



WORKFORCE
DEVELOPMENT

NOVA WORKFORCE BOARD AGENDA
12:00 NOON to 1:30 p.m., WEDNESDAY, May 22, 2019
LOS ALTOS ROOM, 505 W. OLIVE AVE., SUITE #767, SUNNYVALE, CA

- 1. CALL TO ORDER**
- 2. PUBLIC ANNOUNCEMENTS**
- 3. APPROVAL OF AGENDA**
- 4. REPORT FROM THE CHAIR** **Motion**
 - 4A. Introduction of New Board Members: Monica Alvarado of Communications Workers of America and Cindy Springsteel of Adobe, Inc. **Information**
- 5. REPORT FROM THE EXECUTIVE DIRECTOR** **Information**
 - 5A. Update Prison to Employment Initiative (P2E)
 - 5B. Update NOVA Foundation
 - 5C. Update New Civic Center Facility
 - 5D. July 24 Study Session Topic
- 6. PUBLIC HEARING**
 - 6A. Approval of Minutes of March 27, 2019 Meeting (**Enclosure**) **Motion**
 - 6B. GENERAL BUSINESS:
 - 6B1. Approval of WIOA 2019 Memorandums of Understanding for NOVA Workforce Board AJCC Service System (**Enclosure**) **Motion**
 - 6B2. Approval of WIOA AJCC Certification of Affiliate and Specialized Job Centers for NOVA Workforce Board AJCC Service System (**Enclosure**) **Motion**
 - 6B3. Presentation from Board members Katherine Harasz and Andy Switky: New App for Santa Clara County Housing Authority Customers **Information**
 - 6C. DISCUSSION:
 - 6C1. Opportunity for Dialogue among Board Members and Director
 - 6D. GENERAL INFORMATION:
 - 6D1. Grant Status/Status of Funds (**Enclosure**) **Information**
- 7. ADJOURNMENT**

SCHEDULED MEETINGS

NOVA Board Meeting, Wednesday, July 24, 2019 at 12 Noon

Pursuant to the Americans with Disabilities Act, NOVA will make reasonable efforts to accommodate persons with qualified disabilities. If you require special accommodation, please contact NOVA at (408) 730-7240 at least one day in advance of the Workforce Board Meeting.



NOVA Workforce Board
Draft March 27, 2019 Meeting Minutes

PRESENT: T. Baity, V. Dang, L. de Maine, P. Guevara, E. Hamilton, K. Harasz, B. Knopf, M. Lucero, A. Manwani, J. Morrill, S. Porter, and A. Switky

ABSENT: S. Borgersen, J. Chu, C. Cimino, L. Dalla Betta, B. Field, R. Foust, C. Galy, B. Guidry-Brown, H. Goodkind, J. Hill, L. Labit, S. Levy, J. Miner, J. Ruigomez, J. Sugiyama

ALSO PRESENT: K. Stadelman and E. Stanly

1. CALL TO ORDER

Co-Chairperson J. Morrill called the meeting to order at 12:05 p.m.

2. PUBLIC ANNOUNCEMENTS

No public announcements.

3. APPROVAL OF AGENDA

It was moved by M. Lucero, seconded by V. Dang and carried by voice vote to approve the agenda as submitted.

4. CHAIRPERSON'S REPORT

4A. Presentation from Board Member Lionel de Maine of Sequoia Adult School (SAS) on the Adult Education System: Highlights of the presentation included:

- The first adult school was founded in San Francisco in 1856. By 1900, schools opened in Sacramento, Oakland, San Jose and Los Angeles, were referred to as Americanization Centers and were part of the K-12 education system. The major role was serving those most in need and integrating immigrants. They were offered in the local communities and were tuition free (which continues today).
- The adult school system has undergone changes over the last decade that included a budget crisis in 2007-8 with no dedicated funding, a restructuring of adult education in 2013 via AB 86, new infusion of funding through the Adult Education Block Grant (AEBG) in 2015-16 via AB 104, and was renamed CAEP with a cost of living adjustment added in 2017-18. The other major funding source for adult education is the Workforce Innovation and Opportunity Act (WIOA) Title II. While funding is more stable today, it is still inadequate to meet the needs.

