



NOVA WORKFORCE BOARD AGENDA
12:00 Noon to 1:30 p.m., WEDNESDAY, March 24, 2021

Please Note: Meeting will be held via videoconference call:

Link: <https://us02web.zoom.us/j/84927036477?pwd=K2pRd2g4dUJnQ3ppZlh0NjQxTjk4QT09>

Meeting ID: 849 2703 6477; Passcode: 867005; Phone #: +1 (669) 900-6833

1. **CALL TO ORDER**
2. **PUBLIC ANNOUNCEMENTS**
3. **APPROVAL OF AGENDA** **Motion**
4. **REPORT FROM THE EXECUTIVE DIRECTOR**
 - 4A. Update Procurement of WIOA Career Services in San Mateo County; One-Year Contract with CLCP and JobTrain per Sole Source Procurement
 - 4B. Future Funding Opportunities
5. **PUBLIC HEARING**
 - 5A. Approval of Minutes:
 - 5A1. Approval of Minutes of December 2, 2020 Meeting (**Enclosure**) **Motion**
 - 5A2. Approval of Minutes of January 27, 2021 Retreat (**Enclosure**) **Motion**
 - 5B. GENERAL BUSINESS:
 - 5B1. Approval of WIOA Local and Regional Plans (**Enclosure**) **Motion**
 - 5B2. Approval of WIOA Local Area Subsequent Designation and Local Board Recertification Application (**Enclosure**) **Information**
 - 5B3. San Mateo County Economic Recovery Initiative **Information**
 - 5C. DISCUSSION:
 - 5C1. Opportunity for Dialogue among Board Members and Director
 - 5D. GENERAL INFORMATION:
 - 5D1. Grant Status/Status of Funds (**Enclosure**) **Information**
 - 5D2. 2021 NOVA Board Meeting Schedule (**Enclosure**) **Information**
6. **ADJOURNMENT**

SCHEDULED MEETINGS

NOVA Board Meeting, Wednesday, May 26, 2021 at 12 Noon

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. Auxiliary aids and services are available upon request to individuals with disabilities. TTY: 711 (CA Relay Service)



NOVA Workforce Board
Draft December 2, 2020 Meeting Minutes

- PRESENT:** M. Alvarado, T. Baity, L. Dalla Betta, V. Dang, L. de Maine, R. Foust, H. Goodkind, E. Hamilton, K. Harasz, S. Levy, M. Lucero, J. Miner, J. Morrill, S. Porter, and A. Switky
- ABSENT:** S. Borgersen, J. Chu, C. Cimino, C. Galy, P. Guevara, B. Guidry-Brown, L. Labit, A. Manwani, J. Ruigomez, C. Springsteel, and J. Sugiyama
- ALSO PRESENT:** K. Stadelman, L. Jackson, C. Stahl, and E. Stanly of NOVA staff; and guests T. Brimacomb, N. Chhay and A. Ha of EDD, and Justine Jennings and Erica Stowers of First Place for Youth

Meeting was held remotely via videoconference call.

1. CALL TO ORDER

Co-Chairperson A. Switky called the meeting to order at 12:05 p.m.

2. PUBLIC ANNOUNCEMENTS

Board member L. de Maine is retiring from the Board at the end of the year. Board members and staff thanked him for his invaluable contributions to the work of the Board and NOVA.

3. APPROVAL OF AGENDA

It was moved by J. Morrill, seconded by L. Dalla Betta and carried by voice vote to approve the agenda as submitted.

4. CHAIRPERSON'S REPORT

4A. January 27, 2021 Abbreviated Board Retreat: This year's retreat will be an abbreviated session, 12 Noon to 2:00 p.m., where members should expect to see some of the same agenda items experienced at previous retreats only in a more condensed format. There will also be opportunity for discussion about the current environment in a large group setting, rather than in small breakout groups. An interesting guest speaker will be presenting during the session. If it becomes safe to meet in person next summer, a second retreat will be scheduled for the July Board meeting.

5. EXECUTIVE DIRECTOR'S REPORT

Director K. Stadelman reported out on the following items:

5A. Update State NDWG Grant to Serve Airport Workers: NOVA submitted a \$5.4 million grant request to the State as part of a \$18 million National Dislocated Worker Grant application to the U.S. Department of Labor (DOL) to serve airport workers impacted by the COVID-19 pandemic. According to the grant guidelines, the State should have already received notification regarding the grant award. While no additional information was sought by DOL during the review process, there is concern that the requirements may have changed which may negatively impact California.

