

**Workforce Investment Act  
Local Plan Modification  
Program Year 2009-10**

**Local Workforce Investment Area (LWIA):**

Name of LWIA: Ventura

Submitted on: April 13, 2010

Contact Person: Cheryl Moore

Contact Person's Phone Number: 805 477-5306  
AREA CODE PHONE NUMBER

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☒ WIA Local Plan Modification PY 2009–10  
☐ Modification # \_\_\_\_\_

LWIA: Ventura  
Date: 07/01/2009

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**July 2009**

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# Workforce Investment Act (WIA) Strategic Five-Year Local Plan

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## EXECUTIVE SUMMARY

Enclose a brief summary, not more than two pages, of the five-year strategic local plan that gives a general overview of the proposed local workforce investment system. Include a description of how the system looks today, and how it will change over the five-year plan period. Include a discussion of the Local Workforce Investment Board's (LWIB) economic and workforce investment goals and how the local system will support these goals.

### I. PLAN DEVELOPMENT PROCESS

The WIA gives states and LWIAs a unique opportunity to develop employment and training systems tailored specifically to state and LWIA needs. The local plan is only as effective as the partnership that implements it. The plan should represent a collaborative process among the Chief Elected Official and the local system partners. This collaboration will create a shared understanding of the LWIA's workforce investment needs, a shared vision of how the local workforce investment system can be designed to meet those needs, and agreement on the key strategies to achieve this vision. This collaborative planning at all stages should drive local system development, create strategies for improvement, and provide the opportunity for stakeholder and public participation, review and comment.

In this section, describe the plan development process, including comments received during the public comment period that were incorporated within the plan.  
[WIA Section 118(a) and (c)(1)]

**(Please note:** we recognize that LWIAs are required to develop various related local plans and we encourage you, whenever feasible and appropriate, to use planning information that has already been developed. However, the data you use must be accurate and current.)

A. What was the role of the Chief Elected Official in developing the plan?  
[WIA Section 118(a)]

B. What LWIB, transition board or existing body had oversight for the development of this local plan? If there was no such body, how will you create a responsible entity? [WIA Section 117(d)(4)]

C. Describe the process used to provide an opportunity for public comment, including comment by the Chief Elected Official; the LWIB and youth council; other local

governing bodies; educators; vocational rehabilitation agencies; service providers; community-based organizations; and migrant seasonal farm worker representatives. Describe the process used to get input for the plan prior to submission. [WIA Section 118(c)(1) and (b)(7)]

D. How were comments considered in developing the local WIA plan? [*State Planning Guidance* I B., and WIA Section 112(b)(9)]

E. Describe the method used to make copies of the local plan available through public hearings and through other means e.g., local news media and the Internet. [WIA Section 118(c)(2)]

F. What other organizations were involved in the development of the local plan? How were they involved?

## II. LOCAL VISION AND GOALS

The federal *Planning Guidance and Instructions for Submission of the State's Strategic Five-Year Plan* indicates that "a vision creates organizational alignment around a picture of a transformed future. It propels the organization toward achieving difficult but attainable strategic goals. Vision drives systematic improvements and produces outcomes. It is dynamic, not static."

In this section, identify your broad strategic economic and workforce development goals (e.g., "All people who want to work can find jobs. There will be a growing number of business start-ups. Fewer people will rely on welfare assistance.") Include information on how the local plan is consistent with the State plan and describe how the local workforce investment system supports the shared vision in the attainment of your goals. In addition, describe your local strategies based on your LWIB's vision for business services and lifelong learning.

A. What is your vision for your local workforce investment system, and how will your system appear at the end of the five-year period covered by this plan? [*State Planning Guidance* II A., and WIA Section 117(d)(1)]

Some specific questions that may be considered are:

1. How will your local system integrate services over the next five years? [WIA Section 117(d)(1) and 118(a)]
2. What programs and funding streams will support service delivery through the One-Stop system? [WIA Section 121(b)(1)(B)]

3. Typically, what information and services will be provided and how will customers access them? How will the goal of universal access be achieved? [Title 20 Code of Federal Regulations (Title 20 CFR) Part 652, et al., Interim Final Rule (I)(A), State Planning Guidance II.A. bullet 3]
4. How will Wagner-Peyser Act and unemployment insurance services be integrated into the local system? [WIA Section 121(b)(1)(B)(xii)]
5. How will the youth programs be enhanced to expand youth access to the resources and skills they need to succeed in the State's economy? [WIA Section 111(d)(2) and 112(a)]

**Re Sector Strategies:** One of the WIB's priorities is healthcare, especially a number of occupations under the rubric of Allied Health. To pursue this targeted sector, the WIB is working with fellow members of the Workforce Collaborative of California's Central Coast on a grant from the California Endowment to devise a regional strategy for workforce development in Allied Health. The Ventura WIB is also issuing its own RFP for \$1.8 million to fund local projects to develop an Allied Health workforce pipeline that includes basic skills for technology-related jobs. These efforts are being coordinated by the WIB's ad hoc Allied Health Committee.

**Re Green-color jobs and initiatives:** In company with business and education leaders from the Central Coast counties of San Luis Obispo, Santa Barbara and Ventura, the local WIB is helping to foster a regional Green Coast Innovation Zone. This group is to be a focal point for green initiatives, a forum for the discussion of green-related issues. Wherever possible, the WIB will develop or take part in grant proposals that address such issues.

**Re New Start:** In response to the provision of special funds to target parolees who need assistance in training and job placement, the Ventura WIB has submitted a plan to the California Department of Corrections to enroll and case manage a maximum of 30 clients. We will provide regularly scheduled orientation sessions at Ventura County Job and Career Centers; determine, in conjunction with the local parole office, which parolees are suitable for the WIA program; provide allowed and appropriate training at the expense of the WIB; provide appropriate and allowed supportive services; and produce, within the Human Services Agency, any flyers or brochures necessary to promote the program itself and the employability of parolees.

The WIA Section 118 requires local plans to be consistent with the State Plan. In addition to California's Principles and Strategic Goals (WIAB99-2, *Local Plan Instructions and Forms*, page 3), please include strategies that reflect the Governor's four key priorities for California's public workforce system. The key priorities were not included in the *Initial/Supplemental Planning Narrative* pages or the *One-Year Extension for Program Year 2005-06*. They were introduced in the *Guidance for Local Plan*

*Modifications for PY 2006-07, via Addendum, item A. They are now listed below as follows:*

The Governor's four key priorities for California's public workforce system:

- Understanding and Meeting the Workforce Needs of Business and Industry in order to prepare Workers for 21st Century Jobs
- Targeting Limited Resources to Areas Where They Can Have the Greatest Economic Impact
- Collaborating to Improve California's Educational System At All Levels
- Ensuring the Accountability of Public and Private Workforce Investments

B. Describe how your local vision and workforce development strategy is consistent with the Governor's workforce development priorities. [WIA Section 118(a)]

The California Workforce Investment Board (State Board) adopted vision statements regarding business services and lifelong learning that were not included in the *WIA Initial/Supplemental Planning Narrative* pages or the *One-Year Extension for Program Year 2005-06*. They were introduced in *Guidance for Local Plan Modifications for PY 2006-07, via Addendum, item B*. They are now listed below as follows:

The State Board vision statements:

- The One-Stop System, in collaboration with the economic development community, partners with California's business to provide best-in-class local services to business to support job retention and growth.
- The vision for lifelong learning, in the context of workforce development, is to enable current and future workers to continually acquire the knowledge, skills, and abilities required to be successful in the workplace.

C. Provide a description of your local strategies, based upon your LWIB's vision for business services, to improve the services to employers, and include in your description [WIA Section 118(b)(10)]:

1. Your vision and strategic planning efforts for business services.
2. How you use industry partnerships and other employer contacts to validate employer needs.
3. What actions the LWIB has taken, or plans to take, to ensure that local business services are not redundant and coordinated with partner programs such as Wagner-Peyser and Economic Development Corporations.
4. How the LWIB measures the satisfaction of business services and how the data are used to improve services.