- AEBG was implemented to improve coordination and integrate a regional service delivery system to provide education/workforce services to underserved adults resulting in employment with living wages and full engagement in society. There are three local consortia of adult education providers in the region: San Mateo County (ACCEL), Northern Santa Clara County (NSCCC) and South Bay (SBCAE). As a result of these consortia, there has been more of a focus on marketing, recruitment and the students' needs and coordination among diverse agencies, between colleges and schools, and across WIOA Title I and Title II. Working together has also emphasized the need for a common data system that can track referrals between agencies and progress following transfers. A new system is now being explored.
- Today, the major program areas include: adult basic education (ABE), adult secondary education (ASE), English as a Second Language (ESL) and English Literacy and Civics, and Career and Technical Education (CTE). Additionally, there are services provided to defined populations and focus on discrete outcomes. Adult schools also offer Community Enrichment classes that vary by school and are funded through fees.
- Student characteristics served through this system: gender-female (60%)/male (40%); age-20-29 years old (30%), 30-39 (24%), 40-54 (23%), and 18-19 and 55+ (10% and 13%, respectively); ethnicity- Hispanic (60%), White (15%), Asian (15%), African American (5%) and Other (5%); native language-Spanish (48%), English (32%), Other (10%), Chinese (5%), Vietnamese (3%) and Arabic and Russian (1% each); prior educational attainment- none (54%), HS diploma (25%), BA/BS (9%), some college (4%), certificate and AA/AS (3% each) and HSE (2%); and employment status at entry- unemployed (42%), employed (41%), and not in labor force (17%).
- Sequoia Adult School alumni are active academically and have achieved great success as shown in the number who have taken college-level classes, taken ESL classes, acquired college credits and enrolled in college leading to a degree.
- Adult schools have a history of serving most in need, serve 2/3 of ESL students across the state, focus on community and family sustaining wages and have a crucial role to play in the changing economy.

5. EXECUTIVE DIRECTOR'S REPORT

Director Kris Stadelman reported out on the following items:

5A. Follow-up to Board Retreat: The director thanked members for attending the retreat, with a special thanks to those who presented over the course of the day. Proposed solutions to the challenges facing low-income, disadvantaged customers in accessing sustainable employment will be tackled by the Expanding Reach and Emerging Trends task forces going forward with meetings scheduled in April and May, respectively.

5B. Updates WIOA Implementation and Regionalism: There are nearly eight WIOA directives that the local workforce boards will need to comply with over the next several months that includes the renewal of the Memorandum of Understanding with mandated partners that is getting underway. Several of these WIOA requirements have been agendized for Board approval during this meeting. Regionalism continues to be a challenge but the State has recently provided some relief. At the November Board meeting, the Board expressed an interest in sending a letter to the State about concerns with the State's direction regarding regionalism, specifically, as it pertains to the Prison to Employment (P2E) regional

initiative that could serve as the template for how business will be conducted in the future. The letter was sent to the State, shared with the Executive Committee meeting at the December meeting and is available for review. As a result of the letter and similar concerns expressed by other local boards, the State has changed some of its requirements, specifically, the regional lead will no longer be liable for how each local board within the region spends its funding and the role of the regional lead will be divided into two roles: project lead and fiscal agent. NOVA will continue to be the fiscal agent for the Bay-Peninsula region, with the project lead changing based on the project. For example, the project lead for the P2E initiative is work2future and the project lead for Slingshot is the San Francisco workforce board. However, the State's requirements for implementing these initiatives continue to be challenging. For example, the State just announced funding awards for P2E and Bay-Peninsula received 1.8 million for two years, just 43% of the funding requested, and is calling for each region to modify its proposal and budget based on this revised funding, complete procurement and award contracts by May 1.

