



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
& EXECUTIVE COMMITTEE

October 26, 2016

8:30 a.m.

Crowne Plaza

Summit Conference Room

3131 S. Bristol Street

Costa Mesa, CA 92626

(714) 557-3000

**NOTE: LOCATION
AND MEETING
ROOM**

REVISED AGENDA

CALL TO ORDER

PUBLIC PARTICIPATION

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

- 1. INTRODUCTION OF NEW MEMBERS / GUESTS** **INFORMATION**
New members of the OCDB / Guests will be introduced.
- 2. WORKFORCE REPORT 2016-17 / ECONOMIC INDICATORS PRESENTATION**
Dr. Wallace Walrod from the Orange County Business Council will provide an overview of the 2016-17 Workforce Indicators Report and the economic indicators/dashboard.
- 3. MINUTES** **ACTION**
The minutes of the July 27, 2016 Orange County Development Board meeting are presented for review and approval.
- 4. DELEGATION OF AUTHORITY** **ACTION**
The Board will consider delegating authority to the OCDB Executive Committee.
- 5. TRAINING EXPENDITURES UPDATE** **INFORMATION**
Staff will provide information on the Training Expenditures.

- 6. **ONE-STOP SYSTEM FUNDING RECOMMENDATIONS** **ACTION**
Additional One-Stop System funding recommendations for Program Year 2016-17 will be presented for review and approval.
- 7. **BOARD OF SUPERVISORS POLICY ON BOARD MEMBERSHIP INFORMATION**
Staff will provide information on the Board of Supervisors policy regarding board membership.
- 8. **CLOSEOUT ONE-STOP CENTER OPERATOR/RESCARE** **INFORMATION**
Staff will provide information on the Program Year 2015-16 One-Stop Center Operator/ResCare closeout.
- 9. **WIOA PERFORMANCE REPORT SUMMARY** **INFORMATION**
Staff will present the performance report summary for WIOA programs.
- 10. **ASSEMBLY BILL 1234 MANDATORY ETHICS TRAINING** **INFORMATION**
Staff will provide information on the Assembly Bill No. 1234 Mandatory Ethics Training for local agency officials.
- 11. **CHAIR AND DIRECTOR'S REPORT** **INFORMATION**
The Chair and Director will provide an update on OCDB activities.

ADJOURNMENT

If you need special assistance to participate in this meeting, 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).

To obtain copies of OCDB Agendas and Attachments, visit our website at: www.ocboard.org or contact the Orange County Development Board Administrative Office: 1300 S. Grand Avenue, Bldg. B, 3rd Floor, Santa Ana, CA 92705 – (714) 480-6500.

Item #1 – INFORMATION

**INTRODUCTION OF NEW MEMBERS / GUESTS
Recommendation Summary
October 26, 2016**

BACKGROUND:

OC Development Board (OCDB) Members are recruited throughout the year. The Executive Committee has placed a focus on business member recruitment from Orange County's high growth cluster industries.

The OCDB may invite guests to be introduced at the beginning of the meeting.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None

Item #2 – PRESENTATION

**WORKFORCE REPORT 2016-17 / ECONOMIC INDICATORS
Recommendation Summary
October 26, 2016**

BACKGROUND:

Dr. Wallace Walrod from the Orange County Business Council will provide an overview of the 2016-17 Workforce Report and economic indicators/dashboard.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None

Item #3 – ACTION

**MINUTES
Recommendation Summary
October 26, 2016**

**Orange County Development Board
& Executive Committee**

July 27, 2016

8:30 a.m.

Crowne Plaza

Summit Conference Room

3131 S. Bristol Street

Costa Mesa, CA 92626

714-557-3000

MINUTES

Present: Bob Bunyan Dr. Tod Burnett Rob Claudio Janelle Cranch Alireza Jazayeri Douglas Mangione Barbara Mason Gary Matkin Ernesto Medrano Julio Perez Tom Porter J. Adalberto Quijada Rachel Ramirez Tod Sword Tom Tassinari Alan Woo	Guests: Doug Wooley Rena Drake Renee Melton David Baquerizo Mary Jo Ramirez John Gutierrez Nina Reyes Abraham Saucedo Mai Sa Felicia Flournoy
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CALL TO ORDER

Bob Bunyan called the meeting to order at 8:46 a.m.

