



*Santa Cruz County Workforce Development supports the Community by cultivating economic vitality and assisting Jobseekers by creating programs to train, educate, and support the workforce to develop key and timely skills. We assist Business to secure the talent they need to thrive now, and into the future.*

**Workforce Development Board-Executive Committee**  
**Wednesday, August 16, 2023 @ 8:30am**

**In-Person Meeting**  
**Workforce Santa Cruz County Career Center**  
**Training Rooms 2 & 3**  
**18 W. Beach Street**  
**Watsonville, CA 95076**

**Call to Order/Welcome**

**Non-agenda public comment**

**Chairperson's Report**

**Action Items** (vote required) :

1. Approval of Minutes: July 21, 2023 .....2-4
2. WDB Director's Operational Plan Update .....5-6
3. WIOA FY23/24 Budget .....7-8
4. Eligible Training Provider List (ETPL) Draft Monitoring Report .....9
5. WIOA Youth Local Work Experience Policy Revision .....10
6. WDB September 20, 2023 Meeting Planning .....11

**Report Items** (no vote required):

7. WDB Staff Updates .....12
8. ETPL Annual Report .....13-18

**Information Items** (no vote required):

9. Update AJCC Certification Continuous Improvement Plan PY 22/23 Q4.....19

**Committee Member Announcements**

**Adjournment**

**Next Meeting:**      **Workforce Development Board**  
                             **September 20, 2023 @8:30 am**

**Workforce Development Board-Executive Committee**  
**November 1, 2023 @8:30 am**

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## Action Item 1: Approval of Meeting Minutes

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(Action required) – Andy Stone

### **Recommendation**

Approve the July 21, 2023 Executive Committee meeting minutes

### **Suggested motion**

I move to approve the July 21, 2023 Executive Committee meeting minutes.



**Workforce Development Board  
Executive Committee  
Watsonville Career Center, Room 2  
Wednesday, July 21, 2023 8:30 a.m.**

Item 1 Attachment

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900

The Chair called the meeting to order at **8:35 a.m.**, and a quorum was established. All participants attended in-person.

**Committee Members in Attendance**

Adolfo, Tracey  
Delk, Marshall  
Destout, Elyse – Vice Chair  
Morse, Rob – Chair

**Committee Members Absent**

Siegel, Carol  
Vereker, Dustin

**Staff in Attendance**

Gray, Lacie – WDB Sr. Analyst  
Gutierrez, Elizabeth – WDB Admin Aide  
Kieu, Nathan – WDB Business Services Manager  
Paz-Nethercutt, Sara – WDB Sr. Analyst  
Stone, Andy – WDB Director  
Villalobos, Marcy – WDB Clerical Support

**Guests**

Sumano, Ray

**MEMBERS:**

Rob Morse, Chair  
Pacific Gas and Electric Company

Elyse Destout, Vice Chair  
Photography by Elyse Destout

Alia Ayyad  
Center for Employment Training

Felix Cantu  
Employment Development Department

Christina Cuevas  
Community Foundation of Santa Cruz County

MariaElena De La Garza  
Community Action Board

Marshall Delk  
Santa Cruz County Bank

Daniel Dodge  
Cabrillo College Federation of Teachers

Sean Hebard  
Carpenters Local 505

Carmen Herrera-Mansir  
El Pajaro CDC

Laura Holmquist-Gomez  
Five Star Catering

LeNae Liebetrau  
Department of Rehabilitation

Chris Miller  
ScratchSpace, LLC

Janet Nagamine  
Hikari Farms

Shaz Roth  
Pajaro Valley Chamber of Commerce  
and Agriculture

Glen Schaller  
Monterey Bay Central Labor Council, AFL-CIO

KatieSetzler  
Palo Alto Medical Foundation

Carol Siegel  
Santa Cruz Seaside Company

Ray Sumano  
Sumano Bakery

Dustin Vereker  
Discretion Brewing

DIRECTOR:  
Andy Stone

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**Subject: Public Comment**

None.

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**Subject: Chairperson's Report**

Chair, Rob Morse, asked all Board members, staff, and guests to introduce themselves and welcomed new Board member, Ray Sumano from Sumano Bakery.