5C. Update San Mateo County Services: Previously, NOVA had discontinued contracting with Skyline College through mutual agreement given the challenges experienced with recruiting customers to the SparkPoint Center there. With the agreement of Skyline, NOVA continued to provide services at the center on a limited basis using NOVA staff. Unfortunately, the challenges with recruiting customers have persisted and NOVA services have now been discontinued at Skyline. NOVA is exploring other prototypes for meeting the needs of customers there that will be discussed further with Expanding Reach Task Force.

5D. Future Topics for Study Session: Last July, the Board hosted a study session at the July Board meeting. Given the success of this session, staff is proposing to continue hosting study sessions at the July meetings. The Board was asked to forward any ideas for topics to the director. Two topics under consideration include: education reform and the retirement wave. As with the last study session, no voting would take place at this meeting.

6. PUBLIC HEARING

6A1. Approval of Minutes of November 28, 2018 Meeting: It was moved by T. Baity, seconded by A. Manwani and carried by voice vote to approve the November 28, 2018 Board meeting minutes as submitted, with abstentions from P. Guevara and S. Porter.

6A2. Approval of Minutes of January 23, 2019 Retreat: It was moved by L. de Maine, seconded by A. Switky and carried by voice vote to approve the January 23, 2019 retreat minutes as submitted, with abstentions from P. Guevara.

6B. GENERAL BUSINESS:

6B1. Approval of WIOA Regional Plan Modification: At the January Board retreat, the Board approved the WIOA Local Plan Modification for NOVA. The Regional Plan Modification for PY 2017-2020 has now been completed and agendaized for Board approval. The Regional Plan modification is required to focus on: Aligning, coordinating, and integrating reentry and workforce services to the formerly incarcerated and other justice-involved individuals.

The four Workforce Development Boards in the Bay-Peninsula region worked closely together in coordinating their stakeholder engagement process, developing strategies to strengthen the system of reentry and workforce services for formerly incarcerated and other justice-involved individuals, and planning for the successful deployment of upcoming Prison to Employment (P2E) resources. The Regional Plan includes an assessment of services needed and regional alignment of services, current programming and programming in development, coordination with partners, the role of employers, and the importance of supportive services to assist with overcoming barriers to success. An extensive and robust community engagement process was completed that included reaching out to an extensive list of partners, hosting listening sessions, and meeting individually with new partners. In addition, public notices were posted in each of the job centers across the region, as well as online and on the State Board website. It was moved by A. Manwani, seconded by L. de Maine and carried by voice vote the approval of the WIOA Regional Plan Modification.

6B2. Approval of Application for WIOA Subsequent Local Area Designation and Local Board Recertification: State Draft Directive WSDD-196 requires that local workforce boards must reapply for subsequent local area designation and local Board recertification every two years. There are no changes proposed for the NOVA Workforce Development Area that includes the current eight jurisdictions: San Mateo County and seven cities (Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara and Sunnyvale) in northern Santa Clara County. The NOVA Workforce Development Area is in compliance with all WIOA mandated requirements including negotiating performance goals, participating in regional planning engagement activities and adherence to Local Area Assurances. In addition, the NOVA Workforce Board membership comprises representation from all of the required WIOA membership categories, has met or exceeded all performance measures, and sustained fiscal integrity. This application satisfies all requirements stipulated by WIOA and the State. It was moved by E. Hamilton, seconded by V. Dang and carried by voice vote to approve the application for WIOA Subsequent Local Area Designation and Local Board Recertification.

6C. DISCUSSION

6C1. Opportunity for Dialogue among Board Members and Director: There were no topics identified for discussion at this meeting.

6D. GENERAL INFORMATION

6D1. Grant Status/Status of Funds: The report was included in the Board meeting packet. Future reports will include a line item for regional projects.

6D2. 2019 NOVA Board Meeting Schedule: The 2019 Board meeting schedule was included in the Board meeting packet. Members were encouraged to mark their calendars.

7. ADJOURNMENT

The meeting was adjourned at 1:35 p.m.



