

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



ITEM: 3.33
(ID # 21597)

MEETING DATE:
Tuesday, May 23, 2023

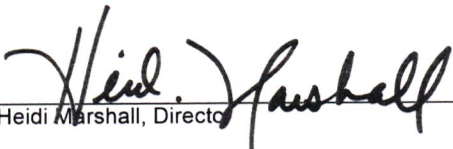
FROM : HOUSING AND WORKFORCE SOLUTIONS:

SUBJECT: HOUSING AND WORKFORCE SOLUTIONS/WORKFORCE DEVELOPMENT DIVISION (HWS/WDD): Approve the Application to the California Workforce Development Board for Subsequent Designation as a Local Workforce Area and Recertification of the Riverside County Workforce Development Board; All Districts. [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Find that the project is exempt from California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (b)(3);
2. Approve the attached Application to the California Workforce Development Board for Subsequent Designation as a Local Area and Recertification of the Riverside County Workforce Development Board, Program Years 2023-24 and 2024-25, (Application); and
3. Authorize the Chairman of the Board of Supervisors to execute the Application.

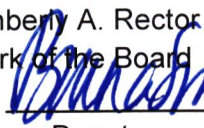
ACTION:Policy


Heidi Marshall, Director 4/24/2023

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: May 23, 2023
xc: HWS/WDD

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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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: 2023-24 and 2024-25	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Riverside County Workforce Development Board (RCWDB) is a private sector led policy and oversight body that supports the development of the regional workforce. The RCWDB is governed by the Workforce Innovation and Opportunity Act of 2014 (WIOA). Federal funds received under WIOA are allocated to activities that link resources, people, business, and education resulting in a competitive workforce. Related programs and services benefit workers and employers in Riverside County.

The California Workforce Development Board (CWDB) is responsible for *designating* Local Workforce Areas, or geographic areas that receive WIOA funding and administer related programs and services to job seekers and employers. The CWDB also is responsible for certifying Local Workforce Development Boards, which provide oversight to WIOA activities in their geographic area. The CWDB designated Riverside County as a Local Workforce Area and certified the RCWDB as a Local Board initially in 2015, then again in 2016, 2019 and 2021 for two-year periods each. Current designation and certification is set to expire on June 30, 2023.

To request continued designation and recertification, the CWDB requires submission of an Application for Local Area Subsequent Designation and Local Board Recertification (Application). The RCWDB has met requirements set forth in the Application, including performing successfully, sustaining fiscal integrity, engaging in regional planning processes with San Bernardino County Workforce Development, and meeting Board membership requirements. The RCWDB Executive Committee, on behalf of RCWDB, approved this Application on April 12, 2023, and authorized its submission for approval. The Chair of the RCWDB and the Chair of the Riverside County Board of Supervisors (as local Chief Elected Official) must sign the Application, which is attached hereto. The Application is due to CWDB for approval on or before May 26, 2023.

Subject to CWDB's approval of the Application, subsequent designation and recertification will be effective July 1, 2023, for a two-year period, ending June 30, 2025. Staff recommends that the Board of Supervisors approve the Application and authorize the Chair 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),

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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

Renewed designation of Riverside County as a local workforce development area enables the County to continue receiving WIOA funding to provide residents and employers with workforce services. Recertification of the RCWDB allows its continued role of providing oversight of the County's workforce development system, benefiting job seekers and employers in Riverside County.

Additional Fiscal Information

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 Local Area Subsequent Designation and Local Board Recertification of the Riverside County Workforce Development Board


Brianna Lontajo, Principal Management Analyst

5/3/2023


Kristine Bell-Valdez, Supervising Deputy County Counsel

4/26/2023

WHEN DOCUMENT IS FULLY EXECUTED RETURN
CLERK'S COPY
to Riverside County Clerk of the Board, Stop 1010
Post Office Box 1147, Riverside, Ca 92502-1147
Thank you.

**Local Area Subsequent Designation
and
Local Board Recertification Application
for
Program Year 2023-25**

Local Workforce Development Area

Riverside County Workforce Development

Application for Local Area Subsequent 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 Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act (WIOA)*.

If the California Workforce Development Board (CWDB) 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.

Completed applications must be submitted by 5 p.m. on Friday, May 26, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

Riverside County Workforce Development Board

Name of Local Area

1325 Spruce Street

Mailing Address

Riverside, CA, 92507

City, State, ZIP

Date of Submission

Stephanie Adams, Deputy Director

Contact Person

951.955.3075

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members.