D. Describe how the LWIB is addressing lifelong learning in the context of workforce development, through collaborative policy and planning. Specifically, describe how



the LWIB will improve and promote access to lifelong learning in the next year. Include existing or planned efforts to leverage resources with local lifelong learning partners, including business and education.

E. Identify organizations involved in the development of your local vision and goals.

### III. LABOR MARKET ANALYSIS

The *Planning Guidance and Instructions* requests information on key trends expected to shape the economic environment during the next five years, including the implications of these trends in terms of overall employment opportunities by occupation; key occupations; the skills needed to attain local occupational opportunities; growth industries and industries expected to decline, customer demographics, and the sources of data used to gather this information. Where appropriate, identify any regional economic development needs and describe how the LWIA will be involved in them.

In this section identify the needs of businesses, job training, and education seekers, economic development professionals, and training providers in your workforce investment area. Are these the same or different than those present in the previous service delivery area(s)? If different, how can the needs be better met by the new, local workforce investment system? To complete this section, answer the following questions.

A. What are the workforce investment needs of businesses, job-seekers, and workers in the LWIA? [WIA Section 118(b)(1)(A)]

B. How will the needs of employers be determined in your area? [State Planning Guidance IV.B.6]

C. What are the current and projected employment opportunities in the LWIA? [WIA Section 118(b)(1)(B)]

D. What job skills are necessary to obtain such employment opportunities? [WIA Section 118(b)(1)(C)]

**Though the way in which services are delivered has not changed because of the economic downturn, the level of services has increased because of the arrival of significant new funds, namely from ARRA. This increase has made possible the addition of new staff members to handle an increased (doubled) client/work load.**

#### IV. LEADERSHIP

As stated in the *Federal Register* of April 15, 1999, "The Department [of Labor] believes that changing from the existing JTPA Private Industry Councils to LWIBs is essential to the reforms of WIA [Interim Final Rule §661.305] . The Department [of Labor] strongly encourages all eligible areas to create new, fully functional LWIBs as early as possible, and is committed to providing assistance to facilitate such changes."

In this section describe how authority will be exercised by the LWIB. [WIA Section 117(b)(3) and (d)(1)]

A. If an interim board was responsible for development of this plan, how will the plan and authority to oversee its implementation under WIA Section 117(d)(4) be transferred to the new LWIB?

B. What circumstances constitute a conflict of interest for a LWIB member, including voting on any matter regarding provision of service by that member or the entity that s/he represents, and any matter that would provide a financial benefit to that member? [WIA Section 117(g)(1)(2)]

C. How will the LWIB provide a leadership role in developing policy, implementing policy, and oversight for the local workforce investment system? [WIA Section 117(d)(4)] Include in this discussion a description of your LWIB composition and how it meets the membership criteria set forth in the California Unemployment Insurance Code (CUIC) Section 14202.

D. How will the LWIB assure the local system contributes to the achievement of the State's strategic goals? [WIA Section 118(a)]

E. How will the LWIB meet the requirement that neither the LWIB nor its staff provide training services without a written waiver from the Governor? [WIA Section 117 (f)(1)(A) and (B)]

1. If the LWIB plans to provide training services, describe which service. If a waiver is to be sought, a request for Waiver of Training Prohibition must be submitted for each specific training program.

F. How will the LWIB assure that the public (including persons with disabilities) have access to board meetings and activities including LWIB membership,

notification of meetings, and meeting minutes? [WIA Section 117(e)]

## V. LOCAL ONE-STOP SERVICE DELIVERY SYSTEM

The cornerstone of the new workforce investment system is One-Stop service delivery, which makes available numerous training, education and employment programs through a single customer-focused, user-friendly service delivery system at the local level. The One-Stop system must include at least one comprehensive physical center in each LWIA that must provide core services and access to programs and services of the One-Stop partners. The system may also include a network of affiliated One-Stop sites and specialized centers that address specific needs.

In this section describe how services will be coordinated through the One-Stop service delivery system. Additional required elements were introduced in *Guidance for Local Plan Modifications for PY 2006-07*, via Addendum items C 1-4. These elements are now incorporated into Section V, Boxes C, F, M and R. Also, include as applicable in boxes A through S, any changes to the One-Stop delivery system as a result of the State's replacement of the statutory performance measures specified in WIA Section 136(b)(2) with the common performance measures defined in Training and Employment Guidance Letter (TEGL) 17-05.

A. Describe the One-Stop delivery system in your LWIA. [WIA Section 118(b) (2)] Include a list of the comprehensive One-Stop centers and the other service points in your area.

Comprehensive One-Stop centers and the other service points in your area:


B. Describe the process used for selecting the One-Stop operator(s) [WIA Section 121(d)(2)(A)] including the appeals process available to entities that were not selected as the One-Stop operators. [Interim Final Rule § 667.600 (b)(1)] Also, include the LWIB's policy regarding its selection of One-Stop operator(s), annual review of operations, and termination for cause. [CUIC Section 14206(d)]

C. Are each of the required WIA partners included in your One-Stop delivery system? How have they contributed to your planning and implementation efforts? If any required partner is not involved, explain the reason. [WIA Section 117(a)(2)(A)]

D. How will services provided by each of the One-Stop partners be coordinated and made available in the local One-Stop system? [WIA Section 121(c)(2)]

E. What is your plan for delivery of core and intensive services? [WIA Section 117(f)(2)]

F. What is your plan for administering Individual Training Accounts (ITAs) as defined in WIA Section 134(d)(4)(G), including any limitations you plan to impose on ITAs established in your area. If your LWIB is providing training services that are made as exceptions to the Individual Training Account process, describe the process you used to procure and justify these exceptions. This process must include a 30-day public comment period for interested providers. [Title 20 CFR Part 661.350(a)(5) and (10) and 663.430(a)] In addition, include the LWIB's policy addressing the amount and duration of ITAs based on market rate for local training programs. [CUIC Section 14206(h)]

G. Describe how the WIA funds will be used to leverage other federal, State, local and private resources. How will these coordinated and leveraged resources lead to a more effective local system that expands the involvement of business, employers and individuals? [State Planning Guidance IV.B.3. and WIA Section 112(b)(10) and 121(c)(2)(A)(ii)] Include a brief discussion if your LWIB has entered into an agreement with another area (including another LWIB that is a city or county within the same labor market) to pay or share the cost of educating, training, or placing individuals participating in programs assisted under Title I of WIA, including provision of supportive services, provide copy of your approved agreement. [WIA Section 195(3)(B)]

H. Describe how the local system will meet the needs of dislocated workers; displaced homemakers; low-income individuals such as migrant and seasonal farm workers; public assistance recipients; women; minorities; individuals training for non-traditional employment; veterans; individuals with multiple barriers to employment; older individuals; people with limited English speaking ability; and people with disabilities. [State Planning Guidance IV.B.5. and WIA Section 112(b)(17) and Section 118(b)(4)]

**Re the 10% waiver of A and DW funds for incumbent worker training: We have not yet decided whether to invoke this waiver. In any case, our current contract with the Employment Development Corporation of Ventura County is being modified to encourage outreach (job fairs and workshops), specifically to**

manufacturing, to determine which businesses want training that will benefit not only their current workers but also our clients.

Re the transferability of A and DW formula funds: We have not yet decided whether to invoke this waiver; and we cannot therefore say how the flexibility allowed by this waiver has effected the delivery of services.

Re the customized training waiver: Since the Ventura WIB is only just beginning to enter the business of customized training and is just developing a formal policy of this type of endeavor, we cannot anticipate how the waiver will impact the marketing of WIA-funded customized training to the private sector and the building of relations with employers in demand/growth industries.

I. When allocated adult funds are limited, what criteria will you use to determine and ensure priority of service to recipients of public assistance and other low-income individuals for receiving intensive and training services? [WIA Section 134(d)(4)(E) and 118(b)(4)]

J. How will the local system assure non-discrimination and equal opportunity, as well as compliance with the Americans with Disabilities Act? [WIA Section 188(a)(2) and State Planning Guidance IV B.4.]