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**Subject: Action Items:**

**Item 1 – Approval of the May 3, 2023 Meeting Minutes**

**Action:** It was moved to approve the May 3, 2023 Executive Committee meeting minutes.

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Elyse Destout  
Abstentions: None

Committee Action All in favor, motion passed

**Item 2 – WDB Director’s Operational Plan Update**

WDB Director Andy Stone gave an update on the 2022-2023 Operational Plan. He also shared the State of the Workforce Report and the Human-Center Design model.

**Action:** It was moved to accept the WDB Director’s Operational Plan update for Program Year 2022-2023.

**Status:** Motion to Approve: Elyse Destout  
 Motion Seconded: Marshall Delk  
 Abstentions: None

Committee Action All in favor, motion passed

**Item 3 – WDB Operational Planning for PY 2023-2024**

WDB Director Andy Stone shared the five operational planning categories which included: Board Member Development, Industry Focus, Economic Opportunities & Challenges, Program Delivery, and Target Populations. Committee members were given the opportunity to add their ideas for topics to include in future meeting agendas. Committee members were asked to vote on items to narrow down to five initiatives.

**Action:** It was moved to direct the WDB staff to include the following topics in future WDB meeting agendas: New Board Members Orientation and Training, Construction Trades, Economic Forecast Event, State of the Workforce Report, Greater Market Awareness/Community Awareness, Entrepreneurship Training, and Foster Youth.

**Status:** Motion to Approve: Elyse  
 Motion Seconded: Marshall  
 Abstentions: None

Committee Action All in favor, motion passed

**Subject: Committee Member Announcements:**

None

**Meeting adjourned at 10:09 a.m.**

**Next Meeting: WDB Executive Committee Meeting  
 Wednesday, August 16, 2023 @ 8:30am**

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## Action Item 2: Operational Plan Update

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(Action required) – Andy Stone

### **Recommendation**

Accept the WDB Director's Operational Plan update for PY 23-24.

### **Background**

On September 14, 2022 the WDB approved the WDB Director's Program Year (PY) 2022-23 Operational Plan which lays out the specific actions for the program year designed to ensure that the board's priorities are met. The attached scorecard represents the proposed PY 2023-24 goals and action steps.

The WDB Director's Operational Plan incorporates the goals referenced below:

#### Operational Goals for Workforce Santa Cruz County

*Goal 1: Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.*

*Goal 2: Santa Cruz County businesses have the talent needed to thrive now and into the future.*

*Goal 3: Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.*

### **Next Steps**

The WDB Director will report on the Operational Plan's progress at each Workforce Development Board meeting.

### **Suggested motion**

I move to accept the WDB Director's Operational Plan update for PY 23-24.

**Item 2 Attachment - Workforce Development Board of Santa Cruz County  
OPERATIONAL PLAN STATUS REPORT Program Year (PY) 2023-2024**

	<i>Status</i>	<i>2023-24 Operational Targets</i>	<i>YTD</i>
<b><u>Goal 1</u></b>  <b>Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.</b>	✓	<ul style="list-style-type: none"> <li>• Identify strategies to better connect current and former Foster Youth to Workforce Development Services</li> <li>• Add an entrepreneurship training option for WIOA eligible clients</li> <li>• Develop and launch a new public engagement process to inform the WDB's annual planning</li> </ul>	
<b><u>Goal 2</u></b>  <b>Santa Cruz County businesses have the talent needed to thrive now and into the future.</b>	✓	<ul style="list-style-type: none"> <li>• Conduct outreach to construction businesses and identify opportunities for new sector partnerships and workforce development programs</li> <li>• Host a county-wide economic forecast event</li> </ul>	
<b><u>Goal 3</u></b>  <b>Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.</b>	✓	<ul style="list-style-type: none"> <li>• Increase awareness of Workforce Santa Cruz County services by creating new videos highlighting client and business success stories</li> <li>• Develop a WDB member orientation process that connects new appointees with experienced board members</li> <li>• Draft and release the 2024 State of the Workforce Report</li> </ul>	



on track to meet planned target for the year



not on track to meet planned target for the year

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## Action Item 3: WIOA Fiscal Year 2023-24 Budget

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(Action required) – Andy Stone

### **Recommendation**

Accept the WIOA budget for PY 2023-24.

### **Background**

On May 18, 2023, the Employment Development Department (EDD) released the Workforce Innovation and Opportunity Act (WIOA) Program Year (PY) 2023-24, Formula Allocations for the Adult, Dislocated Worker (DW) and Youth programs. On July 31, 2023, EDD released the Rapid Response and Lay Off Aversion allocations for PY 2023-24.