5B. Upcoming 2021 WIOA Regulatory Requirements: In 2021, the local workforce development boards are reentering a period where many WIOA mandated requirements will come due. For example, NOVA will be seeking Board approval for the career service provider and AJCC Operator applications, local and regional plans, and local area designation and Board recertification. AJCC partners will also be asked for their input and support.

6. PUBLIC HEARING

6A. Approval of Minutes of September 23, 2020 Meeting: It was moved by L. Dalla Betta, seconded by V. Dang and carried by voice vote to approve the September 23, 2020 Board meeting minutes as submitted.

6B. GENERAL BUSINESS:

6B1. Election of NOVA Workforce Board Officers for Calendar Year 2021: The Board Bylaws stipulate that the election of Board officers shall take place at the last scheduled Board meeting of the calendar year. The Executive Committee determined the need for two chairperson seats for 2021 because of the challenges and opportunities facing the Board in the coming year. Board officer seats include: two Co-chairperson seats that must represent business as stipulated by WIOA, and two Vice Chairperson seats with one representing business and one representing the public sector as stipulated by the Board Bylaws. The proposed slate of prospective candidates for the election of Board officers for 2021 is as follows: Co-Chairpersons J. Morrill and A. Switky and Vice Chairpersons R. Foust (representing business) and P. Guevara (representing the public sector). There were no nominations from the floor. It was moved by M. Alvarado, seconded by J. Miner and carried by voice vote to approve the slate of officers: Co-chairpersons: J. Morrill and A. Switky and Vice Chairpersons: R. Foust and P. Guevara.

6B2. Report-out from Finance/Audit Subcommittee: Acceptance of Year-End Financial Statement: On November 4, the Finance/Audit Subcommittee met and reviewed the financial and performance data and audit reports for the past year, as well as new developments with the NOVAworks Foundation. NOVA staff continues to effectively manage multiple funding sources and achieve WIOA performance goals and goals for each of the individual grants that NOVA receives. The Program Year (PY) 2019 year-end financial statement and the results of PY 2019 WIOA performance goals were reviewed. This past year, NOVA met or exceeded most of its WIOA performance goals. The NOVAworks Foundation Board is developing fundraising strategies for the Foundation that will include launching a ProMatch alumni giving strategy, with input from alumni on messaging. The Subcommittee is recommending to the Board acceptance of the PY 2019 Year-End Financial Statement. It was moved by R. Foust, seconded by S. Levy and carried by voice vote to accept the PY 2019 Year-End Financial Statement. Board member S. Levy volunteered to join the Finance/Audit Subcommittee.

6B3. Approval of San Mateo County Grant Application: The County of San Mateo offered NOVA an opportunity to apply for funding for two projects: 1) to serve up to 30 San Mateo County residents during the holiday season who have lost their jobs or work hours due to COVID-19 economic downturn; and 2) conduct a strategic planning process to determine the feasibility of launching a six-month work experience project in 2021 for San Mateo County residents also impacted by COVID-19. The total funding request was \$400,000, with \$300,000 for the work experience project and \$100,000 for the strategic planning project. Initially the funding was from the federal CARES Act that was changed to the County General Fund funding as a result of changes in federal requirements for this funding. Due to the tight deadline and in lieu of a Board meeting before the due date, the Board co-chairs approved this funding request. The County later awarded NOVA the grant and the projects were launched in early November.

Since the project began, there have been many challenges executing the work experience program, specifically, there were very few employers offering seasonal jobs that were not in a high-risk environment for exposure to COVID-19, which was the preference of participants. In addition, with

the impending more restrictive shelter-in-place orders in San Mateo County, employers were understandably reluctant to hire more staff even on a seasonal basis. Finally, many of the prospective participants were older with underlying medical conditions and expressed trepidation with working on site rather than remotely. It is unlikely that the project will be able to serve the goal of 30 participants and NOVA will be returning the unspent funding to County with hopes that the funding can be used for a project in 2021 that may offer more promising opportunities. The lessons learned from this project were invaluable and will be incorporated into the strategic planning project that is collecting information from employers and residents regarding the optimal time to launch a workforce experience project in 2021. A recommendation was made to consider such jobs as contact tracing and assistance with vaccines in the future. In addition, customers will need to prepare for what the future job market will require in the current climate that will be different than in past years. A dilemma to consider, given the limited funding resources available, will be whether to focus on serving those customers who are more likely to obtain a job quickly when the economy recovers or target the neediest that will require more assistance and time to return to the job market. A possible Board retreat speaker may be able to touch on these issues.

