

**CALIFORNIA WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING NOTICE**

**Wednesday, May 8, 2024  
10:00 a.m. to 12:00 p.m.**

Meetings of the California Workforce Development Board (CWDB) are open to the public except when specifically noticed otherwise in accordance with the Bagley-Keene Open Meeting Act. The board may take action regarding any item listed on the agenda unless listed as information only. Times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. This meeting may be canceled without notice.

All meeting agendas are posted to the CWDB website ten (10) days prior to the meeting, and a full packet with additional details regarding the scheduled agenda items will be available at any physical meeting locations and at least 24 hours prior to the meeting on the CWDB website meeting page at: <https://cwdb.ca.gov/meetings/>.

**Public Viewing and Comments**

The public is welcome to comment on any agenda item. Here are several ways the public may participate in our meetings.

1. The meetings will be live-streamed for public viewing on the CWDB YouTube channel at: <https://www.youtube.com/channel/UC8j2IMLyol-6ifdLHGTXLiQ>. Comments can be posted on the platform and should identify the agenda item being addressed and be submitted prior to or during the discussion of that agenda item.
2. The public may attend the meeting in person and provide comments or questions at the following locations:
  - a. **Sacramento:** California Department of Rehabilitation, 721 Capitol Mall, Room #242, Sacramento, CA 95814
  - b. **Bay Area:** 7677 Oakport St., Suite 350, Oakland, CA 94621
  - c. **Southern California:** 5301 Whittier Blvd., 2<sup>nd</sup> Floor, Los Angeles, CA 90022
3. Email your comment or question to [BoardPublicComment@cwdb.ca.gov](mailto:BoardPublicComment@cwdb.ca.gov). Emailed comments should be submitted by 8:00 a.m. on the meeting date. In the subject line, please identify the agenda item being addressed.

The public will be allowed to comment or ask questions during the appropriate public comment periods of the meeting if they attend in person. Public comments timely received from email or the CWDB YouTube channel will be read aloud during the public comment period for the agenda item specified. Failure to submit a timely comment or identify the agenda item being addressed may prevent your comment from being read at the meeting.

Any and all written comments provided to the CWDB, including the commentator's identity and contact information and all contents of emails, will be available to the public in compliance with the Bagley-Keene Open Meeting Act, Government Code section 11125.1 and the California Public Records Act (Division 10 (commencing with [Section 7920.000](#)) of Title 1).

### **Accommodations**

Individuals who require accommodations for their disabilities (including interpreters, sign language translation, alternate document formats, or other auxiliary aids) are requested to contact the California Workforce Development Board staff at (916) 657-1440 at least five business days prior to the meeting to ensure the availability of the requested accommodation. Please visit the California Workforce Development Board website at <http://www.cwdb.ca.gov> for additional information.

### **Contact Person**

If you have any questions concerning the agenda, you may contact:

California Workforce Development Board  
800 Capitol Mall, Suite 1022  
Sacramento CA 95814  
T: 916-657-1440  
[BoardPublicComment@cwdb.ca.gov](mailto:BoardPublicComment@cwdb.ca.gov)

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**CALIFORNIA WORKFORCE DEVELOPMENT BOARD  
MEETING AGENDA**

**Wednesday, May 8, 2024  
10:00 a.m. to 12:00 p.m.**

**1. Welcome and Opening Remarks**

**2. Action Items**

- a. Roll Call
- b. Approve March 13, 2024, meeting summary

PUBLIC COMMENT

**3. Updates and Discussion**

- a. Labor Agency Update
- b. Budget Update
- c. Legislative Update
- d. State Plan Update
- e. Review of California Workforce Development Board's Legislative Mandate and Compliance Efforts

PUBLIC COMMENT

**4. Other Business**

**5. General Public Comments**

**6. Final Roll Call**

**Adjourn**

## **CALIFORNIA WORKFORCE DEVELOPMENT BOARD EXECUTIVE COMMITTEE MEETING SUMMARY**

**March 13, 2024**

The full meeting is available to view on the CWDB YouTube channel.

