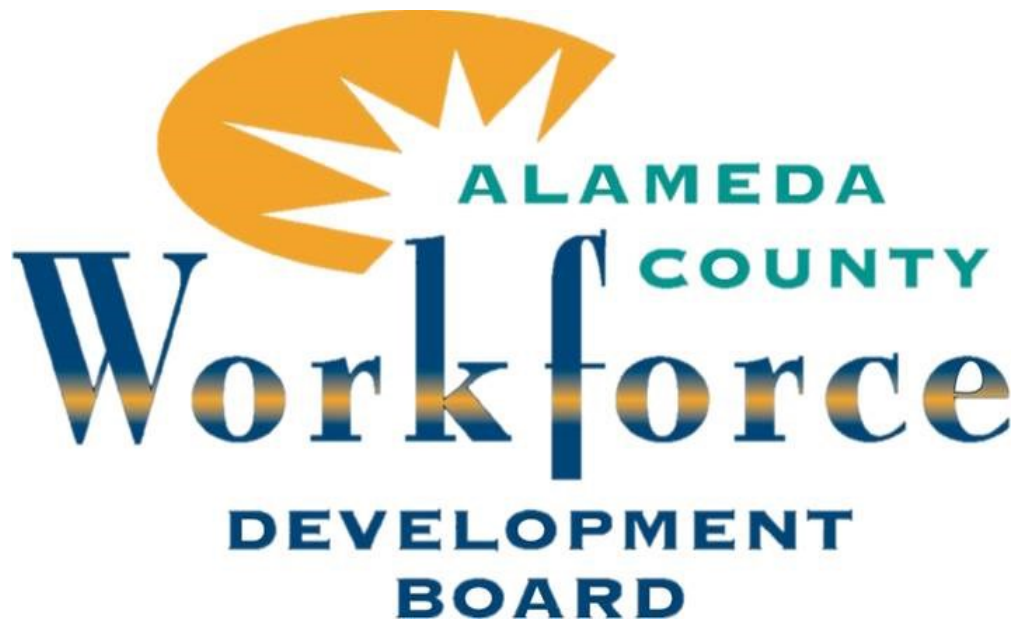


Systems and Strategies Committee



(<http://www.acwdb.org>)

In partnership with the
BOARD OF SUPERVISORS

Serving the County of Alameda and the cities of
Alameda Albany Berkeley Dublin Emeryville Fremont
Hayward Newark Livermore Piedmont Pleasanton
San Leandro Union City

November 18, 2020
9:00 A.M.

**ALAMEDA COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)
SYSTEMS AND STRATEGIES COMMITTEE**

MEETING NOTICE

Wednesday, November 18, 2020

9:00 – 11:00 A.M.

Eden Area Multi-Service Center

The lobby of this building is closed due to the COVID-19. This is a Zoom meeting only

<https://zoom.us/j/92823586616> | Passcode: 570684 | +1 669 900 9128 US (San Jose)

If you would like to make a public comment, please contact Board Secretary, Sheroza Haniff at Sheroza.Haniff@acgov.org to request a speaker card prior to the meeting.

AGENDA

		PAGE
I.	CALL TO ORDER AND ROLL CALL	
II.	PUBLIC FORUM	
	The public can address the Committee on issues other than those on the agenda, with a limit of three minutes per speaker. Members of the public who wish to address the Committee on published issues should do so at the time the agenda item is being discussed.	
III.	PRESENTATION – COVID-19 Impacts and Service Adaptations – Carmelo San Mames, Senior Strategic Partnerships Coordinator, Alameda County Workforce Development Board	1
IV.	ACTION ITEMS / PUBLIC HEARING	
	A. Systems and Strategies (S&S) Committee Meeting Calendar for 2021	3
	B. Selection of Systems and Strategies (S&S) Committee Vice-Chair	5
	C. Revisions to the Customized/Incumbent Worker Training Policy	7
V.	DISCUSSION ITEMS	
	A. Regional and Local Plan Development	9
VI.	MATTERS INITIATED BY COMMITTEE MEMBERS	
VII.	ANNOUNCEMENTS	

COMMITTEE MEMBERS: Paul Reyes (Committee Chair); Vacant (Vice-Chair); Kelly Johnson; Tina Kapoor; Michael Keenan; Tony Lam; Kalpana Oberoi; Jennifer Ong.

