



WORKFORCE
DEVELOPMENT

NOVA WORKFORCE BOARD AGENDA
12:00 NOON to 1:30 p.m., WEDNESDAY, September 26, 2018
LOS ALTOS ROOM, 505 W. OLIVE AVE., SUITE #767, SUNNYVALE, CA

1. **CALL TO ORDER**
2. **PUBLIC ANNOUNCEMENTS**
3. **APPROVAL OF AGENDA** **Motion**
4. **REPORT FROM THE CHAIR** **Information**
 - 4A. Follow-up to July 25, 2018 Study Session Board Meeting
5. **REPORT FROM THE EXECUTIVE DIRECTOR** **Information**
 - 5A. Regional Prison to Employment Initiative with California Department of Corrections and Rehabilitation (CDCR)
 - 5B. WIOA Regional Plan Modification
 - 5C. Regional Planning/Collaboration Discussions
 - 5D. 2020 Census
6. **PUBLIC HEARING**
 - 6A. Approval of Minutes:
 - 6A1. Approval of Minutes of May 23, 2018 Meeting (**Enclosure**) **Motion**
 - 6A2. Approval of Minutes of July 25, 2018 Study Session (**Enclosure**) **Motion**
 - 6B. GENERAL BUSINESS:
 - 6B1. Approval of Amended Biennial Conflict of Interest Code (**Enclosure**) **Motion**
 - 6B2. Approval of National Trade and Economic Transition Dislocated Worker Grant Application (**Enclosure**) **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, November 28, 2018 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 MINUTES
May 23, 2018**

PRESENT: S. Borgersen, C. Cimino, L. de Maine, R. Foust, K. Harasz, B. Knopf, L. Labit, S. Levy, M. Lucero, M. Merrick, J. Morrill, A. Switky

ABSENT: T. Baity, J. Chu, L. Dalla Betta, V. Dang, B. Field, C. Galy, J. García, P. Guevara, B. Guidry-Brown, H. Goodkind, E. Hamilton, J. Hill, A. Manwani, J. Miner, J. Ruigomez, and J. Sugiyama

ALSO PRESENT: K. Stadelman, 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 C. Cimino, seconded by B. Knopf and carried by voice vote to approve the agenda as submitted.

4. CHAIRPERSON'S REPORT

4A. Presentation from Dennis Cima on Foothill-De Anza Community College District Community Outreach Initiative: Highlights of the presentation included:

- The Foothill-De Anza Community College District has been providing educational services for 60+ years; De Anza College is celebrating its 50-year anniversary. It is a leader in providing quality learning environments to a diverse student body, serving 63,000 students annually.
- The challenge for families is college affordability with the cost at California public universities four times higher than a local community college (e.g. UC system \$13,900/yr., Cal State System \$7,229/yr., Foothill-De Anza \$1,515/yr.).
- Foothill-De Anza is a top performer in providing educational programs in science, mathematics, technology, arts, vocational opportunities, and transfers to four-year colleges, as well as workforce training in business, technology, nursing, early childhood education and other high-demand careers. It also recently opened a new

Haas center for manufacturing. Foothill-De Anza serves everyone in the community including veterans, seniors and working students, and provides lifelong learning and professional development for the current workforce.

- In looking ahead to the future, Foothill-De Anza is reaching out and surveying community residents about community priorities. Priorities identified include: preparing students for transfer to four-year colleges & universities; better preparing students for good-paying jobs; upgrading classrooms and labs through capital improvements; and expanding resources for veterans and accessibility for students with disabilities. Board members were invited to weigh in on the conversation by going to www.fhda.edu/JoinTheConversation and completing the survey.

5. EXECUTIVE DIRECTOR'S REPORT

Director Kris Stadelman reported out on the following items:

5A. 2018 Progress Seminar San Mateo County: The Progress Seminar is an annual convening of stakeholders to tackle pressing issues facing the San Mateo County community. Board member Rosanne Foust co-chairs this event. This year, the director was invited to present on a panel regarding workforce innovations; another panel on the “Year of the Woman” was also discussed. A video link about the conference will be sent to members.

5B. Regional Updates: During the initial planning of the Bay Peninsula Regional Planning Unit, there was an agreement to rotate the lead role among the local workforce boards in the region. NOVA served in the lead role last year, but due to challenges experienced by the other local boards in the region, NOVA has agreed to continue in this lead role in the coming year. Since regional funding is now being allocated, NOVA will also provide the contract administrator role to distribute these funds to the other three boards.

