



A G E N D A

Orange County Workforce Development Board Business Services Committee Meeting

May 3, 2022

9:00 A.M.

www.ocboard.org

***Pursuant to Government Code Section 54953(e)(1), as amended by AB 361, this meeting will be held by zoom. Members of the public may observe and address the meeting telephonically. To attend the meeting via teleconference please call:**

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592

Webinar ID: 838 2917 8951 / Link to meeting: <https://us06web.zoom.us/j/83829178951>

****In compliance with the Americans with Disabilities Act, those requiring accommodation for this meeting should notify the Orange County Community Services office 72 hours prior to the meeting at (714) 480-6500.**

The Board encourages your participation. If you wish to speak you may do so during Public Comment. To speak during Public Comment, press *9 following the Chair's invitation from the public to speak. Once acknowledged and prompted by the Chair, you may begin to speak. Except as otherwise provided by law, no action shall be taken on any item not appearing in the agenda. When addressing the Council, please state your name for the record prior to providing your comments.

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. Members of the public that wish to send comments or speak on an item(s) may send a completed Speaker Request Form(s) identifying the items and send them to OCCSAdvisoryCouncilsBoards@ocgov.com prior to the beginning of the meeting. To speak on a matter not appearing in the agenda, but under the jurisdiction of this Advisory Board, you may do so during Public Comments. Speaker request forms must be sent prior to the beginning of the meeting, the reading of the individual agenda items and/or the beginning of Public Comments. When addressing the Committee, it is requested that you state your name for the record. Address the Committee 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 the meeting by www.ocboard.org.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY users, please call the California Relay Service (800) 735-2922 or 711. If you need special assistance to participate in this program, please contact 714-480-6500 at least 72 hours prior to the event to allow reasonable arrangements to be made to ensure program accessibility.

AGENDA:

- 1. CALL TO ORDER: Chair Anna Lisa Lukes
- 2. PLEDGE OF ALLEGIANCE
- 3. BOARD MEMBER ROLL CALL: OC Community Services Representative

4. PUBLIC COMMENT:

At this time, members of the public may address the Business Services Committee regarding any items within the subject jurisdiction, provided that no action is taken on off-agenda items unless authorized by law. *(Comments shall be limited to three (3) minutes, unless the Chair pre-identifies a different time at the start of meeting for all public speakers).*

ACTION ITEM:

5. APPRENTICESHIP POLICY

Recommendation: Approve policy listed in item 5 for submission to the Executive Committee and OC Workforce Development Full Board for review and final approval.

INFORMATION ITEM(S):

6. BUSINESS SURVEY(S)

- A. JOB FAIRS QUARTER 3 REPORT
- B. CALJOBS SURVEY QUARTER 3 REPORT

7. OCWDB / WORKFORCE & ECONOMIC DEVELOPMENT DIVISION STAFF BUSINESS SOLUTIONS UPDATES

- A. HIRING INITIATIVES (Job Fairs, Hiring Events, Employer Job Posting Support, etc.)
- B. ONE-THE-JOB TRAINING (OJT) INITIATIVE
- C. BUSINESS & ECONOMIC RECOVERY CALL CENTER
- D. OCWDB RAPID RESPONSE / WARN NOTICE
- E. REGIONAL INITIATIVES & COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) OVERVIEW
- F. APPRENTICESHIPS
- G. GRANT MATRIX
- H. EDD COMPLIANCE / AUDIT UPDATES

8. OPEN DISCUSSION

At this time, members of this Subcommittee may comment on agenda or non-agenda matters provided that NO action may be taken on off-agenda items unless authorized by law.

ADJOURNMENT

Next Meeting

May 11, 2022

8:30 AM

DISCLAIMER: No member of the Orange County Workforce Development Board (OCWDB) shall sign a letter or make a statement purported to represent the position of OCWDB as a body. Letters or verbal statements of support or opposition on any issue shall only be made or signed by the Chair of OCWDB and shall be submitted to the Board for approval. The policy of the Board of Supervisors does not allow OCWDB or its Chair to sign a letter of position on any matters pertaining to legislation. OCWDB members may write personal letters or speak as individuals stating personal positions but may not do so as representing the position or opinion of OCWDB.



DYLAN WRIGHT
DIRECTOR
OC COMMUNITY RESOURCES

CYMANTHA ATKINSON
ASSISTANT DIRECTOR
OC COMMUNITY RESOURCES

JULIE LYONS
DIRECTOR
ADMINISTRATIVE SERVICES

ANDI BERNARD
DIRECTOR
OC ANIMAL CARE

JULIA BIDWELL
DIRECTOR
OC HOUSING & COMMUNITY
DEVELOPMENT

RENEE RAMIREZ
DIRECTOR
OC COMMUNITY SERVICES

TOM STARNES
DIRECTOR
OC PARKS

JULIE QUILLMAN
COUNTY LIBRARIAN
OC PUBLIC LIBRARIES

OC Community Resources

[Date]

To: WIOA and Other Subrecipients of the Orange County
Workforce Development Area and OCWDB Staff

From: Carma Lacy
Director of Workforce Development

Subject: Apprenticeship Policy
Information Notice No. 22-OCWDB-XX

PURPOSE

To provide guidance on the development of Registered Apprenticeships, program eligibility, and the use of Apprenticeship Individual Training Accounts (AITAs) and Apprenticeship On-the-Job Trainings (AOJTs) for WIOA participants.

EFFECTIVE DATE

This policy is effective immediately upon issuance.

REFERENCES

- Workforce Innovation and Opportunity Act (WIOA) Pub. L. 113-128
- United States Department of Labor (USDOL), WIOA Final Rule, 20 CFR, Part 680 Subpart D and Subpart F
- USDOL, Apprenticeship Programs, Labor Standards for Registration, Amendment of Regulations; Final Rule, 29 CFR, Part 29
- USDOL, Training and Employment Guidance Letter 13-16; *Guidance on Registered Apprenticeship Provisions and Opportunities in the Workforce Innovation and Opportunity Act* (January, 12, 2017)

BACKGROUND

A Registered Apprenticeship Program (RAP) is a formalized, structured training program that combines on-the-job-training with related practical and technical classroom instruction in highly skilled occupations. The Registered Apprenticeship is industry driven where employers determine the skills that are essential to sustain a quality workforce. Registered Apprenticeships target participants who need training and prepare them for in demand occupations. As an “earn and learn” strategy, Registered Apprenticeships offers job seekers immediate employment opportunities that pay sustainable wages and offer advancement along a career path.



WORKFORCE & ECONOMIC
DEVELOPMENT DIVISION
1300 SOUTH GRAND
BLDG. B, FIRST FLOOR
SANTA ANA, CA 92705
PHONE: 714.480.6500
FAX: 714.834-7132

Graduates of RAPs receive nationally-recognized, portable credentials, and their training may be applied toward further post-secondary education.

All Registered Apprenticeship Programs consist of the following five core components:

1. **Business Involvement**
Businesses must play an active role in building RAPs and are involved in every step of their design and execution. Employers determine the skills needed for workforce success.
2. **On-the-Job Training (OJT)**
Every RAP includes structured OJT. Companies hire apprentices and provide hands-on training from an experienced mentor. This training is developed by mapping the skills and knowledge the apprentice must learn over the course of the program to be fully proficient at the job.
3. **Related Instruction**
Apprentices receive related instruction or classroom style training that complements the OJT. This instruction helps refine the technical and academic skills that apply to the job. Related instruction may be provided by a community college, technical school or college, an apprenticeship training school, or by the business itself. This instruction can be provided at the school, online, or at the work site.
4. **Rewards for Skill Gains**
Apprentices receive increases in pay as their skills and knowledge increase. Progressive wage gains reward and motivate apprentices as they advance through training and become more productive and skilled at their job.
5. **National Occupational Credential**
Every graduate of a RAP receives a nationally-recognized credential issued by the U.S. Department of Labor or state apprenticeship agency. This portable credential signifies that the apprentice is fully qualified to successfully perform an occupation.

Sponsors of Registered Apprenticeship Programs must have the program approved by either the U.S. Department of Labor or the California Division of Apprenticeship Standards (DAS).

Definitions

Intrastate Training Resource and Information Network (I-TRAIN) – The online, searchable database used by South Bay Workforce Investment Board (SBWIB) that includes the training program information (such as contact name, location, accessibility, accreditation, and availability of financial aid) for approved training programs in the Southern California region. (<https://wioa.i-train.org/>)

Non-traditional Registered Apprenticeship – An Apprenticeship in an industry or occupation other than construction or the trades.

On-the-Job Training (OJT) - A training option that provides employers the opportunity to train new participants (Trainees) on the specific knowledge or skills essential to achieve full and adequate performance of the job.

Pre-Apprenticeship Skills Training - A program or set of strategies designed to prepare individuals to enter and succeed in a registered apprenticeship program and has a documented partnership (letter of commitment) with at least one, if not more, approved apprenticeship program(s). The RAP partner for the pre-apprenticeship program must be approved by the

California Department of Industrial Relations, Division of Apprenticeship Standards (DIR/DAS). Such pre-apprenticeship programs must possess or develop a strong record of enrolling their pre-apprenticeship graduates into a registered apprenticeship program.

Sponsor – The employer, organization, educational institution, agency, or industry association responsible for developing and registering the apprenticeship and ensuring proper implementation of the program after approval.

Traditional Registered Apprenticeship - Programs in the construction or trade industries that are time-based and require a specific number of hours of OJT and related instruction.

Policy and Procedures

The Orange County Workforce Development Board (OCWDB) Business Solutions Unit supports employers in developing new RAPs. Business Solutions is responsible with identifying employers and businesses that would be appropriate for an apprenticeship and connecting these employers with DAS/DOL to begin the registration process. OCWDB is targeting non-traditional apprenticeship industries and occupations for apprenticeship development.

For employers without an established Registered Apprenticeship, OCWDB Business Solutions will evaluate the employer's current or proposed training program and work with the employer to determine the appropriate training approach. If the employer's training program meets the criteria of an apprenticeship, Business Solutions will recommend applying for DAS/DOL approval. Training programs that are six months or less may be categorized as an OJT, rather than a Registered Apprenticeship, and would follow the OCWDB On-the-Job Training Policy.

Service Providers are to promote RAPs with eligible WIOA participants.

Eligibility

WIOA program participants must meet eligibility requirements prior to being provided training services, in accordance with OCWDB Training Services Policy.

Registered Apprenticeship Funding

OCWDB may fund the classroom training and/or the OJT phases of an apprenticeship. In order for a RAP to be eligible for WIOA funding, it must be approved by DAS and listed on I-TRAIN. All apprenticeships approved by DAS are authorized to be automatically placed on the local Eligible Training Provider List (I-TRAIN for Orange County). However, they may not always be listed because apprenticeship programs have the authority to decide if they want to be included or not.

1. Apprenticeship Individual Training Account (AITA)
The AITA applies only to apprenticeship training not provided directly by the employer. An AITA is limited in cost and duration and shall be provided only to eligible participants on the basis of an individualized career assessment. Participants must meet the financial need requirement of being unable to obtain grant assistance from other sources to pay partial or full costs of such training. The AITA will be processed in accordance with the OCWDB Individual Training Account Policy.

As with an ITA, the cost limit for an AITA is \$6,500 for the lifetime of the participant. The maximum AITA limit is not an entitlement. A waiver must be approved by the Director of Workforce Development for AITAs exceeding the cost limit. The amount and duration of

each participant's AITA award is determined on an individual basis. The total cost of the selected training program, any other financial assistance available to the participant, and the funding provided by WIOA available to the Adult, Dislocated Worker, or Youth Programs will factor into the AITA amount.

A participant must be accepted by a registered apprenticeship's training program and sponsor, when applicable, prior to the execution of an AITA.

2. Apprenticeship On-the-Job Training (AOJT)

WIOA authorizes the use of OJT funding to reimburse the Registered Apprenticeship employer for the wages provided to an apprentice during the OJT portion of the apprenticeship. Reimbursement will be based on availability of funding and have a maximum timeframe of one year. A participant is eligible for only one AOJT with a lifetime maximum of \$50,000. A waiver must be approved by the Director of Workforce Development for AOJTs lasting more than one year or exceeding the cost limit. A contract with the employer must be executed in accordance with the OCWDB On-the-Job Training Policy.

Reimbursement rates are based on the size of the employer:

- A maximum of 20 percent for companies with over 50 employees
- A maximum of 30 percent for businesses with 50 employees or less

Pre-Apprenticeship Programs

A pre-apprenticeship program funded with WIOA funding must have at least one Registered Apprenticeship partner; such pre-apprenticeship programs must possess or develop a strong record of enrolling their pre-apprenticeship graduates into a Registered Apprenticeship program. Pre-apprenticeship programs generally consist of the following:

1. Training and curriculum that aligns with the skill needs of employers in the economy of the State or region involved;
2. Access to educational and career counseling and other supportive services, directly or indirectly;
3. Hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options, and understanding how the skills acquired through coursework can be applied toward a future career;
4. Opportunities to attain at least one industry-recognized credential; and
5. A partnership with one or more Registered Apprenticeship programs that assists in placing individuals who complete the pre-apprenticeship program into a Registered Apprenticeship program.

Pre-apprenticeship programs do not have the same automatic ETPL status under WIOA as do Registered Apprenticeship programs; USDOL does not register or regulate pre-apprenticeship programs. If the pre-apprenticeship training program seeks ETPL status and is approved and placed on the ETPL, WIOA Title I funds may be used to fund that program for eligible individuals.

Participant Case File

Service Providers and OCWDB staff shall ensure proper documentation is kept in the participant's hard and electronic case files and available for inspection and review by local, State and Federal monitors. Refer to OCWDB WIOA Documentation Requirements Policy for more information regarding documentation.

Data Management

Service Providers and OCWDB staff shall ensure that accurate activity codes are reflected in CalJOBS.

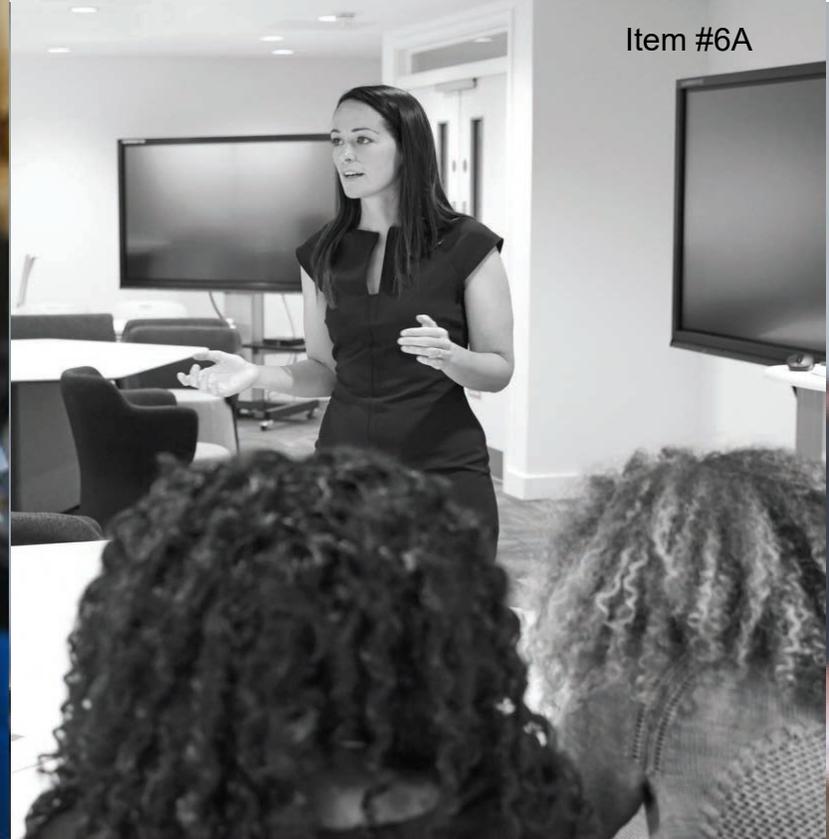
- 206 Referred to Registered Apprenticeship Program
- 224 Pre-Apprenticeship Training
- 307 Pre-Apprenticeship Program with Occupational Skills Training (ITA)
- 325 Apprenticeship Training
- 431 Enrolled in Pre-Apprenticeship Training (Youth)
- 432 Enrolled in Apprenticeship Training (Youth)
- 437 Pre-Apprenticeship Program with Occupational Skills Training (ITA) (Youth)
- E04 Apprenticeship

ACTION

Bring this policy to the attention of all staff and relevant parties.