6C. DISCUSSION:

6C1. Opportunity for Dialogue among Board Members and Director: At the October Executive Committee meeting, members expressed an interest in acknowledging staff for their work in assisting job seekers and employers during the pandemic. A recommendation was made to donate to the NOVAworks Foundation to support the Foundation's work as an expression of thanks to staff. Information about the donation process will be forwarded to the Board following the meeting.

6D. GENERAL INFORMATION:

6D1. Grant Status/Status of Funds: The reports were included in the Board meeting packet. There were no questions.

6D2. 2021 NOVA Board Meeting Schedule: The 2021 Board meeting schedule was included in the Board meeting packet. Members were encouraged to mark their calendars and plan to attend.

7. ADJOURNMENT

The meeting was adjourned at 1:30 p.m.



NOVA Workforce Board Retreat
Draft January 27, 2021 Meeting Minutes

PRESENT: M. Alvarado, T. Baity, C. Cimino, L. Dalla Betta, V. Dang, R. Foust, C. Galy, H. Goodkind, P. Guevara, B. Guidry-Brown, E. Hamilton, L. Labit, S. Levy, M. Lucero, A. Manwani, J. Miner, J. Morrill, S. Porter, J. Ruigomez, and A. Switky

ABSENT: S. Borgersen, J. Chu, C. Springsteel, and J. Sugiyama

ALSO PRESENT: K. Stadelman, L. Anders, D. Gamble, L. Jackson, C. Stahl, and E. Stanly of NOVA staff; and guest Lori Parris of San Mateo Adult School

Meeting was held remotely via videoconference call.

1. CALL TO ORDER

Co-Chairperson J. Morrill called the meeting to order at 12:05 p.m. Board applicant Lori Parris of the San Mateo Adult School was welcomed to the meeting.

2. FRAMING THE SESSION AND EXPECTATIONS

An overview of the agenda was reviewed that will include several action items to address Workforce Innovation and Opportunity Act (WIOA) regulatory requirements and presentations that will look back at 2020 and the steps NOVA took to overcome obstacles to service-delivery during the pandemic, what we can expect in 2021, the state of the economy, and the impact of COVID-19 on low-income workers, families and the community. It's hard to believe that in 2019, the community was facing low unemployment and NOVA was fighting the good fight in serving those customers who were experiencing difficulties securing employment. In 2020, NOVA has pivoted in response to changes brought on by COVID-19, similar to what it did during the "Great Recession." It's an honor to be a part of these efforts and look forward to seeing the signs of optimism ahead being realized.

3. PUBLIC ANNOUNCEMENTS

There were no public announcements.

4. APPROVAL OF AGENDA

It was moved by C. Cimino, seconded by M. Alvarado and carried by voice vote to approve the agenda as submitted.

5. APPROVAL OF AJCC CAREER SERVICES PROVIDER APPLICATION

WIOA and the State require that a local workforce board or administrative entity (NOVA), who wishes to be designated a career services provider, must seek approval from the workforce board, the local Chief Elected Official (Sunnyvale City Council) and the Governor. While encouraged, WIOA does not require competitive procurement for career services. For over thirty-five years, NOVA has provided career services at the NOVA Job Center in Sunnyvale. In 2017, NOVA applied for and was approved by the State to be a career services provider for the NOVA Job Center in Sunnyvale. In 2021, the State is requesting that organizations reapply to be a career services provider. NOVA will continue to competitively procure career services in San Mateo County. It was moved by C. Cimino, seconded by E. Hamilton and carried by voice vote to approve the AJCC Career Services Provider application for NOVA to be designated a career services provider for the NOVA Job Center in Sunnyvale.