THIS IS AN OPEN MEETING. ALL WDB MEMBERS ARE ENCOURAGED TO ATTEND

WDB Members who are not Committee members but are planning to attend may call Sheroza Haniff at (510) 259-3842 to request the material that will be discussed at this meeting.

*These WIOA Title I financially assisted programs or activities are “Equal Opportunity Employers/Programs”.
Auxiliary aids and services are available upon request to individuals with disabilities.*

If you require specific accommodations due to a disability, please call Sheroza Haniff at least 72 hours in advance.

NEXT SYSTEMS AND STRATEGIES COMMITTEE MEETING: FEBRUARY 17, 2021

ITEM III. – PRESENTATION

COVID-19 IMPACTS AND SERVICE ADAPTATION

BACKGROUND:

The COVID-19 pandemic, which began in mid-March and triggered a Shelter-in-Place response, continues into its eighth month. Business activity within Alameda County has continued in a modified manner in alignment with orders from the Alameda County's Health Officer and Governor Newsom's Reopening Plan.

Accordingly, the Alameda County Workforce Development Board (ACWDB) system has enacted service adaptations in an attempt to ensure continuity of workforce services through the pandemic. The accompanying informational presentation aims to summarize the workforce impacts of COVID-19 as well as highlight some of the service adaptations enacted.

Both the number of individuals seeking Unemployment Insurance benefits and the number of companies reporting Worker Adjustment Retraining Notification (WARN) activity has stabilized and decreased. Although this is a positive trend, it is not necessarily an indication of a long-term recovery.

ACWDB will continue to monitor, assess, and if necessary, implement additional service enhancements, modifications, and adaptations to promote resiliency efforts.

For more information kindly contact Carmelo San Mames, Sr. Strategic Partnership Coordinator through email at carmelo.san-mames@acgov.org or by phone at (510) 259-3828.

ITEM IV.A. – ACTION / PUBLIC HEARING
SYSTEMS AND STRATEGIES (S&S) COMMITTEE
MEETING CALENDAR FOR CALENDAR YEAR 2021

RECOMMENDATION:

That the Alameda County Workforce Development Board’s (ACWDB) Systems and Strategies (S&S) Committee consider the meeting dates, times, and places listed below for the 2021 calendar year.

BACKGROUND:

The Bylaws state under Section 4.4.2 Regular Meetings of Standing Committees that:

“Each committee shall set the date, time, and place of regular meetings by resolution and shall state the date, time, and place of each meeting in the agenda to be posted for that meeting”.

In order to secure adequate meeting space, notice the public, and to allow ACWDB staff an opportunity to plan in advance with the Chair, staff recommends that the S&S Committee consider the following meeting dates and times as listed below. As the meeting dates approach, if there are no items for the Committee, staff will confer with the Chair, then provide adequate notification of cancellation.

<u>DATES</u>	<u>TIME</u>
February 17, 2021	9:00 – 11:00 AM
April 21, 2021	9:00 – 11:00 AM
August 18, 2021	9:00 – 11:00 AM
November 17, 2021	9:00 – 11:00 AM

NOTE:

All meetings are scheduled to take place at the Eden Area Multi Service Center, (24100 Amador Street, 2nd Floor, California Poppy Conference Room, A&B, Hayward, CA), and are scheduled for the third Wednesday of the month. However, in light of the COVID-19 pandemic and the resulting Shelter-in-Place orders, the meetings may be held through conference call or virtually through an online meeting platform. Notification will be forwarded in advance of each meeting to ensure ample notification prior to the scheduled meeting time.

For further information, contact Michele G. Garcia, MIS Administrator at (510) 259-3802 or through email at mggarcia@acgov.org.

ITEM IV.B. – ACTION / PUBLIC HEARING

SELECTION OF SYSTEMS AND STRATEGIES (S&S) COMMITTEE
VICE-CHAIR

RECOMMENDATION:

That the Systems and Strategies (S&S) Committee selects a member to serve as Vice-Chairperson to this committee.

BACKGROUND:

Article V. Committees Section 5.1.2 of the Alameda County Workforce Development Board (ACWDB) Bylaws state:

“The Workforce Development Board Chairperson shall appoint the chairpersons of the standing committees and shall approve the membership of the committees. All committees shall select a Vice-Chairperson from among the members of that committee”.