INQUIRIES

If you have any questions regarding this policy, please contact your Contract Administrator at 714-480-6500.



Business Services Committee May 3, 2022 – Job Fairs

Pathways to Apprenticeship Informational Fair

In partnership with Orange County Second District Supervisor Katrina Foley, Big John Kares, and a consortium of community partners.

Date: March 9, 2022

Location: County Operations Center

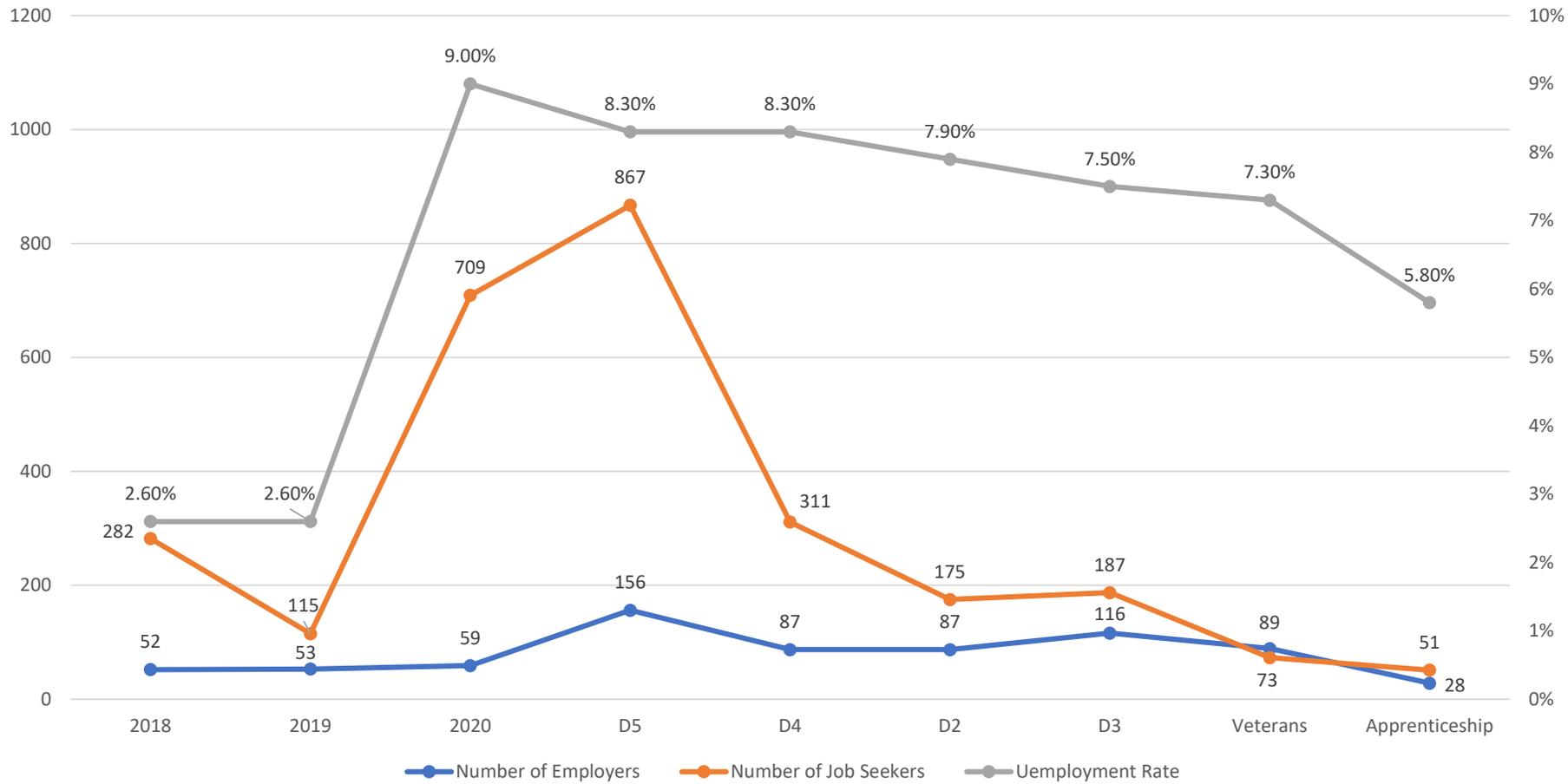
Number of Organizations: 28

Number of Job Seekers: 51*

*Does not reflect uncaptured attendees. Per organization feedback we estimate approximately 100 attendees.

Pathways to Apprenticeship Informational Fair

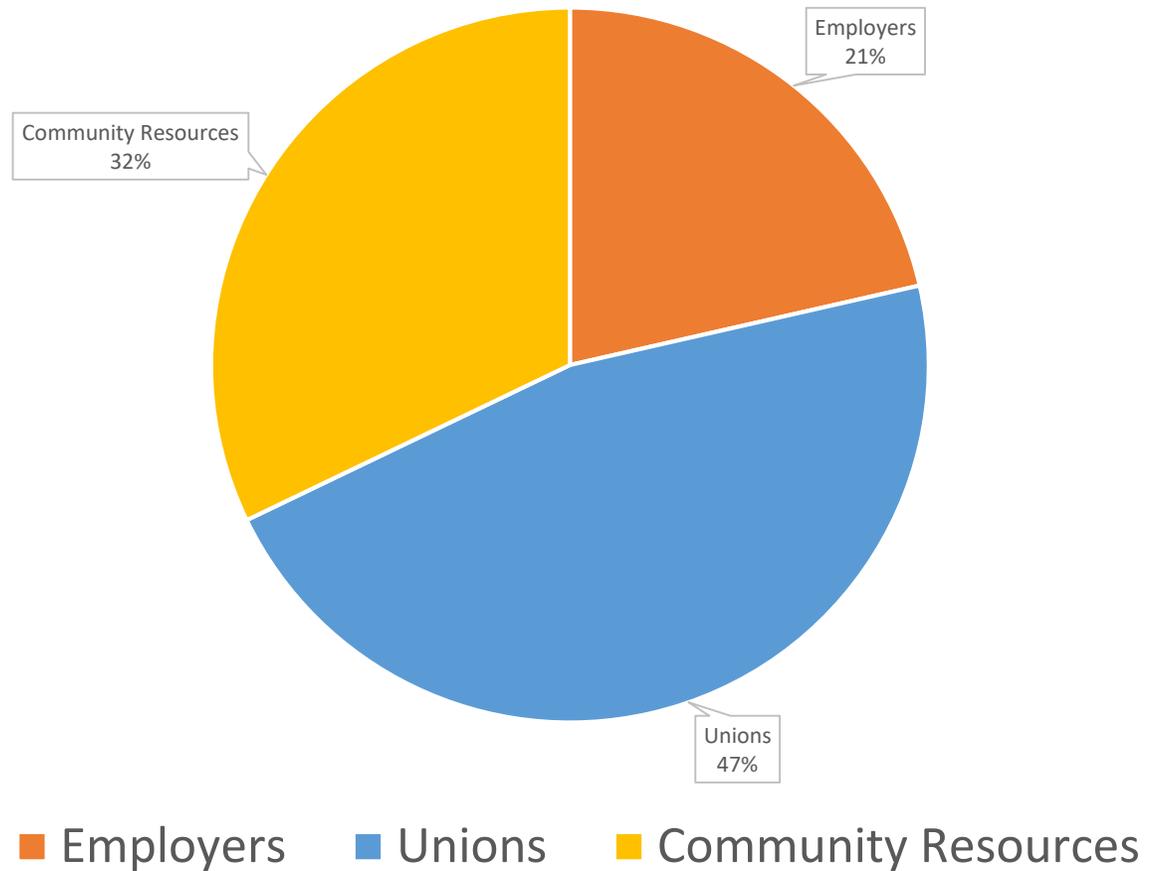
HISTORICAL ANALYSIS



*The Pathways to Apprenticeship Informational Fair is the first of its kind and therefore cannot be accurately compared to previous events.

Pathways to Apprenticeship Informational Fair

ORGANIZATIONS BY TYPE



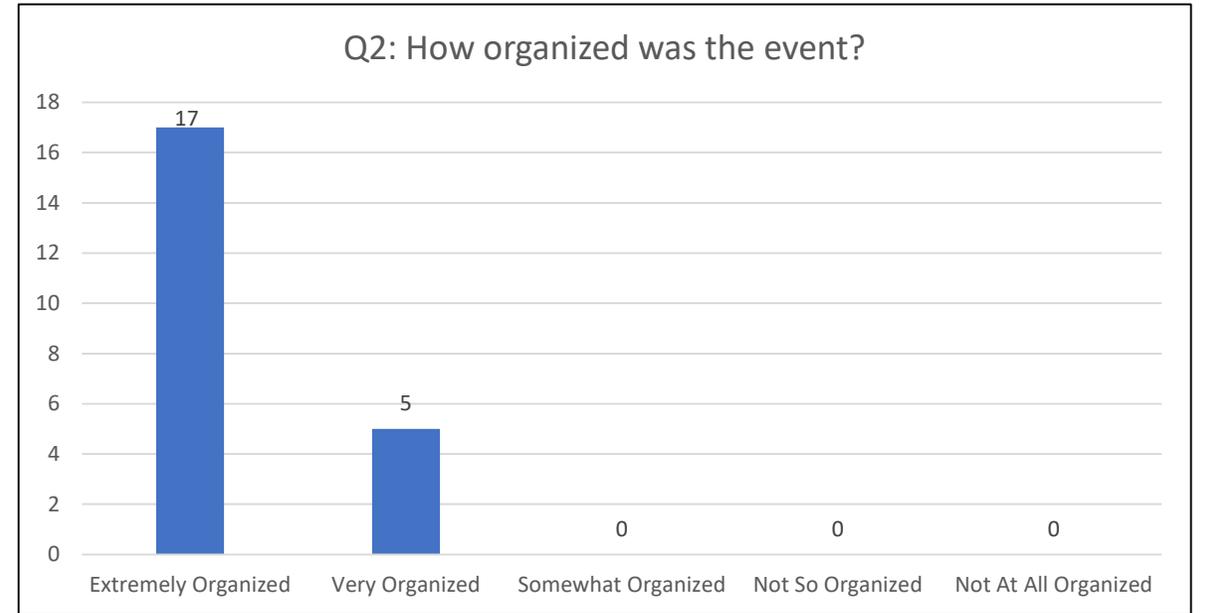
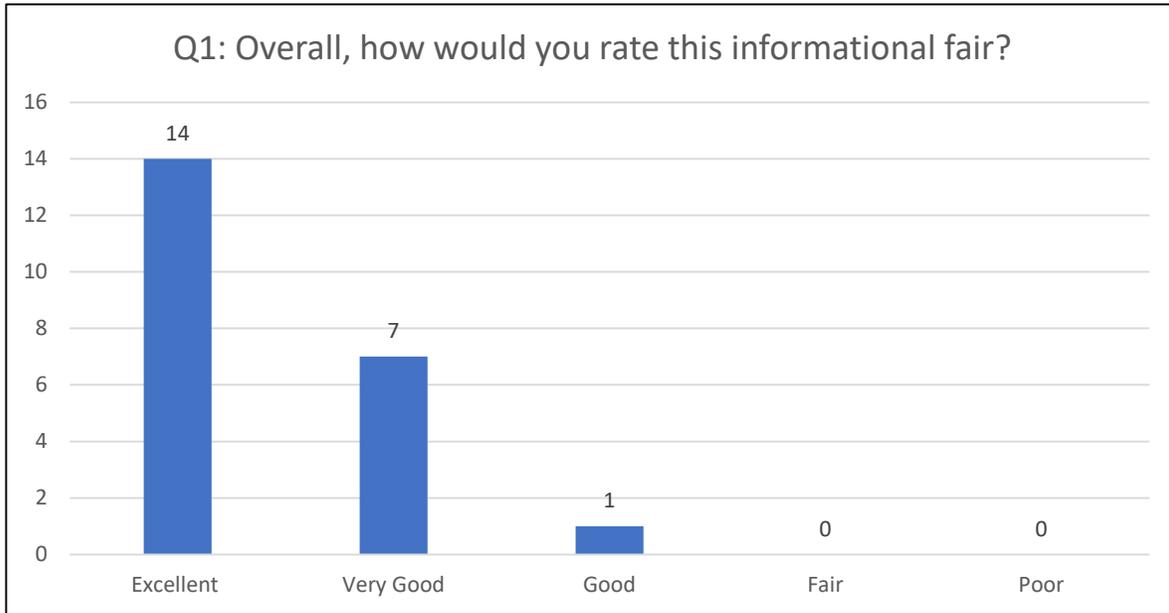
Pathways to Apprenticeship Informational Fair