6. APPROVAL OF APPLICATION FOR NOVA TO BE WIOA AJCC OPERATOR FOR NOVA WORKFORCE DEVELOPMENT AREA

The State and WIOA requires that a local workforce board or administrative entity (NOVA), who wishes to be designated an AJCC Operator, must seek approval from the local workforce board, the local Chief Elected Official (Sunnyvale City Council) and the Governor. While the intent of WIOA and the State is to competitively procure the AJCC Operator, the Uniform Guidance allows for very limited in which alternative procurement methods may be permitted that include sole source procurement. In 2018, NOVA applied for and was approved by the State to be the AJCC Operator for the NOVA workforce development area through sole source procurement. In 2021, the State is requesting that organizations reapply to be an AJCC Operator. As an Operator, NOVA proposes to coordinate the service-delivery activities of the AJCC required partners and service providers by convening and facilitating quarterly partner meetings to ensure effective delivery of services to shared customers. In addition, NOVA will build relationships and serve as a hub for information sharing across partners to promote cohesiveness and continuity. It was moved by R. Foust, seconded by L. Dalla Betta and carried by voice vote to approve the AJCC Operator application for NOVA to serve as the AJCC Operator for the NOVA workforce development area.

7. LOOKING BACK AT 2020 AND BOARD ACCOMPLISHMENTS; LOOKING AHEAD TO 2021

Director K. Stadelman presented on the past year's accomplishments during COVID-19 and expectations for 2021. To view her slide presentation, please click here:

https://novaworks.org/documents/Ongoing/NOVAwb_YearInReview-2020.pptx.

8. ECONOMIC LANDSCAPE IN CALIFORNIA

Board member S. Levy presented on the economic impacts of COVID-19. To view his slides that capture his talk, please click here:

<https://novaworks.org/documents/Ongoing/NOVA-Retreat-2021.pptx>.

9. KEYNOTE SPEAKER: PONCHO GUEVARA

Board Vice Chair P. Guevara presented on the new Santa Clara County Homeless Prevention System that captured the devastating impacts of COVID-19 on low-income residents and the work that is being done to serve these individuals. Through a partnership with Destination Home and Sacred Heart Community Service, among others, financial and rental relief and targeted resources are being provided to low-income households that will support them in their current living situation and prevent a precarious situation from escalating into homelessness. Approximately 14,000 households have been saved from the brink of homelessness through this program.

Following the presentations, highlights of the Board discussion that followed included (but were not limited to):

- The challenges facing the San Mateo County work experience program were more about the timing of the project than the concept. The shelter-in-place orders during the pandemic surge resulted in few employers offering employment opportunities and few workers comfortable working in those jobs that were available which were considered higher risk for exposure. But as a result of the outreach during the project, many residents were enrolled in NOVA services so they will receive assistance with their job search and some received funding for

support services to mitigate financial constraints (e.g. late car payments). As a result of the feasibility study that is nearing completion, a subsidized work experience will be a viable program model in the future that should be launched when the pandemic slows and the economy opens back up.

- The construction industry has not slowed down during the pandemic and the building and construction trades pivoted at the outset to get workers back to work utilizing safety protocols to protect them from exposure.
- The education community will want to reach out to providers on the front lines to solicit recommendations for how best to utilize CARES Act funding when it becomes available to assist the student population. This may include paid internships.
- Different models can be explored to reach out to local residents on both a small scale (Next Door) and large scale (Basic Income or Guaranteed Income). The Basic Income model is being piloted in several local communities to provide financial relief. While important, a recommendation was made that the focus should be on good paying jobs and childcare support that will be more sustainable.

10. WRAP-UP

There is never enough time to discuss the pressing issues facing the workforce, employers and the community during this unprecedented period. P. Guevara discussed the challenges facing residents at the bottom end of the economy during the pandemic; S. Levy provided hope for what the economy will look like mid-year, and K. Stadelman focused on what NOVA accomplished to assist its customers survive during this past year. NOVA now needs to pivot from basic survival to getting workers back into jobs and the economy- from rescue to recovery. The Board will be asked to provide advice on what NOVA needs to do differently to prepare. The new Labor Secretary nominee Marty Walsh will open the door for advocacy for the state and local workforce development system. A recommendation was made to support a Bill of Rights for workers that includes a job quality standard and focuses on a work and family platform and a skilled and trained workforce.

11. ADJOURNMENT

The meeting was adjourned at 2:00 p.m.