### **Staff Analysis**

Current service providers for core services are:

- Goodwill Central Coast (Adult, DW and Business Services funding);
- Cabrillo Student Resources and Support Network (student support services);
- Santa Cruz County Office of Education (Youth services);
- Cabrillo Small Business Development Center (Rapid Response/ job retention and layoff aversion services); and
- One-Stop Operator services will be competitively procured as the vendor for 2022-23 decided not to continue providing services.

These funds were accepted into the County of Santa Cruz (County) fiscal year budgets for the Human Services Department – Workforce Innovation and Opportunity Act Services for each year during the annual County budgeting process. Grant funded services are also listed. Grant funds are accepted into the County budget as they are received, usually in tandem with approval of related contracts for services.

### **Suggested Motion**

I move to accept the WIOA budget for PY 2023-24.

## Workforce Development Board Financial Report

	Fiscal Year 22/23 Activities									Fiscal Year 23/24 Activities		
	FY 22/23 Grant Allocations	FY 22/23 Addtl Grant Allocations	Carried in from FY 21/22 Allocations	Transfer of 21/22 funds from DW to Adult	Transfer of 22/23 funds from DW to Adult	FY 22/23 Grant Allocations Line Item Rebudgets	Total FY 22/23 Budget	Expended in FY 22/23	Unspent Funds Carried into FY 23/24	FY 23/24 Grant Allocations	Carried in from FY 22/23 Allocations	Total Funds Available for FY 23/24
<b>ADULT</b>												
<b>Budget / Expenditure Categories</b>												
Administration	89,209	-	20	20,000	13,700	(38,150)	84,779	84,362	417	83,295	417	83,712
Program Services	189,129	-	31	14,000	33,300	2,400	238,860	238,856	4	153,281	4	153,285
Contracts	336,034	-	2	-	-	45,900	381,936	381,884	52	336,034	52	336,086
Operational	11,500	-	132	-	-	(3,550)	8,082	8,066	16	11,500	16	11,516
Training	271,233	-	695	166,000	90,000	(25,500)	502,428	502,261	167	253,250	167	253,417
Supportive Services	4,000	-	587	-	-	18,900	23,487	23,346	141	4,000	141	4,141
<b>Subtotal</b>	<b>901,105</b>	<b>-</b>	<b>1,466</b>	<b>200,000</b>	<b>137,000</b>	<b>-</b>	<b>1,239,571</b>	<b>1,238,775</b>	<b>797</b>	<b>841,360</b>	<b>797</b>	<b>842,157</b>
<b>DW</b>												
Administration	94,899	430	9,699	(19,158)	(6,895)	1,250	80,225	77,472	2,753	82,494	2,753	85,247
Program Services	244,894	3,877	4,032	(25,867)	(61,610)	67,000	232,326	223,295	9,031	169,719	9,031	178,750
Contracts	299,271	-	4,485	(10,277)	44,759	46,000	384,238	379,412	4,826	299,271	4,826	304,098
Operational	27,975	-	103,490	(20,725)	(23,055)	(70,000)	17,684	8,066	9,619	27,975	9,619	37,594
Training	288,530	-	109,154	(123,973)	(90,199)	(47,250)	136,262	123,536	12,726	250,816	12,726	263,542
Supportive Services	3,000	-	1,971	-	-	3,000	7,971	7,325	646	3,000	646	3,646
<b>Subtotal</b>	<b>958,569</b>	<b>4,307</b>	<b>232,832</b>	<b>(200,000)</b>	<b>(137,000)</b>	<b>-</b>	<b>858,708</b>	<b>819,106</b>	<b>39,602</b>	<b>833,275</b>	<b>39,602</b>	<b>872,877</b>
<b>Youth</b>												
Administration	101,651	-	16,112	-	-	(10,000)	107,763	96,938	10,826	103,560	10,826	114,386
Program Services	96,622	-	4,956	-	-	180,000	281,578	271,684	9,894	147,645	9,894	157,539
Contracts	825,000	-	17,955	-	-	(160,000)	682,955	659,196	23,759	781,358	23,759	805,117
Operational	3,500	-	20,620	-	-	(10,000)	14,120	417	13,704	13,500	13,704	27,204
<b>Subtotal</b>	<b>1,026,773</b>	<b>-</b>	<b>59,644</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,086,417</b>	<b>1,028,235</b>	<b>58,182</b>	<b>1,046,063</b>	<b>58,182</b>	<b>1,104,245</b>
<b>RR</b>												
Administration	43,078	-	121	-	-	3,000	46,199	44,189	2,010	29,443	2,010	31,453
Program Services	323,056	-	3,243	-	-	40,000	366,299	359,013	7,286	201,951	7,286	209,237
Contracts	69,000	-	1,525	-	-	(43,000)	27,525	16,871	10,654	66,000	10,654	76,654
<b>Subtotal</b>	<b>435,134</b>	<b>-</b>	<b>4,888</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>440,022</b>	<b>420,072</b>	<b>19,950</b>	<b>297,394</b>	<b>19,950</b>	<b>317,344</b>
<b>Non WIOA Funds</b>												
<b>NDWG</b>												
Administration	-	10,000	-	-	-	-	10,000	-	10,000	-	10,000	10,000
Program Services	-	5,851	-	-	-	-	5,851	-	5,851	-	5,851	5,851
Contracts	-	19,149	-	-	-	-	19,149	-	19,149	-	19,149	19,149
Supportive Services	-	15,000	-	-	-	-	15,000	-	15,000	-	15,000	15,000
Participant Wages	-	250,000	-	-	-	-	250,000	-	250,000	-	250,000	250,000
	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>-</b>	<b>300,000</b>	<b>300,000</b>
<b>RERP</b>												
Administration	-	12,000	-	-	-	-	12,000	-	12,000	-	12,000	12,000
Contracts	-	171,500	-	-	-	-	171,500	-	171,500	-	171,500	171,500
Training	-	158,000	-	-	-	-	158,000	-	158,000	-	158,000	158,000
Supportive Services	-	6,400	-	-	-	-	6,400	-	6,400	-	6,400	6,400
<b>Subtotal</b>	<b>-</b>	<b>347,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>347,900</b>	<b>-</b>	<b>347,900</b>	<b>-</b>	<b>347,900</b>	<b>347,900</b>
<b>Third Sector Grant</b>												
Program Services	-	-	25,000	-	-	-	25,000	-	25,000	-	25,000	25,000
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>
<b>Grand Total</b>	<b>3,321,581</b>	<b>652,207</b>	<b>323,830</b>			<b>-</b>	<b>4,297,618</b>	<b>3,506,187</b>	<b>791,430</b>	<b>3,018,092</b>	<b>791,430</b>	<b>3,809,522</b>