ORGANIZATION ATTENDEES

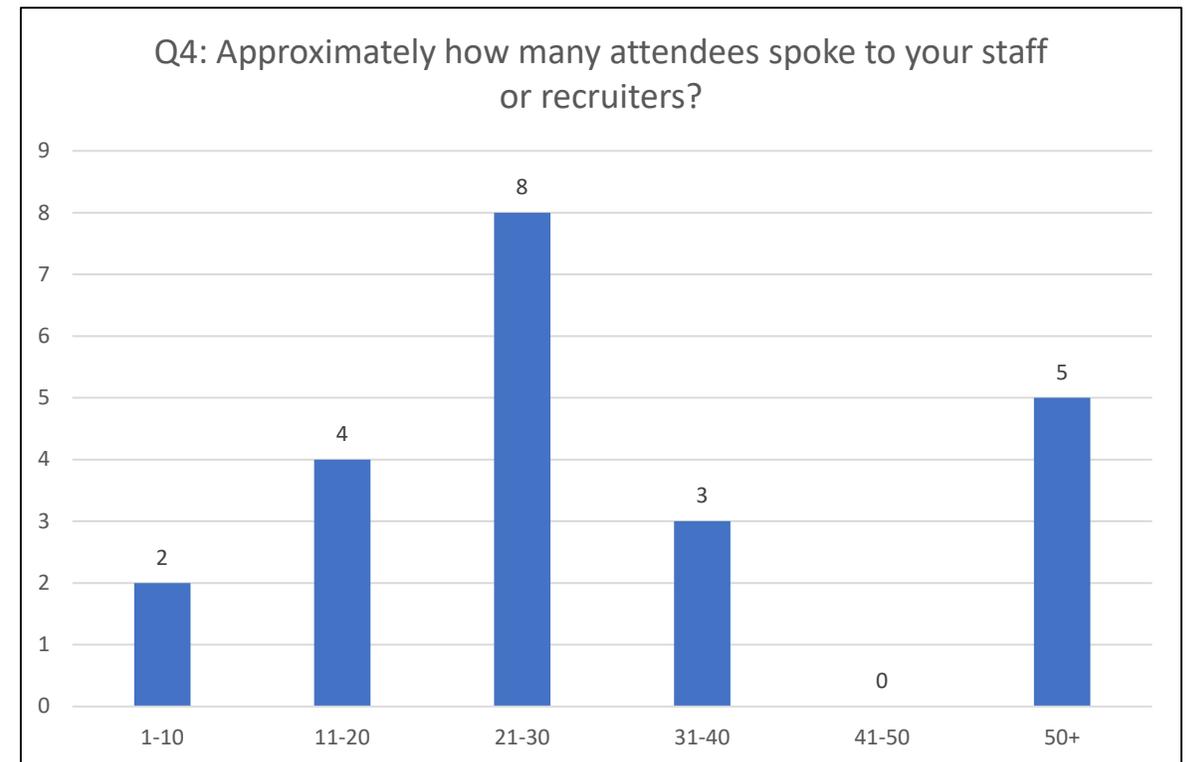
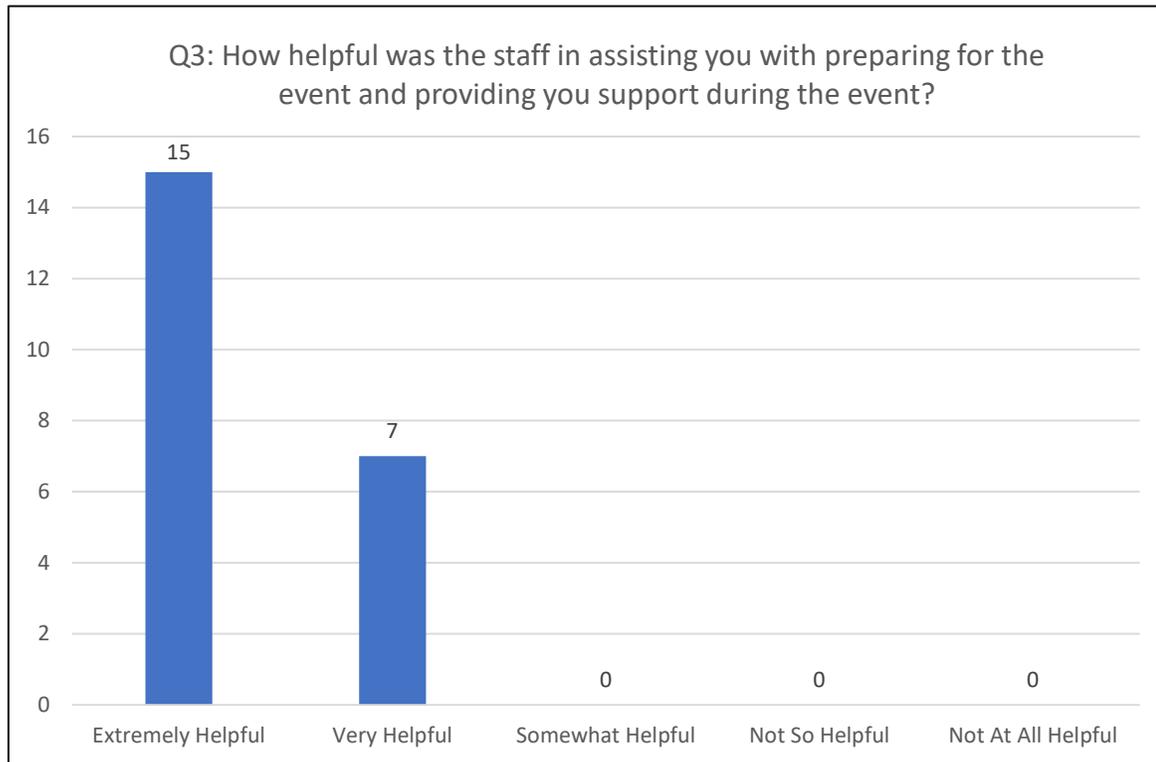
1. Briggs Electric	15. Morrow-Meadows
2. Brother's Keeper/ B.O.O.T.S	16. OC Workforce Solutions Center
3. Cement Mason Local 500	17. Orangewood Foundation
4. Chrysalis	18. PCL Construction
5. Creating Coding Careers Software Engineering Apprenticeship	19. Plasterers' Local 200
6. EDD Workforce Services	20. Project Kinship OC
7. Finishing Trades of District Council 36	21. Rosendin Electric
8. Heavy Equipment Colleges of America	22. Southern California Sheet Metal Joint Apprenticeship & Training Committee
9. Helmets to Hardhats	23. Taller San Jose Hope Builders
10. IBEW Local 441	24. United Association Trades: Local 345 - Landscape Irrigation and Site Utilities
11. Iron Workers	25. United Association Trades: Local 582 - Plumbers and Steamfitters
12. Joint Apprenticeship Committee for Local 4 Tile Laying Industry	26. West Coast Arborist, Inc. (WCA, Inc.)
13. Laborers Local 652	27. Whiting Turner
14. Laborers Training School	28. Working Wardrobes

Pathways to Apprenticeship Informational Fair

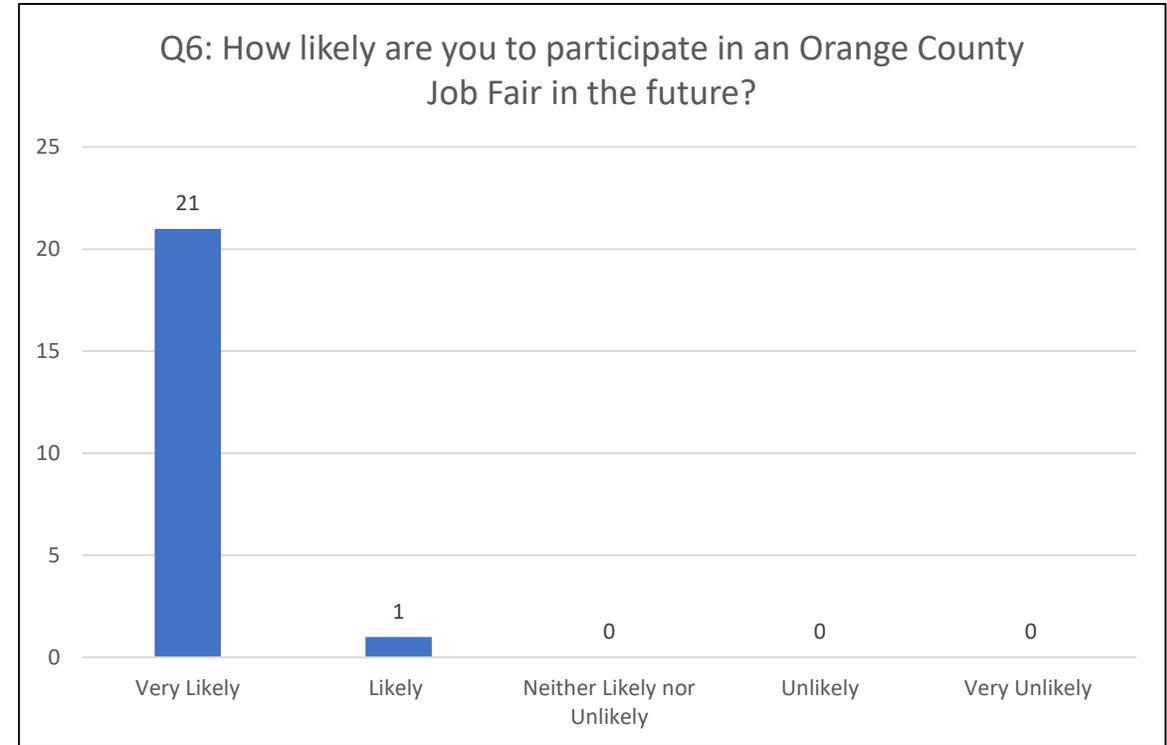
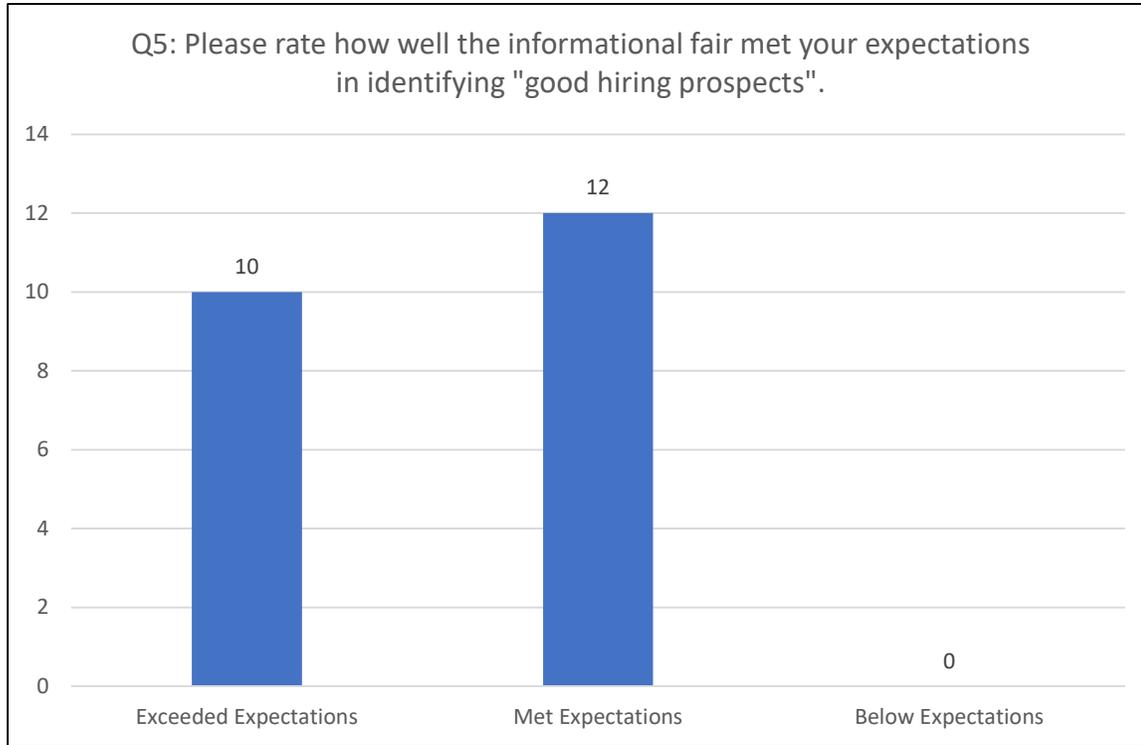
ORGANIZATION SURVEY RESULTS: 22 Organizations Responded



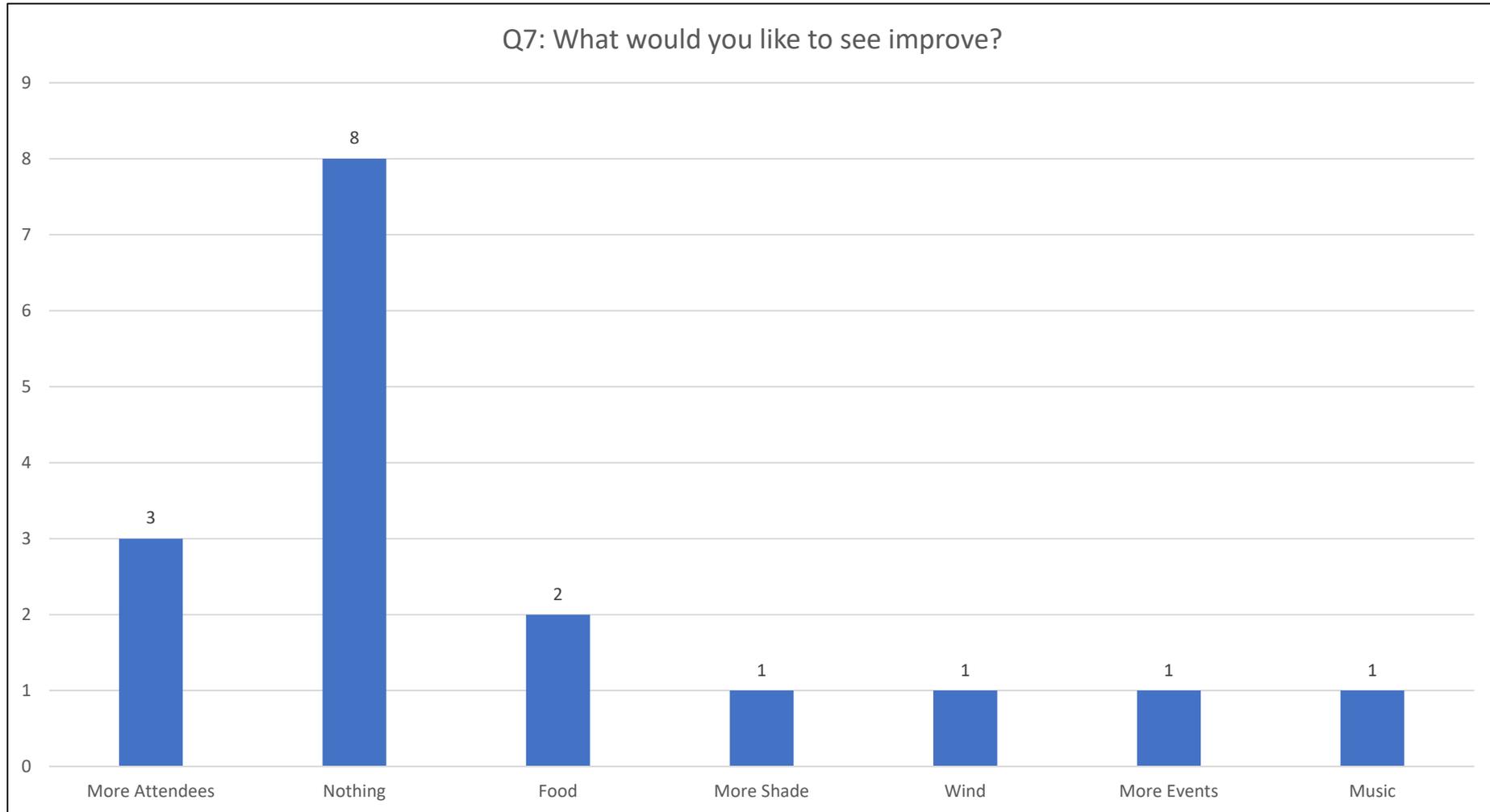
Pathways to Apprenticeship Informational Fair



Pathways to Apprenticeship Informational Fair

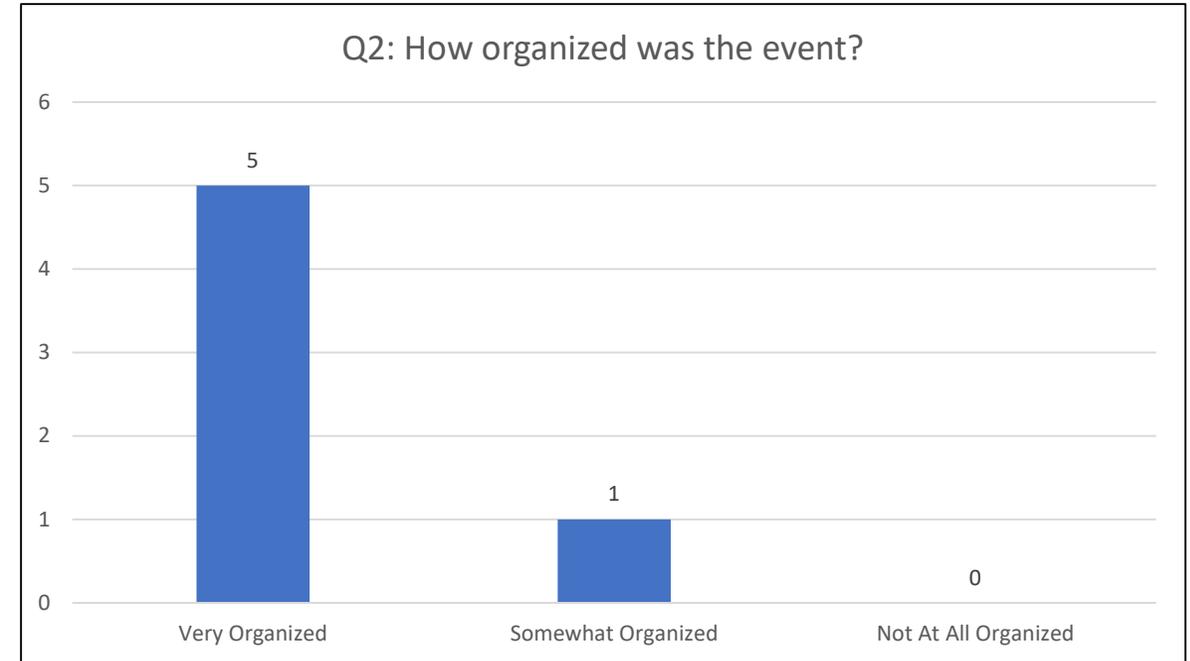
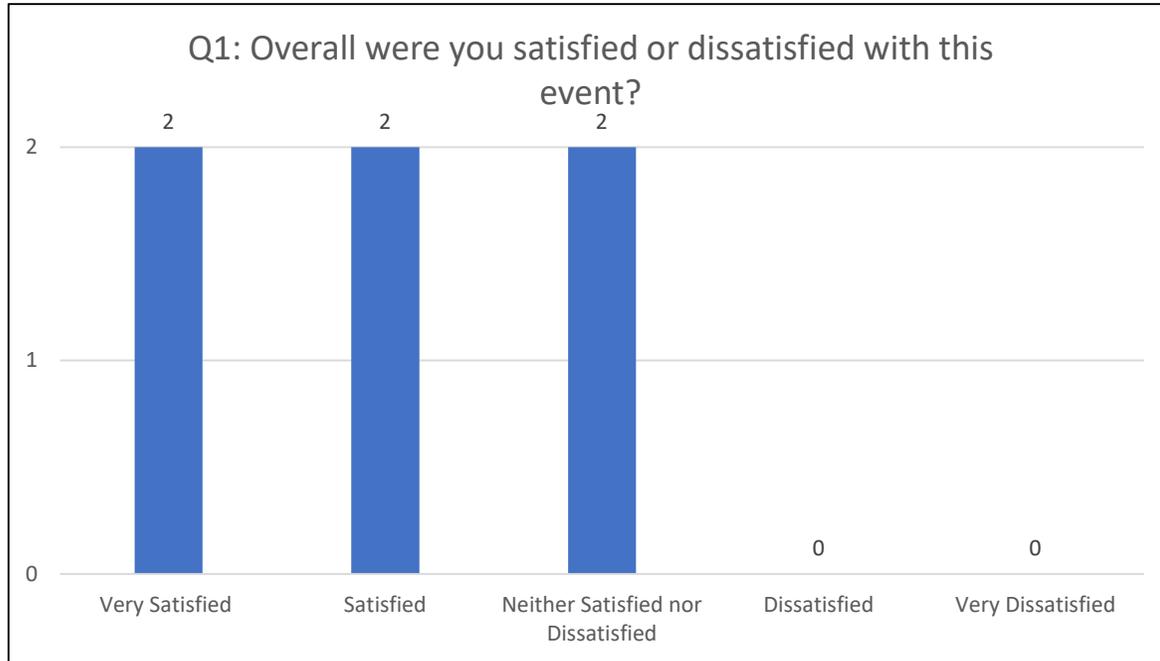


