



# WORKFORCE INVESTMENT BOARD PROGRAM & EVALUATION COMMITTEE MEETING AGENDA

**Wednesday, February 22, 2023; 1:00 p.m. – 2:00 p.m.**

**Workforce Investment Board of Tulare County  
309 W. Main Street, Suite 110, Visalia CA**

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**1. CALL MEETING TO ORDER**

**2. PUBLIC COMMENTS (Three minutes per individual/organization, fifteen minutes total)** - Any member of the public wishing to address the Program and Evaluation Committee on a specific matter under its jurisdiction, please notify the Secretary of the Chair of your name and provide a brief description on the subject matter prior to the meeting. The Program and Evaluation Committee will not be able to take action on any item not appearing on the agenda.

**3. CONSENT ITEMS** – All items under the Consent Calendar are considered routine and will be approved in one action without discussion. If a Committee member requests that an item be removed from the Consent Calendar or a citizen wishes to speak on an item, the item will be considered under Regular Items.

- a. Program and Evaluation Committee Meeting Minutes
  - i. Approve April 27, 2022, Program and Evaluation Committee Meeting Minutes
  - ii. Approve November 30, 2022, Program and Evaluation Committee Meeting Minutes

**4. REGULAR ITEMS**

- a. None

**5. INFORMATION/DISCUSSION ITEMS**

- a. Review State and Local Performance and Expenditure Report Card (PY 22-23 Quarter 2) WIOA Youth Services by Subrecipient:
  - Tulare County Office of Education (TCOE/SEE) for Area I – (Porterville, Lindsay, Strathmore, Terra Bella, and Woodville)
  - Community Services Employment Training for Area II – (Tulare, Earlimart, Pixley, Tipton)
  - Community Services Employment Training for Area III – (Visalia, Goshen)
  - Community Services Employment Training for Area IV – (Dinuba, Cutler, Orosi)
  - Proteus, Inc. for Area V – (Woodlake, Exeter, Farmersville, Ivanhoe, Three Rivers)

## WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

- b. Review State and Local Performance and Expenditure Report Card (PY 22-23 Quarter 2) WIOA Career Services by Subrecipient:
  - Proteus, Inc. for the Employment Connection Affiliate Center in Dinuba
  - Community Services Employment Training for Employment Connection Affiliate Center in Tulare
  - Community Services Employment Training for the Porterville Employment Connection Center
  - Community Services Employment Training for the Visalia Employment Connection Center
- c. Review Subrecipient Monitoring Reports for Career Services and Youth Programs
- d. Overview of the Contract Renewal Process and Review of the Timeline
- e. Overview of the Proposed Accountability Process

On May 11, 2022, the WIB approved an agenda item to direct staff to explore options to provide more oversight and scrutiny of WIB Subrecipients in PY 2022-2023. WIB staff have taken measures by developing a quarterly objectives and key results (OKRs) report card and a corrective action plan that reports data in real time. In addition, quarterly meetings with the Program and Evaluation team have been scheduled to review and discuss subrecipients quarterly report cards and corrective action plans.

WIB staff are in the next steps of developing an accountability process for subrecipients who consistently fall short of performance expectations in the Workforce Innovation and Opportunity Act (WIOA) career services and youth services agreements.
- f. Program and Evaluation Committee Meeting Dates
  - April 26, 2023- Recommendations to renew subrecipient agreements and funding allocations for PY 23-24

### 6. GOOD OF THE ORDER/ADJOURN

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Laura Castanon at 559-713-5200 no later than noon before the meeting.

Documents related to the items on this agenda which are distributed to the board members after the mailing of the agenda packet are available for public inspection in the WIB office, located at 309 W. Main St., Suite 120, Visalia, CA.

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# Workforce Investment Board of Tulare County Program & Evaluation Committee Minutes

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April 27, 2022

## Committee Members Attending

Randy Bearg-Chair, Ronny Jungk, Sandra Wilson

## WIB Staff Present

Jennie Bautista, Mary Rodarte, Laura Gonzalez, Adam Peck, Carlene Estes

### 1. **Call To Order/Welcome and Introductions**

Randy Baerg - Chair called the meeting to order at 1:30 p.m.

