



ORANGE COUNTY DEVELOPMENT BOARD
1300 S. GRAND AVENUE, BLDG. B, 3RD FLOOR
SANTA ANA, CA 92705-4407
PHONE: (714) 480-6500

ORANGE COUNTY DEVELOPMENT BOARD

October 25, 2017
8:30 a.m.
Orange County Development Board
1300 S. Grand Ave.
Building B – Conference Room A/B
Santa Ana, CA 92705



AGENDA

The agenda contains a description of each item to be considered. No action will be taken on items not appearing in this agenda.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL

PUBLIC COMMENTS:

Members of the public may address the Orange County Development Board (OCDB) on items listed within this agenda so long as the subject matter is within the jurisdiction of the OCDB (3 minutes max).

1. **MINUTES** **ACTION**
The minutes of the July 26, 2017 Orange County Development Board meeting are presented for review and approval.
2. **MINUTES** **ACTION**
The minutes of the September 27, 2017 Orange County Development Board Special meeting are presented for review and approval.
3. **WIOA ONE-STOP OPERATOR & CAREER SERVICES REQUEST FOR PROPOSALS** **DISCUSSION**
Staff will provide an update on the WIOA One-Stop Operator & Career Services Request for Proposals.

- 4. **ANAHEIM / OC JOB FAIR** **INFORMATION**
Staff will provide information on the Anaheim / OC Job Fair that took place on September 20, 2017.
- 5. **REGIONAL PLAN UPDATE** **INFORMATION**
Staff will provide information on the Orange County Regional Plan.
- 6. **2018 OCDB MEETING CALENDAR** **INFORMATION**
Staff will provide information on the 2018 OCDB meeting calendar.
- 7. **CHAIR'S REPORT** **INFORMATION**
The Chair will provide an update on OCDB activities.

ADJOURNMENT

This agenda contains a brief description of each item to be considered. Except as provided by law, no action shall be taken on any item not appearing in the agenda. To speak on an item, complete a Speaker Request Form(s) identifying the item(s) and deposit it in the box on the Chairman's desk. To speak on a matter not appearing in the agenda, but under the jurisdiction of the Orange County Development Board, you may do so during Public Comments. Speaker request forms must be deposited prior to the beginning of the meeting, the reading of the individual agenda items and/or the beginning of Public Comments. When addressing the Development Board, it is requested that you state your name for the record. Address the Board as a whole through the Chair. Comments to individual Members or staff are not permitted. Speakers are limited to three (3) minutes.

Materials/handouts can be requested up to 72 hours in advance of OCDB meetings by visiting the Orange County Development Board Administrative Office located at 1300 S. Grand Avenue, Building B, Santa Ana, CA 92701 8:00 am - 5:00 pm, Monday-Friday or at www.ocboard.org.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should call (714) 480-6500 or the TDD at (714) 834-7163. Please call 48 hours in advance to allow the County to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II).

Item #1 – ACTION

**MINUTES
Recommendation Summary
October 25, 2017**

Orange County Development Board

**July 26, 2017
8:30 AM
Irvine Regional Park
Soda Fountain Pavilion
1 Irvine Park Rd.
Orange, CA 92869**

Guests:

Doug Wooley
Lisa Newcomb
Alejandra Pareda
Nina Reyes

David Baquerizo
MaryAnn Profeta
Jerri Rosen
Esther Landin

Mai Su
Rena Drake
Kristina Meza
Catherine Caldera

MINUTES

CALL TO ORDER

Bob Bunyan called the meeting to order 8:35 a.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL:

Present: Bob Bunyan, Rob Claudio, Alireza Jazayeri, Kevin Landry, Tung Le, John Luker, Doug Mangione, Barbara Mason, Tom Porter, Rachel Ramirez, Tod Sword, Tom Tassinari, and Alan Woo were present for roll call. Gary Matkin arrived at 8:39 a.m., and Mike Ruane arrived at 8:47 a.m.

Absent: Tod Burnett, Janelle Cranch, Lauray Holland-Leis, Ernesto Medrano, Adalberto Quijada, Frank Talarico, and Kay Turley-Kirchner.

PUBLIC COMMENTS

Bob Bunyan opened public comment at 9:07 a.m.
No public comment received.

1. INTRODUCTION OF MEMBERS

INFORMATION

Members of the OCDB introduced themselves and provided brief backgrounds.

2. MINUTES **ACTION**

The minutes of the April 26, 2017 Orange County Development Board meeting were presented for review and approval.

Rob Claudio motioned for approval. Alan Woo seconded. Motion passed.

3. WIOA ONE-STOP OPERATOR & CAREER SERVICES **DISCUSSION**
REQUEST FOR PROPOSALS UPDATE

Information was provided on the WIOA One-Stop Operator & Career Services Request for Proposals (RFP) as noted in the background of the agenda.