Pathways to Apprenticeship Informational Fair

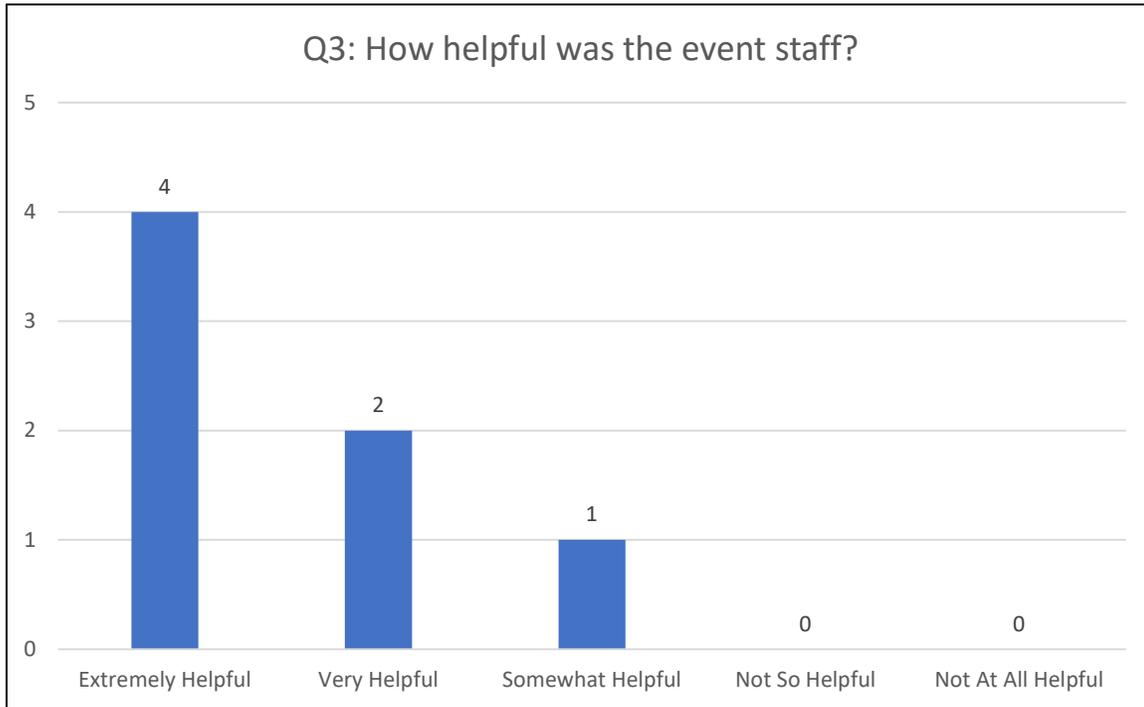


Pathways to Apprenticeship Informational Fair

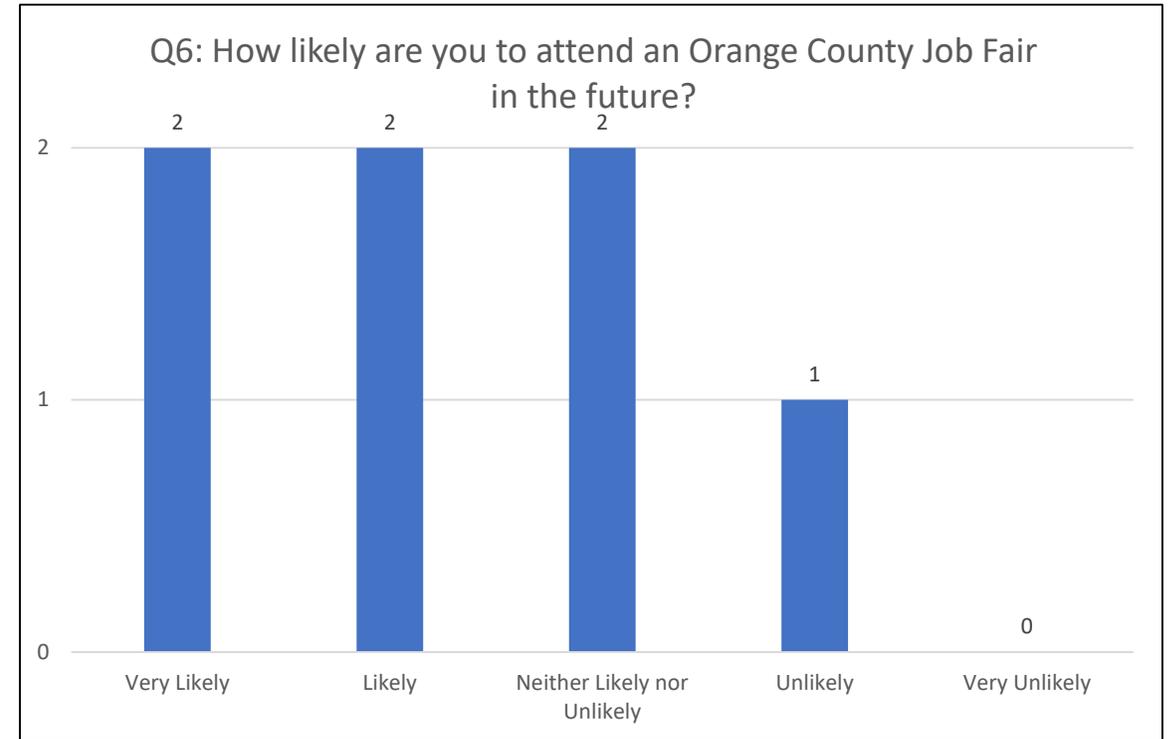
JOB SEEKER SURVEY RESULTS: 7 Job Seekers Responded



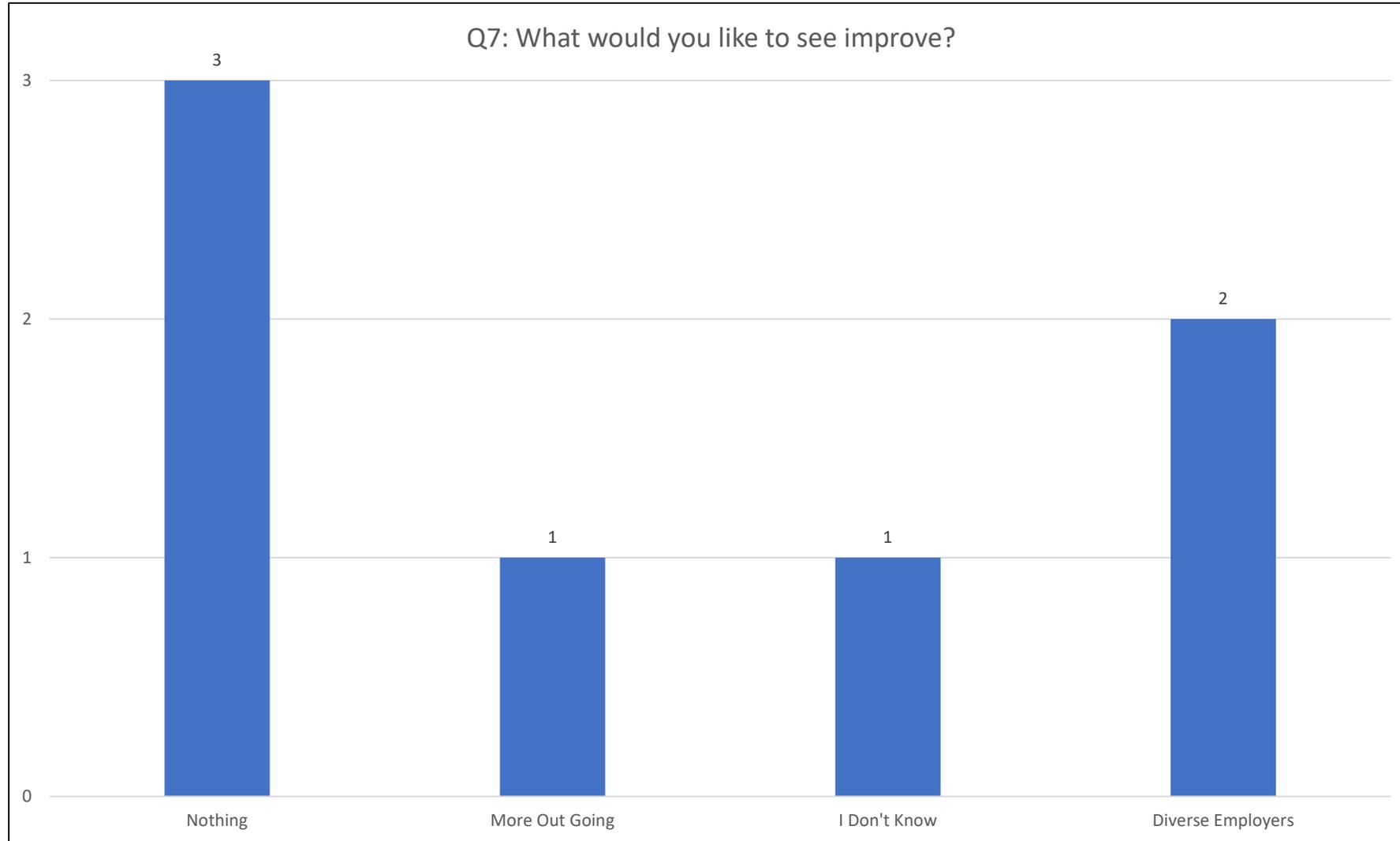
Pathways to Apprenticeship Informational Fair



Pathways to Apprenticeship Informational Fair



Pathways to Apprenticeship Informational Fair



Event Promotion

Job seeker outreach was performed by the following organizations: OC Workforce Solutions Center, Ready S.E.T. OC, Business & Economic Recovery Call Center, Project Kinship OC, Working Wardrobes, Orangewood Foundation, Veteran Employment-related Assistance Program, OC Sheriff's Department, and California Department of Corrections and Rehab

Community Partners shared information via their organization's newsletters, networks and social media platforms

OCWDB / OCCS-CID network and social media platform

Social media: Facebook, Instagram, Twitter, LinkedIn

Event Photos



Preview – April 21

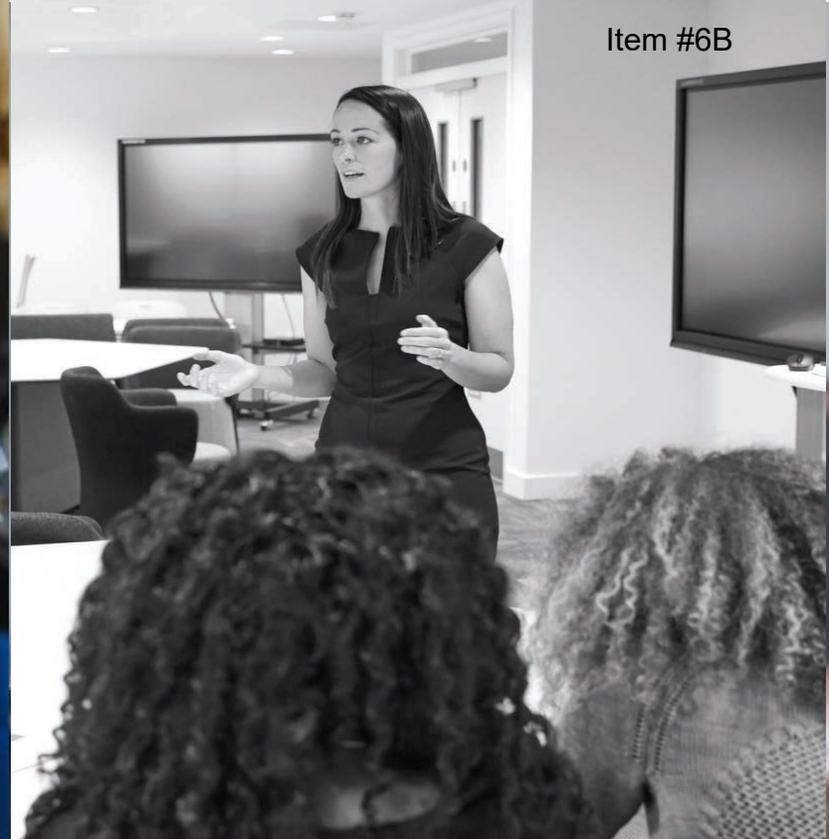
The screenshot shows the NBC 4 website interface. At the top, there is a navigation bar with categories: LOCAL, WEATHER, U.S. & WORLD, THE SCENE, ENTERTAINMENT, and NEWSLETTERS. A search icon and the NBC 4 logo are on the left, and a weather widget showing 86° and a LIVE TV button are on the right. Below the navigation bar is a 'TRENDING' section with links to 'NBCLA on Peacock', 'Plane Swap Stunt', 'NASCAR Rankings', 'I Was There When...' Full Episodes, 'Russia-Ukraine Crisis', and 'I-Team Tips'. The main content area is titled 'ON AIR' and features a video player. The video shows a white sign with a red border that reads 'JOB FAIR TODAY' with a large black arrow pointing to the left. The video player includes a timestamp of 5:56, a temperature of 67°, and the NBC 4 logo. To the right of the video player is a news article titled 'OC Job Fair: Businesses Struggle to Find Workers' with a sub-headline 'GREAT RESIGNATION · APRIL 22, 2022 1:33 AM'. The article text reads: '“Help Wanted” signs were out at a career fair in Santa Ana today. But, businesses say they are having a hard time getting potential workers to... Read More'. Below the article are social media sharing icons for Facebook, Twitter, and Messenger. At the bottom of the video player area is a link for 'More On Air Videos'. To the right of the article is a promotional card for 'Best New Cars for Seniors' with the text 'The Results Are In - These Are The Best New Cars for Seniors! Check These Searches Now.' and a search icon.

