

**Local Area Subsequent Designation and
Local Board Recertification Application
For Program Year 2023-25**

**Local Workforce Development Area
Workforce Development Board
of Contra Costa County**

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) 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.

Completed applications must be submitted by 5 p.m. on Friday, April 14, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

Workforce Development Board of Contra Costa
County

Name of Local Area

4071 Port Chicago Highway, Ste. 250

Mailing Address

Concord, CA

City, State, ZIP

04/14/2023

Date of Submission

Tamia Brown

Contact Person

925.671.4514

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Michael McGill	President/Principal Engineer	MMS Design Associates, Inc.	7/1/2020	6/30/2024
Jerry L. Aranas	Business Manager	Lam Research	7/26/2022	6/30/2026
Yolanda Vega - CHAIR	Principal	Peak Performance Corporate Training	7/1/2020	6/30/2024
Terry Curley	Executive Vice President	United Business Bank	7/26/2022	6/30/2024
Douglas R. Lezameta	Founder	Fusion Latina Network	8/1/2021	6/30/2025
Sarah A. Chodakewitz	Director, Government & Community Affairs	John Muir Health	6/7/2022	6/30/2026
Nichol Carranza	Sr. Rep. Corporate Social Responsibility & Public Affairs	Marathon Petroleum Corporation	6/7/2022	6/30/2026
Robert Muller	Learning Manager	Martinez Refining Company	7/11/2017	6/30/2023
Laura Trevino-Fernandez	Vice President of Sales	Hargrove Engineer & Contractors	7/1/2020	6/30/2024
Stephanie Rivera	Chief Executive Officer	Lazarex Cancer Foundation	7/1/2020	6/30/2024
Monica Magee	Director of Marketing	Bishop Ranch	7/1/2020	6/30/2024
Corry Kennedy	Human Resource Manager	Chevron	7/1/2020	6/30/2024

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

LOCAL BOARD LABOR MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Thomas Hansen	Business Manager	IBEW Local 302	7/1/2021	6/30/2025
Joshua Anijar	Executive Director	Central Labor Council Contra Costa County	12/10/2019	6/30/2023
Timothy Jeffries	Business Manager/ST	Biolermakers Local #549	7/1/2021	6/30/2025
Steve Older	Area Director/Business Representative	Machinists Union Local 1173	8/1/2021	6/30/2025
Traci Young	Community Services Director, Labor Liaison to UWBA	Central Labor Council Contra Costa County	8/1/2021	6/30/2025

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board's education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Steve France	Director	Del Valle Education Center	8/1/2021	6/30/2025
Kelly Schellin	Associate Vice Chancellor, Educational Services	Contra Costa College	7/1/2020	6/30/2024

Category: *Economic and Community Development* – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state's employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board's economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Richard Johnson	Employment Service/Program Manager II	California Employment Development Department	7/1/2020	6/30/2024
Kwame Reed	Economic Development Director	City of Antioch	7/1/2020	6/30/2024

ADDITIONAL MEMBERS

Name	Title	Entity	Appointment Date	Term End Date
Leslay Choy	Executive Director	San Pablo Economic Development	7/1/2020	6/30/2024
Devonn Powers	Founder/ Chief Executive Director	Humanity Way, Inc.	12/1/2020	6/30/2024

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>59.8%</u>	<u>57.8%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$67.6</u>	<u>\$10,300</u>
PY 20-21 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	<u>67.6%</u>	
Median Earnings	BASELINE	

PY 21-22 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>63.2%</u>	<u>69.7%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$9,049</u>	<u>\$9,492</u>
PY 21-22 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	<u>71.2%</u>	
Median Earnings	BASELINE	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *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 improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *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.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- 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 the following:

- Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
- All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

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 following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

- E. The Local Area 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 Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.

- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).

- H. The Local Area will participate in regional performance negotiations.

- I. The Local Area will comply with CWDB 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.
- J. 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* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official