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## Action Item 4: Eligible Training Provider List Draft Monitoring Report

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(Action required) – Lacie Gray

### **Recommendation**

Approve the ETPL monitoring reports as drafted by WDB staff.

### **Background**

Workforce Development Board (WDB) staff monitored the Employment Training Provider List (ETPL) training vendors that met the criteria this year for monitoring in early 2023 for the 2022-23 program year:

- Headquartered locally and to which we sent a customer for training or
- Headquartered in another area not monitored by that area's WDB and to which we sent a customer for training.

The Eligible Training Provider List (ETPL) program monitoring process includes:

1. Overview of the monitoring process and objectives, services provided, and program performance.
2. Completion and discussion with the Monitor of Training Vendor Monitoring Guide and participant list.
3. Completion of the Non-Discrimination and Equal Opportunity Monitoring Guide.
4. An on-site walk through of the facility and classrooms. (where available)
5. Interviews with key staff providing services funded by the Workforce Innovation and Opportunity Act (WIOA).
6. Interviews with participants receiving WIOA funded services
7. Review of school materials that may include: personnel policies and procedures, proof of insurance, marketing materials, school catalog, registration forms, curricula related to participant training, job prep, English as a Second Language, documents related to and in support of services provided to participants receiving WIOA funded services, including student files, or other participant activities.

Additionally, using the State requirements to remain on the California State ETPL, WDB staff performed a subsequent eligibility review for each active ETPL program. There is no requirement for monitoring and subsequent eligibility to be done simultaneously.

### **Staff Analysis**

Final letters were sent to providers in July. For the seven (7) vendors monitored, there were no monitoring findings. Two had participant feedback that is being shared directly with the vendors. All seven (7) complete reports are attached via this link: <https://bit.ly/3Qzu5V8>

### **Suggested motion**

I move to approve the ETPL monitoring reports as drafted by WDB staff.