K. Describe how employer services (e.g. systems to determine general job requirements and job listings, including Wagner-Peyser Act services) will be delivered though the One-Stop system in your area. [State Planning Guidance IV.B.7]

L. What reemployment services will you provide to Worker Profiling and Reemployment Service claimants in accordance with Section 31 (e) of the Wagner-Peyser Act? [State Planning Guidance IV B.7. and WIA Section 121(b)(1)(B)(ii)]

M. What local policies and strategies are in place to ensure that, pursuant to the Jobs for Veterans Act (P.L.107-288)(38 USC 4215), priority of service is provided to veterans (and certain spouses) who otherwise meet the eligibility requirements for all employment and training programs funded by the Department of Labor, in accordance with the provisions of TEGL 5-03 (9/16/03)? Include in your discussion how this policy is shared with all of the One-Stop Career Center partners and if/how you conduct outreach to veterans and veteran organizations to encourage use of One-Stop Career Center services. How will you ensure that veterans receive priority in the local One-Stop system for Wagner-Peyser funded

labor exchange services? [State Planning Guidance IV.B.9. and WIA Section 121(b)(1)(B)(ii)]

N. What role will Veterans Workforce Specialists and Veteran Employment Service Specialist (VWS/VSSS) have in the local One-Stop system? How will you ensure adherence to the legislative requirements for veterans' staff? [State Planning Guidance IV.B.10., 322, 38 USC Chapter 41 and 20 CFR Part 1001-120]

O. How will you provide Wagner-Peyser Act-funded services to the agricultural community—specifically, outreach, assessment and other services to migrant and seasonal farm workers, and services to employers? How will you provide appropriate services to this population in the One-Stop system? [State Planning Guidance IV B.11.]

P. How will the LWIB coordinate workforce investment activities carried out in the LWIA with the statewide rapid response activities? [WIA Section 118(b)(5) and State Planning Guidance IV.B13.b]

Q. What rapid response assistance will be available to dislocated workers and employers and who will provide them? [WIA Section 118(b)(4)(5) and State Planning Guidance IV B.13.c.]

R. How will your LWIB ensure continuous improvement of eligible providers of services through the system and ensure that such providers meet the employment needs of local employers and participants? [WIA Section 118(b)(2)(A)] Describe and assess the adult and dislocated worker employment and training services that will be available in your LWIA. [WIA, Section 118 (b)(4)(5)] In addition, include the LWIB's policy regarding training services available to adult and dislocated workers who have met the requirements for intensive services, have been unable to obtain or retain employment through those services, and have been determined to be in need of training. [WIA Section 134(d)(4)(A)(iii), Title 20 CFR Part 663.310(c) and CUI Section 14230(a)(5)]

S. MEMORANDUM OF UNDERSTANDING:

The WIA requires that a Memorandum of Understanding (MOU) between the LWIB and each of the One-Stop partners concerning the operation of the One-Stop delivery system be executed. A copy of each MOU must be included with

the plan modification. [WIA Section 118(b)(2)(B)]

The MOU may be developed as a single umbrella document, or as singular agreements between the partners and the board. The MOUs should present in concrete terms, member contributions and the mutual methodologies used in overseeing the operations of the One-Stop career center system.

1. The MOU must describe: [WIA Section 121(c)(1)(2)(A)(B) and CUI Section 14230(d)]

- a. What services will be provided through the One-Stop system.
- b. How the costs of services and operating costs will be funded, including cost-sharing strategies or methodologies.
- c. What methods will be used for referral of individuals between the One-Stop operator and partners?
- d. How long the MOU will be in effect.
- e. What procedures have been developed for amending the MOU?
- f. Other provisions consistent or as deemed necessary by the LWIB.
- g. The LWIB's policy for identifying individuals who, because of their skills or experience, should be referred immediately to training services.

2. Identify those entities with who you are in the process of executing an MOU. Describe the status of these negotiations. [Interim Final Rule §662.310(b)]

3. What process will the LWIB use to document negotiations with One-Stop partners who fail to participate or sign an MOU? How will you inform the state board when negotiations have failed? [Interim Final Rule §662.310(b)]

## VI. YOUTH ACTIVITIES:

As a way to connect youth to workforce investment resources, WIA requires youth programs to be connected to the One-Stop system. The WIA requires improved youth opportunities and Youth Councils to be part of local workforce investment systems. Youth councils have authority to develop the youth-related portions of the local plans, to recommend youth service providers to the LWIBs, to coordinate youth services, and to conduct oversight of local youth programs and eligible providers of youth programs.

In this section describe the strategies and tactics to develop a comprehensive service delivery system for eligible youth, and discuss how that system will be coordinated through the One-Stop system.

A. Describe your LWIA's efforts to construct a youth council, and what the role(s) of the Youth Council will be. [WIA Section 117 (h)(1)(2)(3)(4)]

B. How will youth services be connected with your One-Stop delivery system?  
[Interim Final Rule § 664.700]

C. Describe how coordination with Job Corps, Youth Opportunity Grants, and other youth programs in your LWIA will occur, e.g. School-to-Career. [WIA Section 112(b)(18)(C) and 117(h)(2)(vi), and State Planning Guidance, IV B. 15.]

D. Describe your area's eligible youth population and needs in general. Describe and assess the type and availability of youth activities in the LWIA. Include an identification of successful providers of such activities. [WIA Section 118(b)(6)]

E. What is your LWIA's strategy for providing comprehensive services to eligible in-school and out-of-school youth, including any coordination with foster care, education, welfare, and other relevant resources? Include any local requirements and activities to assist youth who have special needs or barriers to employment, including those who are pregnant, parenting, or have disabilities. [WIA Section 112(b)(18)(A), Interim Final Rule §664.400, and State Planning Guidance, IV B. 14]

F. Describe how your LWIA will meet the Act's provisions regarding the required youth program design elements: [WIA Section 129(c)(2)(A) through (J)] In addition, please discuss how your LWIA's youth program design has been modified as a result of the State's move toward common performance measures and its effect on meeting program accountability requirements. [WIA Section 136(b)(2) and TEGL 17-05]

1. Intake and Objective Assessment

2. Preparation for post-secondary educational opportunities



3. Strong linkages between academic and occupational learning
4. Preparation for unsubsidized employment opportunities
5. Effective linkages with intermediaries with strong employer connections
6. Alternative secondary school services
7. Summer employment opportunities
8. Paid and unpaid work experience
9. Occupational skills training
10. Leadership development opportunities

11. Comprehensive guidance and counseling

12. Supportive services

13. Follow-up services. [Interim Final Rule §664.450(a)(1) through (6)(b), and State Planning Guidance IV B.14.]

**Re: Waiver of competition for providers of the summer youth program: This waiver came too late to be effective. If we had waited for its arrival, we would not have been able to carry out a summer program. We had to proceed with an ordinary procurement. In addition, this waiver was valid for 2009 only.**

**Re: Work Readiness Waiver: This waiver was really useful. Because of the lessening of restrictions, we were able to serve many more youth, both in the 14-15-age group and in the 22-24-age group.**

## VII. ADMINISTRATIVE REQUIREMENTS

A. What competitive process will be used to award grants and contracts for youth services in your LWIA? [WIA Section 118 (b)(9), 112(b)(18)(B) and 123]

B. What competitive and non-competitive processes will be used at the local level to award grants and contracts for activities under Title I of WIA, including how potential bidders are being made aware of the availability of grants and contracts? [WIA Section 118(b)(9)]

C. What entity will serve as the local grant recipient and be responsible for disbursing grant funds as determined by the Chief Elected Official? [WIA Section 117(d)(3)(B)(i)(I)(II)(III) and 118(b)(8)]

D. What criteria will the LWIB use in awarding grants for youth activities, including criteria used by the Governor and LWIBs to identify effective and ineffective youth activities and providers? [WIA Section 112(b)(18)(B) and State Planning Guidance III B.1.f.]