- 1. INTRODUCTION OF NEW MEMBERS / GUESTS** **INFORMATION**
Guests were introduced by the OCDB Chair.
- 2. ECONOMIC INDICATORS REPORT** **PRESENTATION**
Dr. Wallace Walrod from the Orange County Business Council provided an overview of the economic indicators/dashboard.
- 3. MINUTES** **ACTION**
The minutes of the April 27, 2016 Orange County Workforce Investment Board meeting were presented for review and approval.

Gary Matkin motioned for approval. Rob Claudio seconded. Ernesto Medrano, Tom Tassinari, and Tom Porter abstained. Motion passed.

4. **WORKFORCE SERVICES REQUEST FOR PROPOSALS (RFP) (EXEC) ACTION**
Staff provided information on the WIOA Young Adult Career Program Evaluation Team results for review and approval.

Alan Woo motioned for approval. Ernesto Medrano seconded. Motion passed.

5. **SOLE SOURCE AGREEMENT WITH THE CITY OF SANTA ANA ACTION**
Staff provided information on the Sole Source Agreement with the City of Santa Ana for review and approval.

Tod Burnett motioned for approval. Frank Talarico seconded. Rob Claudio and Julio Perez abstained. Motion passed.

6. **ANAHEIM / OC JOB FAIR FUNDING ALLOCATION ACTION**
Staff provided information on the funding allocation for the Anaheim / OC Job Fair for review and approval.

Janelle Cranch motioned to approve. Tom Porter seconded. Rob Claudio abstained. Motion passed.

7. **WIOA / OCDB UPDATE INFORMATION**
Staff provided information on various activities related to WIOA.

8. **WIOA PERFORMANCE REPORT SUMMARY INFORMATION**
Staff presented the performance report summary for WIOA programs.

9. **CHAIR AND DIRECTOR'S REPORT INFORMATION**
The Chair and Director provided an update on OCDB activities.

10. **OCDB PROGRAM YEAR 2016-17 MEETING CALENDAR INFORMATION**
Staff provided the Program Year 2016-17 Meeting Calendar

The meeting adjourned at 10:00 a.m.

Item #4 – ACTION

**DELEGATION OF AUTHORITY
Recommendation Summary
October 26, 2016**

BACKGROUND:

The Orange County Development Board (OCDB) can temporarily delegate approval authority to other committees regarding future agenda items that require action before the next OCDB meeting.

The OCDB bylaws, Article VIII (B) states:

When circumstances demand that action be taken before the next scheduled OCDB meeting, the Executive Committee may act on its behalf.

1. Such actions taken on behalf of the OCDB will be presented as an information item at the next regular meeting.
2. Such actions will not require further action by the OCDB.

RECOMMENDATIONS:

1. Approve the delegation of authority to the Executive Committee to take all necessary actions regarding the Orange County Regional Plan.

ATTACHMENT(S):

None

Item #5 – INFORMATION

**TRAINING EXPENDITURES UPDATE
Recommendation Summary
October 26, 2016**

BACKGROUND:

The Program Year (PY) 2012-13 year marked the start of Senate Bill (SB) 734 which affects the flexibility and control of funds at the local level. SB 734 requires that local workforce investment boards ensure that an amount equivalent to 25% of total WIA Adult and Dislocated Worker program allocations are expended on training services. Beginning PY 2016-17, the minimum training expenditure requirement increased to 30%. The bill also authorizes local workforce investment boards to utilize leveraged funding in combination with training funds. The local boards can receive credit of up to 10% of Adult and Dislocated Worker allocations for leveraged resources.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