Date: March 24, 2021
To: NOVA Workforce Board
From: NOVAworks Staff
Subject: **Approval of WIOA Local and Regional Plans**

INTRODUCTION:

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 (CWDB). WIOA also requires that local regions submit a four-year regional plan to the CWDB. This report provides a summary of the WIOA Local Plan for programs years 2021–2024 as well as the Plan process. It also provides a summary of the Bay-Peninsula Regional Planning Unit’s (RPU) WIOA plan for program years 2021-2024. It is recommended by staff that the NOVA Workforce Board approve both the PY 2021–24 WIOA Local Plan and the RPU Regional Plan for PY 2021-24.

BACKGROUND:

WIOA requires local boards in a planning region (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 three workforce boards located in the counties of Santa Clara, San Mateo 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 Regional Plan is focused on aligning investments and resources to meet specific outcomes within the state’s 15 RPUs. The Bay-Peninsula RPU includes NOVAworks, the San Francisco Office of Economic and Workforce Development and work2future in San Jose.

The Local Plan operationalizes the Regional Plan and describes how individuals access services through the America’s Job Center of California (AJCC) system.

The State issued guidance on January 29, 2021 for preparation of the regional and local plans with a specific framework and content required. Both plans require implementation of a comprehensive stakeholder and community strategy. NOVAworks will submit its local plan concurrently with the RPU’s regional plan. Both the regional and local plans are due April 30, 2021.

DISCUSSION:

The State Plan policy objectives, developed in collaboration with WIOA partners and Local Boards, “drive towards the shared vision of creating a comprehensive system that impact poverty, promotes income mobility, and embeds equity as a cornerstone of service delivery.”¹

Specifically, the State Plan sets out three basic policy objectives: 1) Fostering demand-driven skill attainment through programs such as apprenticeships and other “earn and learn” models. 2) Enabling upward mobility for all Californians by providing greater access to workforce and education programs for all residents, particularly populations with barriers to employment. 3) Aligning, coordinating and integrating programs and services with a focus on promoting greater equity and efficiency among all agencies offering workforce services.

In addition to addressing the State Plan’s policy objectives, the RPU’s Regional Plan includes an analysis of employment and unemployment data, as well as workforce education and skills levels and current needs of regional employers. It also includes an analysis of industries and occupations with emerging demand for talent. RPU consultant Racy Ming developed the Regional Plan with input from the three workforce boards. The full Regional Plan is available at <https://novaworks.org/documents/2021q1/RegionalPlan.pdf>.

The NOVAworks Local Plan includes a comprehensive overview of the state of the Silicon Valley economy and workforce trends in light of the devastating COVID-19 pandemic. With this context, the plan focuses on plans for coordinating services with WIOA core and required partners and State strategic partners. It also provides detailed strategies for staff training and professional development, NOVAworks rapid response activities and services for adults, dislocated workers and youth, and prioritizing services for low-income individuals and those with basic skills deficiencies. The full Local Plan is available at <https://novaworks.org/documents/2021q1/LocalPlan.pdf>.

WIOA core and required partners include organizations providing services for the following: adult education, California Employment Development Department (EDD), vocational rehabilitation, career technical education, migrant seasonal farmworkers, veterans and Temporary Assistance for Needy Families/CalWORKs. State strategic partners include county health and human services agencies, local child support agencies and community-based organizations that serve individuals who are English language learners, foreign born and/or refugees.

Stakeholder and community engagement is a critical input in the development of the regional and local plans. Due to COVID social distancing restrictions, the RPU convened a virtual joint regional and local plan meeting on February 1, 2021 via Zoom. Almost 100 individuals attended the regional discussion and 30 attended the NOVAworks Local Plan discussion. RPU leaders provided an overview of the regional and local plan processes and then, in a separate Zoom breakout room, NOVAworks led a dialogue regarding the impact of COVID-19 on job seekers, employers and the workforce system.

¹ “Regional and Local Planning Guidance for PY 21-24,” Directive number WSD20-05, State of California Employment Development Department and California Workforce Development Board, January 29, 2021.