E. What is your LWIA's definition regarding the sixth youth eligibility criterion, ("an individual who requires additional assistance to complete an educational program, or to secure and hold employment")? [WIA Section 101(13)(c)(vi)]

F. What process will be used to allow public review and comment for specific performance outcomes and measures when these have been negotiated?

## VIII. ASSURANCES

A. The LWIB assures that it will comply with the uniform administrative requirements referred to in WIA Section 184(a)(3).

B. The LWIB assures that no funds received under the Workforce Investment Act will be used to assist, promote, or deter union organizing. [WIA Section 181(b)(7)]

C. The LWIB assures that the board will comply with the nondiscrimination provisions of WIA Section 188.

D. The LWIB assures that the board will collect and maintain data necessary to show compliance with the nondiscrimination provisions of WIA Section 188.

- E. The LWIB assures that there will be compliance with grant procedures of WIA Section 189(c).
- F. The LWIB assures that funds will be spent in accordance with the Workforce Investment Act, written Department of Labor guidance, and other applicable Federal and State laws and regulations.
- G. The LWIB assures that veteran workforce investment programs funded under WIA, Section 168 will be carried out in accordance with that Section.
- H. The LWIB assures it will comply with future State Workforce Investment Board policies and guidelines, legislative mandates, or other special provisions as may be required under Federal law or policy, including the Workforce Investment Act or State legislation.
- I. The LWIB assures that when allocated adult funds for employment and training activities are limited, priority shall be given to recipients of public assistance and other low-income individuals for intensive and training services. [WIA Section 134(d)(4)(E), 118(b)(4), and CUI Section 14230(a)(6)]
- J. The LWIB certifies that its One-Stop Centers will recognize and comply with applicable labor agreements affecting represented employees located in the Centers. This shall include the right to access by State labor organization representatives pursuant to the Ralph Dills Act. [Chapter 10.3 (commencing with Section 3512) of Division 4, of Title 1 of the Government Code, and CUI Section 14233]
- K. The LWIB assures that State employees who are located at the One-Stop Centers shall remain under the supervision of their employing department for the purposes of performance evaluations and other matters concerning civil service rights and responsibilities. State employees performing services at One-Stop Centers shall retain existing civil service and collective bargaining protections on matters relating to employment, including but not limited to: hiring, promotion, discipline, and grievance procedures.
- L. The LWIB assures that when work-related issues arise at One-Stop Centers between State employees and operators or supervisors of other partners, the operator or other supervisor shall refer such issues to the State employee's civil service supervisor. The One-Stop Career Center operators and partners shall cooperate in the investigation of the following matters: discrimination under the California Fair Employment and Housing Act [Part 2.8 (commencing with Section 12900) of Division 3, of Title 2 of the Government Code], threats and/or violence concerning State employees, and State employee misconduct.
- M. One-Stop Operator is responsible for administering One-Stop Center services in accord with roles to be determined by the LWIB. The LWIB assures that it will select the One-Stop Operator with the agreement of the Chief Elected Official, through one of three means:

1. Through a consortium of at least three or more required One-Stop partners;  
or
2. Through competitive process such as a Request for Proposal; or
3. It may serve as the One-Stop Operator directly but only with the consent of the Chief Elected Official and the Governor.

The only time these selection procedures are not required is in the following circumstances inclusive: the One-Stop delivery system, of which the operator is a part, existed before August 7, 1998; the existing One-Stop system includes all of the required One-Stop partners; and an MOU has been executed which is consistent with the requirements of the Act. [WIA Section 121(d)(2)(A), and Title 20 CFR Part 662.410]

<input checked="" type="checkbox"/> WIA Local Plan Modification PY 2009-10	LWIA: <u>Ventura</u>
<input type="checkbox"/> Modification # _____	Date: <u>07/01/2009</u>

### SIGNATURE PAGE

This local plan represents the Ventura County  
 Workforce Investment Board's efforts to maximize and coordinate resources available under  
 Title I of the Workforce Investment Act (WIA) of 1998.

This local plan is submitted for the period of April 1, 2009 through June 30, 2010 in  
 accordance with the provisions of WIA.

Local Workforce Investment Board Chair

Chief Elected Official

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

Steve Kinney  
 \_\_\_\_\_  
 Name

Kathy I. Long  
 \_\_\_\_\_  
 Name

Board Chair

Chair, Board of Supervisors

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

**Workforce Investment Area  
Local Plan Modification  
Program Year 2009–10  
(Budget, Participant, and Performance Forms)**

LWIA: Ventura

Submitted on: April 13, 2010

Contact Person: Cheryl Moore, Executive Director

Contact Person's Telephone Number: 805-477-5306

*EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Special requests for services, aids, and/or special formats need to be made by calling (916) 654-8055 (Voice). TTY users, please call the California Relay Service at 711.*

☒ WIA Local Plan Modification PY 2009-10LWIA: Ventura☐ Modification # \_\_\_\_\_Date: 07/01/09**TITLE IB BUDGET PLAN SUMMARY<sup>1</sup> (Adult or Dislocated Worker)**

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE for PY 2009, beginning 07/01/09 through 06/30/10

☒ Grant Code 201/202/203/204 WIA IB-Adult☐ Grant Code 501/502/503/504 WIA IB-Dislocated Worker

FUNDING IDENTIFICATION		R970577 Subgrant	K074181 Subgrant
1. Year of Appropriation		2008	2009
2. Formula Allocation		1,584,317	2,015,969
3. Allocation Adjustment - Plus or Minus			2,914
4. Transfers - Plus or Minus			
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)		1,584,317	2,018,883
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>			
6. Program Services (sum of Lines 6.A thru 6.E)		1,425,885	1,807,995
A. Core Self Services		577,766	741,278
B. Core Registered Services		57,035	72,320
C. Intensive Services		114,071	144,640
D. Training Services		548,684	687,038
E. Other		128,329	162,720
7. Administration (Line 5 minus 6)		158,432	210,888
8. TOTAL (Line 6 plus 7)		1,584,317	2,018,883
<b>QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from July 1, 2008 and July 1, 2009 respectively)</b>			
9. September 2008		396,079	
10. December 2008		792,159	
11. March 2009		1,188,238	
12. June 2009		1,584,317	
13. September 2009			451,999
14. December 2009			903,998
15. March 2010			1,355,996
16. June 2010			2,018,883
17. September 2010			
18. December 2010			
19. March 2011			
20. June 2011			
<b>COST COMPLIANCE PLAN (maximum 10%)</b>			
21. % for Administration Expenditures (Line 7/Line 5)		10%	10%

Contact Person, Title  
Cheryl Moore, Ex. Director  
Comments:

Telephone Number

805-477-5306

Date Prepared: 4/13/10

<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

☒ WIA Local Plan Modification PY 2009-10

LWIA: Ventura

☐ Modification # \_\_\_\_\_

Date: 07/01/09

# **TITLE IB BUDGET PLAN SUMMARY<sup>1</sup> (Adult or Dislocated Worker)**

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE for PY 2009, beginning 07/01/09 through 06/30/10

☐ Grant Code 201/202/203/204 WIA IB-Adult

☒ Grant Code 501/502/503/504 WIA IB-Dislocated Worker

<b>FUNDING IDENTIFICATION</b>	<b>R970577 Subgrant</b>	<b>K074181 Subgrant</b>
1. Year of Appropriation	2008	2009
2. Formula Allocation	2,097,570	2,761,018
3. Allocation Adjustment - Plus or Minus		196,072
4. Transfers - Plus or Minus		
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)	2,097,570	2,957,090

## **TOTAL ALLOCATION COST CATEGORY PLAN**

6. Program Services (sum of Lines 6.A thru 6.E)	1,887,813	2,661,381
A. Core Self Services	659,710	931,483
B. Core Registered Services	75,513	106,455
C. Intensive Services	151,025	212,910
D. Training Services	775,028	1,091,166
E. Other	226,537	319,366
7. Administration (Line 5 minus 6)	209,757	295,709
8. TOTAL (Line 6 plus 7)	2,097,570	2,957,090

## **QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from July 1, 2008 and July 1, 2009 respectively)**

9. September 2008	524,393	
10. December 2008	1,048,786	
11. March 2009	1,573,179	
12. June 2009	2,097,570	
13. September 2009		739,273
14. December 2009		1,478,545
15. March 2010		2,217,818
16. June 2010		2,957,090
17. September 2010		
18. December 2010		
19. March 2011		
20. June 2011		

## **COST COMPLIANCE PLAN (maximum 10%)**

21. % for Administration Expenditures (Line 7/Line 5)	10%	10%
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Contact Person, Title Cheryl Moore, Ex. Director Telephone Number 805-477-5306 Date Prepared: 04/13/10  
Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.



