

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM
3.17
(ID # 9484)

MEETING DATE:
Tuesday, May 21, 2019

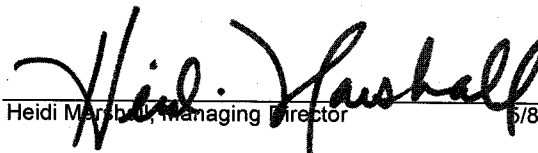
FROM : ECONOMIC DEVELOPMENT AGENCY (EDA):

SUBJECT: ECONOMIC DEVELOPMENT AGENCY/WORKFORCE DEVELOPMENT
DIVISION: Ratify and Approve the Application to the California Workforce
Development Board for Subsequent Recertification of the Riverside County
Workforce Development Board, Program Years 2019/21; [\$0]; All Districts; CEQA
Exempt

RECOMMENDED MOTION: That the Board of Supervisors:

1. Find that the project is exempt under California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (b)(3);
2. Ratify and approve the attached Application to the California Workforce Development Board for Subsequent Recertification of the Riverside County Workforce Development Board, Program Years 2019/21, (Application);
3. Authorize the Chairman of the Board to execute the Application on behalf of the County; and
4. Authorize the Assistant County Executive Officer/ECD, or designee, to take all steps necessary to implement activities related to the Application, including, but not limited to, signing subsequent necessary documents and amendments, subject to County Counsel approval.

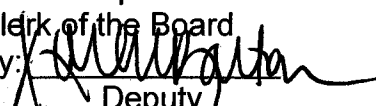
ACTION: Policy


Heidi Marshall, Managing Director 5/8/2019

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Perez, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: May 21, 2019
xc: EDA

Kecia Harper
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment:	No
			For Fiscal Year:	2019/21

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Riverside County Workforce Development Board (WDB) provides oversight to Riverside County's federally funded workforce agency. The WDB, through its workforce agency, ensures businesses and job seekers have access to a wide variety of services; basic career preparation, employment, job-related training, layoff prevention, employment screening and referrals to partner agencies that provide many types of services to residents of Riverside County.

The California Workforce Development Board (State Board), requires the WDB to submit an application every two years to the State Board showing successful program performance, and the WDB continues to meet the required criteria demonstrated in the Application.

The attached Application to the California Workforce Development Board for Subsequent Recertification of the Riverside County Workforce Development Board, Program Years 2019/21 (Application), has been approved as to form by County Counsel. Should the State Board approve the Application, subsequent recertification of the WDB will be effective July 1, 2019 for a two-year period, ending June 30, 2021. Staff recommends that the Board of Supervisors ratify and approve the Application and authorize the Chairman to sign it.

The proposed Application was reviewed and determined to be exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061(b)(3), Common Sense, General Rule Exemption. The project relates to the provision of leadership activities supporting the workforce system and strategic partnerships, and it can be seen with certainty that there is no possibility that the aforementioned services may have a significant effect on the environment, and will not lead to any direct or reasonable indirect physical environmental impacts, as they will have purely financial and administrative impacts.

Impact on Residents and Businesses

The recertification of the WDB allows its continued role of providing oversight of the County's workforce development system, benefiting job seekers and businesses in Riverside County.

Additional Fiscal Information

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
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There is no cost related to the Application, no County general funds are used for WIOA programs, and no budget adjustment is necessary.

ATTACHMENT: Application to the California Workforce Development Board for Subsequent Recertification of the Riverside County Workforce Development Board, Program Years 2019/21


Nehini Dasika, Principal Management Analyst 5/13/2019


Gregory V. Priamos, Director County Counsel 5/9/2019

Existing Local Area

**Application for Subsequent Local Area Designation
and
Local Board Recertification
Program Year 2019-21**

Local Workforce Development Area
Riverside County Economic Development Agency
Workforce Development Division

MAY 21 2019 3.17

Existing Local Area
Application for Subsequent Local Area Designation
and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for PY 2019-21 under the *Workforce Innovation and Opportunity Act (WIOA)*.

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

Riverside County Workforce Development Board

Name of Local Area

1325 Spruce Street

Mailing Address

Riverside, CA

92507

City, State

ZIP

April 30, 2019

Date of Submission

Carrie Harmon, Director of Workforce Development

Contact Person

951.955-3100

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages, attach a roster of the current Local Board which identifies each member's respective membership category.

BUSINESS – A majority of the members **must** be representatives of business in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after his/her name.