There is concern that the State may be moving too fast in implementing the regionalism concept under WIOA, with its announcement of new regional metrics. While the local workforce boards within the region share some commonality, there are many differences that include different employers and industry sectors. This has become apparent in the implementation of the regional business engagement initiative, where each local board has a very different approach to business services. The initiative may need to be scaled back to just focus on creating a shared message to facilitate employer referrals between boards. Regional boundaries should be fluid to allow boards to partner with whoever is appropriate for a particular project. WIOA allocations should also continue to be distributed directly to each local board to address its specific priorities and needs that will vary from board to board.

5C. Update State CalJOBS Direct Data Entry Directive: Last year, NOVA requested that it be exempted from the State requirement of direct data entry of customer information into the CalJOBS system. NOVA prefers to use its own system for inputting data as it provides a wealth of information about customers served that can be used in making management decisions in real-time about service-delivery. The State conducted a site visit of NOVA's system and has indicated that NOVA will be granted a waiver from this requirement.

6. PUBLIC HEARING

6A. Approval of Minutes of March 28, 2018 Meeting:

It was moved by R. Foust, seconded by K. Harasz and carried by voice vote to approve the March 28, 2018 Board meeting minutes as submitted, with abstentions from C. Cimino, L. de Maine, B. Knopf and S. Levy.

6B. GENERAL BUSINESS:

6B1. Approval of Application for NOVA to be WIOA AJCC Operator for NOVA Workforce Development Area: As stipulated under WIOA, the State requires that the AJCC Operator be competitively procured unless substantial justification can be provided. The State has also clarified the role of the AJCC Operator and that is to coordinate the service-delivery of required one-stop partners and service providers and ensure the implementation of partner responsibilities and contributions in the WIOA Memorandums of Understanding. Last year, a Request for Qualifications was released twice for the AJCC Operator for the NOVA workforce development area due to an insufficient response to the first bid. The consultant awarded the contract is completing the requirements for fiscal year 2017/18, but is unable to continue providing this service in the future due to other competing commitments. NOVA staff has reviewed different options for approaching the AJCC Operator function and is recommending that it directly serve as Operator for the NOVA workforce development area through sole source procurement by convening and facilitating quarterly partner meetings to ensure effective delivery of services to shared customers. This recommendation is based on insufficient qualified sources to provide this service; City of Sunnyvale service-delivery policies; and NOVA's exceptional performance in delivering the highest quality and most beneficial mix of services. It was moved by C. Cimino, seconded by A. Switky and carried by voice vote to approve of NOVA's application to the State to be the AJCC Operator for the NOVA workforce development area through sole source procurement.

6B2. Approval of WIOA AJCC Hallmarks of Excellence Certification for NOVA Job Center in Sunnyvale: The State is implementing the WIOA requirements for AJCC Job Center certification according to a two-part process: Baseline Certification, a basic compliance certification that was conducted last fall for the NOVA Job Center in Sunnyvale and approved by the Board in November, and Hallmarks of Excellence certification that is more in-depth and comprised of eight Hallmark indicators. A Job Center must achieve a score of at least 3 (out of 5) for each Hallmark and submit a continuous improvement plan in order to be certified. NOVA approached the Hallmarks of Excellence process by conducting an initial self-assessment and identifying areas for continuous improvement. The Regional Organizer conducted the evaluation and recommended that the NOVA Job Center in Sunnyvale be certified. It was moved by A. Switky, seconded by L. de Maine and carried by voice vote to approve the AJCC Hallmarks of Excellence certification and Continuous Improvement Plan for the NOVA Job Center in Sunnyvale.

6B3. Transition of SMCCCD Contract to In-House Services and Extension of CLCP and JobTrain Agreements: It was determined that the proposed service model developed at Skyline College was not the best way to accomplish NOVA's goal to extend its ability to reach and provide services to dislocated and low-income adult job seekers in the northern portion of San Mateo County. As a result, by mutual consent, NOVA and the San Mateo County Community College District (SMCCCD) agreed to terminate the contract, effective

April 30, 2018, with NOVA staff exploring options for directly providing these career services at Skyline. In lieu of a Board meeting, the Executive Committee, on behalf of the Board, approved the transition of the San Mateo County Community College District contract to in-house services at its April 18 meeting.