WIOA Training Investment Plan

Item #2 - Training Investment Plan (TIP) PY 2016-17

WIOA Formula Allocations, PY 2016-17

Adult Formula	\$3,070,567
Dislocated Worker Formula	\$4,656,958
Total	\$7,727,525
Training Expenditure Requirements	\$2,318,258

ADULT		\$3,070,567
Training Investment		\$927,303
<i>Type</i>	<i>Description</i>	<i>Investment Amount</i>
Individual Trng Account	Tuition assistance for participants	\$309,101
Work-Based Training	On-the-Job Training/Customized Training	309,101
Leveraged Resources		309,101
	Total Investment	\$927,303
	Investment distribution of total required	40%

DISLOCATED WORKER		\$4,656,958
Training Investment		\$1,390,955
<i>Type</i>	<i>Description</i>	<i>Investment Amount</i>
Individual Trng Account	Tuition assistance for participants	\$463,652
Work-Based Training	On-the-Job Training/Customized Training	463,652
Leveraged Resources		463,652
	Total Investment	\$1,390,955
	Investment distribution of total required	60%

SB 734 Training Expenditure Report
As of AUGUST 31, 2016

ADULT	PLANNED	EXPENDED
Individual Training Account (ITA)	\$309,101	\$187,549
Work-Based Training	309,101	4,000
Leveraged Resources	309,101	0
Sub Total:	\$927,303	\$191,549
Expended Adult \$ Used to Meet PY15-16 TIP	--	83,187
Sub Total:	\$927,303	\$274,736

PLANNED VS. EXPENDED
29.63%

DISLOCATED WORKER (DW)	PLANNED	EXPENDED
Individual Training Account (ITA)	\$463,652	\$259,433
Work-Based Training	463,652	0
Leveraged Resources	463,652	0
Sub Total:	\$1,390,955	\$259,433
Expended DW \$ Used to Meet PY15-16 TIP	--	\$231,652
Sub Total:	\$1,390,955	\$491,085

PLANNED VS. EXPENDED
35.31%

TOTAL EXPENDITURES (ADULT/DW)	PLANNED	EXPENDED
	\$2,318,258	\$765,821

PLANNED VS. EXPENDED
33.03%

Note: Up to 10% of the combined Adult and DW fund allocation (or \$772,753) may be used to meet training expenditure requirements via leveraged resources.

10.21.2016

Item #6 – ACTION

**ONE-STOP SYSTEM FUNDING RECOMMENDATIONS
Recommendation Summary
October 26, 2016**

BACKGROUND:

On April 27, 2016, the OCWIB approved funding allocations for formula and discretionary grants for Fiscal Year (FY) 2016-17. There are un-obligated funds that need to be allocated for FY 2016-17. Funding will be used to support the ongoing services delivered through the One-Stop System with a focus on work-based training activities that will ensure SB734 requirements are met by June 30, 2017.

RECOMMENDATION(S):

1. Fund ProPath, Inc. for an amount not to exceed \$400,000 for Adult and Dislocated Worker programs.
2. Without further OCDB approval, staff may shift funds between funding streams to maximize service provision.
3. Without further OCDB approval, authorize staff to exercise a cost contingency increase not to exceed a total of ten (10) percent of the contract amounts.

ATTACHMENT(S):

None

Item #7 – INFORMATION

**BOARD OF SUPERVISORS POLICY ON BOARD MEMBERSHIP
Recommendation Summary
October 26, 2016**

BACKGROUND:

In order to better facilitate member appointments to boards, committees, and commissions, the Board of Supervisors (BOS) has issued directives to clarify specific nominee requirements. OCDB has been asked to consider the issue, discuss options, and direct staff on potential future actions.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

Resolution (To be distributed at the meeting)

Item #8 – INFORMATION

**CLOSEOUT ONE-STOP CENTER OPERATOR/RESCARE
Recommendation Summary
October 26, 2016**

BACKGROUND:

On October 1, 2015, Arbor E&T, LLC doing business as ResCare Workforce Services (RWS) submitted a written notice that requested a reduction in services, effective January 1, 2016. RWS requested a significant reduction of their role as service provider under their current One-Stop Center Agreement and their Veterans Employment-Related Assistance Program (VEAP) Agreement. Their current contracts would otherwise have expired on June 30, 2016.