Name	Title	Entity	Appointment Date	Term End Date
Jamil Dada	Chairperson/Vice President	Provident Bank	10/12/2018	10/12/2020
Patrick Ellis	Vice Chairperson /President - CEO	Murrieta/Wildomar Chamber of Commerce	05/02/2017	05/02/2019
Sonia Nunez	Small Business / Human Resource Manager, SPHR	McLane Foodservices Supply Chain Solutions	07/30/2019	07/30/2019
Francisca Ledoux-Hernandez	Small Business / Vice President, Human Resources	Riverside Medical Clinic	06/18/2017	06/18/2019
Lea Petersen	Public Affairs Manager	Sempra Energy Utilities	01/24/2018	01/24/2020
Barbara Howison	Administrator	LSSI Library Systems and Services	06/18/2017	06/18/2019
Layne Arthur	Vice President	Balfour Beatty Construction	08/28/2018	08/28/2020
Juan De Lara	Risk Manager	Federated Insurance	07/31/2018	07/31/2020
Peter Hubbard	Government Affairs manager	American Medical Response / Emergency Medical Services	08/28/2018	08/28/2020
Diane Strand	President	JDS Video & Media Productions, Inc.	07/15/2017	07/15/2019

Darlene Wetton	Director	Temecula Valley Hospital	03/22/2018	03/22/2020
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LABOR – Not less than 20 percent of the members must be representatives of workforce within the Local Area who

must include (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and

may include (iii) representatives of community based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

Name	Title	Entity	Appointment Date	Term End Date
1. Ricardo Cisenero	Labor Organization Representative	Central Labor Council AFL-CIO of San Bernardino and Riverside Counties	09/14/2018	09/14/2020
2. Ken Orr	Labor Organization Representative	Southern California Laborer’s Apprenticeship	02/15/2019	02/15/2021
Mary Jo Ramirez	Youth Organization / Director	California Family Life Center	08/18/2017	08/18/2019

Education – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who

must include (i) a representative of eligible providers administering Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and

may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
1. Ron Vito	Adult Education & Literacy / Vice President	Riverside County Office of Education	10/02/2018	10/02/2020
2. Morris Myers	Institution Higher Education / Chancellor	Mt. San Jacinto College	02/15/2019	20/15/2021
Issac Wolde-Ab	Institution of Higher Education / Chancellor	Riverside Community College District	09/09/2018	09/09/2020
Rosibel Ochoa	Institution of Higher Education / Assoc. Vice Chancellor	University of California, Riverside	01/22/2018	01/22/2020

Economic and Community Development – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who **must** include (i) a representative of economic and community development entities; (ii) a representative from the State employment service office under the *Wagner-Peyser Act*; (iii) a representative of the Vocational Rehabilitation program; and **may** include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) Representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the chief elected official in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
1. Angelov Farooq	Economic Development Partner	Ominus Group/UCR	10/12/2018	10/12/2020
2. Cheri Greenlee	Employment Services/ Deputy Division Manager	Employment Development Department	12/13/2017	12/13/2019
3. Robert Loewn	Rehabilitation Act of 1973 / Director	California Department of Rehabilitation	03/20/2018	03/20/2020

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PYs 16-17 or 17-18:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIA requirement, such as failure to grant priority of service or verify participant eligibility.
- **Gross negligence** – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- **Failure to observe accepted standards of administration.** Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal Regulations* (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIOA regulations, and state guidance.

Highlights of these responsibilities include the following:

- Timely reporting of WIOA participant and expenditure data
- Timely completion and submission of the required annual single audit
- ***Have not been placed on cash hold for longer than 30 days***

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

The Riverside County Workforce Development Board has not been found in violation of gross negligence or failure to observe accepted standards of administration in accordance with Title 29 Code of Federal Regulations Part 95 and 97, appropriate Office of Management and Budget circulars or rules, now known as the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR 200) or “Uniform Administrative Requirements”, WIOA regulations and State guidance during the PYs of 16-17 or 17-18.

There were no findings found in the final monitoring report for Fiscal and Procurement review during the PY16-17 or 17-18. For the WIOA Program Adult/Dislocated Worker review, although two findings were reported in the draft monitoring report for PY16-17, our response was accepted and deemed adequate in addressing the findings in the final report.

There were no findings found in the final monitoring report for the EEO/NON-Disc Section 188 review during the PY17/18. For the WIOA Program Youth review, although one finding was reported on the draft monitoring report for PY17/18, our response was accepted and deemed adequate in addressing the finding in the final report. The Fiscal and Procurement review was conducted in June 2018. One finding was reported in the draft monitoring for PY17/18, and we have submitted a response and are awaiting the final monitoring report. The County of Riverside also conducted a Fiscal audit during PY17/18 of which no findings were found.

