



County of Monterey

Item No.47

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: RES 22-195

November 08, 2022

Introduced: 10/21/2022

Current Status: General Government -
Consent

Version: 1

Matter Type: BoS Resolution

Adopt a Resolution to:

- a. Amend the FY 2022-23 County Administrative Office - Workforce Development Board's Adopted Budget to add one (1) Management Analyst I allocation as indicated in Attachment A
- b. Authorize and direct the County Administrative Office and the Auditor-Controller to incorporate these changes in the FY 2022-23 Adopted Budget

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a resolution to:

- a. Amend the FY 2022-23 County Administrative Office - Workforce Development Board's Adopted Budget to add one (1) Management Analyst I allocation as indicated in Attachment A;
- b. Authorize and direct the County Administrative Office and the Auditor-Controller to incorporate these changes in the FY 2022-23 Adopted Budget

SUMMARY/DISCUSSION:

The State of California Employment Development Department (EDD) has implemented a more complex Eligible Training Provider List (ETPL) directive that will have a significant impact on the performance and funding of the Workforce Development Board (WDB). The WDB uses the ETPL to provide training opportunities to participants looking to augment their career options.

The WDB has identified a need to allocate a Management Analyst I position to oversee the rigorous monitoring and auditing of State-approved Workforce Innovation and Opportunity Act (WIOA) training providers as required by EDD, including site visits, verification of training credentials and reporting to the Bureau for Private and Post-Secondary Education and EDD.

The Management Analyst I will be required to vet all training providers to ensure that they are financially solvent and in compliance with all State ADA and EEOC regulations. This position will require ongoing professional development training with the State to maintain the ETPL as specified in the recent ETPL directive. As such, this position will serve as the liaison between the State, the State-approved WIOA Training Providers, and the WDB.

The position will be also responsible for researching, analyzing, and interpreting State ETPL policies and procedures for department staff, external agencies, and subcontractors, as well as providing direction to both internal and external agencies on issues relating to ETPL. Moreover, the Management Analyst I position will serve as the point of contact with EDD regarding training

providers' performance and financial status.

Approval of this request will provide support to the WDB's Program Division and assist the WDB to maintain its ongoing adherence to regulations for multiple grants as required by the WDB and State EDD; therefore, it is recommended to add a new allocation of Management Analyst I.

OTHER AGENCY INVOLVEMENT:

The Board of Supervisors Budget Committee and Human Resources Department have reviewed and concur with the recommendation.

FINANCING:

The salary and benefits increase for the remainder of FY 2022-23 is approximately \$49,575 and is anticipated to be absorbed within the department's existing appropriations.

There is no impact on the Monterey County General Fund as WIOA activities are fully financed by federal funds.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of the allocation of a Management Analyst I position will support:

- √ Administration: Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability, and transparency.

Prepared by: Elizabeth Kaylor, Management Analyst II, x. 5385

Approved by: Christopher Donnelly, Executive Director, x. 6644



ATTACHMENTS:

Board Report

Attachment A

Resolution