Staff presented information regarding the WIOA legislation background, the current One-Stop System and locations, the distinction between the Career Services Provider and the One-Stop Operator, development and the timeline of the upcoming RFP, the legislative requirement to procure a One-Stop Operator, and possible coordination with Anaheim and Santa Ana.

The Board discussed the OC Regional Plan, coordination and collaboration with Anaheim and Santa Ana, leveraged resources, geographical representation, roles of the One-Stop Operator and the Career Services Provider, and current operations and facilities.

4. AGREEMENT WITH THE CITY OF ANAHEIM **DISCUSSION**

Information was provided on the agreement with the City of Anaheim.

Staff presented information on the planning regions identified by the State, coordination, and the development of a contract with the City of Anaheim to carry out the services for the Orange County Region.

5. ANAHEIM / OC JOB FAIR **DISCUSSION**

Staff provided an update on the Anaheim / OC Job Fair.

Staff presented information on the upcoming Job Fair, the tentative timeline, and coordination with the City of Anaheim and the Anaheim Chamber of Commerce.

6. OCDB ELECTION OF OFFICERS **ACTION**

Information was provided on the OCDB election of officers.

Recommendation: *Direct staff to schedule the election of officers for the first full OCDB meeting in 2018.*

Alan Woo motioned to approve. Tod Sword seconded. Motion passed.

Staff presented information on the current board composition, the formal application process for upcoming board member appointments, the residency

and registered voter requirements, the current OCDB Bylaws, and the state and federal regulations.

The Board discussed the formation of an Ad Hoc Committee for the election of officers, the OCDB Bylaws, and ensuring compliance with board membership requirements including residency and voter registration.

7. CHAIR'S REPORT

INFORMATION

The OCDB chair provided an update on OCDB activities.

The Chair presented information on the primary focus of Workforce Development efforts for continued success.

The meeting adjourned at 10:07 a.m.

Item #2 – ACTION

**MINUTES
Recommendation Summary
October 25, 2017**

**Orange County Development Board
Special Meeting**

**September 27, 2017
8:30 AM
Orange County One-Stop Center
Newport Room
17891 Cartwright Rd.
Irvine, CA 92614**

MINUTES

Guests:

Dennis Varnum
Lisa Newcomb

David Baquerizo
Sherri Han-Lam

Doug Wooley

CALL TO ORDER

Bob Bunyan called the meeting to order 8:30 a.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBER ROLL CALL:

Present: Bob Bunyan, Rob Claudio, Kevin Landry, John Luker, Doug Mangione, Barbara Mason, Tom Porter, Rachel Ramirez, and Mike Ruane were present for roll call. Tod Burnett arrived at 8:32 a.m., Frank Talarico arrived at 8:35 a.m., Ernesto Medrano arrived at 8:41 a.m., Alan Woo arrived at 8:48 a.m., and Tod Sword arrived at 8:53 a.m.

Absent: Janelle Cranch, Alireza Jazayeri, Trung Le, Lauray Holland-Leis, Gary Matkin, Adalberto Quijada, Tom Tassinari, and Kay Turley-Kirchner.

PUBLIC COMMENTS

Bob Bunyan opened public comment.
No public comment received.

**1. WIOA ONE-STOP OPERATOR & CAREER SERVICES
REQUEST FOR PROPOSALS UPDATE**

DISCUSSION

Update on the WIOA One-Stop Operator & Career Services Request for Proposals (RFP).

2. ORANGE COUNTY DEVELOPMENT BOARD RESPONSIBILITIES AND AUTHORITY

DISCUSSION

Discussion regarding the responsibilities and authority of the Orange County Development Board (OCDB).

Agenda items #1 and #2 were discussed concurrently.

Staff presented information on the RFP timeline, the process of developing the RFP, the importance of feedback and input from the OCBD, and general oversight responsibilities of the OCDB.

County Counsel presented information on the procurement process and requirements, including relevant provisions in WIOA, the County Contract Policy Manual, and the OCDB bylaws.

The Board discussed the process of developing and reviewing the upcoming RFP and the role of the OCDB within that process. The Board requested additional information be presented at the October 2017 OCDB meeting. The Board also discussed developing an Ad Hoc committee in order to provide additional input on RFPs. Additionally, the Board discussed current Board composition and upcoming re-appointments and the OCBD's authority, roles, and obligations under WIOA.

Item #3 – DISCUSSION

**WIOA ONE-STOP OPERATOR & CAREER SERVICES
REQUEST FOR PROPOSALS UPDATE
Recommendation Summary
October 25, 2017**

WIOA One-Stop Operator & Career Services Request for Proposals

RFP Overview

Purpose

- The County of Orange/Orange County Development Board (OCDB) is soliciting qualified organizations to provide Title I Career Services, Specialized Population Programs and One-Stop Operator services as defined in the Workforce Innovation & Opportunity Act (WIOA) regulations.

Eligibility

- Applicants may be public agencies, business organizations, public or private not-for-profit corporations, community-based organizations, local educational agencies, or private for-profit corporations organized in accordance with state and federal laws.