☒ WIA Local Plan Modification PY 2009-10

LWIA: Ventura

☐ Modification # \_\_\_\_\_

Date: 07/01/09

## ARRA BUDGET PLAN SUMMARY (Adult or Dislocated Worker)

WIA 118; 20 CFR 661.350(a)(13)

### PROGRAM TYPE

☐ Grant Code 102 WIA IB-Adult

☒ Grant Code 105 WIA IB-Dislocated Worker

FUNDING IDENTIFICATION	
1. Year of Appropriation	R970577 Subgrant
2. Formula Allocation	2008
3. Allocation Adjustment - Plus or Minus	2,886,167
4. Transfers - Plus or Minus	
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)	2,886,167
TOTAL ALLOCATION COST CATEGORY PLAN	
6. Program Services (sum of Lines 6.A thru 6.E)	2,597,550
A. Core Self Services	909,143
B. Core Registered Services	103,902
C. Intensive Services	207,804
D. Training Services	1,064,996
E. Other	311,706
7. Administration (Line 5 minus 6)	288,617
8. TOTAL (Line 6 plus 7)	2,886,167
QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from February 17, 2009)	
9. September 2008	
10. December 2008	
11. March 2009	
12. June 2009	
13. September 2009	721,542
14. December 2009	1,298,775
15. March 2010	2,164,625
16. June 2010	2,886,167
17. September 2010	
18. December 2010	
19. March 2011	
20. June 2011	
COST COMPLIANCE PLAN (maximum 10%)	
21. % for Administration Expenditures (Line 7/Line 5)	10%

Contact Person, Title  
Cheryl Moore, Ex. Director  
Comments:

Telephone Number: 805-477-5306 Date Prepared: 4/13/10

1 Refer to Training and Employment Guidance Letter 14-08, Change 1 for information regarding recapture and reallocation of unobligated local WIA American Recovery and Reinvestment Act funds

☒ WIA Local Plan Modification PY 2009-10

LWIA: Ventura

☐ Modification # \_\_\_\_\_

Date: 07/01/09

## ARRA BUDGET PLAN SUMMARY (Adult or Dislocated Worker)

WIA 118; 20 CFR 661.350(a)(13)

### PROGRAM TYPE

☒ Grant Code 102 WIA IB-Adult

☐ Grant Code 105 WIA IB-Dislocated Worker

FUNDING IDENTIFICATION	
1. Year of Appropriation	R970577 Subgrant
2. Formula Allocation	2008
3. Allocation Adjustment - Plus or Minus	1,210,939
4. Transfers - Plus or Minus	
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)	1,210,939
TOTAL ALLOCATION COST CATEGORY PLAN	
6. Program Services (sum of Lines 6.A thru 6.E)	1,089,845
A. Core Self Services	446,836
B. Core Registered Services	43,594
C. Intensive Services	87,188
D. Training Services	414,141
E. Other	98,086
7. Administration (Line 5 minus 6)	121,094
8. TOTAL (Line 6 plus 7)	1,210,939
QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from February 17, 2009)	
9. September 2008	
10. December 2008	
11. March 2009	
12. June 2009	
13. September 2009	302,735
14. December 2009	605,470
15. March 2010	908,204
16. June 2010	1,210,939
17. September 2010	
18. December 2010	
19. March 2011	
20. June 2011	
COST COMPLIANCE PLAN (maximum 10%)	
21. % for Administration Expenditures (Line 7/Line 5)	10%

Contact Person, Title

Telephone Number: 805-477-5306 Date Prepared: 4/13/10

Cheryl Moore, Ex. Director

Comments:

1 Refer to Training and Employment Guidance Letter 14-08, Change 1 for information regarding recapture and reallocation of unobligated local WIA American Recovery and Reinvestment Act funds

☒ WIA Local Plan Modification PY 2009-10LWIA: Ventura☐ Modification # \_\_\_\_\_Date: 04/01/09**TITLE IB BUDGET PLAN SUMMARY<sup>1</sup> (Youth)**

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE for PY 2009, beginning 04/01/09 through 06/30/10

☒ Grant Code 301/302/303/304 WIA IB-Youth

<b>FUNDING IDENTIFICATION</b>		R970577 Subgrant	K074181 Subgrant
1. Year of Appropriation		2008	2009
2. Formula Allocation		1,672,238	2,131,180
3. Allocation Adjustment - Plus or Minus		485,896	301,828
4. TOTAL FUNDS AVAILABLE (Line 2 plus 3)		2,158,134	2,433,008
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>			
5. Program Services (sum of Lines 5A and 5B)		1,942,321	2,189,708
A. In School		971,161	1,094,854
B. Out-of-School (30%)		971,160	1,094,854
6. Administration (Line 4 minus 5)		215,813	243,300
7. TOTAL (Line 5 plus 6)		1,942,321	2,433,008
<b>QUARTERLY TOTAL EXPENDITURE PLAN</b> (cumulative from April 1, 2008 and April 1, 2009 respectively)			
8. June 2008			
9. September 2008		485,580	
10. December 2008		971,161	
11. March 2009		1,456,740	
12. June 2009		2,158,134	
13. September 2009			608,252
14. December 2009			1,216,504
15. March 2010			1,824,756
16. June 2010			2,433,008
17. September 2010			
18. December 2010			
19. March 2011			
20. June 2011			
<b>COST COMPLIANCE PLAN</b>			
21. % for Administration Expenditures (Line 6/Line 4)			10%

Contact Person, Title  
Cheryl Moore, Ex. Director

Telephone Number 805-477-5306

Date Prepared: 4/13/10

Comments:  
  
  

<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

☒ WIA Local Plan Modification PY 2009-10  
☐ Modification # \_\_\_\_\_

LWIA: Ventura  
Date: 04/01/09

## ARRA BUDGET PLAN SUMMARY (Youth)

WIA 118; 20 CFR 661.350(a)(13)

### PROGRAM TYPE

☒ Grant Code 103 WIA IB-Youth

FUNDING IDENTIFICATION	
1. Year of Appropriation	R970577 Subgrant 2008
2. Formula Allocation	2,868,591
3. Allocation Adjustment - Plus or Minus	
4. TOTAL FUNDS AVAILABLE (Line 2 plus 3)	2,868,591
TOTAL ALLOCATION COST CATEGORY PLAN	
5. Program Services (sum of Lines 5A and 5B)	2,581,732
A. In School	1,425,866
B. Out-of-School (30%)	1,425,866
6. Administration (Line 4 minus 5)	286,859
7. TOTAL (Line 5 plus 6)	2,868,591
QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from February 17, 2009)	
8. June 2008	
9. September 2008	
10. December 2008	
11. March 2009	
12. June 2009	
13. September 2009	717,148
14. December 2009	1,434,296
15. March 2010	2,151,443
16. June 2010	2,868,591
17. September 2010	
18. December 2010	
19. March 2011	
20. June 2011	
COST COMPLIANCE PLAN	
21. % for Administration Expenditures (Line 6/Line 4)	10%

Contact Person, Title  
Cheryl Moore, Ex. Director

Telephone Number: 805-477-5306 Date Prepared: 4/13/10

Comments:

1 Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

☒ WIA Local Plan Modification PY 2009-10  
☐ Modification # \_\_\_\_\_

LWIA: \_\_\_\_\_ Ventura  
Date: \_\_\_\_\_ 07/01/09

## TITLE IB PARTICIPANT PLAN SUMMARY

WIA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Plan the number of individuals that are in each category.

