



WORKFORCE  
DEVELOPMENT

**2019 NOVA Workforce Board Retreat**

**Agenda**

**Wednesday, January 23, 2019**

**Time: 8:00 a.m. to 4:00 p.m.**

**Location: Cupertino Community Hall**

**Dress: Business Casual**

- Goal(s):**
- 1) Review updates to NOVA's service-delivery performance with San Mateo County joining the consortium;
  - 2) Consider the current economic and political landscape and how it will impact NOVA;
  - 3) Discuss and provide a framework for future work on how best to advance low-income disadvantaged workers into higher skilled, higher wage occupations; and
  - 4) Renew commitment from Board members
- 8:00 a.m. Check-in and Continental Breakfast**
- 8:20 a.m. 1. Call to Order: Welcome, framing the day and expectations,**  
*Board Co-chairs Chris Galy and Jen Morrill*
- 2. Public Announcements, Co-chair Chris Galy**
- 3. Approval of Agenda, Co-chair Chris Galy** **Motion**
- 4. Approval of Modification to NOVA Strategic Local Workforce Development Plan, Co-chair Chris Galy** **Motion**
- 5. Introduction of Board Members, Facilitator Hilary Goodkind** **Information**
- 9:15 a.m. 6. Looking Back at 2018 and Board Accomplishments;**  
*Looking Ahead to 2019, NOVA Director Kris Stadelman* **Information**
- 9:45 a.m. Break**
- 9:55 a.m. 7. Economic Landscape in California, Board Member Steve Levy** **Information**
- 10:25 a.m. 8. Challenges Facing Working Poor in Silicon Valley,**  
*Board Vice Chair Poncho Guevara* **Information**
- 10:50 a.m. 9. Panel of NOVA Career Advisors** **Information**
- 12:00 p.m. Lunch: Guest Speaker**
- 1:15 p.m. 10. Afternoon Breakout Group Session** **Information**
- 3:30 p.m. 11. Wrap-Up, Next Steps and Evaluation** **Information**
- 4:00 p.m. 12. Adjournment**

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.



**Date:** January 23, 2019  
**To:** NOVA Workforce Board  
**From:** NOVA Staff  
**Subject:** **Approval of Modification to NOVA Strategic Local Workforce Development Plan**

**REPORT IN BRIEF:**

The Workforce Innovation and Opportunity Act (WIOA) requires local workforce development boards to submit a comprehensive four-year strategic WIOA plan to the California Workforce Development Board. The Local Plan must support the State Plan goals in addition to meeting WIOA requirements. NOVA's current Strategic Local WIOA Plan covers programs years 2017–2020. Under WIOA, a biennial update of the Local Plan is required to ensure plans remain current. This report provides a summary of the Local Plan modification as well as the update process. It is recommended by staff that the NOVA Workforce Board approve the modification to the PY 2017–20 NOVA Strategic Local WIOA Plan.

**BACKGROUND:**

WIOA requires local boards in a planning region (Regional Planning Unit or RPU) to engage in a regional planning process resulting in the preparation and submission of a single regional plan that describes workforce development activities and service strategies and that incorporates local plans for each of the local areas within the planning region. The Bay-Peninsula RPU includes the workforce boards located in the counties of Santa Clara, San Mateo, San Benito, and San Francisco.

The State Plan is the controlling policy document for regional and local plans. It sets the State's policy direction for these plans and serves as a conceptual map for local boards and their partners as they jointly develop the regional and local plans. The State Plan also designates required regional partners, including industry sector leaders, economic development, community colleges, adult education, and the Department of Rehabilitation. The Plan encourages the participation of other organizations including community-based organizations and nonprofits. The primary purpose of the local plans and partnerships is to facilitate access to services at the local level.

The State issued guidance for preparation of the modifications to the regional and local plans with a specific framework and content required. The local plans will be submitted concurrently with the regional plan; both the regional and local plans are due March 15, 2019.

**DISCUSSION:**

The California Workforce Development Board has made changes to the State Plan which require that Local Boards update their Plans to be consistent with the State's policy direction. The State Board is requiring local boards to focus on the following priorities in their local and regional Plan modifications:

- Partnerships with county human service CalFresh programs.
- Partnerships with Local Child Support Agencies to provide workforce services to non-custodial parents.
- Partnerships with programs that serve individuals with disabilities, including strategies to implement Competitive Integrated Employment.
- Services for English language learners, the foreign born, and refugees.
- Aligning, coordinating, and integrating reentry and workforce services to the formerly incarcerated and other justice-involved individuals.

The NOVA Local Plan modification focuses on the first four priority areas. The final priority is required to be addressed in the regional Plan update, which is currently in development. For each of the priority areas, the Plan modification provides:

- An overview of the size and characteristics of the target population.
- An assessment of the types of services needed and barriers faced by the population.
- A description of how the local area will partner with community-based organizations and service providers to coordinate and enhance service delivery.
- An explanation of how program partners will work together to provide supportive services to facilitate program and job retention.
- A description of the ways in which program partners will facilitate information sharing.

Extensive community and stakeholder engagement was conducted as part of the development of the Local Plan modification. Almost 200 required partners in each priority category as well as other stakeholders were invited to attend public meetings held on November 7 and 29 to provide input to the local and regional plans. Notices were also posted on the NOVA website and in the job centers. In addition, NOVA staff met with representatives from each of the local and regional plan categories to discuss partnership and gather input for the Plan.

On December 18, NOVA's Local Plan modification was released for public input and comment to customers, partners, stakeholders, and the broader community, with comments due January 15. The Plan modification (<https://novaworks.org/about/plans>) is available on NOVA's website. NOVA is required to provide a summary of public comments received that disagree with the local plan and how the input was considered. There were no comments that disagreed with the plan modification.

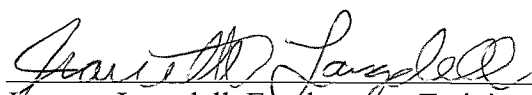
Following Board approval, the Plan modification will be submitted to the State as an attachment to the Regional Plan modification.


**ALIGNMENT WITH STRATEGIC PLAN:**

The NOVA Strategic Local Workforce Development Plan supports the NOVA Workforce Board's mission to provide strategic leadership to continuously improve the workforce investment system as well as its purpose to support workforce mobility by easing workers' transitions from opportunity to opportunity throughout their career cycles.

**RECOMMENDATION:**

Staff recommends that the NOVA Workforce Board approve the modification to the PY 2017–20 NOVA Strategic Local WIOA Plan.

Prepared by:   
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Approved by:   
Kris Stadelman, Director