NOVA has the option to extend current contracts with adult and youth service providers in San Mateo County for up to three additional years, assuming available funding and successful performance. NOVA has received its WIOA allocations for Program Year 2018/19 and will extend the Central Labor Council Partnership through June 30, 2019 with funding up to \$805,800 and extend the JobTrain contract with funding up to \$420,000.

6C. DISCUSSION

6C1. Opportunity for Dialogue among Board Members and Director: Board members discussed the impact that local companies' expansions appear to be having on local school districts.

6D. GENERAL INFORMATION

6D1. Grant Status/Status of Funds: The report was included in the Board meeting packet and the director provided an update. The NOVAworks Foundation Board will be meeting in June to explore opportunities to expand its fund balance, referenced in the report, and Board members were encouraged to contact the Foundation Board with ideas. Funding from the National Dislocated Worker Grant to address impacts from the 2017 storms in San Mateo County, also referenced in the report, was returned to the State due to the challenging requirements of implementing this grant and the insufficient interest from dislocated workers to work on storm-related cleanup projects.

7. ADJOURNMENT

Co-Chairperson J. Morrill stated there was an error in the agenda and the next Board meeting is Wednesday, July 25 at 12 Noon. The meeting was adjourned at 1:30 p.m.



NOVA WORKFORCE BOARD
Draft MINUTES
July 25, 2018 Study Session

PRESENT: V. Dang, R. Foust, P. Guevara, B. Guidry-Brown, J. Hill, B. Knopf, S. Levy, A. Manwani, M. Merrick, J. Miner, J. Morrill, A. Switky

ABSENT: T. Baity, S. Borgersen, J. Chu, C. Cimino, L. de Maine, L. Dalla Betta, B. Field, C. Galy, J. García, H. Goodkind, E. Hamilton, K. Harasz, L. Labit, M. Lucero, J. Ruigomez, and J. Sugiyama

ALSO PRESENT: K. Stadelman, 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. STUDY SESSION

Discussion Topic: Corporate Responsibility: Tech businesses are expanding and evolving in Silicon Valley, which has an impact (both positive and negative) on the community. What role could the business community play to:

- prepare workers for employment or reenter employment after a layoff;
- assist workers find affordable housing close to work; and
- facilitate workers' commute through alternative transportation options?

Highlights of the discussion included (but were not limited to):

- It's important not to rush to solutions on any of the issues, but to begin with a vision first about what are the changes that the Board would like to see happen. Is there a set of agreements the Board can identify that will rebalance the issues? What does corporate responsibility look like?
- Companies, as members of the community, do have a responsibility to ensure that workers have the skills to succeed, are able to find affordable housing and can access transportation to get to/from work. But what is the company's responsibility? They are looking ahead to the next business cycle, but corporations are not just about profits. There has been a lot of discussion in the corporate sector about "from great to good" and how companies can be good citizens. How can we define "good" in the context of our customers?

- For companies, if it makes sense for them to do something good then they will. An example of this is the Google shuttle. Google identified an issue with transportation for its workers and launched the shuttle program to address this problem. Google and Facebook are renting apartments in Mountain View for its workers to offset the rent costs, but will this make a difference for the disadvantaged workers who live there? Gentrification is still taking place so there are unintended consequences.
- Government officials are not going to advocate for affordable housing if its residents oppose it. In some communities, residents want to keep the housing situation the way it is and are resistant to potentially changing their lifestyle in the interest of building more affordable housing in their community. But is it government's responsibility to find the right balance? Government is the only one with the power to enforce a solution. One example of government stepping in is Brisbane putting a measure on the ballot to support a major housing development for the first time. Another example is Mountain View's recent requirement to restrict companies from providing free food to its employees for the benefit of local restaurants.
- It's up to voters to make a difference in the housing crises by supporting zoning changes. The reason for residents' resistance may be that advocates aren't telling a compelling enough story about the need. If they did, perhaps residents would join the effort. An example of residents taking action on the housing crisis is the rent control measure that passed in Mountain View that was spearheaded by the community but not initially supported by the City Council. The Council has since started working with Google on a housing development that will contain Below Market Rent units. The question is what do we expect from each other? What is the common good?
- Personal responsibility should be considered. People make decisions about their careers (and the income that comes with it) and where they choose to live and it is not the community's responsibility to take care of them if they can't find housing. Another perspective is that it's not about the decisions that people have made but rather about the circumstances that have changed around them with the escalating rise in the cost of living and housing. People's current housing crisis may not have initially started out that way when they first moved to the area.
- The housing crisis has affected recruitment of quality candidates in education. A model that is being explored is faculty housing for those working in education, where colleges are becoming landlords. Paying people more is not a solution because of the restrictions around funding and collective bargaining agreements. The housing crisis also affects the quality of education for youth. If teachers have to commute long distances to reach their jobs, it affects the quality of education for the youth they teach, especially in disadvantaged communities, where teachers are disconnected from their students, parents and the community in which they work.
- What is the Board members' personal responsibility to tackle these issues? It's up to the Board to decide what they want to do. Should the Board approach companies and what can companies do? What can NOVA do from a training perspective to get companies to act? The Board needs to focus the conversation to identify what it can do in the context of its customers in order to achieve something good.