Date: May 22, 2019
To: NOVA Workforce Board
From: NOVA Staff
Subject: **Approval of WIOA 2019 Memorandums of Understanding for NOVA Workforce Board AJCC Service System**

INTRODUCTION:

The Workforce Innovation and Opportunity Act (WIOA) (Public Law 113-128) requires that a Memorandum of Understanding (MOU) be developed and executed between the local Workforce Development Board and mandated partners of the American Job Centers concerning the operations of the WIOA local one-stop service-delivery system. For the initial MOU under WIOA, the State stipulated the requirements for the development of the MOU for America's Job Centers of California (AJCC) and elected to divide the MOU process into two distinct phases. In 2016, the NOVA Workforce Board approved the first phase of the MOU that established a cooperative working relationship and service coordination/collaboration between the NOVA Workforce Board and the local AJCC required partners and their respective roles and responsibilities. In 2017, the NOVA Board approved Phase II of the MOU that established a resource sharing agreement between the NOVA Workforce Board and the local AJCC required partners. The agreement was for three years ending June 30, 2019, with the resource sharing agreement reviewed every year.

With the expiration of the initial MOU approaching, on April 30, 2019, the California Employment Development Department and California Workforce Development Board released the Workforce Services Directive WSD18-11 that stipulates the requirements for the renewal of the MOU. The previous MOU Phase I & II would be combined into a single MOU submission that would capture shared customers, shared services and shared costs. The NOVA Workforce Board is being asked to approve two new MOU agreements that have been attached for review: one between the NOVA Workforce Board and the local AJCC required partners with the exception of the County of Santa Clara (TANF program) and one between the NOVA Workforce Board and the County of Santa Clara. The term of the agreement is three years, effective July 1, 2019 through June 30, 2022, with the infrastructure funding agreement and other shared system (career services) costs component of this MOU to be reviewed annually.

DISCUSSION:

WIOA (Public Law 113-128) emphasizes the importance of providing customers with access to high-quality one-stop centers that connect them to the broad array of services in the community. It strengthens the local workforce development system's ability to align investments in workforce, education, and economic development with regional in-demand jobs. America's Job

Centers of California (AJCC) are the cornerstone of California's workforce development system and serve as key access point(s) to the local workforce system's education and training programs, critical to preparing job seekers for the growing jobs in the local community. The goal of the AJCC comprehensive centers is to streamline access for shared customers through shared services and shared costs.

WIOA requires that a Memorandum of Understanding (MOU) agreement be developed and executed between the local Workforce Development Board, with the agreement of the chief elected official, and WIOA mandated partners of the AJCC system, as defined in WIOA Section 121(b) & (c), concerning the WIOA service-delivery system. Key components of the required MOU should address shared customers, shared services and shared costs and specifically include: all WIOA mandated partners; services that partners will contribute to the local workforce development system; streamlined access to services through co-located facilities, technology and direct connections between partner agencies; and referrals that include a "warm handoff" between partners to promote better access for customers. The shared costs/resources component of the MOU must include: the infrastructure costs for the AJCC one-stop system, cost allocation methodology and the proportionate share of infrastructure costs for collocated partners based on this methodology; other system costs for the AJCC one-stop system that must include career services and may include other costs such as business services, each partner's cost in providing federally funded career services to its customers, and cost allocation methodology for determining each partner's proportionate share of cost for other system costs; process for achieving consensus and resolving conflicts among partners; and process for modifying and reviewing the agreement. For the infrastructure costs, only collocated partners will be required to share in the costs. However, when the State has developed a method for calculating infrastructure costs for non-collocated partners, non-collocated partners must agree that they will contribute to these costs that will be renegotiated at that time. For other system costs-career services, currently the State does not have a method for calculating costs that is based on shared customers. When this database becomes available, all partners will be asked to contribute to the other system costs that will be renegotiated at that time.