On February 16, 2021, NOVAworks released the Local and Regional Plans for public input and comment to customers, partners, stakeholders, and the broader community, with comments due by March 18, 2021. The Plans are available on NOVAworks' website. NOVAworks is required to provide a summary of public comments received that disagree with the local and regional plans and how the input was considered. As of March 15, 2021, NOVAworks has not received any comments that disagree with the plans. The San Francisco Office of Economic and Workforce Development received one comment from a group of youth agencies asking that strategies to serve youth be included in the regional plan, which was not part of the State's guidance per WSD20-05. Any additional comments received by the March 18 deadline that disagree with the plans will be reported out at the Board meeting.

Following approval by the Sunnyvale City Council (scheduled for April 20, 2021), the fully approved Local Plan will be submitted to the State as an attachment to the Regional Plan. The local and regional plans are due to the State by April 30, 2021.

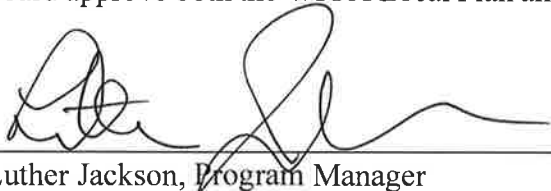
ALIGNMENT WITH STRATEGIC PLAN:

The WIOA Local Plan and the RPU Regional 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 both the WIOA Local Plan and the RPU Regional Plan.

Prepared by:


Luther Jackson, Program Manager

Approved by:


Kris Stadelman, Director



Information Only

Date: March 24, 2021
To: NOVA Workforce Board
From: Executive Committee
Subject: **Approval of WIOA Local Area Subsequent Designation and Local Board Recertification Application**

INTRODUCTION:

As per federal Workforce Innovation and Opportunity Act (WIOA), the California Workforce Development Board and California Employment Development Department stipulate that local workforce boards must apply for local area designation and local board certification, which the NOVA Workforce Board has complied with in previous years. In 2019, NOVA reapplied and was approved by the State for local area subsequent designation and local board recertification, which was effective for two years. In 2021, the State released Directive WSD20-06 that requires that local boards must again reapply for local area subsequent designation and local Board recertification, effective July 1, 2021 through June 30, 2023. Given the tight deadline for submitting this application and in lieu of a Board meeting in February, the Executive Committee approved this application at its February 17 meeting. This action is being forwarded to the Board for information only.

DISCUSSION:

Subsequent Local Area Designation

WIOA Section 106 requires that local areas apply for initial designation as a local area and then for subsequent designation every two years, thereafter. According to WSD20-06, the State's criteria for local area subsequent designation is based on the following factors: the local area performed successfully, defined as having met 80 percent of their negotiated performance goals in PY 2018-19 or PY 2019-20 for indicators Employment Rate 2nd Quarter After Exit and Median Earnings; engaged in regional planning; sustained fiscal integrity defined as not in violation of a final determination of significant findings from audits, evaluations or other reviews conducted by government agencies, gross negligence, and failure to observe accepted standards of administration; and adheres to "Local Area Assurances." "Local Area Assurances" specifies compliance with WIOA requirements and other federal and state laws, regulations and guidance according to: applicable uniform administrative requirements, cost principles and audit requirements; financial reporting; expenditure of funds; competitive procurement of AJCC Operator unless granted a waiver by the state; participant database collection and management; nondiscrimination provisions; engaged in regional planning and regional plan implementation; regional performance negotiations; complying with State Board policies, guidelines and legislative mandates; and priority of service given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient.

The NOVA Workforce Area has complied with all requirements. The regional planning engagement activities requested in the application include: NOVA has taken on a leadership role, on behalf of the three local workforce boards in the Bay-Peninsula region, for the past four years; participated in the

development of a regional plan; successfully negotiated WIOA performance measures as a region; contributed to regular meetings with other workforce board directors in the region to create a cohesive regional service-delivery system; and participated in the development of regional sector-based initiatives that included the creation of a Regional Business Services Engagement Team to ensure consistent messaging to employers and a shared website and collateral materials and the launch of the Apprenticeship Bay Area initiative targeting tech occupations.

The NOVA Workforce Area is comprised of an eight-jurisdiction consortium, including San Mateo County and seven cities (Cupertino, Los Altos, Milpitas, Mountain View, Palo Alto, Santa Clara and Sunnyvale) in northern Santa Clara County. There are no changes recommended to the Local Area composition.