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board. (see Attachment 1)

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority;
- Representatives of businesses, including small businesses or business organizations; and
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

Local Board Business Members

Name	Title	Entity	Appointment Date	Term End Date
Patrick Ellis, Chair	President/CEO/ WDB Chairperson	Murrieta/Wildomar Chamber of Commerce	05/02/2021	05/02/2023
Jamil Dada, Vice Chair	Vice President/WDB Vice Chairperson	Provident Bank	10/12/2022	10/12/2024
Barbara Howison	Administrator	Riverside County Library System	06/18/2021	06/18/2023
Joshua Naggar	Attorney at Law	Naggar Law	07/23/2021	07/23/2023
Cherie Crutcher	AVP Strategic Communication/Gov. Relation Community Outreach	Riverside Community Hospital	02/02/2021	02/02/2023
Angelo Farooq	Principle	AVM Innovation Consulting, LLC	10/12/2022	10/12/2024
Diane Strand	Owner	JDS Video & Media Productions, Inc.	07/15/2021	07/15/2023
Francisca Ledoux Hernandez	Vice President	Riverside Medical Clinic	06/18/2021	06/18/2023
Juan De Lara	Risk Manager	Federated Insurance	07/31/2022	07/31/2024
Bobby Spiegel	President/CEO	Corona Chamber of Commerce	9/23/2022	9/23/2024
Lea Petersen	Public Affairs Manager	Southern California Gas Company	01/24/2022	01/24/2024
Jeremey Shumaker	Senior Regional Director of Operations	American Medical Response	02/07/2023	02/06/2025
Darlene Wetton	Chief Executive Officer	Temecula Valley Hospital	03/22/2022	03/22/2024

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.

- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from 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 organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

Local Board Labor Members

Name	Title	Entity	Appointment Date	Term End Date
Ricardo Cisneros	Executive Secretary/Treasurer	American Federation of Labor & Congress of Industrial Organizations	04/26/2021	04/26/2023
Celene Perez	Political Director	Inland Empire Labor Council	07/23/2021	07/23/2023
Greg Elgan	Business Representative	Operating Engineers Local 12	07/23/2021	07/23/2023
Ken Orr	Regional Coordinator	Southern California Laborer’s Apprenticeship	02/15/2021	02/15/2023

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers.
- Institutions of higher education providing workforce investment activities.

Members may be representatives from 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.

List the Local Board’s education members:

Local Board Education Members

Name	Title	Entity	Appointment Date	Term End Date
Morris Myers	Executive Director	Workforce and Economic Development for Mt. San Jacinto College	02/15/2021	02/15/2023
Rebecca Goldware	Vice Chancellor	Riverside Community College District	02/07/2023	02/07/2025
Kevin Vaughn	Dean	University of California, Riverside, Extension	4/5/2022	4/5/2024
Nohora Vazquez	Adult Education School Principal	Lake Elsinore Unified School District	4/5/2022	4/5/2024

Category: Economic and Community Development – WIOA Sections 107(b)(2)(D) and (E) require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state’s employment service office under the Wagner-Peyser Act.
- Programs carried out under Title I of the federal Rehabilitation Act.

A Local Board may have representatives from transportation, housing and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board’s economic and community development members:

Local Board Economic and Community Development Members

Name	Title	Entity	Appointment Date	Term End Date
Cheri Greenlee	Riv. Workforce Serv. Cluster Manager	Employment Development Department	12/14/2019	12/13/2021
Alfonso Jimenez	Staff Services Manager I	Department of Rehabilitation	03/21/2022	03/21/2024
Grant Gautsche	Business Representative	Riverside Veteran Service	05/02/2021	05/02/2023
Mary Jo Ramirez	Director	California Family Life Center	08/18/2021	08/18/2023
Carolyn Reyna	Deputy Division Chief	Employment Development Department-Workforce Services	04/05/2022	04/05/2024
Suzanne Holland	Director	Riverside County Office of Economic Development	8/17/2021	8/17/2023

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 or PY 21-22, as described in Workforce Services Directive WSD20-02, *Calculating Local Area Performance and Nonperformance* (September 18, 2020), for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

Note: Please report your “performance score” rather than the “adjusted level of performance.”

PY 20-21 Individual Indicator Scores

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>102.6%</u>	<u>88.1%</u>
Median Earnings 2 nd Quarter After Exit	<u>114.7%</u>	<u>109.4%</u>

PY 20-21 Individual Actual Performance

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>73.5%</u>	<u>63.1%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$7,235</u>	<u>\$8,084</u>

PY 20-21 Individual Indicator Scores

Indicators of Performance	Youth
Employment or Education Rate 2 nd Quarter after Exit	<u>115.8%</u>
Median Earnings	<u>113.7%</u>

PY 20-21 Individual Actual Performance

Indicators of Performance	Youth
Employment or Education Rate 2 nd Quarter after Exit	<u>74.4%</u>
Median Earnings	<u>\$3,621</u>

PY 21-22 Individual Indicator Scores

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>96.8%</u>	<u>80.8%</u>
Median Earnings 2 nd Quarter After Exit	<u>142.7%</u>	<u>121.5%</u>

PY 21-22 Individual Actual Performance

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>74.5%</u>	<u>64.3%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$8,576</u>	<u>\$8,584</u>

