0%	RPU historical annual increase of 1.0%
Measurable Skill Gains	38.8%	44.9%	40.3%	Baseline	Baseline	50.0%	41.3%	41.3%	MSG AVERAGE PY17-19

Dislocated Worker	PY2017 Actual	PY2018 Actual	2019 Actual	PY2018 RPU Final	PY2019 RPU Final	PY2020 State Level	PY2020 Proposed	PY2021 Proposed	Proposed performance based on...
Employment Rate 2nd Quarter After Exit	85.0%	85.7%	82.3%	68.0%	69.5%	71.9%	71.0%	71.0%	RPU historical annual increase of 1.5%
Employment Rate 4th Quarter After Exit	100.0%	91.4%	67.8%	65.0%	66.5%	72.5%	68.0%	68.0%	RPU historical annual increase of 1.5%
Median Earnings 2nd Quarter After Exit	\$9,807	\$8,018	\$7,410	\$7,700	\$8,000	\$ 8,070	\$8,300	\$8,300	RPU historical annual increase of \$300
Credential Attainment 4th Quarter After Exit	33.3%	83.3%	63.3%	57.0%	58.0%	60.0%	59%	59%	RPU historical annual increase of 1.0%
Measurable Skill Gains	31.8%	38.9%	40.0%	Baseline	Baseline	50.0%	36.9%	36.9%	MSG AVERAGE PY17-19

YOUTH	PY2017 Actual	PY2018 Actual	2019 Actual	PY2018 RPU Final	PY2019 RPU Final	PY2020 State Level	PY2020 Proposed	PY2021 Proposed	Proposed performance based on...
Employment Rate 2nd Quarter After Exit	100.0%	80.6%	65.0%	65.4%	66.9%	71.0%	68.4%	68.4%	RPU historical annual increase of 1.5%
Employment Rate 4th Quarter After Exit	0.0%	71.4%	70.0%	62.0%	64.0%	71.0%	66.0%	66.0%	RPU historical annual increase of 2.0%
Median Earnings 2nd Quarter After Exit	\$1,543	\$3,618	\$3,116	Baseline	Baseline	\$ 3,490	TBD	TBD	Average for PY17 -19 = \$2759
Credential Attainment 4th Quarter After Exit	0.0%	75.0%	42.9%	53.0%	54.0%	60.0%	55.0%	55.0%	RPU historical annual increase of 1.0%
Measurable Skill Gains	56.1%	32.9%	63.2%	Baseline	Baseline	56.4%	50.7%	50.7%	MSG AVERAGE of PY17-19

Mr. Medina explained that the proposed performance figures are based on RPU historical annual increases rather than previously achieved performance.

Daniel Nielson questioned this methodology, in particular when actual performance has been so much higher (10-14%) than what the proposed new performance measures.

Glenn Morris shared Mr. Nielson's concerns and added that when goals are set so low, they may actually drive performance down.

Ray McDonald explained that ultimately what the local board does not want to do, is to overpromise and under deliver.

Sandra Dickerson agreed with the comments from other committee members and expressed that we should be pushing performance higher than the proposed numbers, especially after demonstrating a multi-year higher performance.

After further discussion, the consensus among the Executive Committee was that the proposed performance measures submitted to the State should take into account the actual performance in recent years, and then subtract for the impact of the COVID-19 pandemic. In general, the committee agreed that the goals should be higher than what is being proposed, and requested that WDB staff rework its proposal to the State to be in-line with a rational that makes more sense.

ii. COVID-19 Issues/Protocols: AJCC

Linda Hillman provided an update regarding COVID-19 safety and compliance, various guidance issued by federal, state, and local authorities, as well as required employee training for SBCWDB staff and AJCC operators.

The State of California Employment Development Department (EDD) Information Notice WSIN20-07 (July 30, 2020) sets forth EDD's expectation in the following categories:

- Health and Safety Worksite Plan: WDB Staff has been working with AJCC partners and WIOA service providers, to develop the required health and safety plans.
- Service Delivery Model: The Service Delivery Model section specifies what services must still be provided, and states that services can be provided either in person by appointment, remote/virtual, or a combination of both as determined by the AJCC partners; which is currently being done.

- Employee Roles and Expectations: the Employee Roles and Expectations section describes that employees may be required to return to work in the AJCCs with appropriate physical distancing and safety protocols, referring to the safety plan previously mentioned. SBCWDB is in the process of planning the return to work at the AJCCs, but is currently in compliance with this directive as we continue to provide services via in-person appointments and remote/virtual services.
- Employee Health and Safety Protocols: the Employee Health and Safety protocols are extensive and track along with the requirements already in place from the federal, state and local authorities.
- Customer Health and Safety Protocols: the Customer Health and Safety protocols are similar to the employee health and safety and state the customers are also required to wear face coverings, and that the AJCC centers must be configured to accomplish social distances.
- Communicating with customers: the Communicating with Customers section requires that appropriate signage is posted to clearly communicate all expectations and safety protocols, and that AJCC partners be proactive by informing customers about safety protocols when scheduled for in-person services.
- Resources: the Resources section includes posters, and other informational printed resources associated with COVID-19 safety measures, including a link to CDC printed materials.

In addition to the above, SBCWDB has provided our program operators, Equus and Goodwill, with State of California COVID-19 Employer Playbook, which is a good reference source pulling together from various state and federal requirements. The playbook provides guidance about how to reopen safely, as well as an overview of the various compliance issues that an employer should be aware of.

iii. Discussion of Program Design for Coming Year

The Equus Workforce Services Project Director, Eric Walker, provided an update on operations at the AJCCs. Participant orientations, workshops, and webinars are currently being conducted virtually on a weekly basis via Zoom. For individuals enrolling in WIOA programs, Equus staff is scheduling in-person appointments in order to collect the necessary documents from the participants. Staff is seeing a significant increase in ITA enrollments, as individuals shift their focus to education and training opportunities during the pandemic.

SBCWDB Workforce Program Manager, Luis Servin, spoke about focusing on developing Transitional Job Program (TJP) opportunities in the public sector. The TJP model focuses on providing work experience opportunities for adults, whereas On the Job Training (OJT) is very contingent upon businesses being open. Likewise, Individualized Training Accounts (ITAs) are classroom-based training agreements, which have largely moved to online courses at the community colleges. Opportunities for TJPs have been similarly hindered by COVID-19, but can be tailored to focus on the public sector instead of other industry sectors.

Glenn Morris agreed that transitional jobs is an area that we should focus on in the near term.

iv. Agenda for October Full WDB Meeting

Ray McDonald advised the committee that he would be presenting the budget at the October WDB meeting.

Sandra Dickerson stated she would like to use the open discussion segment to get feedback from the members about what they see the long-term changes that COVID-19 is creating in their industry sectors. For example, there are some positions that have gone remote, and will probably remain remote after the pandemic is over.

V. Next Executive Committee Meeting

September 16, 2020

10:00 am - 12:00 pm
Via Zoom

VI. ADJOURN

Meeting adjourned at 11:47 AM.