In 2016, the State released the requirements for the development of the WIOA MOU that would be implemented in two distinct phases: Phase I would establish a cooperative working relationship and service coordination/collaboration between the local workforce board and the local AJCC required partners and their respective roles and responsibilities in achieving policy objectives and Phase II would establish a resource/cost sharing agreement. On May 25, 2016, the NOVA Workforce Board approved its MOU Phase I agreement and on July 26, 2017 approved its MOU Phase II agreement. The agreement was for three years ending June 30, 2019 with the Phase II agreement reviewed annually.

On April 30, 2019, the California Employment Development Department and California Workforce Development Board released Workforce Services Directive WSD18-12 that stipulates the requirements for the renewal of the MOU that would combine the previous MOU Phase I and Phase II agreements into a single MOU submission. The term would be for three years, effective July 1, 2019 through June 30, 2022, with the infrastructure funding agreement and other shared system (careers services) costs to be reviewed annually. The MOU agreements are due to the State by June 30, 2019.

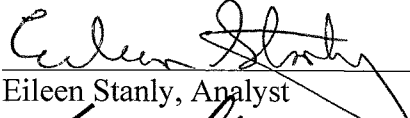
Over the past few months, NOVA has worked with the local AJCC partners on the development of the MOU renewal and has achieved consensus on its terms and conditions. The MOU combines the previous MOU Phase I and Phase II documents into a single submission with very few additional changes. There are nearly thirty partners participating in this MOU representing all of the required WIOA mandated categories that include: Title I serving adults, dislocated workers and youth, adult education, State Workforce Services and Rehabilitation agencies, Title V senior services, County Temporary Assistance to Needy Families (TANF) programs, Community Action Partnership community-based organizations, Migrant and Seasonal Farmworkers agency, Housing and Urban Development local housing authority, community colleges, a local Job Corps agency, and a Native American agency. Three new partners will be joining this MOU for the first time: Senior Service America, Inc. representing WIOA Title V who is operating a program for seniors in San Mateo County, United Indian Nations, Inc. representing the WIOA Native American category who is located in Alameda County but serving San Mateo and Santa Clara counties, and the College of San Mateo. The Board is being asked to approve the two MOU agreements (attached): MOU agreement between the NOVA Workforce Board and the local WIOA AJCC required partners with the exception of the County of Santa Clara (TANF program) and an MOU agreement between the NOVA Workforce Board and the County of Santa Clara. The term of the agreement is July 1, 2019 through June 30, 2022, with the infrastructure funding agreement and other shared system (career services) costs component of this agreement to be reviewed annually.


ALIGNMENT WITH STRATEGIC PLAN:

This is in alignment with the NOVA Board's vision, mission and purpose statement and all ten of the priority strategies from its 2017-2020 Strategic Plan.

RECOMMENDATION:

The Board is being asked to approve two WIOA Memorandums of Understanding (attached) between the NOVA Workforce Board and the local WIOA AJCC required partners with the exception of the County of Santa Clara (TANF program) and between the NOVA Workforce Board and the County of Santa Clara.

Prepared by: 
Eileen Stanly, Analyst

Reviewed and Approved by: 
Kris Stadelman, Director

Attachments: Workforce Innovation and Opportunity Act Memorandum of Understanding for MOU required partners, with the exception of the County of Santa Clara (TANF): <http://novaworks.org/documents/Ongoing/FinalMOU2019.pdf>

Workforce Innovation and Opportunity Act Memorandum of Understanding for the County of Santa Clara (TANF program): <http://novaworks.org/documents/Ongoing/FinalWIOA.NOVA.Santa%20Clara%20County%202019MOU.pdf>



Date: May 22, 2019
To: NOVA Workforce Board
From: NOVA Staff
Subject: **Approval of WIOA AJCC Certification of Affiliate and Specialized Job Centers for NOVA Workforce Board AJCC Service System**

INTRODUCTION:

The Workforce Innovation and Opportunity Act (WIOA) (Public Law 113-128, Section 121(g)) requires that the local workforce boards assess at least every three years the effectiveness, physical and programmatic accessibility, and continuous improvement of the American Job Center one-stop centers and service-delivery system. In response, the California Employment Development Department and California Workforce Development Board have launched an ambitious process for certifying the comprehensive, affiliate and specialized job centers.