Engaged in Regional Planning

The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

The workforce development system within the Inland Empire is comprised of Riverside and San Bernardino Counties, who together, established the Inland Empire Regional Planning Unit (IERPU). The IERPU is led by the Riverside County Workforce Development Board (RCWDB) and the San Bernardino County Workforce Development Board (SBCWDB). These two WDBs led the initial regional planning process to develop the IERPU Regional Workforce Development Plan by engaging more than 200 partners and customers to participate in forums and focus groups to provide input and guide the strategy of the plan.

The IERPU and these stakeholders discussed ways to improve outreach efforts, streamline services to reduce duplication, increase capacity, and address specific challenges and barriers faced by individuals and those seeking training and/ or employment. The IERPU's Regional Plan includes a vision statement that sets the strategic direction for planning and implementation of the regional plan:

The workforce development vision for the Inland Empire is a reinvented regional system that engages business and industry in identifying high quality jobs and designing training programs to prepare a competitive workforce. The IERPU partners will prepare the workforce by ensuring that services address barriers to employment and promote educational attainment to create pathways from dependency to prosperity. The IERPU oversees the implementation of the regional plan, providing guidance and leadership for the regional workforce development system to ensure that services are effectively meeting the needs of employers while transitioning residents to gainful employment, breaking the cycle of poverty, and increasing economic equity for long lasting prosperity.

The IERPU currently uses CalJOBS® to measure outcomes for enrolled individuals. CalJOBS® allows IERPU to track and report Placement in Employment and Wages at closure (exit from the program), and during the 1st, 2nd, and 4th quarters after exit, through staff-entered real time follow-ups and, longer term, through Base Wage Comparison (with a 12+ month delay.) CalJOBS® allows for tracking and reporting Measurable Skill Gains competencies during training and

Credentials at the successful conclusion of training. The IERPU is also exploring how CalJOBS® or another system, such as SmartSheets, could be used to ensure justice involved individuals are tracked in accordance with the performance reporting requirements outlined in AB 1111 and the Prison to Employment Program Trailer Bill, SB 866. The final tracking and reporting system will ensure that education and training obtained prior to release are measured, and that activities and assessments that show competencies related to the certification are quantified.

The Regional Organizers and WDB Administrative Leadership for both Riverside and San Bernardino Counties, along with the IERPU stakeholders, are currently working together to create a methodology for negotiating regional performance measures to capture regional performance as a whole while recognizing the uniqueness of the customers and business stakeholders in each individual county.

Local Area Assurances

Through PY 19-21, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in the appropriate circulars or rules of the Office of Management and Budget, including the Uniform Administrative Requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

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

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

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Quarterly and Monthly Financial Reporting Requirements* (WSD16-13) (November 28, 2016).
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive *WIOA Closeout Requirements* (WSD16-05) (July 29, 2016).

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

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of State Assembly Bill 1149 (Chapter 324, Statutes of 2017), to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (*California Unemployment Insurance Code* Section, 14211).

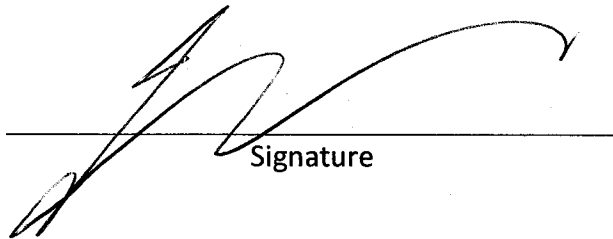
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Board will select the America's Job Center of CaliforniaSM (AJCC) Operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal (RFP), unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
 - E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
 - F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
 - G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
 - H. The Local Area will participate in regional performance negotiations.
 - I. It will comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
 - J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and Training and Employment Guidance Letter 19-16, Subject: *Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of the WIOA Final Rules, (March 1, 2017).*

Application Signature Page

Instructions – The local CEO and Local Board chair must sign and date this form. Include the original signatures in the application package.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the existing Local Area and subsequent certification of the existing Local Board. They certify that the Local Area has performed successfully, sustained fiscal integrity during PYS 2016-2017 or 2017-2018, and engaged in the regional planning process as described in Section 106 (c)(1). Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair



Signature

Jamil Dada

Name

Chairman

Title

April 17, 2019

Date

Local Chief Elected Official



Signature

Kevin Jeffries

Name

Chairman

Title

May 21, 2019

Date

ATTEST:
KECIA R. HARPER, Clerk
By: 
DEPUTY

FORM APPROVED COUNTY COUNSEL

BY:  5/8/2019
AMRIT P. DHILLON DATE