

Existing Local Area

**Application for Initial Local Area Designation
Program Years 2015-17
and
Initial Local Board Certification
Program Year 2015-16**

Local Workforce Investment Area

MONTEREY COUNTY

**Existing Local Area
Application for Initial Local Area Designation
and Initial Local Board Certification**

This application will serve as your request for Local Workforce Development Area (local area) initial designation for Program Years (PYs) 2015-17 and Local Workforce Development Board (local board) initial certification for PY 2015-16 under the Workforce Innovation and Opportunity Act (WIOA).

If the California Workforce Investment Board determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Monterey County Workforce Development Board

Name of Local Area

730 La Guardia Street

Mailing Address

Salinas, California

93905

City, State

Zip

March 26, 2015

Date of Submission

Joyce Aldrich, Executive Director

Contact Person

831-759-6644

Contact Person's Phone Number

Local Area Levels of Performance

Instructions: Enter your local area's negotiated levels of performance and actual levels of performance for PYs 2012-13 and 2013-14.

Performance Table				
Name of Local Area: <u>Monterey County Workforce Development Board</u>				
Common Measure	Negotiated PY 2012-13	Actual PY 2012-13	Negotiated PY 2013-14	Actual PY 2013-14
Adult				
Entered Employment Rate	67.0%	66.1%	62.1%	74.4%
Employment Retention Rate	75.0%	74.1%	74.0%	75.2%
Average Earnings	\$10,500	\$10,648	\$10,129	\$10,581
Dislocated Worker				
Entered Employment Rate	63.4%	59.4%	61.8%	74.5%
Employment Retention Rate	80.0%	75.5%	75.6%	83.5%
Average Earnings	\$12,500	\$13,889	\$13,122	\$19,518
Youth (ages 14-21)*				
Placement in Employment or Education	72.0%	58.5%	70.1%	72.4%
Attainment of a Degree or Certificate	60.0%	62.9%	64.3%	83.1%
Literacy and Numeracy Gains	54.0%	59.2%	61.0%	81.3%

*Note: For PY 2012-13, each local area's youth performance goals were the same as the State level goals.

Local Board Membership

Current Local Board Membership

Provide a list of individuals currently appointed to the local board and their respective membership category (e.g., business, local education entity, labor organization, community based organization, etc.) in the following chart (Workforce Investment Act [WIA] Section 117). Or, attach a roster of the current local board which identifies each member's respective membership category.

Name	Title	Membership Category
1. Anthony Aniello	President	Business
2. Wendy Brickman	Owner	Business
3. Paula Calvetti	Human Resources Director	Business
4. Erik Cushman	Publisher	Business
5. Harbhajan Dadwal	President	Business
6. Paul Farmer	President	Business
7. Sherry Farson	Vice President	Business
8. Neal Heckman	Vice President	Business
9. Mary Ann Leffel	Founding Principal	Business
10. Salvador Munoz	Architect	Business
11. Aaron Oskolkoff	Manager	Business
12. Kimberly Schnader	Human Resources Manager	Business
13. Larry Silva	Human Resources Director	Business
14. Karen Wong	Chief Human Resources Officer	Business
15. Brian Turlington	Executive Director	Business
16. Hunter Harvath	Assistant GM, Finance & Admin	Business
17. Diana Carrillo	Director	Community Based Org
18. Teresa Sullivan	Executive Director	Community Based Org
Al Davis	Reverend	Community Based Org
19. Hunter Harvath	Assistant GM, Finance & Admin	Economic Development
20. Willard Clark Lewallen	Superintendent/President	Education, Post-Secondary
21. Walter Tribley	Superintendent/President	Education, Post-Secondary
22. Yuko Duckworth	Employment Program Manager	AJCC Partner
23. Mimi Laurent	Team Manager	AJCC Partner
24. Elliott Robinson	Director	AJCC Partner
25. Dave Potter	Monterey County 5th District Supervisor	AJCC Partner & WIA Rep
26. Jay Donato	Internal Organizer	Organized Labor
27. Andy Hartmann	Business Manager	Organized Labor
28. Cesar Lara	Executive Director	Organized Labor
29. Steve MacArthur	Business Manager	Organized Labor
30. Ken Peacock	Senior Field Representative	Organized Labor

Plan for WIOA Local Board Compliance

Identify the actions the local chief elected official (CEO) will take in order to ensure WIOA local board membership compliance by June 30, 2016.

Sustained Fiscal Integrity

The local area hereby certifies that it has not been found in violation of one or more of the following during PYs 2012-13 or 2013-14:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by State or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIA requirement, such as failure to grant priority of service or verify participant eligibility; or
- **Gross negligence** - defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both; or
- **Failure to observe accepted standards of administration.** Local areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 Code of Federal Regulations (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIA regulations, and State guidance.

Highlights of these responsibilities include:

- Timely reporting of WIA participant and expenditure data
- Timely completion and submission of the required annual single audit
- ***Have not been placed on cash hold for longer than 30 days***

(In alignment with WIOA Section 106[e][2])

Local Area Assurances

Through PY 2016-17, the local area assures that:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in the appropriate circulars or rules of the Office of Management and Budget (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include:

- The local area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The local area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the local area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and State regulations and guidance.

Highlights of this assurance include:

- Reporting will be done in compliance with Workforce Services Directive WSD12-3, Quarterly and Monthly Financial Reporting Requirements.
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive WSD09-12, WIA Closeout Handbook.

Note that failure to comply with financial reporting requirements will subject the local area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and State laws, regulations, and guidance.

Highlights of this assurance include:

- The local area will meet the requirements of State Senate Bill 734, to spend a minimum of 25 percent of combined total of adult and dislocated worker formula fund allocations on training services (*California Unemployment Insurance Code* Section, 14211).
- The local area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The local board will select the America's Job Center of CaliforniaSM (AJCC) Operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal (RFP), unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The local board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The local board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. It will comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- H. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter 10-09*).

Application Signature Page

Instructions: The local CEO and local board chair must sign and date this form. Include the original signatures in the application package.

By signing the application below, the local CEO and local board chair request initial designation of the existing local area and initial certification of the existing local board. They certify that the local area has performed successfully and sustained fiscal integrity during PYs 2012-13 and 2013-14. Additionally, they agree to abide by the local area assurances included in this application.

Local Workforce Investment Board Chair

Local Chief Elected Official

Signature

Signature

Erik Cushman

Name

Name

WIB Chair

Title

Title

Date

Date