Video Link: <https://www.nbclosangeles.com/on-air/oc-job-fair-businesses-struggle-to-find-workers/2875826/>



Item #6A

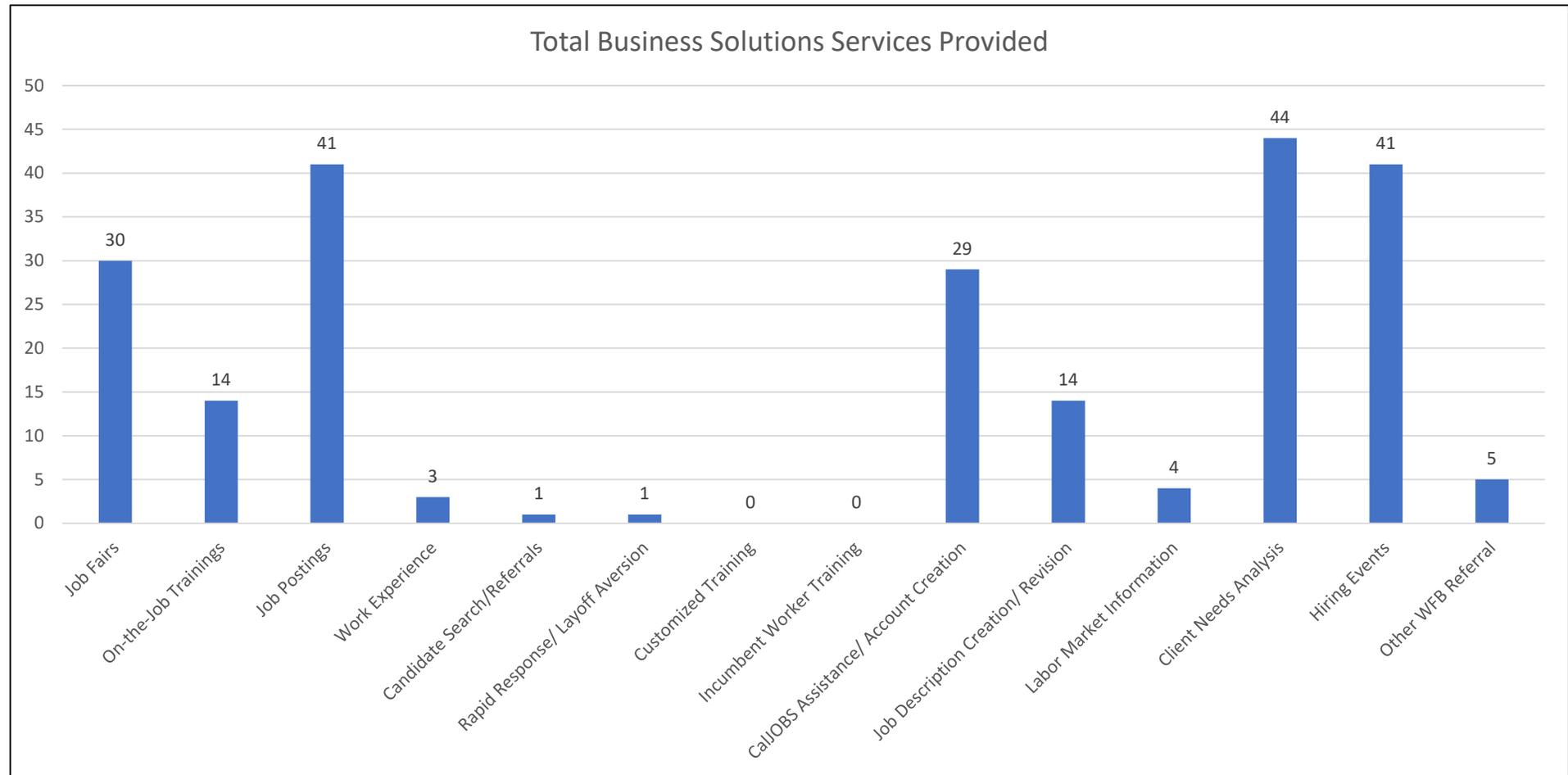
Thank You



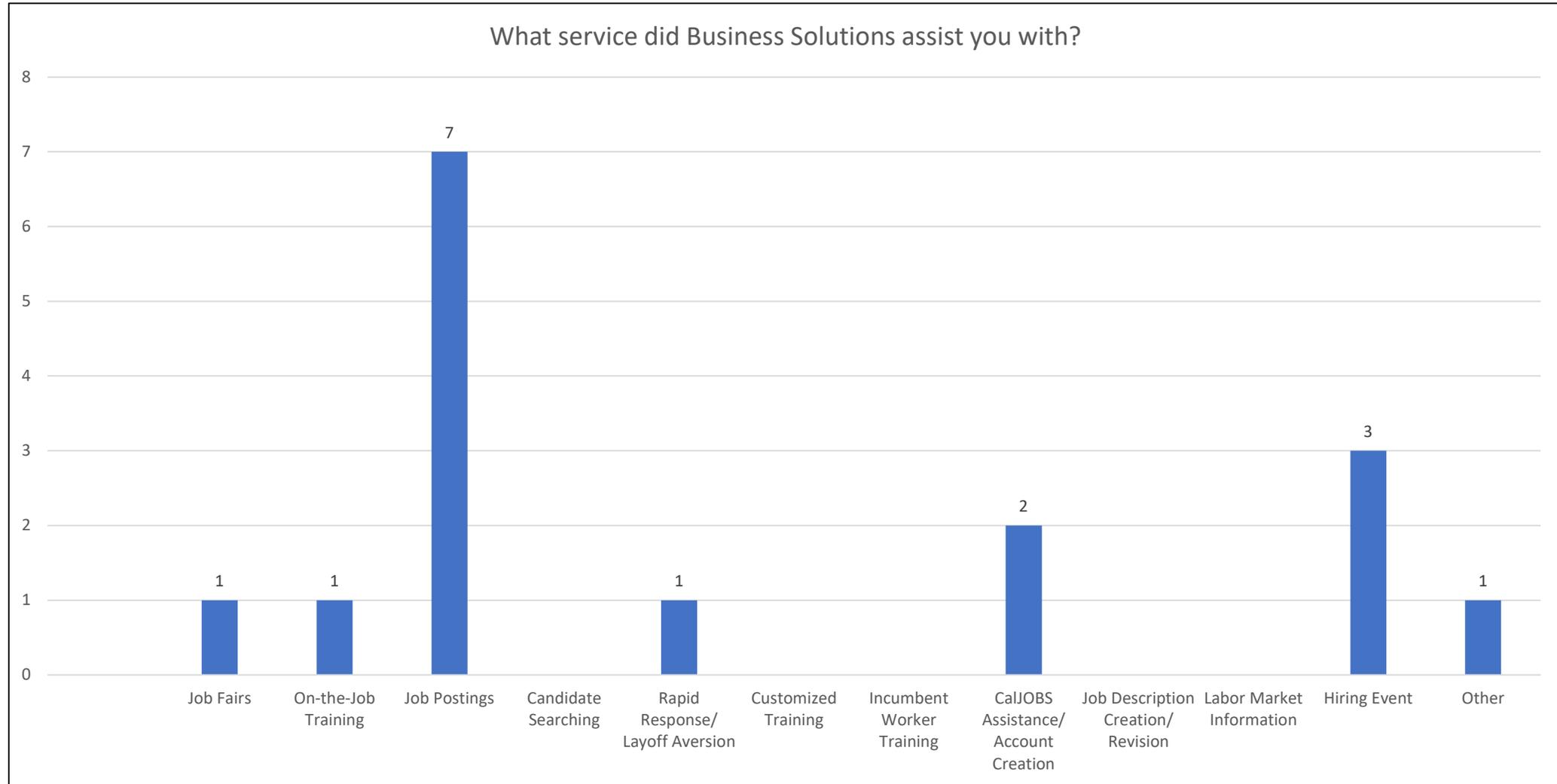
Business Services
Committee
May 3 2022 –
Business Solutions Survey

Business Solutions Surveys

Business Solutions sent the customer satisfaction survey to 94 employers engaged between January to March 2022. 16 employers responded to the survey.

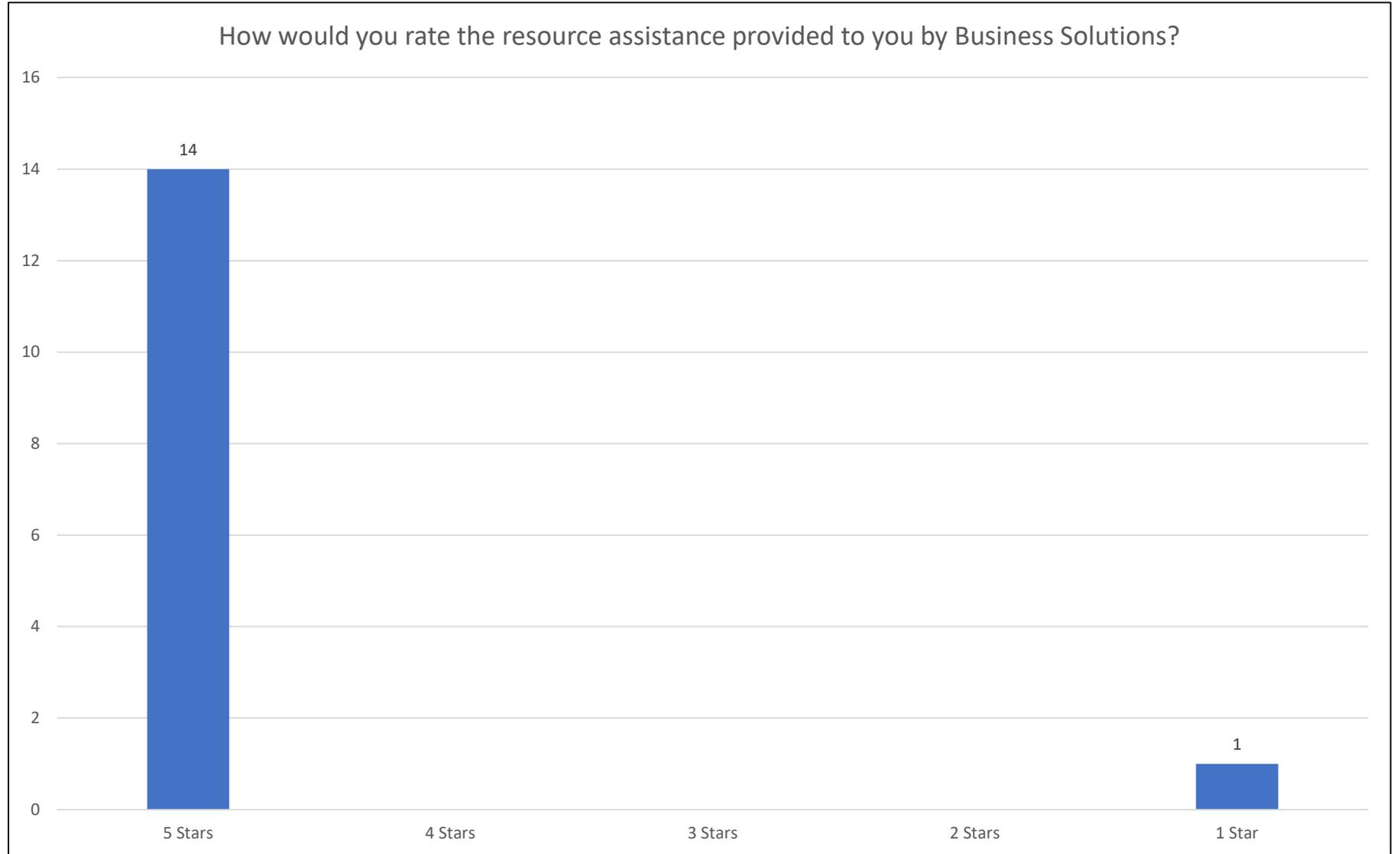


Business Solutions Surveys



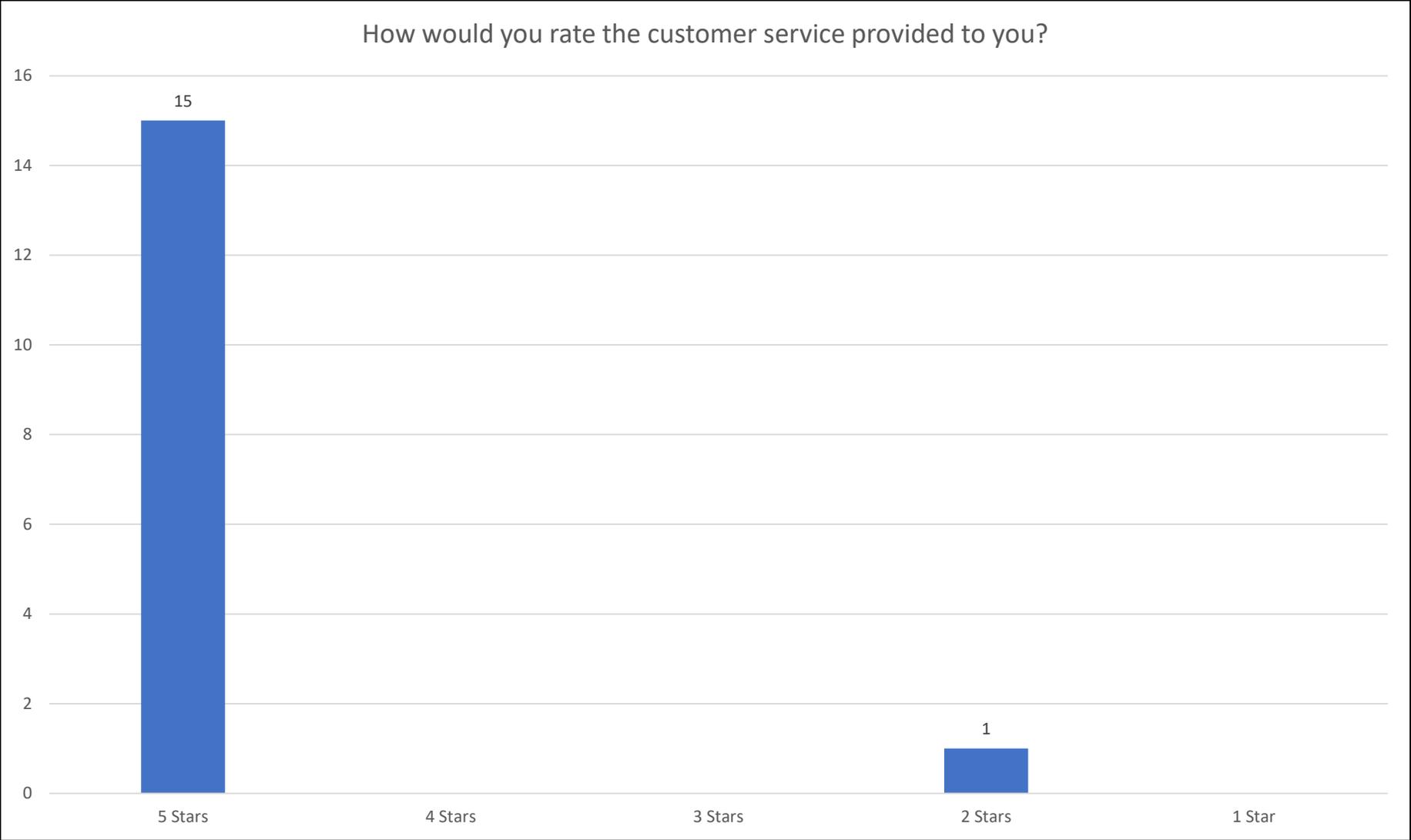
Other = "The resources group was able to help with information in regards to job fairs, Hiring Events, candidate searching process."

Business Solutions Surveys



Business Solutions Surveys

How would you rate the customer service provided to you?



Business Solutions Surveys



Business Solutions Surveys

Please provide any additional feedback to better explain your answers.

“Elyzabeth Hoy was amazing! Elyzabeth made the entire process run smoothly. She explained every step of the way from start to end. Great Event!”

“Rhonda was AMAZING!!!!!!”

“Please help us to get started as a featured employer on the Orange website and we will be even happier.”
(Employer has been added and is happy with our partnership)

“She is great and on top of everything.”

“I dealt with Elyzabeth and Nancy and both people were amazing and continue to help! Thank you for all your hard work!”

“more advertising” (In reference to hiring events)

“Rhonda and Elyzabeth were AWESOME. Very knowledgeable, friendly, and fun! They were very clear in their explanations and open to answering my (many) questions. I'm looking forward to continued collaboration with them and the Job Center.”

“Brynn was terrific!”

Business Solutions Surveys

Please provide any additional feedback to better explain your answers.