In 2017/2018, the Board approved the AJCC Baseline and Hallmarks of Excellence certifications for the NOVA Job Center in Sunnyvale, the comprehensive center for the NOVA Workforce Development Area. On March 14, 2019, State Workforce Services Directive WSD18-11 was released that stipulates the requirements for the AJCC certification of the affiliate and specialized job centers.

The NOVA Workforce Development Area has one affiliate job center, located in San Mateo, and operated by the Central Labor Council Partnership (CLCP) and one specialized job center for youth, located in Menlo Park, and operated by JobTrain. Ms. Racy Ming, Regional Organizer for the Bay-Peninsula Regional Planning Unit, conducted the independent on-site certification evaluation for these job centers. A certification letter from Ms. Ming has been attached for review (Attachment 1). The Board is being asked to approve the attached AJCC certifications of the CLCP and JobTrain job centers (Attachments 2 & 3). Following Board approval, the certification submissions will be forwarded to the State for approval.

DISCUSSION:

WIOA (Public Law 113-128) emphasizes the importance of providing customers with access to high-quality one-stop centers, referred to in California as America's Job Centers of California (AJCC), which connect them to the broad array of workforce development services in the community. WIOA Section 121(g) — Certification and Continuous Improvement of One-Stop Centers — requires that local workforce boards assess at least once every three years the effectiveness, physical and programmatic accessibility, and the continuous improvement of one-stop centers and the one-stop service-delivery system, according to specified criteria and

procedures developed by the State Board in consultation with chief elected officials and local boards.

The State has taken an ambitious approach to implementing the WIOA AJCC certification requirements. In 2017, the State launched the certification process for the AJCC comprehensive job center that entailed a Baseline Certification that was comprised of four elements targeting primarily WIOA compliance requirements and the Hallmarks of Excellence Certification that was comprised of eight elements: 1) physical location and facility enhances customer experience; 2) universal access, with an emphasis on individuals with barriers to employment; 3) actively supports the one-stop system through effective partnerships; 4) provides integrated, customer-centered services; 5) is an on-ramp for skill development and the attainment of industry-recognized credentials for targeted regional sectors and pathways; 6) engages industry and labor and supports regional sector strategies through an integrated business service strategy focusing on quality jobs; 7) has high-quality, well-informed, and cross-trained staff; and 8) achieves business results through data-driven continuous improvement. Each Hallmark of Excellence element would be ranked on a scale of 1 to 5. A continuous improvement plan was also required as part of this process. The NOVA Workforce Development Area has one comprehensive job center, NOVA Job Center in Sunnyvale. At the November 29, 2017 Board meeting, the Board approved the AJCC Baseline Certification and at the May 24, 2018 meeting, the Board approved the AJCC Hallmarks of Excellence Certification and Continuous Improvement Plan of the NOVA Job Center in Sunnyvale.

The State has now launched the AJCC certification process for the affiliate and specialized job centers that represents a modification to the AJCC certification of comprehensive centers. On March 14, 2019, State Workforce Services Directive WSD18-11 was released and stipulates the requirements for this certification process. The affiliate job center is defined as offering one or more of the AJCC programs, services and activities. The specialized job center is defined as addressing a specific need, including those of dislocated workers, youth or key industry sectors or clusters. The Directive's requirements encompass: assurance that the AJCCs have completed an MOU and ensures equal opportunity for individuals with disabilities in accordance with the Americans with Disabilities Act, WIOA Section 188 and other applicable federal and state guidance; and that the reviewer conducts an open, independent, on-site evaluation of the job centers without any conflict of interest. The evaluation assessment must be completed according to the Hallmarks of Excellence criteria utilized for the comprehensive center and should also include a continuous improvement plan. This initial certification of the affiliate and specialized job centers is for two years starting July 1, 2019 through June 30, 2021, in order to align with the certification of the comprehensive job center end date of June 30, 2021.

