

**Item #1: Minutes of the January 28, 2016 Adult Programs Committee Meeting**

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**Members Present**

Marlene Taylor	Jose Cruz	Trevor Blair
Judy Lawton	Lorraine Collins	Walter Lam
Annie Taamilo	Vicki Brannock	Rebecca A-Gardener
Cathy Scavone	Stephanie Murphy	

**Members Absent**

Linda Kavanagh	Chaz Compton	Tom Frost
Stormy Miller	Petros Alemeselassi	Michael Jones
Fernando Nunez	Maurice Wilson	Joe Mackey

All reports, memoranda and letters contained in the agenda or distributed at the meeting shall by this reference become part of the original minutes.

The meeting was called to order by Marlene Taylor, at 8:05 am, at SDWP office, with a quorum.

**Public Comment**

A. Hall announced that A. Picard was promoted to the Adult Director position.

A. Picard gave an overview of the APC Retreat highlights. The APC meetings would be set up in a way that there are opportunities after the formal part of the meeting to discuss upcoming designs for programs, and to receive input from the Committee on these projects. The APC also talked about what our membership looks like on APC, and the process for securing new members as decided by the APC Chair and SDWP’s Director of Adult Programs.

**The following items were reviewed:**

*1-01/28/2018 - Item 3*      **Final Performance Summary – Bridge to Employment Program**

N. Murphy reviewed the agenda item.

**DISCUSSION**

SDWP learned a lot through administering a career pathway program for low-income individuals with limited work history or previous education attainment. Bridge to Employment is one of nine programs selected for a rigorous evaluation studying the effectiveness of various career pathway approaches to increase the economic self-sufficiency of low-income individuals and families. An interim report will be published mid-2016.

2-01/28/2018 - Item 4

**Rapid Response Performance Report**

K. Ring, SDWP's Sr. Research Analyst gave an overview of Rapid Response services, and she talked the Committee through the results of the contracts performance measures.

3-01/28/2016 – Item 5

**Layoff Aversion Services Performance Report**

K. Ring provided information on the business process improvement activities for the layoff/aversion employee retention program. Manpower Inc. has the current contract and has been trying to reach out to all companies in the pertinent areas that request services. They are finding that most of the companies are going out of business.

**DISCUSSION**

T. Blair talked about the challenges and successes Manpower has been experiencing with this program. They have been successful in reaching out to smaller businesses. They are finding that larger companies don't really care about rapid response services. Now that we have a track record, companies are open to working with us if they recognize the companies we've helped in the past.

Manpower is seeing an increase in numbers, the strategies that are currently being used are: 1) If companies don't respond to emails or phone calls we just show up. 2) Being proactive, conducting services for people who didn't get an WARN notice. 3) Providing other services that aren't required.

4-01/28/2016 - Item 6

**America's Job Center of California Final Performance for Period ending June 30, 2015**

A. Picard reviewed performance. The AJCCs ended the year strong, excited about what we can do in the coming year. It was a challenging start to the beginning of the year due to the learning curve with new State labor-exchange system, CalJOBS, which have been resolved.

SDWP is working on adding an additional measure. Discussion held regarding what the APC might be interested in seeing and how we could potentially add employer services into performance measures.

5-01/28/2016 - Item 7

**Breaking Barriers San Diego Program Update**

N. Murphy reviewed item. The program involves a third party evaluation to study a new innovative workforce strategy called the Individual Placement Support (IPS) model of supported employment to serve unemployment low-income individuals with disabilities. The IPS model includes small caseloads of about 20 and service design is driven by customer choice, interests and preferences.

Services are community-based meaning the staff meet with participants in the community, their homes or other service providers. The focus is on rapid employment with a core philosophy no 'readiness' exclusions for the program.

The first year of the project was to plan and get final approval from DOL for the design of the evaluation. Thirteen staff were recently hired by the AJCC contractors for the project and received 30 hours of training on the IPS model from a consultant hired for the project, random assignment procedures, and the management information system (MIS) created by SDWP. This week, the program enrolled the first two people.

### **DISCUSSION**

The Committee was interested in what services are actually being provided for the customer. Staff went through the array of services offered to the customer.

L. Brandenburg reviewed the MIS created in-house with the Committee. Next step will be to create a program dashboard where partners can view caseload history.

### **DISCUSSION**

We have agreements in place with HHS and DOR. It would behoove us to look at the basic application in CalJOBS.

### **The following items were approved with comments noted:**

*6-01/28/2016 - Item 1*

#### **Minutes of the October 22, 2015 APC meeting**

Approve the minutes of the October 22, 2015 APC meeting

*7-01/28/2016 - Item 2*

#### **San Diego & Imperial County SlingShot Project Update and Contract Action**

That the APC recommends for approval the following contract and RFP actions to support the implementation of the SlingShot project:

- The Connector: Authorize SDWP staff to begin contract negotiations with the East County Economic Development Corporation to update the web-based, supply chain network tool designed to keep more businesses in the region. The tool, and the manufacturing businesses it supports, are in need of upgrades that will help keep supplier information up to date, share employment and training needs across stakeholders, and provide other updates requested by the business community. This sole source contract has been approved by the State Workforce Development Board and will not exceed \$150,000.

- Consulting and Business Engagement Services: Authorize SDWP to issue an RFP for services that include three primary deliverables: 1) a detailed report that provides a recommended structure(s) of the co-investment structure, including pay points, rates, tax benefits, roles and responsibilities, and other key details of the co-investment structure(s) across San Diego County and Imperial County manufactures, (2) engagement of businesses in both Counties to join the co-investment structure, and 3) working closely with the Community college system to engage manufacturing businesses on the value of an evidence-based work readiness curriculum. The resulting contract of this RFP will not exceed \$175,000 for the term of the contract.

These contracts in total will exceed \$325,000 of the \$1,000,000 grant. In addition to these contracts, the grant partners and the State have also allocated approximately \$400,000 for advanced manufacturing training to seed business-led training programs tied to the co-investment structure.

Additionally, SDWP plans to issue an RFQ for an evidence-based online assessment tool that measures career readiness. The initial phase of the implementation of this tool will focus on serving 100 advanced manufacturing trainees and include remediation curriculum. The resulting contract from this RFQ will be less than \$50,000 per year.

#### **DISCUSSION**

Great concept, hope other programs are modeled after this model.

Collaboration between education, business, workforce development economic development. Talk about how the trusts are created.

Motion, Second, Carried Unanimously (Lawton/Aguilera)

#### **Adjournment**

The formal part of the meeting was adjourned at 9:30 am

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Rebecca Bianconi, Meeting Secretary

## **Informal Group Discussion – APC Governance**

Discussed membership looks like on the APC

- Employer from each priority sectors should be represented on APC
- An AJCC operator on the APC
- Required community partners

Process for bringing in additional members and securing

- Adult Programs Director, APC Chair and Vice Chair will meet as an Executive Team to agree on bringing in new members
- Add terms and a required attendance level
- Guiding principles
- Shorter meeting – 1.5 hrs.
- New members should have an Orientation