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## Action Item 5: Revision to Local WIOA Youth Work Experience Policy

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(Action required) – Sara Paz-Nethercutt

### **Recommendation**

Accept the revision to the Workforce Innovation and Opportunity Act (WIOA) local youth work experience (WEX) policy.

### **Background**

From time to time, Workforce Innovation and Opportunity Act (WIOA) local policies need to be updated or revised. The youth wages listed in the Youth WEX policy now adheres to the California state minimum wage, additionally, the WIOA youth contractor, Santa Cruz County Office of Education (SCCOE) Superintendent implemented a revised student worker job classification to increase the wage to \$18.50/hour for youth between the ages of 18-24. A reference to the eligibility for incentive payments for achievements tied to WEX has also been included in this policy to be consistent with the local WIOA Youth Incentive policy (19-03) accepted by this board on May 29, 2019.

### **Next Steps**

The revised WEX policy take effect July 1, 2023 and the link to view the policy is found here: <https://bit.ly/3KE2Mbq>

### **Suggested motion**

I move to accept the revision to the WIOA local youth WEX policy.

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## Action Item 6: WDB September 20, 2023 Meeting Planning

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(Action required) Andy Stone

### **Background**

At a special meeting of the Executive Committee on July 21, 2023, the Committee identified topics to be presented at the Workforce Development Board (WDB) Full Board Meetings in Program Year 2023-2024. The identified topics are:

- New Board Members Orientation and Training
- Construction Trades
- Economic Forecast Event
- State of the Workforce Report
- Greater Market Awareness/Community Awareness
- Entrepreneurship Training
- Foster Youth

At this meeting, the Executive Committee will consider if it would like to add any additional agenda items to the September 20, 2023 WDB Full Board meeting agenda.

### **Suggested motion**

I move to direct that the WDB staff include the following items in the September 20, 2023 WDB meeting agenda.

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## Report Item 7: Workforce Development Board Staff Updates

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(No vote required)

WIOA Career Services – Sara Paz-Nethercutt:

1. One-Stop Operator (formerly known as Career Center Operator) procurement

Business Services- Nathan Kieu:

1. Behind Every Employer Update
2. Economic Forecast Event Update

Regional Projects/Grants Report - Lacie Gray:

1. American Rescue Plan Act (ARPA) funded Pre-apprenticeship programs:
  - a. Santa Cruz County Office of Education
2. Prison to Employment 2.0

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## Report Item 8: Eligible Training Provider List (ETPL) 2022-23 Annual Report

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(No vote required) – Lacie Gray

### **Recommendation**

Accept the annual ETPL Report for PY 2022-23

### **Background**

The Workforce Development Board (WDB) staff has reviewed the training placements from Program Year (PY) 2022-23 in order to gauge the performance of each Eligible Training Provider List (ETPL) vendor (Attachment 1). Although the WDB has 19 schools eligible to provide training, the attached chart (Attachment 2) lists the expenditures for only those schools that were attended during the 2022-23 Program Year. Additionally, the charts (Attachment 3) indicate the top five schools in terms of enrollments, and the top five schools' Individual Training Account expenditures for PY 2022-23.

Last year WDB members asked for additional information about the ETPL outcomes, including trainee demographics (Attachment 4) as well as a three-year completion comparison (Attachment 5).

### **Staff Analysis**

Summary of Attachment 1: PY 2022-23 ETPL Performance by Training Vendors:

- Truck Driver Institute served the most WIOA training customers in 2022-23 (72 total (53 Adult and 19 Dislocated Workers) or over 33% of those in training). 44 successfully completed. Average wage of \$28.22.
- Cabrillo College trained 64 individuals (43 Adult and 21 Dislocated Workers) **with 26** successful completions. Average wage of \$53.85. The allied health field occupations (dental hygienist, nursing, radiology technologist) contributed to this relatively high average wage.

Summary of Attachment 2 - 2022-23 ETPL Top Five Expenditures:

- 72 people trained at Truck Driver Institute for a total cost of \$289,242.50 (\$4,017 per individual average) WIOA training dollars (or 56% of all expended training funds).

### **Suggested motion**

I move to accept the annual ETPL Report for PY 2022-23.