Local Board Recertification

WIOA Section 107 requires that local boards apply for recertification every two years. WSD20-06 stipulates the criteria according to the following factors: compliance with WIOA membership requirements; performed successfully on WIOA performance accountability measures, as defined above; and has achieved sustained fiscal integrity, also defined above. The WIOA membership requirements include: majority of members represent business that include small business with the Board chair representing business; at least 20 percent are representatives of the workforce that include organized Labor, registered apprenticeship programs, and community-based organizations that serve the employment needs of individuals with barriers to employment (the State requires that at least 15 percent represent organized labor); representatives from adult education and higher education; and representatives from economic and community development that include the State employment service and rehabilitation programs. The NOVA Workforce Board composition comprises representation from all of the required WIOA membership categories, has complied with all performance measures, and sustained fiscal integrity. There are three pending Board appointments that are referenced in this application who are undergoing the application process representing adult education and representatives of the workforce.

This application complies with all requirements outlined in WSD20-06 as stipulated under WIOA and by the State. Given the tight deadline for submission and in lieu of a regular Board meeting in February, the Executive Committee approved of the application for WIOA Local Area Subsequent Designation and Local Board Recertification. This action is being forwarded to the Board at its March 24 meeting as information only.

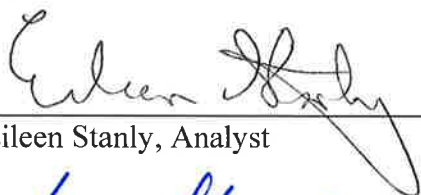
ALIGNMENT WITH STRATEGIC PLAN:

This is in alignment with the NOVA Workforce Board's vision, mission and purpose statement and all ten of the priority strategies from its 2017-2020 Strategic Plan.

RECOMMENDATION:

For information only.

Prepared by:



Eileen Stanly, Analyst

Reviewed and Approved by:



Kris Stadelman, Director

NOVA Grant Status Report

For the Period from July 1, 2020 thru February 28, 2021

Source	Title	Period of Performance From	To	PY20 Avail Total	PY20 Avail Spend - Plan	Accounting Period 8		% Act/Plan	Balance of Plan
						PTD Spend Actual			
WIOA	Adult	07/20	06/22	1,790,253	1,538,464	910,997		59%	627,467
WIOA	Dislocated Worker	07/20	06/22	2,040,606	1,719,642	941,637		55%	778,005
WIOA	Youth	04/20	06/22	1,759,946	1,511,688	635,119		42%	876,569
WIOA	Rapid Response	07/20	06/21	872,627	872,627	470,242		54%	402,385
WIOA	RR Layoff Aversion	07/20	06/21	207,257	207,257	108,341		52%	98,916
	<i>Allocation Subtotal</i>			6,670,689	5,849,678	3,066,336			2,783,342
WIOA	25% Additional Assistance - SV Dislocated Worker	3/20	9/21	2,252,790	2,002,790	1,328,156		66%	674,634
WIOA	25% Addtl Assist COVID-19 Impacted Indiv Support Svcs	3/20	06/21	174,800	174,800	159,698		91%	15,102
State NDWG	DW Trade & Economic Transition	10/18	09/21	279,712	229,712	155,948		68%	73,764
State NDWG	Employment Recovery NDWG	04/20	03/22	410,000	310,000	179,418		58%	130,582
DOL NDWG	Silicon Valley DW	01/16	09/20	52,433	52,433	52,433		100%	-
CEC	Prospect SV - VTA Project	10/17	12/20	5,621	5,621	5,621		100%	-
SMC Gen Fund	San Mateo County Holiday Work Experience - COVID 19	10/20	12/20	140,000	140,000	97,502		70%	42,498
SMC Gen Fund	San Mateo County WEX Strategic Planning- COVID 19	10/20	4/21	100,000	100,000	66,581		67%	33,419
	<i>NOVA Subtotal (includes Allocation subtotal)</i>			10,086,045	8,865,034	5,111,693			3,753,347
	**RPU Funding - NOVA Allotment only								
RPU / WIOA	Reg Organizer / Reg Training	04/19	03/21	11,704	11,704	8,046		69%	3,658
RPU / WIOA	Slingshot 2.0 Regional Plan Imp	04/19	03/21	14,034	14,034	6,335		45%	7,699
RPU / CDCR	P2E Direct Services (IDS)	12/19	03/22	250,915	175,000	70,712		40%	104,288
RPU / CDCR	P2E Supp Service / Earn & Learn (SSEL)	12/19	03/22	385,648	200,000	58,789		29%	141,211
RPU / WIOA	Slingshot 3.0 Regional Plan Imp	04/20	03/22	138,626	120,000	24,531		20%	95,469
	<i>RPU Subtotal</i>			800,927	520,738	168,413		32%	352,325
	TOTAL			10,886,972	9,385,772	5,280,106		56%	4,105,666
	Budget w City				11,192,849				
	***NOVA Foundation			238,210	**tbd	3,349			234,861