NOVA has one AJCC affiliate job center that is operated by the Central Labor Council Partnership (CLCP) in San Mateo and one AJCC specialized job center for youth operated by JobTrain in Menlo Park. Ms. Racy Ming, Regional Organizer for the Bay-Peninsula Regional Planning Unit that includes NOVA conducted the on-site evaluation for the AJCC certification of CLCP and JobTrain job centers. This independent evaluator brings many years of experience with the local workforce development system and a deep knowledge of WIOA and its mandates and requirements and the State's directives in implementing WIOA. Ms. Ming was also selected to complete the AJCC certification of the NOVA Job Center in Sunnyvale and has been approved by the State to conduct certification evaluations for the NOVA Workforce Board.

On May 2, the site visit was conducted for CLCP and on May 9, the site visit was conducted for JobTrain. A letter from the evaluator certifying the site visits has been attached to this report for review (Attachment 1). The completed AJCC certification submissions for CLCP and JobTrain have also been attached for review (links to Attachments 2 & 3). While there is no minimum score required in order to be certified for the affiliate and specialized jobs centers, both providers achieved a ranking of at least three (out of five) on each of the Hallmarks of Excellence. In addition, the continuous improvement plans for each of the providers, which respond to areas for improvement identified in the Hallmarks of Excellence assessments, have been included in the submission.

CLCP and JobTrain have satisfied all of the requirements for AJCC certification. The Board is being asked to approve the AJCC certification of the Affiliate Job Center operated by CLCP and the Specialized Job Center for youth operated by JobTrain. Following the Board's approval, the completed submission will be forwarded to the State for approval.

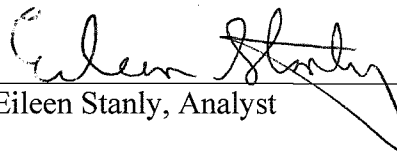
ALIGNMENT WITH STRATEGIC PLAN:

This is in alignment with the NOVA Board's vision, mission and purpose statement and all ten of the priority strategies from its 2017-2020 Strategic Plan.

RECOMMENDATION:

NOVA staff is asking for Board approval of the AJCC certification for the Affiliate Job Center operated by CLCP and the Specialized Job Center for youth operated by JobTrain.

Prepared by:


Eileen Stanly, Analyst

Reviewed and Approved by:


Kris Stadelman, Director

Attachments: 1. AJCC Certification Letter from Evaluator Racy Ming

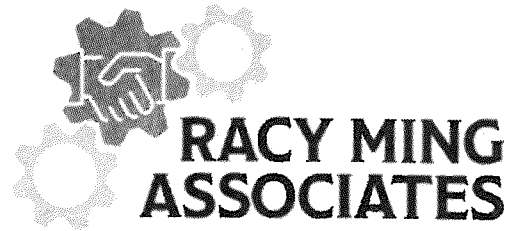
2. AJCC Certification of Affiliate Job Center: CLCP:

http://novaworks.org/documents/Ongoing/AJCCCertification_AffiliateCenter_CLCP.pdf

3. AJCC Certification of Specialized Job Center for Youth: JobTrain:

http://novaworks.org/documents/Ongoing/AJCCCertification_SpecializedCenter_JobTrain.pdf

Attachment 1.



Kris Stadelman
NOVA
505 W. Olive Ave.
Suite 550
Sunnyvale, CA 94086

May 13, 2019

Dear Kris,

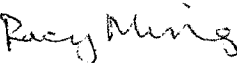
This letter is to summarize the site visits I conducted as part of the certification process for your affiliate sites. I visited CLCP, your affiliate site in San Mateo County (1777 Borel Place, Suite 500, San Mateo CA) on May 2, 2019 and JobTrain, your youth services provider (1200 O'Brien Dr, Menlo Park CA) on May 9, 2019.

As we discussed, CLCP is providing a welcoming and professional space, appears to have good partner connections, conducts outreach in the community, and works closely with NOVA. I concur with their self-assessment scores.