- Improving the skills of workers is an unambiguously good thing to do. The Upskilling Playbook for Employers (<https://www.aspeninstitute.org/publications/upskilling-playbook/>) was created by the Walmart Foundation and Aspen Institute. The Board could play a role as ambassador helping companies to implement this playbook. The Skillful Initiative (<https://www.markle.org/rework-america/skillful/#overview>), created by the Markle Foundation, is forging new ways of creating and accessing opportunities for workers through partnerships between business, government, nonprofit and education sectors.
- NOVA is currently working with Hack-the-Hood to better understand the barriers that are preventing youth from accessing the tech industry. When the project first began the goal was to serve 60 youth, but it has only been able to serve 16 youth because of the significant challenges these youth face, specifically, income to support basic needs. The goal has now shifted to serving 20 youth with a focus on addressing the barriers they face with the intent of duplicating this model elsewhere.
- The Braven program (<https://bebraven.org/>) is offering a three-unit course that focuses on low-income, underrepresented college students to teach career readiness skills, so they can stay on track, complete their degree and secure employment.
- Immigrant workers (1.7 million undocumented) are also important to integrate into the workforce as they represent a solution to the community's skilled workforce problem. Employment will also improve the lives of their families.
- How do we get people off of unemployment with the skills they need to succeed? A model in Milwaukee developed an app to connect people to jobs. We should be forward thinking and proactive about how to support these laid-off workers.
- It's not clear how much the Board can really impact housing, as government plays such a large role in its regulation. However, the Board can make a difference on upskilling disadvantaged workers and targeting companies to accomplish this. This should be the Board's platform. Board members have contacts with companies that can be used to leverage this effort. It's important to keep housing in context, but the focus should be operationally on the workforce. However, training shouldn't be the only focus of the workforce issue. Also, disadvantaged workers shouldn't be the only target population, as middle-income workers need to be considered as well.
- It's important for the Board to grapple with these issues, but the expectation is not to necessarily achieve consensus. The ideas from this study session will set the context for future discussions from the Board and through the Board's committees and task forces. There are many different approaches that can be taken that could include more research to delve into these issues in greater depth, host future dialogues, and invite experts to participate in a forum.

4. ADJOURNMENT

The meeting was adjourned at 1:30 p.m.



Date: September 26, 2018
To: NOVA Workforce Board
From: NOVA Staff
Subject: **Approval of Amended Biennial Conflict of Interest Code**

INTRODUCTION:

The Political Reform Act of 1974 requires every local government agency to review its Conflict of Interest Code biennially (every even-numbered year) to determine if it is accurate or, alternatively, if the code must be amended. The County of Santa Clara Board of Supervisors is the code-reviewing body for the NOVA Workforce Board, with the County Counsel's office the central point of contact.

For the 2018 biennial review of the Code, the County Counsel's office has requested specific changes to the NOVA Workforce Board's Conflict of Interest Code to ensure compliance under the Political Reform Act, the Fair Political Practices Commission (FPPC), which is the designated enforcement authority, and the County of Santa Clara. The attached amended 2018 Conflict of Interest Code, which incorporates the changes requested by the County Counsel's office, is being forwarded to the NOVA Workforce Board for review and approval.

