1. Welcome and Opening Remarks

Mr. Rainey welcomed the members and reviewed the agenda items. He announced the appointment of new members to the Executive Committee.

Jamil Dada
Kim Parker
Diane Factor

Alma Salazar
Joseph Williams

Members Present:
Mike Rossi, Chair
Steve Levy
Jeremy Smith
John Brauer

Jamil Dada
Bob Redlo
Patrick Henning, Jr.
Bill Camp
Andre Schoorl

Members Absent:
Van Ton-Quinlivan
Carol Zabin

Mike Gallo
Pamela Kan

2. Public Comment

There was no public comment.

3. Action Item

Approve Meeting Summary of November 30, 2016.
A quorum of members were not present. Approval of this item deferred to the next meeting scheduled for March 2017.
4. Updates and Discussion

Local Area Modification -- San Bernardino County

A local area modification is being worked on by the San Bernardino County Workforce Board. They have continued to provide WIOA services to the City’s residents. The modification will formalize this action that has been discussed and reviewed previously by the State Board and this Committee. A final copy is expected to be received and be available for the State Board’s next regularly scheduled meeting in December.

Cross-System Data Sharing Pilot

Materials on the project are included in the agenda packet. The State Board is developing a pilot project to test how partner program data can be aggregated and presented to help us understand the performance of the workforce system as a whole. Data in these partner systems is only collected on those who are enrolled in some workforce program.

The first goal is to have state partners who currently house this data at the project table and then expand membership as we work out the operational issues. The team is working closely with CWA and local area directors. There are also discussions between Secretaries of Agencies/Departments involved in the data project as well among the executive directors in those departments.

A member suggested that local board members should be included in the steering committee, as they can provide valuable input to reduce workload on local partners who are currently required to use many local systems ETP, DAS, CalJOBS. A single input for these agencies would significantly reduce their workload.

A member suggested that a set of mockups reports be developed that show what types of data and analyses the state partners would like to be able to achieve from the data sets.

A member stated that it is difficult to track people across programs and access data systems to share data. There are currently layers of federal and state regulations that prevent this type of data sharing. Longitudinal studies are the goal but agencies and departments are currently constrained.

Policy on Use of the CalJOBS System
There are currently 7 local areas that use 3rd party vendor systems and upload data into CalJOBS, the statewide system for Title I financial and participant reporting. CalJOBS is funded and maintained by the EDD. There has been a significant effort by EDD to expand the capability of CalJOBS to do the things local areas require and is spending millions of dollars on a unified system. The same system is used by a vast majority of states, and the state has purchased most of the upgrades. A working group comprised of state and local representatives was established to discuss the barriers and reasons for all local areas to use CalJOBS. EDD will issue a directive that will require the use of CalJOBS for reporting WIOA Title I activities. This is also a step needed to standardize the data sets for the State Board data project and will give us the opportunity to look at data uniformly. EDD has also conducted individual and group meetings with attorneys and are prepared to defend the state’s position.

**WIOA Planning Guidance**

The State Board conducted a Technical Assistance session where all 46 local areas were represented. Information presented at the session is included in the agenda packet.

**WIOA One-Time Funding for Partnership Training and Technical Assistance**

The State Board has dedicated discretionary funding to local areas to help local areas develop regional plans. Bob Lanter of the California Workforce Association briefed the item. The strategy includes three prongs. The first is a gap assessment of skills needed to move the system forward based on the requirements of the State Plan. This will be followed by the development of a training plan to address the skills needs and the development of a dashboard in the following areas: career pathways, regional partnerships.

Statewide training currently developed and delivered: regional planning, MOU Development, One Stop Certification. Additional training sessions will be conducted on performance, business engagement.

The will make available specific mini-grants to address specific needs in regions. Regional Training Coordinators are being hired in the 14 regions to work with CWA to help roll these sessions into the local and regional areas. They will be working closely with the State Board to determine what the training standards are to help implement the vision of the state plan across the local and regional areas.

A member asked how the dashboard being established will measure success.
CWA is working with the 14 regional coordinator and State board executives. Bob will send it around to get input for Committee members. The dashboard will not duplicate information that is already available from other sources. The dashboard will be updated quarterly to ensure that local boards are being strategic, not programmatic. The dash board will contain more qualitative data and not quantitative. For example, it will report where specific training has been completed; new sector partnerships developed, etc.

**Dun and Bradstreet and EconoVue**

This item was introduced by Tim Rainey. The State Board has purchased a subscription to DNB data and EconoVue tools to perform regional and local area diagnostics at the business level. The contract provides licenses to local areas, EDD’s Labor Market Information Division.

Daniel Patterson, State Board staff, has assessed the local boards’ efforts in developing proactive business engagement strategies, identified barriers they were experiencing, and the need to raise the capacity of business facing staff to make business engagement a daily part of their work. The vendor has completed 14 regional training sessions, continues to offer weekly sessions and working with local area staff as needed. We are checking the access and the types of queries that are being performed by local area staff. We will do a check-in during March at the Building Workforce Partnership conference to further the use and skills of the local staff using the system. To track the efforts of local boards, EDD has purchased the Customer Relations Management module. Many local boards have adopted its use, which will help local area/regional partnership eliminate duplication and be a tool to help the State report to the DOL some of the WIOA business services measures.

A member expressed concern that staff are not being trained on how to leverage the tool. They have access to the data but need to develop an engagement strategy and raise the capacity of the business facing staff. The tool can also help local and regional partners manage the workforce within industry sectors.

Bob Lanter agreed on the need to work together to bring business engagement training to the regions. The local strategies should include local chambers, community colleges to develop integrated business strategies in the region.

**December 15, 2016 State Board Meeting Agenda**

Tim reviewed the agenda for the upcoming meeting. There were no further questions. Meeting was adjourned.