Totals for PY 2009 (07/01/09 through 06/30/10)			
	ADULT	DW	YOUTH
1. Registered Participants Carried in from PY 2008	134	116	83
2. New Registered Participants for PY 2009	154	234	268
3. Total Registered Participants for PY 2009 (Line 1 plus 2)	288	350	351
4. Exiters for PY 2009	67	58	253
5. Registered Participants Carried Out to PY 2010 (Line 3 minus 4)	221	292	98

PROGRAM SERVICES			
6. Core Self Services	39,446		
7. Core Registered Services	259	315	
8. Intensive Services	245	297	
9. Training Services	100	128	

YOUTH MEASURES			
10. Attainment of a Literacy and/or Numeracy Gain			38
11. Attainment of a High School Diploma, GED, or Certificate			129

EXIT STATUS			
12. Entered Employment	42	31	63
12A. Training-related	33	26	31
13. Remained with Layoff Employer			
14. Entered Military Service			3
15. Entered Advanced Training			33
16. Entered Postsecondary Education			91
17. Entered Apprenticeship Program			8
18. Returned to Secondary School			15
19. Exited for Other Reasons	63	55	12

Contact Person, Title  
Cheryl Moore, Executive Director

Telephone Number  
805-477-5306

Date Prepared  
4/13/2010

Comments:



WIA Local Plan Modification PY 2009-10

LWIA:

Ventura



Modification # \_\_\_\_\_

Date:

07/01/09

**ARRA PARTICIPANT PLAN SUMMARY (Adult and Dislocated Worker)**

WIA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Plan the number of individuals that are in each category.

Totals for PY 2009 (07/01/09 through 06/30/10)	ADULT	DW
1. Registered Participants Carried in from PY 2008	36	
2. New Registered Participants for PY 2009		
3. Total Registered Participants for PY 2009 (Line 1 plus 2)	36	
4. Exiters for PY 2009	18	
5. Registered Participants Carried Out to PY 2010 (Line 3 minus 4)	18	

**PROGRAM SERVICES**

6. Core Self Services		
7. Core Registered Services		
8. Intensive Services		
9. Training Services	36	

**YOUTH MEASURES**

10. Attainment of a Literacy and/or Numeracy Gain		
11. Attainment of a High School Diploma, GED, or Certificate		

**EXIT STATUS**

12. Entered Employment	15	
12A. Training-related	13	
13. Remained with Layoff Employer		
14. Entered Military Service		
15. Entered Advanced Training		
16. Entered Postsecondary Education		
17. Entered Apprenticeship Program		
18. Returned to Secondary School		
19. Exited for Other Reasons		

Contact Person, Title

Cheryl Moore, Ex. Director

Telephone Number 805-477-5306

Date Prepared

4/13/2010

Comments:

<input checked="checked" type="checkbox"/> <b>WIA Local Plan Modification PY 2009–10</b> <input type="checkbox"/> <b>Modification #</b> _____	<b>LWIA:</b> <u>Ventura</u> <b>Date:</b> <u>07/01/09</u>
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### ARRA PARTICIPANT PLAN SUMMARY (Youth)

WIA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Plan the number of individuals that are in each category.

Totals for PY 2009 (07/01/09 through 06/30/10)	YOUTH	SUMMER YOUTH
1. Registered Participants Carried in from PY 2008		
2. New Registered Participants for PY 2009	N/A	813
3. Total Registered Participants for PY 2009 (Line 1 plus 2)		813
4. Exiters for PY 2009		813
5. Registered Participants Carried Out to PY 2010 (Line 3 minus 4)		

PROGRAM SERVICES		
6. Core Self Services		
7. Core Registered Services		
8. Intensive Services		
9. Training Services		

YOUTH MEASURES		
10. Attainment of a Literacy and/or Numeracy Gain	N/A	
11. Attainment of a High School Diploma, GED, or Certificate	N/A	
12. Attainment of a Work Readiness Skill		700

EXIT STATUS		
13. Entered Employment	N/A	
13A. Training-related	N/A	
14. Remained with Layoff Employer		
15. Entered Military Service	N/A	
16. Entered Advanced Training	N/A	
17. Entered Postsecondary Education	N/A	
18. Entered Apprenticeship Program	N/A	
19. Returned to Secondary School	N/A	
20. Exited for Other Reasons	N/A	

Contact Person, Title Cheryl Moore, Ex. Director	Telephone Number: 805-477-5306	Date Prepared: 4/13/10
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Comments:

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<input checked="" type="checkbox"/>	WIA Local Plan Modification PY 2009-10	LWIA: <u>Ventura</u>	
<input type="checkbox"/>	Modification # _____	Date: _____	07/01/2009

## WORKFORCE INVESTMENT ACT TITLE IB

### STATE NEGOTIATED LEVELS OF PERFORMANCE<sup>1</sup>

WIA Requirement at Section 136(b) <sup>2</sup>	PY 2007-08	PY 2008-09	PY 2009-10
<b>Adults</b>			
Entered Employment Rate	77%	78%	65%
Employment Retention Rate	82%	83%	81%
Average Earnings	\$12,400	\$12,500	\$12,500
<b>Dislocated Workers</b>			
Entered Employment Rate	85%	86%	81%
Employment Retention Rate	87%	88%	83%
Average Earnings	\$15,800	\$15,900	\$14,900
<b>Youth (ages 14-21)</b>			
Placement in Employment or Education	65%	67%	63%
Attainment of a Degree or Certificate	45%	47%	47%
Literacy and Numeracy Gains	15%	30%	30%

### LOCAL NEGOTIATED LEVELS OF PERFORMANCE<sup>1</sup>

WIA Requirement at Section 136(c) <sup>2</sup>	PY 2007-08	PY 2008-09	PY 2009-10
<b>Adults</b>			
Entered Employment Rate	76%	78%	TBD
Employment Retention Rate	80.5%	83%	TBD
Average Earnings	\$12,000	\$12,500	TBD
<b>Dislocated Workers</b>			
Entered Employment Rate	80%	86%	TBD
Employment Retention Rate	87%	88%	TBD
Average Earnings	\$16,000	\$15,900	TBD
<b>Youth (ages 14-21)</b>			
Placement in Employment or Education	65%	67%	TBD
Attainment of a Degree or Certificate	45%	47%	TBD
Literacy and Numeracy Gains	15%	30%	TBD

<sup>1</sup> Guidance on state and local performance can be found on the U.S. Department of Labor (DOL) [Employment and Training Administration](#) Web site. Specific Training and Employment Guidance Letters (TEGL) include, but are not limited to 8-99, 11-01, and 17-05. For additional guidance, see Workforce Services Directives WSD08-1 and WSD08-6, and Workforce Services Information Notice WSIN07-33.

<sup>2</sup> Per WSIN07-33, the DOL Employment and Training Administration approved California's waiver request to move from the statutory performance measures specified in WIA Section 136 to the common performance measures defined in TEGL 17-05. This waiver was initially approved for Program Years (PY) 2007-08 and 2008-09. Per TEGL 14-08, this waiver has been approved for PY 2009-10.