Signature
Yolanda Vega

Name

Signature
Supervisor John Gioia

Name

Board Chair

Board of Supervisor's Chair

Title

Date

Title

Date



BOARD MEMBERS Public Roster

Tamia Brown
Executive Director

BUSINESS SEATS	
<p>MICHAEL MCGILL MMS Design Associates, Inc. President/Principal Engineer Committee: Executive & Youth Committee Business Seat #1 Appointment Date: 7/1/2020 Term End Date: 6/30/2024</p>	<p>JERRY L. ARANAS Lam Research Business Manager Committee: Youth Committee Business Seat #2 Appointment Date: 7/26/2022 Term End Date: 6/30/2026</p>
<p>TERRY CURLEY (VICE CHAIR) Executive Vice President United Business Bank Committee: Executive & Business & Economic Dev. Business Seat #4 Appointment Date: 7/26/2022 Term End Date: 6/30/2026</p>	<p>DOUGLAS R. LEZAMETA Founder Fusion Latina Network Committee: Business & Economic Development Committee Business Seat #5 Appointment Date: 08/01/2021 Term End Date: 06/30/2025</p>
<p>NICHOL CARRANZA Sr. Rep. Corporate Social Responsibility & Public Affairs Marathon Petroleum Corporation Committee: Business & Economic Development Committee Business Seat #7 Appointment Date: 6/7/2022 Term End Date: 06/30/2026</p>	<p>VACANT</p>
<p>LAURA TREVINO - FERNANDEZ Hargrove Engineer & Contractors Senior Recruiter Specialist Committee: Business & Economic Development Committee Business Seat #10 Appointment Date: 7/1/2020 Term End Date: 06/30/2024</p>	<p>STEPHANIE RIVERA (VICE CHAIR) Lazarex Cancer Foundation Chief Executive Officer Committee: Executive & Business & Economic Dev. Committee Business Seat #11 Appointment Date: 7/1/2020 Term End Date: 06/30/2024</p>
<p>CORRY KENNEDY Chevron Human Resource Manager Committee: Business & Economic Development Committee Business Seat #13 Appointment Date: 7/1/2020 Term End Date: 06/30/2024</p>	<p>MONICA MAGEE Bishop Ranch Director of Marketing Committee: Business & Economic Development Committee Business Seat #12 Appointment Date: 7/1/2020 Term End Date: 06/30/2024</p>
<p>YOLANDA VEGA (CHAIR) Peak Performance Corporate Training Principal Committee: Executive & Business & Economic Dev. Business Seat #3 Appointment Date: 7/1/2020 Term End Date: 6/30/2024</p>	<p>SARAH A. CHODAKIEWITZ Director, Government and Community Affairs John Muir Health Committee: Business & Economic Development Committee Business Seat #6 Appointment Date: 6/7/2022 Term End Date: 6/30/2026</p>
<p>ROBERT MULLER Martinez Refining Company Learning Manager Committee: Executive & Youth Committee Business Seat #9 Appointment Date: 7/11/2017 Term End Date: 6/30/2023</p>	



Workforce
Development Board
Contra Costa County

BOARD MEMBERS
Public Roster

Tamia Brown
Executive Director

WORKFORCE AND LABOR SEATS	
<p>THOMAS HANSEN IBEW Local 302 Business Manager Committee: Executive & Youth Committee Workforce & Labor Seat #1 Appointment Date: 07/01/2021 Term End Date: 6/30/2025</p>	<p>JOSHUA ANIJAR Central Labor Council Contra Costa County Executive Director Committee: Executive Workforce and Labor Seat # 2 Appointment Date: 12/10/2019 Term End Date: 6/30/2023</p>
<p>STEVE OLDER Machinists Union Local 1173 Area Director/Business Representative Committee: Workforce and Labor Seat #4 Appointment Date: 08/01/2021 Term End Date: 6/30/2025</p>	<p>TRACI YOUNG Central Labor Council Contra Costa County Community Services Director, Labor Liaison to UWBA Committee: Business & Economic Development Committee Workforce and Labor Seat #5 Appointment Date: 08/01/2021 Term End Date: 6/30/2025</p>
EDUCATION AND TRAINING SEATS	
<p>STEVEN A. FRANCE Del Valle Education Center Director Committee: Education & Training Seat #1 Appointment Date: 12/1/2022 Term End Date: 06/30/2026</p>	<p>KELLY SCHELIN Contra Costa College Associate Vice Chancellor, Educational Services Committee: Business & Economic Development Committee Seat No: Business #2 Appointment Date: 7/1/2020 Term End Date: 6/30/2024</p>
GOVERNMENTAL AND ECONOMIC AND COMMUNITY DEVELOPMENT SEATS	
<p>VACANT Committee: Governmental & Eco. & Community Dev. Seat #1 Appointment Date: Term End Date: 6/30/20XX</p>	<p>RICHARD JOHNSON California Employment Development Department Employment Service/Program Manager II Committee: Business & Economic Development Committee Governmental & Eco. & Community Dev. Seat #2 Appointment Date: 7/1/2020 Term End Date: 6/30/2024</p>
<p>TIMOTHY JEFFRIES Boilermakers Local 549 Business Manager/ST Committee: Workforce and Labor Seat #3 Appointment Date: 07/1/2021 Term End Date: 6/30/2025</p>	<p>KWAME REED City of Antioch Economic Development Director Committee: Executive & Business & Economic Dev. Governmental & Eco. & Community Dev. Seat #3 Appointment Date: 7/1/2020 Term End Date: 6/30/2024</p>



BOARD MEMBERS
Public Roster

Tamia Brown
Executive Director

FLEX SEATS

LESLAY CHOY		DEVONN POWERS	
San Pablo Economic Development Executive Director Committee: Business & Economic Development Committee Flex Seat #1 Appointment Date: 7/1/2020 Term End Date: 6/30/2024	Humanity Way, Inc. Founder/Chief Executive Director Committee: Flex Seat #2 Appointment Date: 12/1/2020 Term End Date: 6/30/2024		