



A Tradition of Stewardship
A Commitment to Service

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NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for Snowden, Randolph F. - Director
Health & Human Services Administration

REPORT BY: Shelli Brobst, Contracts Analyst - 253-4720

SUBJECT: Napa-Lake Workforce Investment Area Five-Year Local Strategic Plan for Program Years 2013-2017

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chairman to sign the Napa-Lake Workforce Investment Area Five-Year Local Strategic Plan for Program Years 2013-2017.

EXECUTIVE SUMMARY

Approval of the requested action will approve the Napa-Lake Workforce Investment Area Local Five-Year Strategic Plan for Program Years 2013-2017.

PROCEDURAL REQUIREMENTS

1. Staff reports.
2. Public comments.
3. Motion, second, discussion and vote on the item.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Workforce Investment Act of 1998 requires State and Local workforce investment boards to submit a five-year strategic plan that outlines how it will meet the workforce investment needs of its local communities. This five-year plan serves as a framework for the development of public policy, fiscal investment and the operation of labor exchange, workforce education, and training programs in the local area. Local Workforce Investment Boards are required by law to submit to the State Board a comprehensive five-year local plan that is consistent with the vision, strategy and goals of the State Strategic Workforce Development Plan.

To develop this plan the Local Board was required to engage in a comprehensive, data-driven planning process that ensures the local plan engages business and education partners in the development of the local strategies and priorities, and identifies steps the local board will take to accomplish their goals. In the Napa and Lake workforce investment area, a local plan workgroup was created consisting of representatives from the Workforce Investment Board, educators, business owners, labor organizations and program operators to provide input and guidance in the development of the plan.

In the plan the Napa-Lake Workforce Investment Board has described: the vision and goals, the economic and workforce information analysis of the areas, the business service plan, the adult program, the youth program, and the administrative requirements. Additionally, the Local Plan delineates how many participants will be served under WIA in the coming year and how the funding will be disbursed (reflected in the participant plan and budget summary pages). The participant plan outlines the number of participants who will be served by funding source and outlines the distribution of the allocation by category of service. Four categories of service are included: Core Self Service, Core Registration Services, Intensive Services, and Training Services.

The Napa-Lake Workforce Investment Board (NLWIB) reviewed, approved and opened the plan for public comment on May 16, 2013. Additionally, on June 20, 2013, the NLWIB held a public hearing to allow for verbal input into the plan. Finally, the NLWIB Executive committee endorsed the plan at its meeting on June 20th, 2013, and has recommended its approval to the Board of Supervisors.

Approval of today's requested action will authorize the Chairman of the Board of Supervisors to sign the Five-Year Local Strategic Plan for Program Years 2013-2017. HHSA will forward the Five-Year Local Strategic Plan to the California Workforce Investment Board for certification of the local workforce investment area for the continued operation of the Napa-Lake Workforce Investment Act programs.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Karen Collins