### 2. **Public Comment**

Randy Baerg - Chair opened the floor for public comment; none presented.

### 3. **Consent Items**

#### a. Approve May 6, 2021, Program and Evaluation Committee Minutes

Motion by Ronny Jungk, second by Sandra Bullard to approve the Consent Items; carried by unanimous vote.

### 4. **Regular Item**

1. Approve a recommendation to the WIB to renew all the subrecipient agreements to provide WIOA Adult and Dislocated Worker Basic and Individualized Career Services and WIOA Youth Services for PY 2022-2023 for one additional year.
  - a) Recommend that the WIB renew WIOA Adult and Dislocated Worker Basic and Individualized Career Services agreements for PY 2022-2023 for a second year with:

- i. Community Services Employment Training (CSET) for the Employment Connection Comprehensive Center in Porterville
- ii. Community Services Employment Training (CSET) for the Employment Connection Comprehensive Center in Visalia
- iii. Community Services Employment Training (CSET) for the Employment Connection Affiliate Site in Tulare
- iv. Proteus, Inc. for the Employment Connection Affiliate Site in Dinuba

Adam Peck addressed the committee to recommend a) and b) be one big action item and approve WIB to renew all the subrecipient agreements to provide WIOA Adult and Dislocated Worker Basic and Individualized Career Services WIOA Youth Services for PY 2022-2023.

Mr. Peck provided an overview of the Procurement Cycle, PY 21-22 Procurement PY 22-23 the second year of a four-year procurement and may renew for two additional years. Overview of regular item structure, contracts review, monitoring reports, discussion, repeat, and vote. The conditions have changed, pressure from the current State, the impact of decreased formula funding, and shifts impacting services & providers.

Jennie Bautista discussed rethinking the work and transitioning to less place-reliant services, refocusing the system work with minimal staff. In addition, developing innovative strategies to help businesses find workers, increasing WIB's role in job development, and developing effective and timely tracking systems.

Mr. Peck provided an overview of the WIOA Local Performance Measures and WIOA State Planned Performance for Adult and Dislocated Workers.

Mary Rodarte presented the current WIOA Career Services program outcomes, local performance July 1, 2021, through March 31, 2022, and State Performance Plan July 1, 2019, through June 30, 2020.

Carlene Estes provided an overview of the PY 2020-2021 final monitoring reports for WIOA Adult, Dislocated Worker Programs. Subrecipients across the board have not been meeting performance. This could be related to COVID, but prior to COVID, still not always meeting performance.

Ms. Bautista asked the Program Committee members to reflect on the reports and discussion for Adult and Dislocated Worker contracts and asked, what stands out to you and what concerns do you have about contract and performance?

Ronny Jungk - Concerns were lack of enrollments and stimulus monies because people using COVID as a concern versus working and people going elsewhere.

Mr. Peck – The industry that is down is the temporary agencies because people are going directly to employers’ doors.

Randy Baerg – Concern if the performance is down or percentage decline similar to the decline in available people in the labor market is that due to the performance issue.

Mr. Peck – Slack in the labor force than people coming in the doors looking for work.

Ms. Bautista asked what the strengths and accomplishments of our providers are?

Ronny Jungk – Responded, credentials given out, and the skills gained.

- b) Recommend that the WIB renew WIOA Youth Services agreements for PY 2022-2023 for a second year with:
  - i. Tulare County Office of Education Services for Employment and Education (TCOE SEE) for Area I - Porterville, Lindsay, Strathmore, Terra Bella, Woodville)
  - ii. Community Services Employment Training for Area II (Tulare, Earlimart, Pixley, Tipton)
  - iii. Community Services Employment Training for Area III (Visalia, Goshen)
  - iv. Community Services Employment Training for Area IV (Dinuba, Cutler, Orosi)
  - v. Proteus, Inc. for Area V (Woodlake, Exeter, Farmersville, Ivanhoe, Three Rivers, Lemon Cove)

Mr. Peck provided an overview of the WIOA Local Performance Measures and WIOA State Planned Performance for Youth Services.