PY 22-23 ETPL Performance by Training Vendors of WDB Santa Cruz County										
School	Percentage of Total	Provider Activity Participation FY22-23				Completions FY22-23				
		Adult	DW	Other	Total	Successful Completions	Credential Attained	Entered Employment	Training Related	Average Wage
Cabrillo College	29.5%	43	21	0	64	26	0	8	8	\$53.85
Center for Employment Training -Main Campus	0.5%	0	1	0	1	1	0	0	0	N/A
Central Coast College	0.9%	2	0	0	2	1	0	0	0	N/A
De Anza College, Occupational Training Institute	0.0%	0	0	0	0	0	0	0	0	N/A
MTS Training Academy	12.4%	16	11	0	27	8	0	2	2	\$25.00
National Holistic Institute	1.4%	3	0	0	3	0	0	0	0	N/A
Santa Cruz County Career Technical Education Partnership	13.4%	27	2	0	29	23	0	2	2	\$16.90
Silicon Valley Surgi-Tech Institute dba SVSTI	0.9%	2	0	0	2	2	0	2	2	\$36.57
Truck Driver Institute	33.2%	53	19	0	72	44	0	13	13	\$28.22
UC Irvine Extension	0.0%	0	0	0	0	0	0	0	0	N/A
UCSC Silicon Valley Extension	1.8%	1	3	0	4	1	0	1	0	\$21.00
Watsonville Institute of Cosmetology	0.0%	0	0	0	0	0	0	0	0	N/A
Watsonville/Aptos/Santa Cruz Adult Education	6.0%	10	3	0	13	8	0	2	1	\$18.27
Totals	100.0%	157	60	0	217	114	0	30	28	\$28.54

The top five schools in terms of Individual Training Account (ITA) expenditures for FY22-23 were:

School/Provider Name	Participants	ITA Expenditures	% of ITA Expenditures	Average cost of training* per participant	Average Wage
TRUCK DRIVER INSTITUTE	72	\$289,243	56%	\$4,017.26	\$28.22
MTS TRAINING ACADEMY INC	27	\$109,161	21%	\$4,043.00	\$25.00
SANTA CRUZ COUNTY - CTEP	29	\$69,826	13%	\$2,407.79	\$16.90
CABRILLO COMMUNITY COLLEGE DISTRICT	64	\$28,481	5%	\$445.02	\$53.85
CENTER FOR EMPLOYMENT TRAINING INC	1	\$10,000	2%	\$10,000.00	N/A

\*Cost to vendors only, does not include supportive services amounts

### WIOA Adult and DW Training Expenditures (FY22-23)

PROVIDER	FY2022-23	% OF TOTAL
CABRILLO COMMUNITY COLLEGE DISTRICT	\$28,481	5.5%
CENTER FOR EMPLOYMENT TRAINING INC	\$10,000	1.9%
CENTRAL COAST COLLEGE	\$3,015	0.6%
MTS TRAINING ACADEMY INC	\$109,161	21.0%
SANTA CRUZ COUNTY - CTEP	\$69,826	13.4%
SILICON VALLEY SURGI-TECH INSTITUTE	\$3,000	0.6%
TRUCK DRIVER INSTITUTE	\$289,243	55.7%
WATSONVILLE/APTOS ADULT SCHOOL - PVUSD	\$6,497	1.3%
<b>Total Training Providers</b>	<b>\$519,223</b>	<b>100.0%</b>

The top five schools in terms of enrollments for PY 2022-23 were:

School Name	# of Enrollments	% of Total Enrollments
Truck Driver Institute	72	33.2%
Cabrillo College	64	29.5%
Santa Cruz County Career Technical Education Partnership	29	13.4%
MTS Training Academy	27	12.4%
Watsonville/Aptos/Santa Cruz Adult Education	13	6.0%

PROVIDER	TOTAL	% OF TOTAL
Truck Driver Institute	72	33.2%
Cabrillo College	64	29.5%
Santa Cruz County ROP	29	13.4%
MTS Training Academy	27	12.4%
Watsonville/Aptos/Santa Cruz Adult Education	13	6.0%
UCSC Silicon Valley Extension	4	1.8%
National Holistic Institute	3	1.4%
Central Coast College	2	0.9%
Silicon Valley Surgi-Tech Institute dba SVSTI	2	0.9%
Center for Employment Training -Main Campus	1	0.5%
<b>TOTAL</b>	<b>217</b>	<b>100.0%</b>



