ATTACHMENT A

Existing Local Area

Application for Subsequent Local Area Designation
and
Local Board Recertification
Program Year 2019-21

Local Workforce Development Area

Solano County

Existing Local Area

Application for Subsequent Local Area Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for PY 2019-21 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (State Board) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your Regional Advisor for technical assistance or questions related to completing and submitting this application.

Workforce Development Board of Solano County

Name of Local Area

320 Campus Lane

Mailing Address

Fairfield, CA 94534

City, State ZIP

_____

Date of Submission

Heather Henry, President / Executive Director

Contact Person

707-863-3501

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages o, attach a roster of the current Local Board which identifies each member's respective membership category.

BUSINESS – A majority of the members **must** be representatives of business in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after his/her name.

Name	Title	Entity	Appointment Date	Term End Date
Fadi Halabi - Chair	President	Duracite	07/01/18	06/30/22
Scott Reynolds	Partner	Reynolds Law LLP	07/01/18	06/30/22
Kim Beiner	Director of Administration	Six Flags Discovery Kingdom	07/01/18	06/30/22
Paul Adler	Government Affairs/ Community Relations Director	Valero Benicia Refinery	10/23/18	10/22/22
Mary Dugbartey	Director, Talent & Organizational Development	NorthBay Healthcare Foundation	10/25/16	10/24/21
Shawn Gavne	Site Manager	Alstom	10/03/17	06/30/20
Tim Healer	Vice President / Yolo-Solano Commercial Loan Team	First Northern Bank	07/01/18	06/30/22
Peggy Huston	Chief Administrative Officer	Paradise Valley Estates	07/01/18	06/30/22
Justin Real	Sr. Program Manager	PG&E	10/25/16	10/24/21
Rosa Phillips	Owner	Express Employment Professionals	03/22/16	06/30/20
Kathleen Skirpstunas	Sr. Human Resources Business Partner	Genentech	03/22/16	06/30/20
Vacant				
Vacant				

LABOR – Not less than 20 percent of the members must be representatives of workforce within the Local Area who

must include (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and

may include (iii) representatives of community based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

Name	Title	Entity	Appointment Date	Term End Date
Danny Bernardini	Business Services Manager	Napa/Solano Building Trades Council	03/17/17	03/16/21
Holly Brown	Apprenticeship Coordinator	Operating Engineers Local 3JATC	03/22/16	06/30/20
Mark DeWeerdt	Consultant, Negotiations & Organizational Dev. Dept.	CA Teachers Association	03/22/16	06/30/20
Jon Riley	Executive Director	Napa-Solano Central Labor Council	07/01/18	06/30/22
Paul Castro	Director	CA Human Development	03/22/16	06/30/20
Alan Kerzin	Executive Director	Children's Network of Solano County	03/22/16	06/30/20

Education – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who

must include (i) a representative of eligible providers administering Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and

may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
Dr. Celia Esposito-Noy	Superintendent-President	Solano Community College	07/01/18	06/30/22
Christine Hess	Solano County Adult Education Consortium Project Manager	Solano County Office of Education	03/17/17	03/16/21

Economic and Community Development – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who

must include (i) a representative of economic and community development entities; (ii) a representative from the State employment service office under the *Wagner-Peyser Act*; (iii) a representative of the Vocational Rehabilitation program; and

may include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) Representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the chief elected official in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
Mario Giuliani	Economic Development Manager	City of Benicia	03/22/16	06/30/20
Marlyn Karrasch	Rehabilitation Team Manager	CA Department of Rehabilitation	03/17/17	03/16/21
David Tam	Cluster Manager	Employment Development Department	07/20/18	07/19/22
Gerald Huber	Director	Solano County Health & Social Services	07/01/18	06/30/22

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PYs 16-17 or 17-18:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIA requirement, such as failure to grant priority of service or verify participant eligibility.

- **Gross negligence** – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.

- **Failure to observe accepted standards of administration**. Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal*

Regulations (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIOA regulations, and state guidance.

Highlights of these responsibilities include the following:

- Timely reporting of WIOA participant and expenditure data
- Timely completion and submission of the required annual single audit
- ***Have not been placed on cash hold for longer than 30 days***

(In alignment with WIOA Section 106[e][2])

Engaged in Regional Planning

The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

1. Participated in regional negotiation of performance measures.
2. Local WDB and CLEO reviewed and approved the regional plan, and regional plan modification.
3. Held stakeholder input sessions for the regional plan modification.
4. Participating in regularly scheduled meetings of the region's WDB Directors.
5. Participating in regional Slingshot efforts.
6. Issued regional Innovation Fund RFP to advance industry objectives.
7. Coordinating with regional partners on industry sector initiatives, including cross-county Industry Sector Partnerships.
8. Participating in regional staff development and training efforts, including planning a regional conference using Slingshot 2.0.
9. Coordinated with regional partners in P2E planning and systems development.
10. Reviewed and ranked regional indicators of success.

Local Area Assurances

Through PY 19-21, the Local Area assures the following:

A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in the appropriate circulars or rules of the Office of Management and Budget (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).

- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Quarterly and Monthly Financial Reporting Requirements* (WSD16-13) (November 28, 2016).

- All close out reports will comply with the policies and procedures listed in Workforce Services Directive *WIOA Closeout Requirements* (WSD16-05) (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of State Assembly Bill 1149 (Chapter 324, Statutes of 2017), to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (*California Unemployment Insurance Code* Section, 14211).

- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

D. The Local Board will select the America's Job Center of California[SM] (AJCC) Operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal (RFP), unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).

E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBS[SM] reporting requirements and deadlines.

F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.

G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).

H. The Local Area will participate in regional performance negotiations.

I. It will comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.

J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and Training and Employment Guidance Letter 19-16, Subject: *Guidance on Services provided through the Adult and Dislocated Worker Programs under the Workforce Innovation and Opportunity Act (WIOA) and the Wagner-Peyser Act Employment Service (ES), as amended by title III of the WIOA Final Rules,* (March 1, 2017).

Application Signature Page

Instructions – The local CEO and Local Board chair must sign and date this form. Include the original signatures in the application package.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the existing Local Area and subsequent certification of the existing Local Board. They certify that the Local Area has performed successfully, sustained fiscal integrity during PYs 2016-2017 or 2017-2018, and engaged in the regional planning process as described in Section 106 (c)(1). Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair	Local Chief Elected Official
Signature	Signature
Fadi Halabi	Erin Hannagin
Name	Name
Workforce Development Board Chair	Solano County Board of Supervisors Chairwoman
Title	Title
5.24.19	
Date	Date