PY 21-22 Individual Indicator Scores

Indicators of Performance	Youth
Employment or Education Rate 2 nd Quarter after Exit	<u>128.5%</u>
Median Earnings	<u>158.0%</u>

PY 21-22 Individual Actual Performance

Indicators of Performance	Youth
Employment or Education Rate 2 nd Quarter after Exit	<u>81%</u>
Median Earnings	<u>\$3,924</u>

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *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 improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *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 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. 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 Inland Empire Regional Planning Unit (IERPU) is comprised of the San Bernardino County Workforce Development Board (SBCWDB) and the Riverside County Workforce Development Board (RCWDB). The two WDBs of the IERPU created a vision statement for the region to set the strategic direction for planning and implementation.

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.

As part of a four-year planning process, the IERPU developed a regional workforce development plan to address the needs of the Inland Empire community. The purpose of this planning process and regional plan creation serves to develop equitable, regional, sector-based career pathways in target sectors, ensuring access and inclusion for all the region's residents, businesses, and organizations.

Our team began the planning by conducting an inclusive process, gathering input for the regional plan from partner organizations, employers, and other stakeholders in a series of interactive virtual meetings. Participants were asked to provide ideas for how the region's workforce system can meet the needs of the community in five key areas: responding to COVID-19; developing career pathways to the middle class; providing access and inclusion for all; preparing for the future of work; and building a high road workforce system. The IERPU worked together as members of both workforce development boards, the Riverside County Workforce Development Board and the San Bernardino County Workforce Development Board, to process the input received and incorporate it into the plan. This IERPU 2021-2024 plan serves as a strategic roadmap for current regional coordination and implementation. In 2023, the IERPU conducted a thorough process to review the labor market information, gather feedback from its stakeholders, and develop a regional workforce plan modification to ensure that this plan is staying ahead of the rapid changes in our local and regional workforce landscape.

The Regional Organizers and WDB Administrative Leadership for both Riverside and San Bernardino Counties also review previous goals and discuss current trajectories prior to coordinating with the state in negotiating regional performance measures. These collaborative meetings ensure thoughtful review and regional consensus by both counties moving forward.

Local Area Assurances

Through PY 23-25, the Local Area assures that:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include:

- 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 WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).
- All close out reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirements* (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 the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

E. The Local Area 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 Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, 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 two-year modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB 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* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature



Signature

Patrick Ellis

Name

Kevin Jeffries

Name

Chair, Riverside County
Workforce Development Board

Title

Chair, Riverside County
Board of Supervisors

Title


Date

5/23/23

Date

FORM APPROVED COUNTY COUNSEL

BY:  5/11/2023
LISA SANCHEZ DATE

ATTEST:
KIMBERLY A. RECTOR, Clerk
By 
DEPUTY

**Attachment 1:
Workforce Development Board Member Roster**

NAME	ORGANIZATION	CATEGORY	SECTOR
Alfonso Jimenez	Department of Rehabilitation	Governmental & Economic & Community Development	Public
Barbara Howison	Library Systems and Services	Business	Private
Bobby Spiegel	Corona Chamber of Commerce	Business	Private
Carolyn Reyna	Employment Development Department-Workforce Services	Wagner-Peyser	Public
Celene Perez	Impire Empire Labor Council	Labor	Public
Cherie Crutche	Riverside Community Hospital	Business	Private
Darlene Wettor	Temecula Valley Hospital	Business	Private
Diane Strand	JDS Productions	Business	Private
Dr. Angelo Farooc	AVM Innovation Consulting, LLC	Business	Private
Francisca Hernandez	Riverside Medical Clinic	Business	Private
Grant Gautsche	Veteran Services	Community Based Organization	Public
Greg Elgan	Operating Engineers Local 12	Labor	Public
Jamil Dada	Provident Bank	Business	Private
Jeremey Shumaker	American Medical Response	Business	Private
Joshua Naggari	Attorney at Law; Naggari Law	Business	Private
Juan De Lara	Federated Insurance	Business	Private
Ken Orr	Laborer's Local 1184	Organized Labor	Public
Kevin Vaughn	University Extension, UCR	Higher Education	Public
Lea Petersen	Sempra Utilities	Business	Private
Mary Jo Ramirez	California Life Family Center	Youth Organization	Public
Morris Myers	Mt. San Jacinto College	Education	Public
Nohora Vazquez	Lake Elsinore Unified School District	Adult Education	Public
Patrick Ellis	Murrieta/Wildomar Chamber of Commerce	Business	Private
Rebecca Goldware	Riverside Community College District	Education	Public
Ricardo Cisneros	American Federation of Labor & Congress of Industrial Organizations (AFL/CIO)	Organized Labor	Public
Suzanne Holland	Riverside County Office of Economic Development	Economic & Community Development	Public