<https://www.youtube.com/watch?v=chyhjrCSKEo>

Full meeting documents, public comments, agenda, and future meeting dates may be found on the [CWDB website](#).

### **Members Present:**

- Chairman, Angelo Farooq
- Jamil Dada
- Diane Factor
- Steve Levy
- Robert Redlo
- Nancy Farias
- Bruce Stenslie
- Secretary Stewart Knox

### **1. WELCOME AND INTRODUCTIONS**

Chairman Farooq called the meeting to order at 10:01 a.m., described Zoom protocol, and conducted roll call.

Executive Committee members, guests, and staff were present at the meeting in Sacramento or at the two satellite locations in Oakland and Los Angeles.

### **2. ACTION ITEMS**

#### **a. Roll Call**

#### **b. Approve October 11, 2023 meeting summary.**

Jamil Dada motioned to approve, seconded by Nancy Farias. Motion carried.

## 3. UPDATES AND DISCUSSION

### a. Labor Agency Update

Secretary Stewart Knox reported on the Labor Agency budget updates. Knox stated that the budget has taken a downturn this year, leading to delays and reductions of close to \$700 million. The Labor Agency is working with the Governor's Office and will pay close attention to the May budget revision in the legislature. Knox is expecting to see further reductions in future budget sessions.

Knox reported that the SB150 report is due to the legislature on March 31, 2024, and that the Labor Agency will submit the report before the deadline.

Knox congratulated Curtis Notsinneh on his promotion to Chief of the Division of Apprenticeship Standards. He shared that Kaina Pereira will be the new director of the California Workforce Development Board (CWDB). Knox shared that Dr. Jessica Grimes has also been appointed as the new director of the Employment Training Panel.

### b. Budget Update

Curtis Notsinneh reported budget updates for the CWDB. There has been a reduction of \$45 million in High Road Training Partnerships (HRTPs) focused on healthcare. There was also a delay in the funds intended for the Goods Movement Training Campus at the Port of Los Angeles; however, the CWDB does not anticipate any impacts because of the delay as the port is currently doing the environmental review, and construction isn't planned until Spring 2025.

### c. Legislative Update

Curtis Notsinneh also reported legislative updates for CWDB. For SB150, \$50 million was set aside for High Road Construction Careers (HRCCs) as part of the Federal Infrastructure Money and was intended to come to the State Board. CWDB is close to finalizing the agreement with CalTrans for the money to be transferred to CWDB; once received, it will be used to administer funds to HRCCs. The CWDB is working to ensure they comply with all the federal rules regarding the money, and the contract should hopefully be executed soon.

### d. State Plan Update

Ashley Anglesey, the Policy and Legislative Branch Manager, provided a State Plan update. The State Plan was posted for public comment for 30 days and then was finalized and reviewed by the Labor Agency. CWDB has submitted the State Plan as of Monday, March 11, 2024, and the Department of Labor (DOL) has 90 days to review the State Plan. CWDB should hear back from DOL mid-April to May with feedback, which the CWDB will address, and then the CWDB will send it over to their title partners. The State Plan will then be submitted again on June 30.

### e. Full Board Briefing Items

- **Local & Regional Plan (Humboldt County)**

Anglesey reported that one additional local plan and one regional plan were submitted and have been found to meet the criteria outlined in the directive. They are recommended to the Board for approval, including the Humboldt County Local Plan and the Los Angeles Basin Regional Plan.

- **Local Area Subsequent Designation and Local Board Recertification**

Anglesey reported that out of the five missing local boards from the previous meeting, four more have been evaluated and met the criteria outlined in the directive. They are

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recommended to the Board for approval. The local boards are Kings County, Orange County, Santa Ana, and Yolo County.

## **PUBLIC COMMENT**

No public comment on any of the items in Section 3.

## **5. OTHER BUSINESS**

Chairman Farooq reminded the Board members that as a publicly appointed California Workforce Development Board member, board members must complete mandatory state government training every two years, including two training for ethics and harassment training. These were due on February 19, 2024.