Key Dates

- Tentative Release Date: October 30, 2017
- Tentative Due Date: January 4, 2018
- Evaluation Period: Early January through Mid-February 2018
- Funding Recommendations/Approval Process: Mid-February through April 2018

Structure

- RFP is broken out into four components: Comprehensive One-Stop Center, Affiliate Center, Special Programs, & One-Stop Operator

Requirements/Priorities

- Proposals that emphasize funding diversification, leveraging and other funding options are encouraged.
- All agreements will contain fiscal controls that limit profit and non-participant costs.
- Applicants may subcontract up to 49% of the program services.
- Contracts entered into as a result of this RFP will be for one (1) two-year term, scheduled to begin on July 1, 2018 and end on June 30, 2020 and may be renewed for two (2) consecutive one-year periods. Per WIOA, contract cannot exceed four (4) years without a new procurement.

RFP Components	
<p>A. Comprehensive One-Stop Center <i>Provision of Title I Career Services within an AJCC containing all of the WIOA mandated partners and includes Business Services. Each local area must have one comprehensive center that provides access to physical services of the core programs and other required partners.</i></p>	<ul style="list-style-type: none"> • The County is required to maintain at least one Comprehensive One-Stop Center. • Bidders may propose one or more Comprehensive One-Stop Centers. • Preference will be given to proposals that provide services out of Comprehensive One-Stop Centers located in both the North Region and the South Region. • Applicants submitting proposals for the Comprehensive Center Career Service Provider must also respond to Components B (Affiliate Center) and C (Special Programs) of the RFP. • The selected contractor(s) to provide One-Stop Comprehensive Career Services must also provide Business Services. • Application prioritizes demonstrated ability to provide desired services, performance, partnership development, and innovation.
<p>B. Affiliate Center <i>Provision of Title I Career Services within a location other than a comprehensive AJCC. An Affiliate may have any subset of partners and does not have to provide Business Services.</i></p>	<ul style="list-style-type: none"> • Affiliate sites should be strategically established to help ensure participants within the service delivery area have access to services. • A network of One-Stop partners may be linked physically or electronically through an Affiliate Center. • Application prioritizes demonstrated ability to provide desired services, performance, partnership development, and innovation.
<p>C. Special Programs <i>Provision of employment and training services to specialized populations which may include Veterans, CalWORKs participants, seniors, offender populations, and persons with disabilities. Special Programs are usually dependent upon additional funding streams that may be used to leverage Title I funding.</i></p>	<ul style="list-style-type: none"> • A separate application will be required for Special Programs. Special Programs may include but are not limited to Senior Community Service Employment Program (SCSEP), Veterans Employment Related Assistance Program (VEAP), OC4VETS, Supervised Population, Welfare to Work Program, and Disability Employment Accelerator. • Special Programs are not guaranteed, and based on funding availability. • Application prioritizes demonstrated ability to provide desired services, performance, partnership development, and innovation.
<p>D. One-Stop Operator <i>Provision of functional coordination of all AJCC required services to ensure that the appropriate delivery of workforce services are provided by all partners in accordance with all governing laws, statutes, regulations and policies.</i></p>	<ul style="list-style-type: none"> • Mitigation of any potential conflicts of interest will be required if an applicant is applying to perform a function in addition to Component D. • Application prioritizes relevant experience and proposed service implementation plan.

Item #5 – INFORMATION

**REGIONAL PLAN UPDATE
Recommendation Summary
October 25, 2017**

BACKGROUND:

The Workforce Innovation and Opportunity Act Section 106 requires local boards and chief elected officials within each designated region to prepare and submit a single Regional Plan (OCRPs) that includes a description of the activities that incorporates a Local Plan. On February 24, 2016, the Employment Development Department of the State of California issued a directive designating Orange County as a single economic sub-region and regional planning unit. Each Regional Planning Unit (RPU) is required to develop a Regional Plan.

The Orange County Development Board approved the OCRPs on February 22, 2017. The OCRPs were submitted to the State Board by March 15, 2017. The Santa Ana City Council approved the OCRPs on April 4, 2017. The Anaheim City Council approved the plan on May 9, 2017. The Orange County Board of Supervisors approved the OCRPs on May 23, 2017. The State Board conditionally approved the OCRPs on June 15, 2017. No deficiencies were noted for the OCRPs by the State Board by July 1, 2017. Final full approval of the OCRPs was received on September 1, 2017.

The OCRPs identify regional coordination and alignment strategies to increase collaboration and alignment between the Anaheim and Santa Ana Workforce Development Boards and the Orange County Development Board. On October 12, 2017, the Directors of the three local workforce development boards met with the Regional Organizer to discuss the implementation of the OCRPs.

The discussion focused on the engagement of partners and employers in the four industry sectors identified in the OCRPs and constructing strategies to develop regional training, education and workforce architecture that aligns with the Orange County labor market and California State Plan policy objectives.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None