DISCUSSION:

The Political Reform Act of 1974 requires every local government agency to review its Conflict of Interest Code biennially (every even-numbered year) to determine if it is accurate or, alternatively, if the code must be amended. The County of Santa Clara Board of Supervisors is the code-reviewing body for the NOVA Workforce Board. As the code-reviewing body, the Board of Supervisors is charged with informing the agency that it must review its conflict of interest code and submit an amended conflict of interest code if appropriate. The County Counsel's office is the central point of contact for this review and this year, as part of the 2018 biennial review of the NOVA Workforce Board's Conflict of Interest Code, it has requested several specific changes to comply with the Political Reform Act, the FPPC (the designated enforcement authority), and the County of Santa Clara. These changes are as follows: under the "Adoption of Code" section on page 1 of the attached Code, change language in paragraph two, third sentence to match the regulatory language that is used; at the bottom of page 1 of the Code, update the url that is currently used on the FPPC website for Regulation 18730; under Disclosure Category 1 b) on page 3 of the Code, add an additional phrase to capture interests in a source that is of the type that provides services, equipment, leased space, materials, goods, or supplies to NOVA which should also be disclosed; and some minor edits for clarification purposes.

NOVA staff is forwarding the attached amended 2018 Conflict of Interest Code, which incorporates the changes requested by the County Counsel's office, to the NOVA Workforce

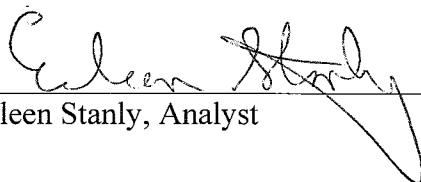
Board for review and approval. Following the Board's approval, the amended Code will be forwarded to the County of Santa Clara Board of Supervisors for final approval. As in previous years, Board members will be asked to submit a Form 700 "Statement of Economic Interests" form on an annual basis to comply with the State's Conflict of Interest Code requirements.


ALIGNMENT WITH STRATEGIC PLAN:

This is in alignment with the NOVA Workforce Board Vision, Mission and Purpose Statement.

RECOMMENDATION:

NOVA staff is requesting Board approval of the amended 2018 Conflict of Interest Code for the NOVA Workforce Board

Prepared by: 
Eileen Stanly, Analyst

Reviewed and Approved by: 
Kris Stadelman, NOVA Director

Attachment: Amended 2018 NOVA Workforce Board Conflict of Interest Code

ATTACHMENT

NOVA Workforce Board

Conflict of Interest Code

PURPOSE:

The purpose of this policy is to establish procedures developed in compliance with the terms of the Political Reform Act and related regulations concerning the adoption of Conflict of Interest Codes.

ADOPTION OF CODE:

The Political Reform Act, California Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, Title 2 Cal. Code of Regs. §18730, which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference and which may be amended by the FPPC to conform to amendments in the Political Reform Act. Therefore, the terms of Title 2, California Code of Regulations, §18730, and any amendments to it duly adopted by the FPPC, along with the Appendix in which officials and employees are designated and disclosure categories are set forth, are hereby incorporated by reference and constitute the NOVA Workforce Board Conflict of Interest Code.

The standard Conflict of Interest Code requires a list of positions subject to its provisions, and these are found in Appendix A. The persons holding positions listed in Appendix A are designated employees and volunteers. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests. The disclosure categories they must file under are set forth following the list of positions.

In accord with Government Code Section 87306.5, the Conflict of Interest Code is reviewed in even-numbered years and Appendix A is updated, if necessary. The County of Santa Clara Board of Supervisors is the code reviewing body, and the jurisdiction is the County of Santa Clara.

STATEMENT OF ECONOMIC INTERESTS:

All designated positions shall file Statements of Economic Interests, on forms required by the Fair Political Practices Commission. If a Statement is received in signed paper format, the Board's filing official shall make and retain a copy and forward the original of this Statement to the filing officer, the County of Santa Clara Clerk of the Board of Supervisors. If a Statement is electronically filed using the County of Santa Clara's Form 700 e-filing system, both the Board's filing official and the County of Santa Clara Clerk of the Board of Supervisors will receive access to the e-filed Statement simultaneously. Statements shall be available for public inspection and reproduction (Gov. Code Section 81008).