## **Adjourn**

Stewart Knox motioned to adjourn; Bruce Stenslie seconded. The meeting adjourned at 10:20 a.m.

The next Full Board Meeting is March 27, 2024, at 10:00 a.m.



Review of the California Workforce Development Board's

# Legislative Mandate and Compliance Efforts

May 2024

*Brooke Barnum-Roberts, CWDB Chief Counsel*

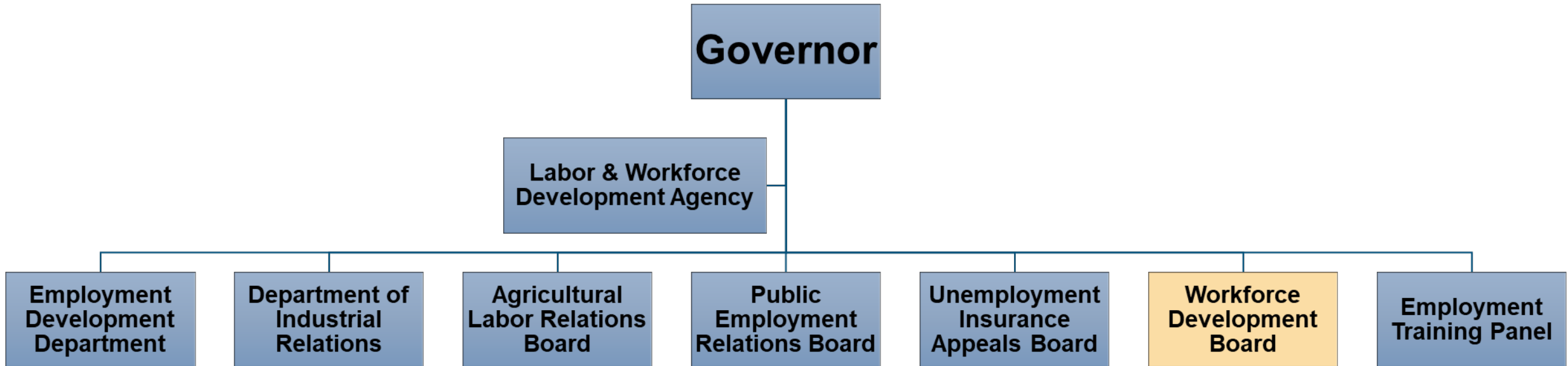


# Goals

- Provide a legal refresher on the role and responsibilities of the CWDB.
- Summarize compliance efforts.
- Energize and mobilize the CWDB to engage with its legislative mandate.



# Organizational Structure



**Unemp. Ins.  
Code, §  
14010**

CWDB is the body responsible for assisting the Governor in the development, oversight, and continuous improvement of California's workforce investment system and the alignment of the education and workforce investment systems to the needs of the 21st century economy and workforce.

**Unemp. Ins.  
Code, §  
14011**

The board shall report, through its executive director, to the Secretary of the Labor & Workforce Development Agency.

**Unemp. Ins.  
Code, §  
14013**

**The board shall assist the governor in:**

- a) Promoting the development of a well-educated and highly skilled 21st century workforce, and the development of a high road economy that offers an educated and skilled workforce with fair compensation and treatment in the workplace.
- b) Developing, implementing, and modifying the State Plan.
- c) Review and technical assistance of statewide policies/programs/recommendations on actions that should be taken by the state to align workforce, education, training, and employment funding programs to support a comprehensive, high-quality, and streamlined workforce development system in the state

**Unemp. Ins.  
Code, §  
14013**

**The board shall assist the governor in:**

- d) Continuous improvement of workforce development system:
- Identifying barriers and how to remove them.
  - Development, promotion, implementation (“DPI”) of strategies for career pathways for various low-skilled populations.
  - DPI outreach to needy areas.
  - DPI strategies for industry specific/in demand fields.
  - Develop standards for defining high road terms using lessons learned from ongoing high road initiatives.
  - Administering high road training partnerships.
  - Recommending policies for dislocated and adult workers.