As lessee, RWS committed to maintain the leases in Garden Grove, Irvine, Buena Park and Los Alamitos. Additionally, they had a Facilities Coordinator manage these properties through June 30, 2016.

Staff developed a transition plan which included a recommendation to transfer select One-Stop Center responsibilities to ProPath, Inc. (ProPath). On October 28, 2015, the OCWIB approved a transition plan which included decreasing the existing RWS Agreement based on activities mutually agreed upon and entering into a new Agreement with ProPath for the period January 1, 2016 through June 30, 2016.

December 31, 2015 was the last day that RWS provided direct client services as the One-Stop Operator. On January 1, 2016, ProPath took over in that capacity. Considering the complexity of this endeavor, the transition went remarkably well. ProPath rehired approximately 95% of RWS' staff which allowed continuity of services. OCWIB staff met with ProPath Management on a weekly basis for several months to discuss programmatic and administrative issues. Additionally, Auditor/Controller staff provided technical assistance on a variety of topics.

Both a program and fiscal audit for the prior two fiscal years of RWS service delivery were completed. All invoices submitted by RWS (through June 30, 2016) have been paid. RWS requested a budget modification request that included fund transfers and service delivery site changes. Approval was given for specific line items of their budget modification request which included reimbursement for the telephone systems.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None

Item #9 – INFORMATION

**WIOA PERFORMANCE REPORT SUMMARY
Recommendation Summary
October 26, 2016**

BACKGROUND:

The updated performance reports for the Adult, Dislocated Worker and Youth programs for the period from July 1, 2015 to June 30, 2016 are presented for review.

RECOMMENDATION(S):

Receive and file

ATTACHMENT(S):

Performance Reports (To be distributed at the meeting)

Item #10 – INFORMATION

ASSEMBLY BILL 1234 MANDATORY ETHICS TRAINING Recommendation Summary October 26, 2016

BACKGROUND:

ORANGE COUNTY Assembly Bill (AB) 1234 ETHICS TRAINING

Every two year training requirement:

AB 1234, effective January 1, 2006, requires that specified officials complete ethics training the year in which they began service and every two years thereafter. To simplify the process and to avoid tracking numerous different expiration dates, Orange County requires that specified officials take the ethics training the year in which they were elected or appointed and every even numbered year thereafter.

County officials required to take ethics training:

- Members of all boards, commissions & committees (BCCs) under the jurisdiction of the Board of Supervisors that are subject to the Brown Act (i.e., the BCC was created by a legislative body, such as the Board of Supervisors) and who either receive compensation for their service or are reimbursed for their expenses (i.e., receive a stipend or per diem; reimbursement for mileage, meals, or transportation; parking validation; or workshop, training or conference costs paid by the County, etc.).

How officials take the ethics training:

- The Clerk of the Board, in cooperation with County Counsel offers an online ethics training that is available to all Orange County officials.
- Additionally, ethics trainings are offered by a variety of organizations, and other online sources, e.g., the Fair Political Practices Commission. An ethics training certificate of completion from any qualified provider will satisfy the ethics requirement.

Where officials file their certificate of completion:

- Designated officials listed in section 2 of “County officials required to take the Ethics Training” file their certificates with the County Department that supports the BCC.
- An official who is required to file their certificate of completion with various agencies (i.e., because they hold a County elected position and serve on a BCC not under the jurisdiction of the Board of Supervisors) may submit a copy of the original certificate to the County.

Failure/refusal to take the ethics training by an official serving on a BCC:

- Non-completion of this mandatory requirement by a designated official will result in the official's removal from their BCC position.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None

Item #11 – INFORMATION

**CHAIR AND DIRECTOR'S REPORT
Recommendation Summary
October 26, 2016**

BACKGROUND:

The Chair and Director will provide an update on OCDB activities.

RECOMMENDATION(S):

Receive and File

ATTACHMENT(S):

None