Notes:

**RPU designates funding received on behalf of 4 WIOAs. See attached RPU Grant Status Report for full details
 ***NOVA Foundation fundraising and spend strategy tbd

PENDING: RPI 4.0
 Advancing Equity Through Skills Based Hiring

\$	292,500	Awarded - awaiting final docs
\$	54,995	NOVA - Fiscal Lead
\$	117,505	SF OEWD - Project Lead
\$	25,000	San Jose/work2future
\$	60,000	Racy Ming Assoc - Regional Organizer
\$	35,000	External Trainer / Facilities / Collateral

Bay - Peninsula Regional Planning Unit (RPU) Grant Status Report							PY20/21
Grant Expenditures thru February 28, 2021							
Source	Title	Period of Performance From	To	GTD Budget	GTD Spend Actual	Balance of Plan	
RPU / WIOA	Reg Organizer / Reg Training	04/19	03/21	163,900	142,507	21,393	
	NOVA - Fiscal Lead			31,390	27,732	3,658	
	San Benito			13,600	7,065	6,535	
	San Francisco			15,000	15,000	-	
	San Jose			15,000	7,836	7,164	
	Racy Ming Assoc			88,910	84,875	4,035	
RPU / WIOA	Slingshot 2.0 Regional Plan Imp	04/19	03/21	250,000	209,736	40,264	
	NOVA - Fiscal Lead			51,394	43,695	7,699	
	San Benito			10,421	10,421	-	
	San Francisco - Project Lead			184,097	151,532	32,565	
	San Jose			4,088	4,088	-	
RPU / CDCR	P2E Direct Services (IDS)	12/19	03/22	1,056,580	427,657	628,923	
	NOVA - Fiscal Lead			264,433	73,651	190,782	
	San Benito			41,586	12,361	29,225	
	San Francisco			231,431	102,921	128,510	
	San Jose - Project Lead			519,130	238,724	280,406	
RPU / CDCR	P2E Supp Service / Earn & Learn (SSEL)	12/19	03/22	740,738	142,703	598,035	
	NOVA - Fiscal Lead			399,167	61,909	337,258	
	San Benito			43,243	10,438	32,805	
	San Francisco			155,674	11,835	143,839	
	San Jose - Project Lead			142,654	58,521	84,133	
RPU / WIOA	Regional Plan Imp 3.0	04/20	03/22	400,000	18,199	381,801	
	NOVA - Fiscal Lead			140,000	18,199	121,801	
	San Francisco			160,000	-	160,000	
	San Benito			20,000	-	20,000	
	San Jose			20,000	-	20,000	
	Racy Ming Assoc			60,000	-	60,000	
RPU / WIOA	Regional Plan Imp 4.0	4/21	9/22	292,500		292,500	
	Awarded - Funds Pending						
TOTAL				\$ 2,903,718	\$ 940,803	\$ 1,962,915	



2021 NOVA WORKFORCE BOARD MEETING SCHEDULE

Wednesday NOVA Workforce Board Retreat (abbreviated session)	January 27, 2021	12:00 — 2:00 p.m.
Wednesday	March 24, 2021	12:00 — 1:30 p.m.
Wednesday	May 26, 2021	12:00 — 1:30 p.m.
Wednesday	July 28, 2021	12:00 — 1:30 p.m.
Wednesday	September 22, 2021	12:00 — 1:30 p.m.
Wednesday	December 1, 2021	12:00 — 1:30 p.m.
Wednesday NOVA Workforce Board Retreat	January 26, 2022	All Day

Until further notice, all Board meetings will be held remotely via Zoom videoconference call.