Reference: <http://www.fppc.ca.gov/content/dam/fppc/NS-Documents/LegalDiv/Regulations/Index/Chapter7/Article2/18730.pdf>

Appendix A
NOVA Workforce Board – CONFLICT OF INTEREST CODE
DESIGNATED POSITIONS REQUIRED TO FILE

Position	Disclosure Category
Executive Director	1
Workforce Board Member	1
Consultant	2
Newly Created Position	*

***Newly Created Positions**

A newly created position that makes or participates in the making of decisions that may foreseeably have a material effect on any financial interest of the position-holder, and which specific position title is not yet listed in this conflict of interest code is included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitation: The Executive Director or designee may determine in writing that a particular newly created position, although a “designated position,” is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the broadest disclosure requirements, but instead must comply with more tailored disclosure requirements specific to that newly created position. Such written determination shall include a description of the newly created position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Board’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

As soon as the Board has a newly created position that must file Statements of Economic Interests, the Board’s filing official shall contact the County of Santa Clara Clerk of the Board of Supervisors Form 700 division to notify it of the new position title to be added in the County’s electronic Form 700 record management system, known as eDisclosure. Upon this notification, the Clerk’s office shall enter the actual position title of the newly created position into eDisclosure and the Board’s filing official shall ensure that the name of any individual(s) holding the newly created position is entered under that position title in eDisclosure.

Additionally, within 90 days of the creation of a newly created position that must file Statements of Economic Interests, the Board shall update this conflict-of-interest code to add the actual position title in its list of designated positions, and submit the amended conflict of interest code to the County of Santa Clara Office of the County Counsel for code-reviewing body approval by the County Board of Supervisors. (Gov. Code Sec. 87306.)

DISCLOSURE CATEGORIES

Category 1

Persons in this category must report:

- a) all interests in real property located entirely or partly within the Board's boundaries, or within two miles of Board boundaries, or of any land owned or used by the Board; and
- b) investments in, business positions with, and income including gifts, loans and travel payments from any source (including income from a nonprofit organization), if the source (1) is of the type to receive grants or other monies from or through the NOVA Workforce Board, or (2) is of the type that provides services, equipment, leased space, materials, goods, or supplies to the NOVA Workforce Board; and
- c) business positions held in any business entity in which he or she is a director, officer, partner, trustee, employee or holds any position of management.

Category 2

Consultants, as defined for purposes of the Political Reform Act, shall disclose pursuant to the broadest disclosure category in the conflict of interest code subject to the following limitation: The Executive Director or designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements of the broadest disclosure category, but instead must comply with more tailored disclosure requirements specific to that consultant. Such a determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.



Information Only

Date: September 26, 2018

To: NOVA Workforce Board

From: NOVA staff

Subject: **Approval of National Trade and Economic Transition Dislocated Worker Grant Application**

INTRODUCTION:

The U.S. Department of Labor (DOL) released a grant solicitation for applications to serve dislocated workers who have been impacted by ongoing or emerging workforce and economic challenges as a result of economic transition or trade. The grant would support strategies for providing career and training services and increasing skill levels to prepare dislocated workers to compete for growing and high-wage employment opportunities. The total amount of funding available is \$100 million, with the maximum amount per grant up to \$8 million for a two-year period. The deadline for applications was September 7, 2018.

The California Employment Development Department (EDD) announced its intent to apply for this grant on behalf of local workforce boards in the state interested in participating in this grant solicitation. Given the ongoing churn in this region's technology-driven economy and its significant impact on dislocation, NOVA applied to the State to be considered in its grant application and requested \$1 million to serve 350 dislocated workers.

Given the tight deadline of one week to apply to the State and in lieu of an Executive Committee meeting or regular Board meeting scheduled, NOVA requested and received approval from the Board co-chairs to apply for this grant. This report is now being forwarded to the Board as an information only item.

DISCUSSION:

The NOVA region has experienced significant dislocation as a result of the churn caused by the technology industry and related sectors where new innovation and technology advances replace obsolete products and platforms. Over the past eighteen months, NOVA responded to 110 notifications of layoffs impacting 7,887 individuals, which was the highest in the state. And seventy-four events were from technology companies impacting 4851 individuals or 62% of affected individuals. While most layoffs can be attributed to churn, the technology industry has also been impacted by changes in trade; EDD reported that, over the past eighteen months, 11

companies were Trade Adjustment Assistance Act (TAA)-certified, eight of which were from technology companies.

Workers who have been impacted by this churn seek assistance from NOVA to obtain training to increase their technical skills targeting in-demand occupations in growing industries, which for the NOVA region would include the technology and health care sectors. In addition, customers also require job search tools so that they may expand their networks in order to access current job opportunities and improve their presentation skills to prospective employers. NOVA customers also face additional barriers to employment with an average age of 52.6 and more than half of the mature worker customers considered long-term unemployed. Through ProMatch and the Mature Worker programs, customers are assisted with surmounting these barriers that stand in the way of their reemployment success.