Mary Rodarte presented the current WIOA Youth Program Outcomes, the local performance from July 1, 2021, through March 31, 2022, and State Performance Plan from July 1, 2019, through June 30, 2020. This year, individual training accounts were added to service provider contracts.

Carlene Estes provided an overview of the PY 2020-2021 final monitoring reports for WIOA Youth Programs.

Ms. Bautista – Asked Program Committee members to reflect on the reports and discussion for Youth contracts and asked, what stands out to you? What concerns do you have about contract and performance? What are the strengths and accomplishments of our providers?

Ronny Jungk – Concerns are lack of enrollments.

Motion by Sandra Bullard, second by Ronny Jungk, to approve a recommendation to the WIB to renew all the subrecipient agreements to provide WIOA Adult and Dislocated Worker Basic and Individualized Career Services and WIOA Youth Services for PY 2022-2023 for one additional year and direct staff to develop ideas to provide a higher level of scrutiny for contracts that have fallen behind; carried by unanimous vote.

Next meeting is scheduled for June 1, 2022, 1:30 - 2:30 p.m.

5. **Adjourn**

There being no further business, the meeting was adjourned at 2:42 p.m.

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# Workforce Investment Board of Tulare County Program & Evaluation Committee Minutes

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November 30, 2022

**Committee Members Present Virtually:** Randy Baerg-Chair, Gil Aguilar, Rodney Wilson

**Committee Members Absent:** Sandra Bullar, Ronny Jungk

1. **Call To Order:** Randy Baerg –Chair, called the meeting to order at 8:03 a.m.
2. **Public Comment:** Randy Baerg – Chair, called for public comments. None Presented
3. **Consent Items:**
  - a. Approve June 1, 2022, Program and Evaluation Committee Minutes  
Motion was made by Rodney Wilson, second by Gil Aguilar to approve the consent items; carried by unanimous vote.
4. **Regular Items:**
  - a. None Presented
5. **INFORMATION/DISCUSSION ITEMS**
  - a. Overview of Objective and Key Results - Measure What Matters  
Jennie Bautista provided an overview of Understanding Objectives & Key Results (OKRs). WIB staff are implementing Objectives and Key Results (OKRs) for Program Year 2022-23 to measure the impact of the Employment Connection System and Youth Programs.
  - b. Review State and Local Performance and Expenditure Report Card (Quarter 1) WIOA Youth Services by Subrecipient:  
Desiree Landeros presented to the Program & Evaluation Committee members on the Youth Report Card and Performances.
    - Tulare County Office of Education (TCOE/SEE) for Area I – (Porterville, Lindsay, Strathmore, Terra Bella, and Woodville)
    - Community Services Employment Training for Area II – (Tulare, Earlimart, Pixley, Tipton)
    - Community Services Employment Training for Area III – (Visalia, Goshen)
    - Community Services Employment Training for Area IV – (Dinuba, Cutler, Orsi)

## WORKFORCE INVESTMENT BOARD OF TULARE COUNTY

- Proteus, Inc. for Area V – (Woodlake, Exeter, Farmersville, Ivanhoe, Three Rivers)
- c. Review State and Local Performance and Expenditure Report Card (Quarter 1) WIOA Career Services by Subrecipient:

Lisa Martinez presented to the Program & Evaluation Committee members on the Adult Career Services Report Card and Performances.

- Proteus, Inc. for the Employment Connection Affiliate Center in Dinuba
- Community Services Employment Training for Employment Connection Affiliate Center in Tulare
- Community Services Employment Training for Employment Connection Center Porterville
- Community Services Employment Training for Employment Connection Center Visalia

### 6. **GOOD OF THE ORDER/ADJOURN:**

There being no further business; the meeting was adjourned by Randy Baerg – Chair at 9:06 a.m