



ADVISORY BODY ANNUAL REPORT

Advisory Body Name: Workforce Development Board Contra Costa County
Advisory Body Meeting Time/Location: 3:00 PM / 4071 Port Chicago Highway, Concord CA 94520
Chair (during the reporting period): Bhupen Amin, WDB Board Chair
Staff Person (during the reporting period): Donna Van Wert, Executive Director
Reporting Period: Program Year 2018 -2019

I. Activities

(estimated response length: 1/2 page)

Describe the activities for the past year including areas of study, work, special events, collaborations, etc.

Business Forums/Business Expo/Career Fairs

- Northern Waterfront Forum – May 10, 2019 - Goal of 18,000 New Jobs by 2035
- The Hidden Workforce Forum (DEA) – February 19, 2019 – Disability Awareness about 80+ Attendees
- Hidden Untapped Talent Forum – November 7, 2018 – 150+ attendees includes 80 employers
- AMBay Area Summit – April 30, 2019
- East Bay Innovation Awards - March 28, 2019
- San Ramon Chamber Business Expo – March 21, 2019
- West Contra Costa Economic Summit – October 24, 2018
- Alameda County Reentry Expo – September 10, 2018
- West Contra Costa Career Fair March 20, 2019 (Collaboration w/ Contra Costa College, San Pablo EDC, EDD, etc.
- West County Detention Facility Job Fair – March 28, 2019 – 47 inmates attended
- Marsh Creek Detention Facility Job Fair – April 11, 2019 – 46 inmates attended
- Alameda County Sheriffs Re-entry Expo– September 18, 2018
- San Quentin Prison Readiness Resource Fair -2018 & 2019 –40 Inmates attended;25 employers & CBO participated

Onsite Recruitments (OSR) Concord AJCC/Employer Outreach

- 53+ OSR's in partnership with EDD
- 500+ Job Seekers attended
- 159+ Job Placements from the OSR's
- Outreached to 2198 employers
- Outreach efforts produced 1882 job openings

II. Accomplishments

(estimated response length: 1/2 page)

Describe the accomplishments for the past year, particularly in reference to your work plan and objectives.

The WDBCCC developed 3 main goals for our 2017-2020 work plan: 1) **Increase employer engagement;** 2) **utilize priority industries and pathways to inform strategies and coordination with business, education and other stakeholders;** and 3) **improve services, outcomes and tracking of priority population placements.**

Under the federally funded Workforce Innovation and Opportunity Act, the Workforce Development Board of Contra Costa County provided services to over 11,000 residents across Contra Costa County; 304 adults and dislocated workers and 240 youth between the ages of 14 and 24, received individualized career services; 88 of which received classroom training; 163 received Metrix learning (online self-paces curricula in business, technology and medical fields).

The WDB business services staff outreached to over 2,000 employers; serviced over 1800 job openings; and hosted over 53 on-site recruiting events serving over 500 job seekers and resulting in over 159 job placements.

The WDB went through a major reconfiguration of our service delivery model in 2018-2019. After an expensive RFP process, Rubicon Programs was awarded the service delivery contract and through a unique and innovative model, the Contra Costa Workforce Collaborative (CCWC), has increased our capacity to deliver services throughout the County. The CCWC is comprised of ten community based organizations and educational institutions throughout the County. We have also increased our capacity to serve and track priority populations through the successful awards of both a regional 1) Disability Employment Accelerator Grant and 2) Prison 2 Employment grant. These funding sources have afforded the WDB the opportunity to engage on a much deeper level with organizations serving these populations, and increased our ability to serve, track and provide job placement through increased employer engagement forums focusing on these populations.

III. Attendance/Representation

(estimated response length: 1/4 page)

Describe your membership in terms of seat vacancies, diversity, level of participation, and frequency of achieving a quorum at meetings.

Local workforce development board structure and size:

In order for boards to be more strategic and to benefit the overall operation of the workforce system, the Workforce Innovation and Opportunity Act of 2014 (WIOA) substantially changed Local Board composition. WIOA reduced the number of required board members while maintaining a business and industry majority with a business chairperson and increasing representation from labor and employment and training organizations.

To meet the categorical membership percentages, and ensure multiple stakeholder representation, the WDB recommended a board of no less than nineteen (19) and no more than twenty-five (25) members.

Category	Required Percentage	Minimum	Maximum
Representatives of Business	>50%	10	13
Representatives of workforce	20%	4	5
Representatives of Education & Training	N/A (5 seats total)	5	5
Additional Seats from WIOA constituencies	N/A	0	2
TOTAL	100%	19	25

Seat terms shall be staggered and of four years' duration. The term of each seat will commence on July 1st and terminate on June 30th for calendar years later.

The Standing Committee (Executive, Youth and Business Economic & Development, Full Board), works to shape and strengthen local and regional workforce development efforts and provides information and assistance to the Board in carrying out the activities related to each committee's specified area.

IV. Training/Certification

(estimated response length: 1/4 page)

Describe any training that was provided or conducted, and any certifications either received, as a requirement or done on an elective basis by members. NOTE: Please forward copies of any Training certifications to the Clerk of the Board.

Upon appointment, all advisory body appointees and staff must view and certify that they have viewed both training programs.

- **Brown Act and Better Governance Ordinance**
- **AB 1234 Ethics Orientation**

V. Proposed Work Plan/Objectives for Next Year

(estimated response length: 1/2 page)

Describe the advisory body's workplan, including specific objectives to be achieved in the upcoming year.

The WDB will continue to focus on our priority goals developed in 2017 with continued focus on increasing our employer engagement, utilizing our priority industries to inform training strategies and pathway development, and serving and tracking our work with priority populations.

As laid out in our 2019 strategic plan update and modification, in the next year we will be prioritizing the following:

- ✓ Through a state funded SB1 regional proposal we will be supporting MC3 certified pre-apprenticeship training programs with a focus on recruiting women into the trades
- ✓ Through our state funded regional Prison to Employment grant we will be working closely with our local probation departments and the California Department of Corrections and Rehabilitation to support employment and training strategies for individuals on parole and probation
- ✓ Building relationships with CalFRESH and Child Support Services to support employment and training strategies for individuals receiving CalFRESH and non-custodial parents
- ✓ We will continue our work serving individuals with disabilities focusing on intellectual and developmental disabilities
- ✓ We will be prioritizing serving English language learners.