On August 8, 2018, DOL released a grant solicitation opportunity to serve dislocated workers impacted by economic transition and trade, offering grants up to \$8 million for a two-year period. On August 17, EDD announced its intent to apply for a DOL grant on behalf of local workforce boards interested in this opportunity, with applications due August 24. NOVA applied to the State to be considered in its grant application to DOL. It has requested \$1 million to serve 350 dislocated workers who have been impacted by the innovation economy's churn and trade with a portfolio of career services that include the ProMatch and Mature Worker programs and occupational training to better prepare workers for the growing, high-wage jobs in the technology and health care sectors.

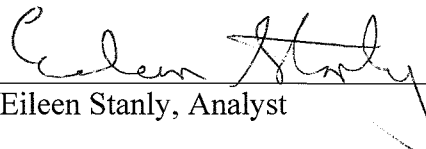
Given the tight deadline for applying for this grant opportunity and in lieu of scheduled Executive Committee and regular Board meetings, NOVA sought and received approval from the Board co-chairs to apply for this grant. NOVA staff is submitting this report to the Board as an information only report.

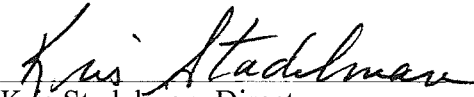
ALIGNMENT WITH STRATEGIC PLAN:

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

RECOMMENDATION:

This report is for information only.

Prepared by: 
Eileen Stanly, Analyst

Reviewed and Approved by: 
Kris Stadelman, Director

NOVA Grant Status Report

		For the Period from July 1, 2018 thru August 25, 2018				Accounting Period 2		15% 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	1,892,288	1,629,053	227,413	14%	1,401,640	
WIOA	Dislocated Worker	07/18	06/20	2,247,570	1,874,589	179,822	10%	1,694,767	
WIOA	Youth	04/18	06/20	1,817,712	1,558,749	208,971	13%	1,349,778	
WIOA	Rapid Response	07/18	06/19	1,645,343	1,645,343	189,274	12%	1,456,069	
WIOA	RR Layoff Aversion	07/18	06/19	365,734	365,734	35,247	10%	330,487	
	<i>Allocation Subtotal</i>			<i>7,968,647</i>	<i>7,073,468</i>				
WIOA	25% Addtnl Assist-SV Network	03/18	02/19	1,249,468	1,249,468	190,082	15%	1,059,386	
*DOL NDWG	Silicon Valley DW	01/16	12/19	1,727,410	700,000	10,924	2%	689,076	
**H1-b	Ready-to-Work	11/14	10/19	720,562	400,000	50,129	13%	349,871	
Private	LinkedIn Engageln 2	06/17	05/19	55,727	55,727	1,187	2%	54,540	
***Private	Google	06/17	12/18	73,408	73,408	10,554	14%	62,854	
CWDB	Slingshot Addtnl Grant	06/17	12/18	69,733	69,733	17,474	25%	52,259	
CEC	Prospect SV - VTA Project	10/17	12/20	47,526	10,000	654	7%	9,346	
CWDB	ELL Navigator	06/17	03/19	183,584	183,584	16,348	9%	167,236	
Prop 39	SMC-TIP	01/17	12/18	1,860	1,860	1,860	100%	-	
WIOA	Regional Organizer	03/17	03/19	49,159	49,159	7,171	15%	41,988	
WIOA	Regional Plan Imp	01/18	06/19	669,223	669,223	19,718	3%	649,505	
****WIOA	CalJOBS Enhance	03/17	09/18	5,000	-	-		-	
	SUBTOTAL			12,821,307	10,535,630	1,166,828	11%	9,368,802	
	NOVA Foundation			37,371	37,371	4,561	12%	32,810	
	Total NOVA			12,858,678	10,573,001	1,171,389	11%	9,401,612	
	Budget w City				10,559,883				

Notes: *NDWG: Received \$1.5m additional funding plus one year grant extension
 **H1-b Ready-to-Work: Received one year grant extension
 ***Google.org: Extended to 12/2018
 ****CalJOBS - State funding not applicable to NOVA; will deobligate