During the prior year, Regina Stanback Straud served as the Vice-Chair to the S&S Committee. Since that time Ms. Straud has withdrawn as a member of the ACWDB. As a result, the current chair of the S&S Committee now needs to select a new Vice-Chair.

For more information, please contact Michele G. Garcia, MIS Administrator at (510) 259-3802 or by email at mggarcia@acgov.org.

ITEM IV.C. – ACTION / PUBLIC HEARING

**REVISIONS TO THE CUSTOMIZED/
INCUMBENT WORKER TRAINING POLICY**

RECOMMENDATIONS:

That the Alameda County Workforce Development Board’s (ACWDB) Systems and Strategies (S&S) Committee approve the following recommendations:

- 1) Revise the Customized/Incumbent Worker Training (CT/IWT) policy to allow some flexibility around the location of eligible employers during the COVID-19 pandemic;
- 2) Adjust the share of employer cost requirements based on the size of the business; and
- 3) Require an established employment history for eligible participants.

BACKGROUND:

The CT/IWT programs are strategies under Workforce Innovation and Opportunity Act that help employers develop a skilled workforce and increase their competitiveness. The programs assist participants by increasing income mobility and competitiveness in the workplace. For IWT in particular, the program assists both employers and participants in averting layoffs by building the skills of the existing workforce. Programs require that participants are hired or retained by participating employers after successful completion of the training.

Local Boards are given discretion to determine policy elements not defined by state requirements with regard to participant and employer eligibility for the program. Additionally, this item addresses staff recommendations on policy updates as a result of COVID-19 impacts.

DETAILS OF RECOMMENDATION:

Recommendation 1)

- Employer location: Under ACWDB’s current CT/IWT policy, participating employers must be located in Alameda County excluding the city of Oakland. Due to the impacts of COVID-19 and increased demand for training assistance by businesses in neighboring counties, staff recommends a location waiver for businesses outside of ACWDB’s Local Area, considered on a case-by-case basis through December 2021, which will include:
 - Contra Costa County
 - City of Oakland
 - City and County of San Francisco

Recommendation 2)

- Employer share: For both CT and IWT, employers must contribute a significant portion of the cost of the training. For CT, the contribution may not be less than 50% of the cost of training. For IWT under Workforce Services Directive 19-01 (WSD19-01), the Local Board must consider the number of employees participating in the training to determine employer contribution. As a result, the employer contribution percentage will be on a sliding scale as follows:
 - At least 10% of the cost of employers with 50 or few employees
 - At least 25% of the cost for employers with 51-100 employees
 - At least 50% of the cost for employers with more than 100 employees

Recommendation 3)

- Participant's employment history: In compliance with WSD19-01, IWT participants must have an established employment history with the employer for six months or more unless part of a cohort of employees, where the majority of employees being trained meet the employment requirement.

For further information, contact Samantha Miller, Program Financial Specialist at (510) 259-3832 or email samiller@acgov.org.

ITEM V.A. - DISCUSSION

REGIONAL AND LOCAL PLAN DEVELOPMENT

BACKGROUND:

The Workforce Innovation Opportunity Act (WIOA) of 2014 requires Workforce Development Boards (WDBs) to develop and draft four-year Regional and Local Plans that address regional/local business and workforce needs, as well as partnerships and strategies that move the needle on pressing workforce issues. Consistent with WIOA, WDBs are also responsible for modifying and re-submitting both Plans every two years.

WDBs have completed a full four-year cycle of Regional and Local Planning since the passage of WIOA in 2014 and are now preparing to embark on a new four-year planning cycle that will reflect workforce strategies between the years 2021 to 2024. The California WDB released *Workforce Services Draft Directive (WSDD) 216 – Regional and Local Planning Guidance PY 21-24* on September 21, 2020, which was open for public comment until October 16, 2020.

The submission of draft directive comments represents the first opportunity WDBs were given to send feedback to the state regarding new Regional and Local Plan requirements. The EASTBAY Works Coordinator (EBWC) brought together the East Bay Regional Planning Unit (EBRPU) to submit public comments. Public comments are taken into consideration before a final directive is released by the state.