“My name is Ed Martinez and I currently work for Medtronic. I am responsible for leading all of OC Medtronic Employee Resource Groups. Our Veterans OC employee resource group is looking for ways to help create, develop, and sustain a partnership with our local VA Office. We all provided challenges and ultimately came up with some solutions that could benefit our community in regards to participating in job fairs, provide resume reviews to align with current standards, and create a mentoring service for veterans. The following workforce team members have been helpful and instrumental in kicking off this partnership; Rhonda Miller, Eric Ensley, Anthony Rafeek, Emanuel Harris, Elyzabeth Hoy”

“I had the best experience working with these two representatives for your company. They were very helpful and knowledgeable. Amazing experience!”

“This has been extremely valuable and helpful to my business. I am thankful for such a great resource!”

“Very thorough and engaging. Rapid turnaround. We really appreciate the services. Job posting and use of the room.”



Item #6B

Thank You



Business Services
Committee
May 3, 2022 –
Hiring Initiatives

Hiring Initiatives – Partnerships & Apprenticeships



Applied Medical Hiring Initiative:

- Hosted 3 hiring events in Q1: Workforce Solutions Center and Mobile Unit
 - 3 additional hiring events in Q2
- Due to their success, expanding partnership with Calibration and Maintenance department
- In discussion regarding On-the-Job trainings



California Division of
Apprenticeship Standards

Non-Traditional Apprenticeship Program:

- Coordinated meeting with Pink Door Salon and DAS to explore RAP possibilities
 - Referral from SBDC
- Pending schedules with CyberForward, Advance Beauty College

Hiring Initiatives – Hiring Events

	Company	Date	# of Attendees	Platform
	Foothill Regional Medical Center	1/6/2022	4	Premier Virtual
	Durham School Services	1/25/2022	1	Premier Virtual
	Nordic Security	1/26/2022	0	Premier Virtual
	Durham School Services	2/16/2022	0	Premier Virtual
	Applied Medical	2/24/2022	10	Workforce Solutions Center
	Albertsons	3/1/2022	4	Premier Virtual
	Durham School Services	3/2/2022	1	Premier Virtual
	Nordic Security	3/3/2022	4	Premier Virtual
	Applied Medical	3/10/2022	9	Mobile Unit
	Durham School Services	3/16/2022	2	Premier Virtual
	Applied Medical	3/24/2022	14	Workforce Solutions Center
	HSS-US (Healthcare Security)	3/25/2022	3	Premier Virtual
	HSS-US (Healthcare Security)	3/29/2022	5	Workforce Solutions Center
	Durham School Services	3/30/2022	0	Premier Virtual
	Parentis Health	3/31/2022	0	Premier Virtual

Hiring Initiatives – Work Experience

2.1.1

Orange County

2110C:

- Recurring Work Experience partnership
- 6 cohorts planned for 2022, with a target of 10 participants per cohort
 - January cohort – 3 participants
- Position: Information and Referral Specialists



Greater Irvine Chamber of Commerce:

- 2 Work Experience positions: Communications Assistant and Digital Media Assistant
- Communications Assistant: Assist with news stories, website updates, archival tasks, etc.
- Digital Media Assistant: Assist with development of social media activity, curation of visual content for social media, video project, etc.
- Both positions will work directly with the VP of Marketing

Hiring Initiatives - Outreach

On January 12, 2022, Orange County Business Council Workforce Development meeting - present business services offerings

On January 19, 2022, City of Lake Forest New Business Reception, exhibiting table participation as a resource for new businesses. The event was attended by approximately 20 businesses.

On January 24, 2022, UMASS Global – present to Outreach Team on team call

On January 25, 2022, La Habra Chamber of Commerce – presented services overview to the President and CEO and the Board of Directors Chairman. Date pending to present at a future meeting to Chamber members.

On February 9, 2022, Orange County SBDC webinar “Ask SBDC” presenting business services offerings to 35+ attendees.

On March 8, 2022, OC Small Business Development Center and Cal State Fullerton Center for Family Business webinar to present business services offerings, to over 15 member businesses.

On March 15, 2022, Greater Irvine Chamber of Commerce Economic Vitality Council (EVC) meeting, presented to over 30 business Chamber members.

On March 18, 2022, OC Small Business Development Center Minority Business Summit – presented to over 100 attendees from minority Chambers of Commerce and community organizations.

On March 29, 2022, OC Small Business Development Center and City of Tustin hosted the Tustin Small Business Clinic. Table and business services offerings with 18 businesses at the event.

On March 31, 2022, Orange County Chinese American Chamber of Commerce March Business Mixer, introduction and networking opportunity.

Hiring Initiatives – Outreach Outcomes

On March 8, 2022, OC Small Business Development Center and Cal State Fullerton Center for Family Business, to over 15+ members/businesses

- >GBS Linens

On March 15, 2022, Greater Irvine Chamber of Commerce Economic Vitality Council (EVC) meeting to over 30 business Chamber members. This presentation resulted in additional meetings with two businesses to discuss OJT partnership

- >Irvine Marriott

- >Parker Aerospace

- >Varisco Design Group

On March 18, 2022, Minority Business Summit with over 100 attendees from minority Chambers of Commerce and community organizations

- >Invitation to the Orange County Chinese American Chamber of Commerce March Business Mixer on 3/31

- >Advantage Beauty College – Partnership call and Apprenticeship Program Creation

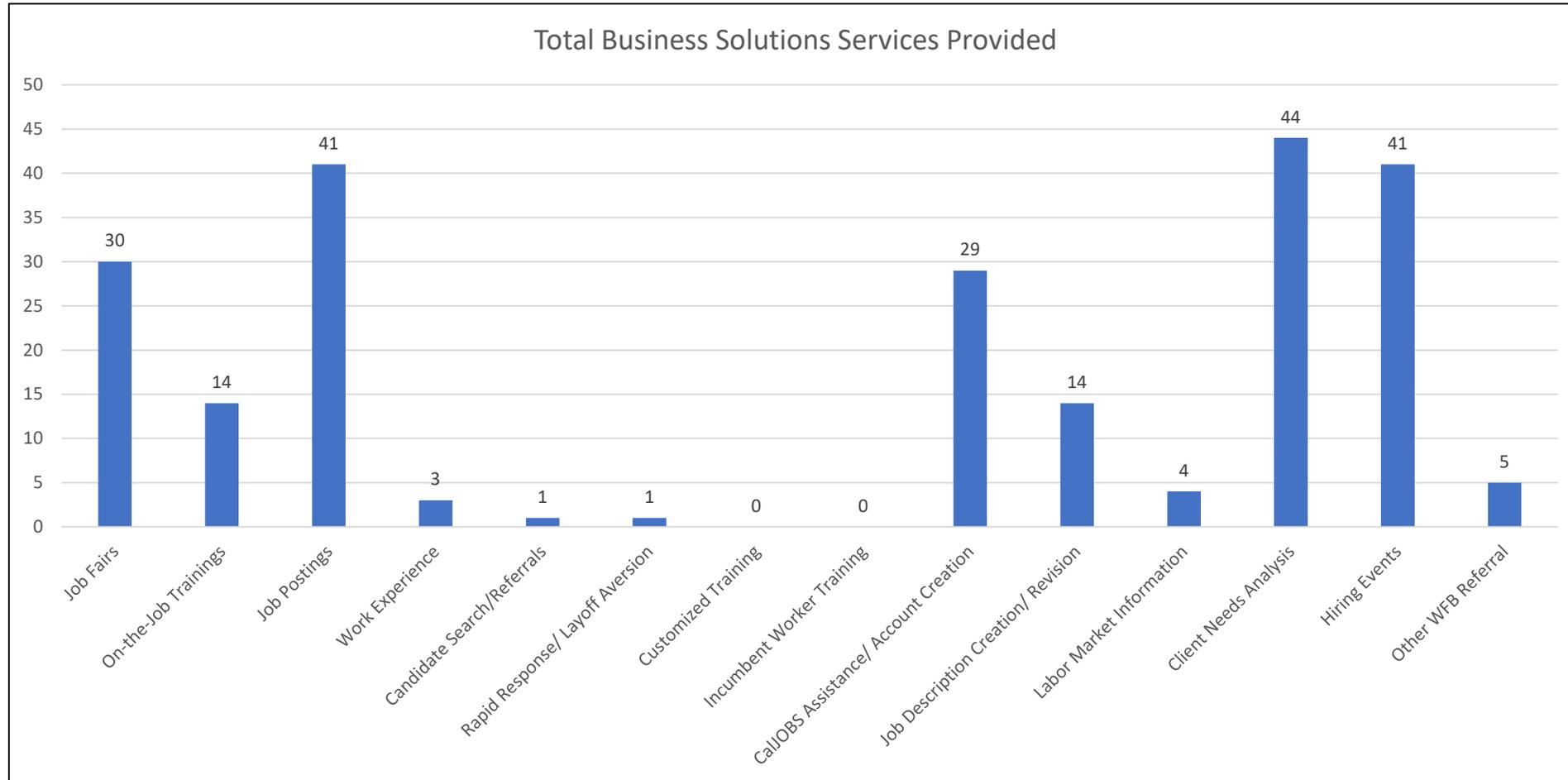
- >Asian Business Association of Orange County – partnership meeting

- > Small Business Development Day, May 17 – exhibit table

- > Golf Tournament, May 31

- >Business Networking Breakfast, June 8 - presenting

Hiring Initiatives – Assistance with Filling Jobs



Business Solutions – Out and About



SBDC & City of Tustin: Small Business Clinic - March 29, 2022



Lake Forest New Business Reception – January 19, 2022

Applied Medical Hiring Event on Mobile Unit – March 10, 2022

Business Solutions – Out and About



Greater Irvine Chamber of Commerce Economic Vitality Council (EVC) – March 15, 2022



HSS-US Hiring Event – March 29, 2022



Orange County Chinese American Chamber of Commerce March Business Mixer –



March 31, 2022



Item #7A

Thank You



Item #7B

Business Services Committee May 3, 2022 – OJT Initiative

OJT Pipeline Overview – In Process

Employers Name	Position	# of Positions	Position Description	Salary	Proposed Timeline
Creating Coding Careers (Apprenticeship)	Software Developer	1	Provide technical support, including support via troubleshooting, implementing bug fixes, and root cause analysis. Review requirements to ensure that they are provided in sufficient detail to be accurately estimated. Work with product owners to fully understand business functionality, pain points, and areas of improvements. Proactively keep HTML/CSS/JAVASCRIPT skills current by learning and coding everyday.	\$20/ hr	After completion of 960 training hours

OJT Pipeline Overview – Active

Employers Name	Position	# of Positions	Position Description	Salary	Proposed Timeline
Clean Energy	Service Technician 1	1	Position will inspect, maintain and perform minor to moderate repairs on CNG and/or LNG fueling equipment, including compressors, dispensers, priority panels, dryers, storage tanks and other related equipment.	\$26.14/ hr	Upon candidate identification
Clean Energy	Service Technician 2	1	Position will inspect, maintain and perform minor to moderate repairs on “Compressed Natural Gas” (CNG), “Liquefied Natural Gas” (LNG) and “Hydrogen” fueling equipment and all other related equipment.	\$28.76/ hr	Upon candidate identification
McLane Distribution	Warehouse Specialist	10	Responsible for selecting product and loading trucks (i.e., moving product between the loading dock and the warehouse and moving product within the warehouse) with high degree of accuracy and great sense of urgency while meeting standards within McLane established guidelines.	\$21/ hr	Upon candidate identification

OJT Pipeline Overview – Active

Employers Name	Position	# of Positions	Position Description	Salary	Proposed Timeline
Pasta Mia	Kitchen Manager	1	Supervises and coordinates activities of the kitchen employees, engages in preparing food and supplies for production, and research and development in food recipes and preparation.	\$31.25/ hr	Released on 4/6/2022
Pasta Mia	Production Supervisor	4	Supervising the production line stations (fresh pasta and ravioli), and incumbents in production to ensure all are performing their essential job functions in an effective and safe manner.	\$20/ hr	Released on 4/6/2022
Pasta Mia	Sanitation Supervisor	1	Supervises and manages the sanitation crew and sanitation activities ensuring compliance with all laws and regulations.	\$28/hr	Released on 4/6/2022
Pasta Mia	Quality and Analysis Document Specialist	1	Preparing, compiling, and sorting documents for data entry and nutritional labels in accordance with the company document control policy.	\$18/hr	Released on 4/6/2022

OJT Pipeline Overview – In Discussion

Employers Name	Position	# of Positions	Position Description	Salary	Proposed Timeline
ECOS	Batch Maker	TBD	Ensure the safe, quality, and consistent mixing of all production batches based on orders received and stock levels.	TBD	Upon review by ECOS legal department
JL Ray Roofing	Roofer	TBD	Install or replace roofing for commercial and residential buildings.	TBD	Upon completion of required paperwork
Great Wolf Lodge	Maintenance TBD	TBD	Perform maintenance on waterpark area and hotel area.	TBD	Application being completed

Varisco Design Build	Marketing Assistant	TBD	Assist marketing director and team with all necessary projects	TBD	In discussion with management for approval
Applied Medical	Manufacturing TBD	TBD	Device assembly, packaging, labeling, machine operations, etc.	TBD	In discussion with management for approval
Kroger – La Habra Bakery	Sanitation Supervisor	TBD	Equipment sanitation and regulation to avoid cross contamination	TBD	Application being completed
Amway/ Nurtalite Manufacturing	Warehouse Specialist/ Driver	TBD	Forklift driving, warehousing, inventory control, record keeping, etc.	\$19	Internal contract review

OJT Outreach Overview

On January 12, 2022, Orange County Business Council Workforce Development meeting - present business services offerings

On January 19, 2022, City of Lake Forest New Business Reception – approximately 20 businesses

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On March 31, 2022, Orange County Chinese American Chamber of Commerce March Business Mixer – 25+ Chamber members



Item #7B

Thank You

2020 COVID-19 EMPLOYMENT RECOVERY (ER) NDWG (Grant Code 1194)

Quarterly Report

Please complete this cumulative quarterly report form and email the Project Manager by the 20th of the month, following the close of the reporting period. For each section, indicate if there are no changes to report in comparison to the previous reporting period and provide a reason for the lack of changes.

Project Operator:	County of Orange/OCDB/CID		
Name:	Rhonda Miller	Email:	rhonda.miller@occr.ocgov.com
Position Title:	Business Solutions Manager	Telephone:	714-480-6432
Date of Report:	4/20/2022	Reporting Period:	Q8 Jan.-March 2022
<i>(End date of Reporting Period 00/00/0000)</i>			

I. Participant Performance Factor	Plan	Actual in CalJOBS SM	% of Plan
Total Participant Enrollments in the 2020 COVID-19 ER NDWG	89	1	1.12%
Receiving Career Services - Basic			0.00%
Receiving Career Services - Individualized			0.00%
Receiving Career Services - Follow-up			0.00%
Enrolled in Training			0.00%
Enrolled in Work-Based Training (WBT)	89	1	1.12%
Receiving Supportive Services			0.00%
Exited NDWG Services			0.00%
Entering Employment at Exit			0.00%
Entering WBT-Related Employment at Exit			0.00%
II. Total Project Operator Expenditures	Plan	Actual in CalJOBS SM	% of Plan
Career Services - Basic			0.00%
Career Services - Individualized			0.00%
Career Services - Follow-up			0.00%
Training			0.00%
Work-Based Training (Does <u>not</u> calculate into total expenditures.)	\$32,365	\$8,550	26.42%
Supportive Services			0.00%
Other (All costs not reflected elsewhere; indirect costs, contracts, etc.)	\$17,463	\$11,638	66.64%
Admin (10.0% of total Expenditures max)	\$1,675	\$2,243	133.91%
Total Expenditures	\$51,503	\$22,431	
	Total Project Allotment	\$400,000	
	Percent of Allocation Expended	5.61%	

III. 2020 COVID-19 ER NDWG Project Status Narrative

Activities

Provide a description of all 2020 COVID-19 ER NDWG activities that were provided during this reporting period:

- services supported by the 2020 COVID-19 ER NDWG;
- key activities completed;
- performance improvement efforts being undertaken to meet goals for the performance year if projected goals are not currently being met; and
- additional activities performed by both the your agency and your Partners, if applicable.

On January 12, 2022, the OCWDB participated on a webinar with the Orange County Business Council Workforce Development meeting to present business services offerings including OJTs.