☒ WIA Local Plan Modification PY 2009–10

LWIA: \_\_\_\_\_

☐ Modification # \_\_\_\_\_

Date: 07/01/2009

## AMERICAN RECOVERY AND REINVESTMENT ACT

### STATE NEGOTIATED LEVELS OF PERFORMANCE

WIA Requirement at Section 136(b) <sup>1</sup>	PY 2009–10
<b>Adults</b>	
Entered Employment Rate	65%
Employment Retention Rate	81%
Average Earnings	\$12,500
<b>Dislocated Workers</b>	
Entered Employment Rate	81%
Employment Retention Rate	83%
Average Earnings	\$14,900
<b>Youth (ages 14-24)<sup>2</sup></b>	
Placement in Employment or Education	63%
Attainment of a Degree or Certificate	47%
Literacy and Numeracy Gains	30%

### LOCAL NEGOTIATED LEVELS OF PERFORMANCE

WIA Requirement at Section 136(b) <sup>1</sup>	PY 2009–10
<b>Adults</b>	
Entered Employment Rate	TBD
Employment Retention Rate	TBD
Average Earnings	TBD
<b>Dislocated Workers</b>	
Entered Employment Rate	TBD
Employment Retention Rate	TBD
Average Earnings	TBD
<b>Youth (ages 14-24)<sup>2</sup></b>	
Placement in Employment or Education	TBD
Attainment of a Degree or Certificate	TBD
Literacy and Numeracy Gains	TBD

<sup>1</sup> Per WSIN07-33, the DOL Employment and Training Administration approved California's waiver request to move from the statutory performance measures specified in WIA Section 136 to the common performance measures defined in TEGL 17-05. This waiver was initially approved for Program Years (PY) 2007-08 and 2008-09. Per TEGL 14-08, this waiver has been approved for PY 2009-10.

<sup>2</sup> For purposes of eligibility under the American Recovery and Reinvestment Act, the term "eligible youth" includes individuals 14 to 24 years of age.

**STATE of CALIFORNIA**  
**LOCAL AREA GRANT RECIPIENT LISTING**

[WIA Sections 117(d)(3)(B)(i) and 118(b)(8)]

**Ventura**

(Name of Local Workforce Investment Area)

ENTITY	ORGANIZATION	CONTACT (NAME/TITLE)	MAILING ADDRESS (STREET, CITY, ZIP)	TELEPHONE, FAX, E-MAIL
Grant Recipient (or Subrecipient if applicable)	County of Ventura, Board of Supervisors	Kathy I. Long, Chair	800 South Victoria Avenue Ventura, CA 93003	<del>805-955-2300</del> 654-2276 kathy.long@ventu ra.org
Fiscal Agent	County of Ventura	Helina Wu	855 Partridge Drive, Ventura, CA 93003	805-477-5435 helina.wu@ventur a.org
Local Area Administrator	County of Ventura	Cheryl Moore, Executive Director	855 Partridge Drive, Ventura, CA 93003	805-477-5306 cheryl.moore@ve ntura.org
Local Area Administrator Alternate				

Signature: \_\_\_\_\_

Chief Elected Official

\_\_\_\_\_ Date

If a Local Grant Subrecipient has been designated, please submit a copy of the agreement between the Chief Elected Official and the Subrecipient. The agreement should delineate roles and responsibilities of each, including signature authority.



## INTRODUCTION

The One-Stop system's success in implementing the American Recovery and Reinvestment Act of 2009 (ARRA) will be gauged in part by the progress it achieves in using annual appropriations along with ARRA funds to help unemployed, underemployed, and dislocated workers find new, good jobs and to access and remain in the middle class; to help low-skill or low income workers acquire 21<sup>st</sup> century skills, find family-supporting jobs in healthy industries and access the middle class; and to help enhance the education pathways for disadvantaged and disconnected youth to improve their labor market prospects and long term career success. The LWIAs are expected to fully utilize the ARRA funding to substantially increase the number of customers served, and to substantially increase the number and proportion of those customers who receive training.

We recognize that some of these responses may be duplicative of those provided for elements of the Workforce Investment Act (WIA) Plan modification. However, the intent of ARRA and the goals of saving and creating jobs and increasing service delivery to target populations are distinct. We have identified those questions here. The responses should be included as an attachment to your WIA Plan and be entitled, "American Recovery and Reinvestment Act Local Plan."

## ARRA PLAN QUESTIONS

### 1. Integrated Services

Describe how your LWIA will develop close partnering relationships between Unemployment Insurance (UI) and One-Stop services to ensure UI claimants are quickly linked to a local One-Stop in the area to develop and pursue an employment plan.

The Oxnard office of the Employment Development Department is co-located with the WIA program in the West Oxnard Job and Career Center. The EDD's local manager is a regular WIB member, and the EDD itself is one of three partners in our One-Stop Consortium. These close connections ensure that UI claimants have full access to all the resources available at not only the West Oxnard Center but at the County's other WIA centers and their associated staff.

### 2. Green Jobs

How will your LWIA recognize opportunities to prepare workers for "green jobs" related to other sources of federal funding?

In company with business and education leaders in three central coast counties (Ventura, Santa Barbara and San Luis Obispo), the Ventura WIB is contributing to the formation of a Central Coast Green Innovation Zone, which is intended to be a central point of contact for information about green initiatives. We are therefore well placed to know not only where in our region there are emerging possibilities for green employment but also where federal sources of funding might be best applied. See also no. 3 below.

### 3. Collaboration and Alignment

Describe how your LWIA will collaborate with local government agencies and employers who are creating jobs in road and bridge projects, local food production and processing, nursing and allied health, and local conservation projects and energy efficiency programs such as the Weatherization Program run by many local Community Action Agencies.

The office of Ventura County's CEO has been established as a clearinghouse and a central point of contact for grants relevant to the areas noted above. We are regularly informed of such programs, and wherever possible the WIB contributes to grant proposals that involve preparation/training for the local workforce.

### 4. Accountability and Transparency

Describe the oversight and monitoring activities to be used to determine whether or not there is compliance with programmatic, accountability, and transparency provisions of the ARRA, as well as the regular provisions of WIA and the Wagner-Peyser Act.

All programs are subject to periodic monitoring by the Employment Development Department. The ARRA Summer Youth program was monitored in September 2009; and the ARRA Adult and Dislocated Worker program was monitored in January 2010. In addition, the WIB was audited by the County of Ventura in January 2010. Since all meetings of the WIB and its committees are public, the expenditure of funds is a matter of public record.

### 5. Adult Services

The intent of the ARRA is that WIA Adult funds be used to provide necessary services to substantially increased numbers of adults to support their entry or reentry into the job market. Describe the programs and processes your LWIA will use to achieve this goal.

Our plan for ARRA funds is to double the number of adult workers served by our ordinary WIA core funds and to emphasize training.

### 6. Training

Because workers may need to learn new skills to compete for limited career opportunities, training will be a particularly vital service during the economic recovery, and overall training enrollments are expected to increase. Describe the programs and processes your LWIA will use to achieve this goal.

As we expect, because of ARRA funding, to double the number of clients in both the adult and the dislocated worker categories, we also expect to double the number of clients who receive training.

### 7. Supportive Services and Needs Related Payments

The ARRA specifically emphasizes the authority to use these funds for supportive and needs-related payments to ensure participants have the means to pay living expenses while receiving training. Supportive services may include transportation, child care, dependent care, housing, and other services that are necessary to enable

an individual who is unable to obtain the services from other programs to participate in activities authorized under WIA. Describe any new policies, programs and processes your LWIA will use to achieve this goal.

Our standard policies for supportive services have not changed.

#### 8. Priority of Service

The WIA Adult formula funds are to be targeted on the services that most efficiently and effectively assist workers impacted by the current economy to obtain employment, with priority given to recipients of public assistance and other low-income individuals as described in WIA section 134(d)(4)(E). The LWIAs must also incorporate priority of service for veterans and eligible spouses in accordance with the Jobs for Veterans Act. This requires veterans and eligible spouses to receive service priority over recipients of public assistance and low-income individuals. Describe what programs and processes your LWIA will use to achieve these goals.

Priority of service for veterans is a legal obligation. The WIB, in addition, has an established policy for serving low-income individuals and those on public assistance. If, in any individual case, there is a conflict between these policies, the veteran comes first.

#### 9. Apprenticeship Programs

The LWIAs are encouraged to leverage new, and existing national, state and local registered apprenticeship programs and assets as a key resource in their talent development and reemployment strategies. Describe the programs and processes your LWIA will use to achieve this goal.