**Unemp. Ins.  
Code, §  
14013**

**The board shall assist the governor in:**

- e) Identifying regions and designate local areas.
- f) Development of one-stop delivery systems.
- g) Recommending strategies to the governor on 15% discretionary funds.
- h) Development of strategies to support training and awareness across the workforce development system.

**Unemp. Ins.  
Code, §  
14013 (i)**

**The board shall assist the governor in developing and updating comprehensive state performance accountability measures required under WIOA.**

**Develop comprehensive workforce metrics dashboard to measure and analyze:**

- Credential and training completion
- Demographic breakdowns and outcomes
- Performance of specified programs
- Participant earnings

**Other collection and reporting duties include:**

- § 14014. Data collection and reporting requirements for high road workforce programs
- § 14017.1. Measuring and reporting on training-related job placement outcomes for individuals receiving job training services through the workforce system.

**Unemp. Ins.  
Code, §  
14013**

**The board shall assist the governor in:**

- j) Identifying and sharing of best practices on the operation of one-stop centers, development of local boards, and effective training programs based on data and market analysis.
- k) Development and review of statewide policies on one-stop centers.
- l) Development of strategies for tech improvements to improve access and quality of services/activities of a one-stop system.
- m) Developing strategies to align tech/data systems for all one-stop partner programs to enhance accountability and performance.
- n) Developing allocation formulas for programs.
- o) Preparing annual reports.



**Unemp. Ins.  
Code, §  
14013**

**The board shall assist the governor in:**

- p) Developing statewide workforce/labor market information system.
- q) With EDD and local boards, developing agreements between local boards to respond to disasters.
- r) Developing other policies to promote statewide objectives for the workforce development system.
- s) Helping individuals with barriers, low-skill, long-term unemployed, single parents achieve upward mobility.
- t) Evaluating program outcomes for all CWDB grant programs.

# Board Composition

**WIOA §101(b), 20 CFR §679.110, and UIC §14012 place conditions on board composition**

- Staff is conducting a compliance review

# Bylaws Review

**COMMITTEES**

**ATTENDANCE EXPECTATION**

# Bylaws Review - Committees

## Standing Committees

- Perform continuing functions and are permanent committees of the State Board.
- Are comprised of State Board members for purposes of voting.
- Shall have a minimum of five members in addition to the chair and the vice chair of the committee.
- Are established or discontinued through an amendment to CWDB's bylaws.

*With the exception of the Executive Committee, the Chair shall designate the chair, vice-chair, and members of a standing committee annually, subject to ratification by the full State Board.*

# Bylaws Review - Committees

## Special Committees

- Assigned specific tasks and assignments by the State Board Chair.
- May include State Board members and State and local partners, stakeholders, practitioners, and customers, all as voting members.

*Unless otherwise specified in the description of the committees adopted as part of these bylaws, the State Board Chair shall designate the chair, vice-chair, and members of each special committee, subject to ratification by the Executive Committee.*

# Bylaws Review

## Ad Hoc Committees

- Informal workgroups, task forces, councils and other formal sub-groups comprised of State Board members, and/or State Board staff, and/or State and local partner, stakeholder, and practitioner staff.
- May be established by the Chair, the Executive Director, or special committee chairs, and are not subject to ratification by the full State Board nor the Executive Committee.
- Are time-limited and task oriented and are formed to develop work products for the State Board.
- Each Ad hoc committee shall remain in existence only as long as necessary to fully address the task with which it is charged.

# Bylaws Updates

## Recommended amendments

- Name change
- Update to reflect that members serve at the pleasure of the appointing authority
- Update regarding the removal process and notification of vacancies
- Other minor updates for accuracy and clarity

## *Next steps*

Full text of proposed amendments to be included in May full board meeting information and discussion, board to take action in August meeting

# Moving Forward



***ENSURE  
COMPLIANCE***



***FULFILL LEGISLATIVE  
MANDATE***



***USE BOARD MORE  
EFFECTIVELY***



# Questions

**Kaina Pereira**

**Executive Director**