## ETPL Demographic Details for FY22-23

Gender	Enrolled	Completions	Successful Completions	Unsuccessful Completions	Continuing Enrollments
Male	104	72	58	14	32
Female	111	67	55	12	44
Unknown	2	1	1	0	1
<b>Total</b>	<b>217</b>	<b>140</b>	<b>114</b>	<b>26</b>	<b>77</b>

Race	Enrolled	Completions	Successful Completions	Unsuccessful Completions	Continuing Enrollments
African/American	9	6	5	1	3
American Indian/Alaskan Native	7	5	4	1	2
Asian	1	0	0	0	1
Hawaiian/Other Pacific Islander	1	1	1	0	0
White	82	54	47	7	28
Unknown	117	74	57	17	43
<b>Total</b>	<b>217</b>	<b>140</b>	<b>114</b>	<b>26</b>	<b>77</b>

Ethnicity (Hispanic/Non-Hispanic)	Enrolled	Completions	Successful Completions	Unsuccessful Completions	Continuing Enrollments
Hispanic	142	93	73	20	49
Non-Hispanic	73	45	40	5	28
Unknown	2	2	1	1	0
<b>Total</b>	<b>217</b>	<b>140</b>	<b>114</b>	<b>26</b>	<b>77</b>

WIOA Program	Enrolled	Completions	Successful Completions	Unsuccessful Completions	Continuing Enrollments
Adult	157	102	81	21	55
Dislocated Worker	60	38	33	5	22
Youth	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>217</b>	<b>140</b>	<b>114</b>	<b>26</b>	<b>77</b>

Age Group	Enrolled	Completions	Successful Completions	Unsuccessful Completions	Continuing Enrollments
Under 18	0	0	0	0	0
18-24	54	41	34	7	13
25-34	73	54	45	9	19
35-44	46	21	16	5	25
45-54	26	15	10	5	11
55-64	16	7	7	0	9
65+	2	2	2	0	0
Unknown	0	0	0	0	0
<b>Total</b>	<b>217</b>	<b>140</b>	<b>114</b>	<b>26</b>	<b>77</b>

Successful Completions	FY22-23	FY21-22	FY20-21
Bay Area Medical Academy	0	2	0
Bay Area Video Coalition	0	0	1
Cabrillo College	26	8	42
Center for Employment Training -Main Campus	1	0	0
Central Coast College	1	0	2
MTS Training Academy	8	5	11
Santa Cruz County CTEP	23	17	10
Silicon Valley Surgi-Tech Institute dba SVSTI	2	1	
Truck Driver Institute	44	19	28
UCSC Silicon Valley Extension	1	1	3
Watsonville/Aptos/Santa Cruz Adult Education	8	8	10
<b>Totals</b>	<b>114</b>	<b>61</b>	<b>107</b>

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## Information Item 9: AJCC Certification Continuous Improvement Plan PY 22/23 Update

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(No vote required) Andy Stone

### **Background**

WDB Staff previously informed this committee of the EDD policy directive, WSD20-08, dated March 1, 2021 which provides policy and guidance for conducting the AJCC certification process. There are two (2) levels of AJCC Certification:

1. Baseline: intended to ensure that every AJCC site is in compliance with WIOA statutory and regulatory requirements; and
2. Certification Indicator Assessment: intended to measure continuous improvement in service delivery with seven (7) indicators.

An independent evaluation and assessment of each of the AJCCs was conducted by Racy Ming and Associates. The independent and objective assessment will be conducted every three (3) years and will be due again to the State in 2024 with the criteria and procedures established by the State board. Using the recommendations and evaluations from the assessments, the Continuous Improvement (CI) Plan was created. The purpose of the CI Plan is to ensure that AJCCs deliver a better experience and continuously improve services for job seekers, workers, and employers.

As you may recall, on December 8, 2021, the WDB approved the America's Job Center of California (AJCC) Certification Indicator Continuous Improvement Plan as written and authorized the WDB staff to submit to the Employment Development Department (EDD) Regional Advisor by the December 31, 2021 deadline.

### **Update**

The Continuous Improvement Plan incorporates the actions for the program year for each AJCC site. PY 2022/23 Quarter 4 progress is available for your information.

The link to view the CI plan is found here: <https://bit.ly/3OT8zwn>