The Ventura WIB is exploring an apprenticeship program with the local IBEW.

#### 10. Regional Collaboration

The LWIAs are encouraged to partner with each other regionally and across political jurisdictions as necessary. Describe how this will be accomplished.

The WIBs of Ventura, Santa Barbara, San Luis Obispo and Monterey Counties have joined in a formal collaborative to pursue funding for common purposes. Our first effort is a grant from the California Endowment to organize a strategic regional plan for Allied Health. For this grant, we have been joined by two additional counties: San Benito and Santa Cruz. In addition, Ventura has joined with Los Angeles and Orange Counties in a RICO grant proposal; and with Santa Barbara and San Luis Obispo in a second such proposal.

#### 11. Dislocated Worker Services

The ARRA makes available additional funding for dislocated workers. It is the intent of the law that substantially increased numbers of dislocated workers will be served with this infusion of formula funds, and that training will be a significant area of focus. Describe how your LWIA will achieve this goal.

Our plan for ARRA funds is to double the number of dislocated workers served by our ordinary WIA core funds and to emphasize training.

#### 12. Wagner-Peyser Act – Coordination of Services

The ARRA makes available additional Wagner-Peyser Act funding. Describe how your LWIA will utilize these funds to provide services such as assessment of skill levels, career guidance, job search workshops and referral to employers, to name a few.

The Ventura WIB has thus far not used any ARRA funding available through the Wagner-Peyser Act.

#### 13. Summer Youth

The LWIAs are encouraged to use ARRA funds to operate an expanded summer youth employment opportunities program in 2009, and provide as many youth as possible with summer employment opportunities and work experiences throughout the year. Also, the ARRA specifies that 30 percent of Youth funds are to be spent on out-of-school youth. Finally, two waivers have been approved. One deals with procurement of youth employment providers and the other using the work readiness indicator only for youth employment outside the summer months. Describe how your LWIA will achieve the goal of providing summer employment opportunities. Further, describe how your LWIA will ensure 30 percent of Youth funds are spend on out-of-school youth. Finally, describe how your LWIA will use the waivers and publish the list of youth employment service providers.

The Ventura WIB, through its three lead contractors, provided work experiences for a total of 813 youth in the summer employment program and its extension through March 2010. Thirty percent of youth funds were duly spent on out-of-school youth. A monitoring visit by the Employment Development Department in September 2009 found only 5 minor issues that needed correction. Re the two waivers: the first, dealing with procurement, came too late to be of use to us; the second, dealing with the work readiness certificate, was genuinely useful because it allowed us to enroll 14- and 15-year olds, as well as 22- and 24-year olds.

#### 14. Economic Analysis

Provide a detailed analysis of the LWIA's economy, the labor pool, and the labor market context in relation to the economic downturn.

Ventura County (Oxnard-Thousand Oaks-Ventura Metropolitan Statistical Area) covers 2,208 square miles and has a population in excess of 830,000. 52.6% of the population is white non-Hispanic, 36.7 is Hispanic, 6.6 is Asian-Pacific and 1.7 is black. 82% of the population has a high school diploma or more, while 30% has a bachelor's degree or more. The leading economic industries are (1) tourism and hospitality, (2) whole sale trade and logistics; (3) health services and biomedical; (4) direct international trade; and (5) professional & business services. The largest employer in the County is Naval Base Ventura County. There is a significant cluster of new technology activities with a concentration around Camarillo. Bio-med giant Amgen is based in Thousand Oaks. There is also an international trade component, because of the presence of Port Hueneme. The major commodities are cars, fruit and vegetables. Higher education is represented by California Lutheran University and three community colleges. The new California State University-Channel Islands opened in Camarillo in 2002 and is rapidly expanding its programs. Despite an



unemployment rate of 10.9% and significant downturns in the construction, manufacturing and finance sectors, agriculture continues to be an important part of the County's economic mix. Occupations with some of the best potential for growth are in several areas of Allied Health (home health aides, pharmacy technicians, nursing and psychiatric aides). Of special concern to employers is the very high cost of living (especially of housing), which is fueling the departure of the young and, to some extent, the middle class. The remaining population has a high drop-out rate from school and tends to be ill-equipped with the basic skills needed for technology-related jobs.

15. The Governor has identified the following key priorities for the workforce system in California's Strategic Vision for Implementation of Employment and Training Provisions of the ARRA:

- Invest in high-wage, high-growth jobs
- Advance workers with barriers to employment
- Support industry sectors experiencing statewide shortages of workers

How will your local plan modification implement the Governor's priorities?

The Ventura WIB has established two fundamental priorities: Allied Health (a series of occupations in the healthcare field) and basic skills for technology related jobs. These priorities inform the use of both WIA and ARRA funds at the operational level: the One-Stops, our own RFPs and any grant proposals that we submit. These priorities are directly relevant to the Governor's expressed commitment to (1) high-wage/high-growth jobs; (2) the advancement of workers with barriers to employment; and (3) the support of industry sectors experiencing state-wide shortages of workers.

16. Educational Opportunities

Describe how your LWIA will align itself with local educational institutions and other training providers to maximize opportunities for education and training for adult and dislocated workers.

All local adult schools, all campuses of Ventura County's Community College District and the local State University campus (CSUCI) are established providers of education and training services on the State's Eligible Training Provider List. These institutions, in addition to a large number of private providers of vocational instruction in this County and elsewhere, are available to meet the varied needs of our participants.

17. One-Stop Staffing

Describe the additional staffing which will be provided at local One-Stops to ensure the provision of expanded staff assisted services to customers.

The Business and Employment Services Division of the County's Human Service Agency, the operational arm of the WIB, has hired 18 additional fixed-term employees to handle an estimated doubling of the number of clients. A uniform system of service delivery and a common individual assessment process are already in place in every One-Stop, and WIB policy ensures that funds already go to those



most in need, including low-income individuals, public assistance recipients, persons with disabilities, etc.

#### 18. Levels of Service

Describe the adjustments being made in One-Stop Career Centers in order to provide increased levels of service. Do One-Stop Career Centers have a uniform method of organizing their service delivery to business customers? Is there a common individual assessment process utilized in every One-Stop? What approaches will be used to ensure funds are targeted to those most in need, including low-income, public assistance recipients, persons with disabilities, etc.? How will One-Stops streamline the sequence of service to facilitate individual access to needed services and training?

The Business and Employment Services Division of the County's Human Service Agency, the operational arm of the WIB, has hired 18 additional fixed-term employees to handle an estimated doubling of the number of clients. A uniform system of service delivery and a common individual assessment process are already in place in every One-Stop, and WIB policy ensures that funds already go to those most in need, including low-income individuals, public assistance recipients, persons with disabilities, etc.

#### 19. Public Comment

Describe the process used to ensure transparency and to obtain public comment on the ARRA local plan modification. What were the outcomes of the public comments?

The ARRA plan, together with the revised version of the Annual Plan, will be presented to the WIB at its bi-monthly public meeting on February 25, 2010. At this point the Board will open a 30-day period for public comment. At the end of this period, both plans, together with any resulting public comment, will be forwarded to the County Board of Supervisors for their approval in another public meeting. In other words, the ARRA plan will be treated in exactly the same way as the revised version of the Annual Plan.

#### 20. Performance Measures

Describe the measures which will be used to gauge performance for use of ARRA and WIA funds.

The planned performance goals set by Common Measures for youth, adults and dislocated workers will be applied to both WIA and ARRA funds.

#### 21. Expenditures Monitoring

Describe the processes which will be adopted to track and monitor expenditure of ARRA funds.

ARRA funds will be entered into the County's budgetary system separately from, but exactly in parallel to, the categories customarily used for WIA funds. Both sets of funds are tracked by means of monthly reports that compare planned and actual expenses. These funds are subject to audit not only by periodic monitors from the State's Employment Development Department, but by the County's auditors as well.