On January 19, 2022, the Business Solutions Manager participated in the City of Lake Forest New Business Reception as a resource for new businesses. The event was attended by approximately 20 businesses. Reconnection to the Lake Forest Chamber of Commerce was made, and the business Solutions Manager requested presenting at an upcoming Chamber meeting. Additionally, the Business Solutions Manager secured a placement on their "Lake Forest Live" Facebook program, an interview style/Q&A model show to discuss OJT offerings.

On January 24, 2022, the Business Solutions Manager participated on the Outreach Team call for UMASS Global to present business solutions offerings including OJT specifics and processes.

Supportive and Specialized Services

If supportive services or specialized participant services are being offered, provide:

- a description of the type(s) of services offered in the quarter;
- how they were delivered; and
- how they contributed to a participant's ability to fully participate in grant-funded activities.

Nothing to report at this time.

Timeline

Utilize the timeline in the grant's Statement of Work to identify all major program activities for the reporting quarter:

- paint a picture of project flow that includes start and end dates, schedule of activities, and projected outcomes;
- include any challenges or concerns the project has encountered that may have affected or slowed grant progress of the timeline/work plan and how the project intends to resolve them; and
- describe the next steps or key areas of emphases planned for the project in the next quarter.

Flow process includes conducting a client needs analysis, determination of special skills for position, what skills would be obtained during OJT for training plan, timelines for hire, NDWG eligibility and suitability for position(s), research and vet company for OJT participation, candidate identification, qualification, conduct phone screening, and submit to employer for consideration and potential hire. Start and end date goal is to have this flow process completed within 2 weeks of initial conducted needs analysis with employer prospect.

Effective Practices and Program Model Strategies

Describe how your program model is working towards/has realized the program's intended purpose as well as the goals/objectives and activities outlined in your work plan. Examples may include:

- developing and implementing an outreach campaign;
- designing education and training programs;
- identifying industry sectors and engaging employers;
- aligning policies and programs;
- measuring systems change and performance;
- developing new or enhancing existing curriculum or industry training;
- creating new career assistance tools and resources; or
- any lessons learned and how those lessons learned will be integrated into ongoing grant activities.

Employer outreach is increasing with the exposure from Chamber meetings and event speaking opportunities. The pipeline of employers is updated regularly to ensure the goal of a robust list of companies contacted, educated, qualified, and determination of viability to proceed with an OJT.

Currently we have 4 employers with 20 OJTs in various stages.

Partnerships

Report the critical aspects of the grant partnership activities, including establishing and maintaining strategic partnerships, during the reporting period.

This section is not intended to be a list of every partner meeting or communication, but rather should reflect the results and outcomes from such interactions and their impact on the project. This section may:

- discuss how partners have been engaged during the current phase of the project;
- outline specific roles and contributions of each partner during this quarter;
- identify any challenges encountered/resolved in the development and management of the partnership; and
- report new partners that may have been brought into the project or identify any previous partners that may have left the project.

VEAP Partnership

The VEAP (Veterans Employment Assistance Program) and Business Solutions has teamed up to form a strong partnership with VEAP candidates co-enrolled in WIOA and active OJTs. The communication of available candidates and positions transpires daily to ensure ongoing updates are relayed for veteran candidate placement. If candidates job interests or experience is in an industry outside of the existing OJTs, the Business Solutions team is identifying companies with appropriate open positions and contacting them regarding the OJT program and the veteran candidate. This is a strong and continuing partnership targeting underserved veterans for potential placement. Weekly meetings with the VEAP team have been scheduled to increase communication on current and upcoming OJT hiring initiatives, open positions, and enrolled VEAP participants that may be a fit.

Workforce Board Partnership and Collaboration

OJT opportunity sharing continues with WIBS located outside of the immediate Orange County footprint. All OCWDB OJT opportunities are distributed to

Employer Engagement

Report the efforts that have been undertaken to receive feedback from local area employers to identify their employee pipeline needs and engage local employers to interview, assess, train, and/or hire program participants. Examples may include:

- increased employer involvement including employers serving as mentors,
- program staff and employers identifying ways to encourage continuous improvement to hire program participants;
- new employer partnerships (e.g., increased number of employers); and
- positive employment outcomes for program participants (e.g., employers support the hiring and advancement of program participants).

OCSBDC Employer Engagement Increased

The existing community partnership with the Orange County Small Business Development Center continues with the SBDC referring small businesses to Business Solutions, and conversely Business Solutions refers businesses to the OCSBDC as well. The partnership also includes Business Solutions connecting with the OCSBDC Business Consultants as they work with multiple small businesses regularly.

Employer Engagement is constant with employer discovery calls and OJT meetings conducted, and employer eligibility applications being provided to employers continuing with the OJT process. A pipeline of Employers is updated regularly to ensure the goal of a robust list of companies contacted, educated, qualified, and determination of viability to proceed with an OJT.

Survey Monkey is utilized as a tool for survey distribution and feedback collection from all employers who have been contacted regarding a variety of

Key Issues and Technical Assistance Needs

Summarize significant opportunities, issues, or challenges encountered during the quarter and any resolution of issues and challenges identified in previous quarters. Furthermore, describe actions taken or plans to address issues. Describe questions you have for EDD, as well any technical assistance needs.

The lack of staff to support activity to reach grant goals is being addressed; one Business Solutions Coordinator has been hired and started January 3, 2022, with continued efforts to secure one additional Business Solutions Coordinator. Technical assistance has been requested to help these new hires with training related to the grant; an orientation and overview of the grant, tools and tips, information, and any needed clarification to help the Coordinators in their new role.

Challenges Encountered:

The number of OJT employers

The amount of participating OJT employers needs to be increased. This challenge is being addressed with the creation of a master employer database with small, medium, and large businesses categorized, contact information obtained and verified, and cross referenced with companies who have previously submitted WARN notifications. Outreach will increase with additional staff hired, onboarded, and trained.

Accomplishments and Success Stories

Describe promising approaches, innovative processes, lessons learned, and grant- and participant-level success stories in this section each quarter, as appropriate. Additionally, if appropriate, please highlight one or two grant- or participant-level "success stories" from the grant per quarter, with the participant's express permission (if providing a participant success story). In documenting success stories, please describe the:

- background, problem, issue, or concern prior to project involvement;
- response or intervention provided by the project;
- results and outcomes, including who benefited and what changed or improved; and
- evidence of the success, including how the data was obtained and the methods used to measure success.

None at this time.

Evidence and Evaluation

This section is intended to provide information on how evidence and evaluations are being developed and applied. Describe the use or planned use of data, evidence, and evaluation findings to make improvements to programs and strategies. In this explanation, please include a discussion on accomplishments, strategies being implemented, and any barriers to success.

With increased exposure due to the number of speaking opportunities, Chamber meetings, and event participation, Business Solutions has seen a rapid increase of employer engagement, calls, and OJT interest. This has shown evidence that increased education of businesses has created additional potential OJTs, and as the candidate crises still exists, we continue to work diligently with our service providers to identify enrolled participants for OJT consideration.

Additional Information

Provide other grant-specific information considered to be important yet not captured in other sections of the quarterly narrative report.

None at this time.

Regional Plan Implementation (RPI) 4.0

Quarter 4 Report, January – March 2022

RPU Name:	Orange	RPU Fiscal Agent:	County of Orange
Contact Name:	Erin Ulibarri	Contact Phone#:	714-581-1705
Contact Email:	Erin.ulibarri@occr.ocgov.com	Date Rprt Sent:	4/20/22

Report Instructions

- Be sure to complete the top portion and all sections below.
- Reports are due **Wednesday, April 20, 2022** and can be submitted to:
The RPI Inbox – RPIInfo@cwdb.ca.gov

Progress & Activities

1. Please reference the Exhibit I Work Plan and list all activities for this quarter under the Activity column.

Provide brief updates of what occurred during the quarter for each activity in the Quarter Progress column.

Enter a completion date that aligns with your Exhibit I Work Plan.

If an activity is delayed include an explanation in the Quarter Progress column with an estimate of when it will be accomplished.

QUARTER 4		
Reference Exhibit I Workplan to complete this section. Please include <i>each activity listed in Workplan</i> and provide a status update.		
Activity	Quarter Progress	Completion Date
OC Leadership Council Bi-Monthly Meeting	January's meeting included an update on upcoming grant opportunities, one-stop center updates from each local board, and presentations from Working Wardrobes and on Adult Non-Education Credit. March's meeting included an update on upcoming grant opportunities, the region's sector initiative, one-stop center updates from each local board, and a presentation from Anaheim's Economic Development Agency.	January 27, 2022 March 24, 2022
Orange RPU Directors Meeting	There is a standing agenda for these meetings and include updates from	February 24, 2022

Regional Plan Implementation (RPI) 4.0
Quarter 4 Report, January – March 2022

	each director, updates on regional grant activities, discussions on next steps around sector strategies and partners, & the collaboration with community colleges.	March 31, 2022
Continue outreach and recruitment to local businesses, community-based organizations and sectors that were discovered via the community scan. Encourage them to become regional partners	Planning meetings with supply side partners for sector partnership meetings scheduled for April; ongoing recruitment of potential organizations and partners	March 31, 2022
Training workforce development staff and partners	Working Wardrobes and Adult Non-credit Education (1/27) Economic Development Agency (3/24) ETPL training for Community Colleges (3/29, 3/30)	January 27, 2022 March 24, 2022 March 29, 30
Priority Sector partner meeting with businesses in targeted industry	Facilitated meeting between manufacturing partner and Anaheim WDB on upcoming projects; scheduled three sector partner meetings (health care, IT, adv manufacturing) for May.	March 8, 2022 March 31, 2022
Convene workgroups on Post Covid CEDS Economic Development Strategy	Facilitated meeting with educational partners, employer organization partners, and workforce boards to discuss strategies on how to address the regional economic recovery.	March 22, 2022
Continue to work with WDBs business service representatives on soliciting community and business input on Post-Covid 19 Economic Development Strategies	Business Services staff continues to develop a comprehensive contact list for local businesses; Regional organizer connects with WDB business services staff as needed	Ongoing

2. Describe any accomplishments that have occurred during this quarter.

As things are opening up, we are starting to have in-person meetings that at times work better in developing partnerships. We have had several meetings over the last two years over Zoom but have not met some individuals in person. The March 22nd in-person meeting brought together community organizations, education, workforce development, and philanthropy. The meeting was fruitful in starting to understand the roles various organizations play in the workforce development ecosystem.

Regional Plan Implementation (RPI) 4.0
Quarter 4 Report, January – March 2022

3. Has the project experienced unforeseen challenges and/or barriers during this quarter?

Yes - *If yes, please describe challenges, barriers, etc., and any actions or course corrections taken to address them.*

No

4. Briefly explain additional activities that the Regional Organizer took part in to further engage, coordinate and collaborate with partners and Local Boards in the RPU.

RO has presented to Santa Ana and Orange County Workforce Development Board members. Facilitated meetings between the workforce development board directors and the Orange County Regional Consortium of Community Colleges. Meetings with business serving organizations leadership teams. Conducted Regional Referral System training with community organizations.

5. Did the RPU provide any staff or workforce partner trainings using RPI 4.0 funds? If yes, include the trainings and details in the chart for this quarter.

Training Topics/Title	Training Dates	Regional or Local WDB	Trainer	# of attendees
Working Wardrobes	1/27/22	Regional	Ashley Baribeault-Vlcan	32
Adult Education	1/27/22	Regional	James Kennedy	32
Economic Dev	3/24/22	Regional	Sergio Ramirez	34
ETPL	3/29-30/22	Regional	Laura Bischoff	6, 8

6. For the trainings that were provided, did you require attendees to fill out evaluations, and were these evaluations shared with the trainers?

No evaluations collected – meetings are virtual

7. If your project is serving participants? If yes, provide details on the populations and what services have been provided.

Yes - *If yes, please provide details.*

If Yes is marked- *check box to confirm participants have been enrolled into CalJOBS*

No - *If no, please provide details of when you will begin serving participants.*

N/A – *my project does not serve participants.*

Regional Indicators

Regional Plan Implementation (RPI) 4.0

Quarter 4 Report, January – March 2022

Regional Indicator Section (questions 8 through 12) As you recall, RPI 4.0 allowed you to develop, for your region, your own set of measures to document progress on at least one of the four Regional Indicators. Please refer to the RPI 4.0 application that was submitted outlining which Indicators were selected. In response to the following questions, describe any metrics that you have been able to establish for RPI 4.0. If metrics are not yet established, please describe the progress you have made to date on identifying metrics, and when you anticipate that your region will begin to use them.

8. What feedback loops and dependencies do you see between local goals and regional goals?

Due to the make-up of the Orange RPU, the regional and local goals are aligned. The three local board directors communicate often and strategize on messaging for the greater community so that the region has a singular voice.

9. Which regional indicator(s) align most closely with your regional goals and why?

Indicators C - Region has shared target populations of emphasis because the boards have worked as a region to target special populations while collaborating on regional grant programs such as Prison to Employment and Veterans Employment Assistance Program.

10. What benchmarks have been established for the selected indicators?

Benchmarks have not yet been established for the selected indicators; The Regional Organizer presented possible measures for each indicator and data sources to the board directors. Directors provided input on the draft document.

11. What progress has been made regarding the determination of data elements that will be used to measure progress for the indicators?

A draft document was provided to the directors; they have provided input and suggested revisions. The document is being updated and will be represented for final review.

12. What plans have been made to work with local boards or other regional partners to gather data that will inform the measurement of regional indicator(s) goals?

Regional Organizer is working with the local boards on identifying data elements and data sources for tracking regional indicators. This information is a component of the draft regional indicators document. The RO regularly communicates with the local boards. Once benchmarks are determined, strategies will be finalized after the April meeting April if the directors accept recommendations.

Regional Fiscal/Budget

Regional Plan Implementation (RPI) 4.0
Quarter 4 Report, January – March 2022

13. What does CalJOBSSM reflect as expended to date?

\$96,641.11

14. What are the current "accrued" expenditures?

(Accrued Expenditures – An expenditure for goods that have been received or services that have been provided but have not been paid for.)

\$0

15. Is the RPU low or behind on spending? Has there been any specific challenges related to expenditures? If yes to either, please provide an explanation.

No



Making ApprenticeshipUSA Work for the Public Workforce System: USING WORKFORCE FUNDS TO SUPPORT APPRENTICESHIP

ApprenticeshipUSA is an employer-driven training model that combines on-the-job training with job-related instruction. This “earn and learn” approach helps workers start new careers and helps businesses recruit and retain a highly-skilled workforce. Businesses can hire new workers or select current employees to join apprenticeship programs. The Workforce Innovation and Opportunity Act (WIOA) advances the use of apprenticeship as an effective work-based learning approach that builds worker skills and establishes pathways to higher levels of employment and wages. WIOA funds can be used in a variety of ways to help job seekers and workers prepare for, enter, and complete apprenticeship programs.

While ApprenticeshipUSA is the term for the overall model, the term Registered Apprenticeship reflects the fact that a business has chosen to register its program with the U.S. Department of Labor or a State Apprenticeship Agency. Registering an apprenticeship program provides a number of benefits, such as a national credential for apprentices and potential state tax credits for businesses.

WIOA programs can support the on-the-job training component of apprenticeship programs. WIOA funds can also pay for the cost of related classroom instruction for the apprentice, including tuition, books, supplies, fees, uniforms, tools and other required items. Customized training and incumbent worker training are other ways that WIOA funds can support businesses that sponsor apprenticeship programs.

Basic skills training and pre-apprenticeship programs can be provided under WIOA to prepare participants to enter apprenticeship programs. WIOA youth services for tutoring, mentoring, and work experience can be used in combination with pre-apprenticeship and apprenticeship programs.

This quick reference guide is a resource for local workforce professionals who are interested in using apprenticeship as an employment and training strategy in WIOA programs.

Note that in all instances, a participant’s eligibility for WIOA must be properly established and documented prior to the commitment of funds for Registered Apprenticeship programs.