JobTrain has a comprehensive set of on-site partners and training programs, is well established and known in the community, and provides comprehensive supportive services, including on-site childcare and a clothing closet. Their trainings lead to industry recognized credentials in in-demand occupations. I concur with their self-assessment scores.

Thank you for the opportunity to see up close the good work that is being done in the community. Please do not hesitate to contact me if you have any questions, or if I can provide any additional assistance.

Yours,


Racy Ming

NOVA Grant Status Report

		For the Period from July 1, 2018 thru April 06, 2019			Accounting Period 10		77% of year	
Source	Title	Period of Performance From To	PY18 Avail Total	PY18 Avail Spend - Plan	PTD Spend Actual	% Act/Plan	Balance of Plan	
WIOA	Adult	07/18 06/20	1,893,678	1,272,678	877,914	69%	394,764	
WIOA	Dislocated Worker	07/18 06/20	2,249,503	1,636,503	950,582	58%	685,921	
WIOA	Youth	04/18 06/20	1,817,712	1,202,712	851,744	71%	350,968	
WIOA	Rapid Response	07/18 06/19	1,646,957	1,646,957	1,144,922	70%	502,035	
WIOA	RR Layoff Aversion	07/18 06/19	366,094	366,094	196,897	54%	169,197	
	<i>Allocation Subtotal</i>		<i>7,973,944</i>	<i>6,124,944</i>	<i>4,022,059</i>		<i>2,102,885</i>	
WIOA	25% Addtnl Assist-SV Network	03/18 02/19	1,249,468	1,249,468	1,249,468	100%	-	
DOL NDWG	Silicon Valley DW	01/16 12/19	1,727,410	700,000	427,607	61%	272,393	
State NDWG	DW Trade & Economic Transition	10/18 09/20	1,000,000	226,932	62,597	28%	164,335	
H1-b	Ready-to-Work	11/14 10/19	720,562	400,000	382,250	96%	17,750	
Private	LinkedIn for Good	06/17 05/20	55,727	15,000	10,816	72%	4,184	
Private	Google	06/17 03/19	73,408	73,408	63,754	87%	9,654	
CWDB	Slingshot Addtnl Grant	06/17 12/18	69,733	69,733	69,733	100%	-	
CEC	Prospect SV - VTA Project	10/17 12/20	47,526	10,000	3,752	38%	6,248	
CWDB	ELL Navigator	06/17 03/19	183,584	183,584	161,208	88%	22,376	
Prop 39	SMC-TIP	01/17 12/18	1,860	1,860	1,860	100%	-	
	NOVA Foundation		51,614	10,000	9,290	93%	710	
	<i>NOVA Subtotal (includes Allocation subtotal)</i>		<i>13,154,836</i>	<i>9,064,929</i>	<i>6,464,392</i>		<i>2,600,537</i>	
RPU / WIOA	Regional Organizer	03/17 03/19	49,159	49,159	46,971	96%	2,188	
RPU / WIOA	Regional Plan Imp	01/18 06/19	669,223	669,223	370,855	55%	298,368	
RPU / CDCR	Prison to Employment	10/18 03/20	142,500	50,000	40,547	81%	9,453	
*RPU / WIOA	Reg Organizer / Reg Training	04/19 09/20	163,900	15,000		0%	15,000	
*RPU / WIOA	Slingshot 2.0 Regional Plan Imp	04/19 09/20	250,000	10,000		0%	10,000	
	<i>RPU Subtotal</i>		<i>1,274,782</i>	<i>793,382</i>	<i>458,372</i>	<i>58%</i>	<i>335,010</i>	
	TOTAL		14,429,618	9,858,311	6,922,765	70%	2,935,546	
Budget w City			10,554,530					

Notes: RPU designates funding received on behalf of 4 WIBs. NOVA is the grant administrator; contracting with WIBs to meet regional deliverables.

*New RPU Funding: Reg Organizer / Reg Training Additional funding to support regional plan implementation

Slingshot 2.0 Regional Plan Imp Builds on previous Slingshot initiatives and continued regional plan implementation