REGIONAL PLAN OVERVIEW:

The Regional Plan represents a macro level view of the region's economy and workforce landscape that articulates workforce strategies enabling the placement of job seekers into high-growth regional industries and pathways. The EBWC is responsible for coordinating and managing Regional Planning efforts which will include the following content areas:

- **Analytical overview** of the East Bay region that details economic conditions and trends in the region and provides an analysis of the current workforce, including in-demand and emerging industries and occupations, employer needs, unemployment rates/labor force participation rates, and current skills and education levels of the workforce.
- **Fostering demand-driven skills attainment** through regional sector pathways addresses the expansion or development of sector initiatives, while facilitating access to training and education programs that are aligned with the labor market. This section of the Regional Plan will also articulate strategies that highlight training leading to post-secondary credentials/certificates that are portable, and stackable, as well as strategies for expanding pre-apprenticeship and apprenticeships.

To measure demand-driven skills attainment, the state requires Regional Plans to contain content that expresses the number of individuals that will *complete trainings* that are aligned with the sectors and occupations emphasized in the Regional Plan.

- **Enabling Upward Mobility for All Californians** by describing how the EBRPU will prioritize working with employers who provide quality jobs, and economic security through family sustaining wages and comprehensive benefits, and describing how the EBRPU will implement incumbent worker training strategies to ensure progression along career pathways.

To measure upward mobility, the state requires Regional Plans to contain content that expresses the number of individuals that will attain *industry-recognized credentials* aligned with the sectors and occupations emphasized in the Regional Plan.

- **Ensuring Equity and Economic Justice** by describing how the EBRPU and regional partners will work with employers and training providers that allow historically unserved and underserved communities to obtain equal access to the regional sector pathways, earn-and-learn opportunities, longer-term approaches, and supportive services.

To measure equity and economic justice, the state requires Regional Plans to contain content that proposes a measure for equity and then determine a numerical goal that expresses how many people will be *placed on a path to the middle class*.

- **Aligning, Coordinating, and Integrating Programs and Services** by describing administrative cost arrangements, including the pooling of funds for administrative costs, as appropriate, for the region. This section of the Regional Plan will also include cooperative service delivery agreements or Memoranda of Understanding and further describe the coordination of services with regional economic development services, establish a plan for the delivery of supportive services, and articulate negotiated performance.

LOCAL PLAN OVERVIEW:

The Local Plan generally articulates local area strategies and partnerships that facilitate the achievement of Regional Plan goals and strategies. The Local Plan requires the following content:

- **Strategic vision** that supports economic growth, economic sufficiency, and equitable access to regional sector pathways, and post-secondary credentials.
- **Local area assessment** of workforce development activities, education, and training programs, that also reflects community needs.
- **Core partner coordination** strategies between Title I-IV partners and efforts to strengthen integrated intake and case management and co-enrollment strategies.
- **Continuous improvement** of eligible providers.

- **Equitable physical and programmatic access** to AJCC services for people with disabilities.
- **Equitable access** for Indigenous Americans and Migrant Seasonal Farmworkers.
- **Two-Year Modified Local Plan** partner updates.
- **Title I service and administrative** updates and strategies.
- **Training and capacity building** for front-line staff.

Regional and Local Plans must remain open for 30-days to allow for public comments. Documentation is required for both Plans to demonstrate efforts were made to include partners and the public in planning processes. The state also requires both Plans to include public comments and WDB response to said comments. Below is a general timeline of Local Plan activities:

Local Plan Activities	General Timeframe (subject to change)
Internal and external planning and information gathering	October – December 2020
Regional Plan alignment meetings	November 2020 - January 2020
Regional and Local Plan requirements introduced to the Systems and Strategies Committee	November 2020
Stakeholder and community engagement	November 2020 – January 2021
Regional and Local Plan requirements introduced to the full ACWDB	December 2020
Local Plan content development	Ongoing
Plan summary presented to the Systems and Strategies Committee	February 2021
Draft Plan released for 30-day public comment period	February 2021 to March 2021
Draft Plan and summary presented to the full ACWDB for approval and signature by Board Chair and close public comment period	March 2021
Coordinate with EBW Coordinator for timely submission to State	April 30, 2021

STAKEHOLDER ENGAGEMENT:

Staff will work internally and externally to leverage existing meetings (including board and committee meetings) to begin to gather and synthesize information. Planning efforts will also take place with EBRPU partners and other stakeholders. Staff will engage Systems and Strategies Committee members in a discussion to generate ideas on November 18, 2020.

For more information, please contact Latoya Reed, Management Analyst by phone at (510) 910-5706 or by email at: latoya.reed@acgov.org.