WIOA Adult and Dislocated Worker Programs: Use of Funds for Registered Apprenticeship Programs

WIOA SERVICE	SUPPORT FOR APPRENTICESHIP
ASSESSMENT, CAREER PLANNING, AND CASE MANAGEMENT	<ul style="list-style-type: none"> • Assessment and career planning can help to identify if a WIOA participant is a good fit for an apprenticeship program. • Through case management, local workforce professionals can identify the service strategies and supports necessary to overcome any barriers to entry and completion of an apprenticeship program.
BASIC SKILLS PREPARATION	<ul style="list-style-type: none"> • Pre-vocational services, language skills, and job readiness may be provided under WIOA to prepare participants to enter apprenticeship programs.
PRE-APPRENTICESHIP	<ul style="list-style-type: none"> • WIOA funds can be used to fund pre-apprenticeship programs that provide basic skills, work experiences, and other support to help participants obtain the skills needed to be placed into an apprenticeship.
TRAINING AND EDUCATION	<ul style="list-style-type: none"> • Individual Training Accounts (ITAs) can be used to fund the related classroom instruction component of an apprenticeship program, as long as the apprenticeship program or the education/training provider for the apprenticeship program is on the Eligible Training Provider List (ETPL). Under WIOA, all Registered Apprenticeship program sponsors are automatically eligible to be placed on the ETPL. • WIOA participants can use ITA funds to pay for the cost of tuition, as well as fees, books, equipment, and other training-related costs (consistent with the policies for ITAs established by the local workforce board). • ITA funds can be used in combination with on-the-job training funds to support WIOA participants in apprenticeship.
ON-THE-JOB TRAINING	<ul style="list-style-type: none"> • Under WIOA, on-the-job training (OJT) contracts may be established with employers to support the OJT component of Registered Apprenticeship programs. • While employer OJT reimbursement rates were 50% under the Workforce Investment Act, Governors and local boards may choose to provide reimbursement to employers of costs up to 75% of apprentice wage rates under WIOA. • OJT may be used with both job seekers and current (incumbent) workers already employed by the business.

WIOA SERVICE **SUPPORT FOR APPRENTICESHIP**

CUSTOMIZED TRAINING

- WIOA funds can be used for customized training with the employer paying for a significant portion of the cost of the training, as determined by the local workforce board.
- Customized training can be used to support apprenticeship programs by meeting the special requirements of an employer or a group of employers.
- Customized training may be used for both job seekers and current (incumbent) employees.

INCUMBENT WORKER TRAINING

- Under WIOA, local areas may use up to 20% of their adult and dislocated worker funds, and states may use their statewide activities and rapid response funds, for incumbent worker training. Employers pay a portion of the cost.
- Apprenticeships are a good way to up-skill entry-level employees, retain them, and provide workers with an upward career path. Therefore, incumbent worker training is an effective strategy to support apprenticeship programs.

SUPPORTIVE SERVICES

- To the extent that WIOA funds are available for supportive services, these services, such as transportation or child care, may be used to help WIOA participants who are preparing for apprenticeship programs. They may also help participants once they are enrolled in apprenticeship programs, to ensure retention and full participation in the related classroom instruction.
- Supportive services would most commonly be provided during pre-apprenticeship or at the beginning of an apprenticeship program. Once the apprentice is on the job, he or she will earn a wage and receive incremental wage increases throughout the apprenticeship, reducing the need for supportive services.

FOLLOW-UP SERVICES

- As with all WIOA services, local workforce professionals may provide follow-up services to participants in apprenticeship programs to help ensure successful completion.

WIOA Youth Program: Use of Funds for Registered Apprenticeship Programs

WIOA SERVICE	SUPPORT FOR APPRENTICESHIP
ASSESSMENT AND CASE MANAGEMENT	<ul style="list-style-type: none"> • Through objective assessment and case management, local workforce professionals can determine if a pre-apprenticeship or apprenticeship program is an appropriate service strategy for a youth participant.
PRE-APPRENTICESHIP	<ul style="list-style-type: none"> • Pre-apprenticeship is an identified program element for WIOA youth programs. • Pre-apprenticeship programs can include basic skills, integrated instructional models, and other activities designed to prepare youth participants to enter and succeed in apprenticeship programs.
TRAINING AND EDUCATION	<ul style="list-style-type: none"> • As part of occupational skills training, WIOA funds can be used to pay for the costs of the related classroom instruction component of apprenticeship programs through Individual Training Accounts (ITAs) for out-of-school youth aged 18-24.
TUTORING	<ul style="list-style-type: none"> • Tutoring services can be used in combination with apprenticeship to help youth participants succeed, particularly during pre-apprenticeship or related classroom instruction.
MENTORING	<ul style="list-style-type: none"> • Employers sponsoring Registered Apprenticeship programs can mentor WIOA-eligible youth hired as apprentices.
WORK EXPERIENCE	<ul style="list-style-type: none"> • Under WIOA, local areas must spend a minimum of 20% of their youth program funds on work experience. • On-the-job training can be supported with WIOA youth program funds and can be utilized to support youth participants in apprenticeship programs.
SUPPORTIVE SERVICES	<ul style="list-style-type: none"> • To the extent that WIOA funds are available for supportive services, these services, such as transportation, may be used to help WIOA youth participants succeed in apprenticeship training. • Supportive services would most commonly be provided during pre-apprenticeship or at the beginning of an apprenticeship program. Once the apprentice is on the job, he or she will earn a wage and receive incremental wage increases throughout the apprenticeship, reducing the need for supportive services.
FOLLOW-UP	<ul style="list-style-type: none"> • The 12-month follow-up period in the WIOA youth program can help to ensure participants continue to advance in, and graduate from, their apprenticeship programs.

Additional Federal Resources to Support Apprenticeship

In addition to WIOA, several other federal programs can be leveraged to support Registered Apprenticeship programs. For example:

- Apprentices may be eligible for Federal Financial Aid under certain circumstances. If the apprenticeship is connected to a post-secondary institution, apprentices may be eligible for Pell Grants - \$3,000 on average per apprentice to support tuition, books and lab fees. Also, the post-secondary institution may choose to provide federal work-study grants, which average \$2,000 per apprentice.
- By becoming approved for the GI Bill, Registered Apprenticeship programs can assist current and future Veteran apprentices in accessing the benefits they have earned. Veterans who qualify for the GI Bill can receive a tax-free monthly stipend (paid by the U.S. Department of Veteran Affairs), in addition to the wages they receive in an apprenticeship. Veterans also receive tuition and fee payments for classroom instruction. Registered Apprenticeship program sponsors can be certified under the GI Bill usually within 30 days.

Using multiple funding sources can help to offset the costs of apprenticeship for both employers and WIOA participants. For additional information on federal resources that can support apprenticeship programs, please visit the “Federal Resources Playbook for Registered Apprenticeship” available at <http://www.doleta.gov/oa/federalresources/playbook.pdf>.

For more information on Registered Apprenticeship programs and how the workforce system can use apprenticeship as an effective workforce strategy, visit the ApprenticeshipUSA toolkit at www.dol.gov/apprenticeship/toolkit/index.htm.

Grants Update

Grant Name	Funder	Fiscal Agent	Description	OCWDB Role	Targeted Customer(s)	Total Grant	Begin Date	End Date	Match/ Leverage	Subrecipient(s)
Grants Awarded										
California Microbusiness COVID-19 Relief Grant Program	CA Office of the Small Business Advocate (CalOSBA)	County of Orange	Funding to distribute \$2,500 grants to eligible microbusinesses that have been impacted by COVID-19 and the associated health and safety restrictions.	Administrtator	MicroBusiness owners	\$3,975,481.00	12/29/2021	12/30/22	0%	N/A
Comprehensive and Accessible Reemployenet through Equitable Emoloyment Recovery (CAREERS) National Dislocated Worker Grants	Employment and Training Administration	County of Orange	The goal of the CAREER DWG is to help reemploy dislocated workers most affected by the economic and employment fallout from the COVID-19 pandemic. Grant will be a regional effort, in partnership with Anaheim and Santa Ana WDBs.	Administrator / Regional Planning Lead	Dislocated Workers (Marginalized Groups)	\$3,000,000.00	9/24/2021	9/23/23	\$1,500,000	N/A
Summer Training & Employment Program for Students (STEPS) 2021	Foundation for CA Community Colleges/ CA Department of Rehabilitation	County of Orange	Funding will be used to serve students with disabilities (SWDs) ages 16-21 by working in cooperation with the Department of Rehabilitation (DOR) to provide workforce services to SWDs, specifically training and paid work experience. Students are coenrolled into the WIOA Youth program.	Administrator	Students with disabilities (SWDs) ages 16-21	\$250,000.00	07/01/21	6/30/22	0%	Goodwill of Orange County
VEAP 20-21	EDD	County of Orange	Efforts will be focused on outreach, recruitment, and providing initial assessment and immediate support services to veterans in Orange County.	Administrator / One-Stop Center System	Veterans with significant barriers to employment	\$500,000.00	04/01/21	3/31/23	\$1,019,200 (40% required)	N/A

<p>Orange County's Regional Implementation/Slingshot 4.0</p>	<p>CA Workforce Development Board/EDD</p>	<p>County of Orange/OC WDB</p>	<p>Efforts will be focused on developing a Post COVID-19 Economic Development Strategy that includes regional and sub-regional workforce and economic development strategies that support equitable recovery efforts and an equitable regional economy; and providing capacity building and training and development opportunities that support RPU staff, providers, and regional partners, to be conducted during the regional collaborative partner meetings.</p>	<p>Administrator / Regional Planning Lead</p>	<p>N/A</p>	<p>\$375,000.00</p>	<p>04/01/21</p>	<p>12/31/2022 (no-cost 3 month extension)</p>	<p>0%</p>	<p>Anaheim WDB/ Santa Ana WDB</p>
<p>COVID-19 Employment Recovery NDWG</p>	<p>Employment Development Department</p>	<p>County of Orange</p>	<p>OCWDB-CID will utilize this grant opportunity to develop reemployment strategies with a focus on OJT opportunities. Our goal is to work with companies to identify and hire dislocated workers in in-demand industries. We will offer companies financial incentive for hiring and training in the form of OJT's, that will range from 50% to 75% based on barriers to employment. We plan to work with employers to create customized training that identifies transferable skills and reskilling of dislocated workers so that companies may benefit from hiring them.</p>	<p>Administrator / One-Stop Center System</p>	<p>Dislocated Workers</p>	<p>\$400,000.00</p>	<p>08/01/20</p>	<p>3/31/22</p>	<p>0%</p>	<p>N/A</p>
<p>AB1111</p>	<p>California Workforce Development Board</p>	<p>County of Orange</p>	<p>The Breaking Barriers to Employment Initiative is intended to supplement existing workforce and education programs by providing services to ensure the success of individuals either preparing to enter or already enrolled in workforce and education programs.</p>	<p>Administrator / One-Stop Center System</p>	<p>Adults and Youth with Disabilities</p>	<p>\$500,000.00</p>	<p>05/21/20</p>	<p>3/31/22</p>	<p>100%</p>	<p>Goodwill of Orange County</p>

Orange County's Regional Implementation/Slingshot 3.0	CA Workforce Development Board/EDD	County of Orange	Further the objectives of the State Plan, accomplish the regional plan implementation activities, and attain indicators of regional coordination by developing regional leadership, organizing regional industry leaders, building community partnerships, and promoting workforce, education and economic development services and partners through outreach and by conducting a community scan of businesses and sectors that are on track to provide job readiness opportunities and high-road employment placement in industries that promote sustainability, human capital, resources and retention.	Administrator / Regional Planning Lead	Local Businesses/Industry Leaders	\$325,000.00	04/01/20	3/31/22 (contract extended at no cost)	0%	Santa Ana WDB
Prison to Employment Initiative (P2E)	CA Workforce Development Board/EDD	Santa Ana WDB	Collaborative development of regional partnerships and plans to serve the formerly incarcerated and other justice involved.	Regional Partner	Formerly incarcerated and other justice involved individuals	\$4,400,000.00	05/01/19	2021	0%	N/A
TOTAL						\$ 13,725,481				

Grant Name	Funder	Fiscal Agent	Description	OCWDB Role	Targeted Customer(s)	Total Grant	Begin Date	End Date	Match	Subrecipient(s)
Grants Pending										
FY 2021 American Rescue Plan Act Good Jobs Challenge (submitted 2/10/22)	Economic Development Administration (EDA)	County of Orange	Funding to help get individuals back to work by investing in (1) developing and strengthening regional workforce training systems that support sectoral partnerships, (2) designing sectoral partnerships, and (3) implementing sectoral partnerships that will lead to high-quality jobs.	Administrator / Regional Planning Lead	N/A	\$25,000,000.00	10/1/2022	9/30/25	0%	TBD

<p>Summer Training & Employment Program for Students (STEPS) 2022 (pending award approval)</p>	<p>Foundation for CA Community Colleges/ CA Department of Rehabilitation</p>	<p>County of Orange</p>	<p>Funding will be used to serve students with disabilities (SWDs) ages 16-21 by working in cooperation with the Department of Rehabilitation (DOR) to provide workforce services to SWDs, specifically training and paid work experience. Students are coenrolled into the WIOA Youth program.</p>	<p>Administrator</p>	<p>Students with disabilities (SWDs) ages 16-21</p>	<p>\$264,500.00</p>	<p>07/01/22</p>	<p>6/30/23</p>	<p>0%</p>	<p>Goodwill of Orange County</p>
<p>Regional Equity and Recovery Partnerships (RERP) (Application due 5/6/22)</p>	<p>CA Workforce Development Board</p>	<p>County of Orange</p>	<p>Funding to expand and implement the partnership and service strategies to train individuals with barriers to employment; partnership with the community college system to create system change</p>	<p>Administrator / Regional Planning Lead</p>	<p>English language learners, immigrants, first gen college students</p>	<p>\$1,300,000.00</p>	<p>12/1/2022</p>	<p>9/30/2025</p>	<p>0%</p>	<p>Anaheim WDB/ Santa Ana WDB</p>

ONGOING EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AUDITS	
INFORMATION	STATUS (As of April 2022)
WIOA Fiscal and Procurement Review Program Years 2016-17 & 2017-18	ONGOING
WIOA National Dislocated Worker Grant (NDWG) 2017- California Wildfires (10/18/17 -12/10/18)	ONGOING
WIOA Youth Program Monitoring Program Year 2019-20 (Review period September 1, 2017, through August 31, 2019)	ONGOING
85% Formula Grant Review Program Year 2020-21 (Review period September 1, 2018, through December 31, 2020)	ONGOING
Technical Support (Case #2017-SA-003)	ONGOING
RESOLVED / COMPLETED EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AUDITS	
INFORMATION	STATUS (As of April 2022)
WIOA Formula Grants Review Program Year 2018-19	RESOLVED/COMPLETED
WIOA Fiscal and Procurement Review Program Year 2018-19	RESOLVED/COMPLETED
Fiscal and Procurement Monitoring Review 85% Formula Grant Program Year 2019-20	RESOLVED/COMPLETED
Enhanced Desk Review Monitoring- Regional Organizer/Regional Training Coordinators	RESOLVED/COMPLETED
2020 COVID-19 Employment Recovery NDWG Monitoring Review Program Year 2021-22	RESOLVED/COMPLETED
Fiscal and Procurement Monitoring Review PY 2020-21 (Period of January 1, 2020, through December 31, 2020)	RESOLVED/COMPLETED
WIOA Section 188 Desk Review Program Year 2021-22	RESOLVED/COMPLETED
OC COMMUNITY SERVICES (OCCS)/CONTRACTS MONITORING & PROGRAM COMPLIANCE (CM&PC) FISCAL MONITORING & COMPLIANCE AUDITS	
INFORMATION	STATUS (As of April 2022)
OCCS/CM&PC Fiscal Monitoring Reviews Program Year 2019-20	RESOLVED/COMPLETED
OCCS/CM&PC Fiscal Monitoring Reviews Program Year 2020-21	ONGOING
OCCS/CM&PC Fiscal Monitoring Reviews Program Year 2021-22	ONGOING
OC COMMUNITY SERVICES (OCCS)/CONTRACTS MONITORING & PROGRAM COMPLIANCE (CM&PC) PROGRAM MONITORING & COMPLIANCE AUDITS	
INFORMATION	STATUS (As of April 2022)
OCCS/CM&PC Program Monitoring Reviews Program Year 2019-20	ONGOING
OCCS/CM&PC Program Monitoring Reviews Program Years 2020-21 and 2021-22	UPCOMING