



**NOVAworks WORKFORCE BOARD AGENDA**

**12:00 p.m. to 1:30 p.m., WEDNESDAY, January 22, 2025**

**456 WEST OLIVE AVENUE, 1ST FLOOR, CONFERENCE ROOM #154 (ALDER Rm), SUNNYVALE, CA**

Meeting packet is also posted on the NOVAworks website: <https://novaworks.org/>.

**1. CALL TO ORDER**

**2. PUBLIC ANNOUNCEMENTS**

**3. CONSENT AGENDA**

**Action**

*All matters listed on the consent agenda are considered routine and will be acted upon by one motion. There will be no separate discussion of these items, unless requested by a Board member or a member of the public.*

3A. Approval of Agenda

3B. Approval of Minutes of December 4, 2024 Meeting (**Enclosure**)

3C. Approval of AJCC Career Services Provider Application (**Enclosure**)

**4. PUBLIC HEARING**

**4A. GENERAL BUSINESS:**

4A1. Approval of WIOA Local and Regional Plans PY 2025-28 (**Enclosure**)

**Action**

4A2. Approval of Application for NOVAworks to be WIOA AJCC Operator for NOVA Workforce Development Area (**Enclosure**)

**Action**

4A3. Presentation on the San Francisco Airport Initiative

**Information**

4A4. Update on CLCP Program for Adults and Dislocated Workers

**Information**

**4B. GENERAL INFORMATION:**

4B1. Grant Status of Funds (**Enclosure**)

**Information**

4B2. Performance Report (**Enclosure**)

**Information**

4B3. State Approval Letter for AJCC Certification Application (**Enclosure**)

**Information**

**5. REPORT FROM THE CHAIR**

5A. Customer Success

5B. Presentation from Board Member Thomas Baity on ManpowerGroup's Global Work

**6. REPORT FROM THE EXECUTIVE DIRECTOR**

**7. ADJOURNMENT**

**SCHEDULED MEETINGS**

NOVAworks Board Meeting, Wednesday, March 26, 2025 at 12:00 p.m.

**Pursuant to the Americans with Disabilities Act, NOVA will make reasonable efforts to accommodate persons with qualified disabilities. If you require special accommodation, please contact NOVA at (408) 730-7240 at least one day in advance of the Workforce Board Meeting. Auxiliary aids and services are available upon request to individuals with disabilities. TTY: 711 (CA Relay Service)**



NOVAworks Workforce Board  
Draft December 4, 2024, Meeting Minutes

**PRESENT:** T. Baity, C. Berdiansky, D. Bini, R. Brunson, J. Cohen, R. Foust, L. Lambert, N. Leonor, S. Levy, J. Lind, A. Manwani, J. Morrill, B. Murphy, M. Nemits, S. Porter, A. Switky, K. Vartan, and M. Vittal

**ABSENT:** G. Biggs, D. Dorsey, and N. Williams

**ALSO PRESENT:** M. Sessions, C. Bernhardt, G. Pham, and E. Stanly of NOVAworks staff, and guest consultant Kevin Perkey

**1. CALL TO ORDER**

Co-Chairperson A. Switky called the meeting to order at 12:04 p.m.

**2. PUBLIC ANNOUNCEMENTS: THANK YOU TO DEPARTING BOARD MEMBERS**

Foothill-De Anza Community College District Board of Trustee Patrick Ahrens has been elected to the California State Assembly leaving a vacancy on the Board from Sunnyvale (Area 2). Recommendations to fill the provisional appointment were encouraged. Dr. Omar Torres has been selected as the new president of De Anza College and is expected to start on January 3, 2025.

Departing Board members Steve Levy and Jennifer Morrill were recognized for their extraordinary contributions to the Board for many years and were thanked for their service.

**3. CONSENT AGENDA**

It was moved by J. Lind, seconded by N. Leonor, and carried by voice vote to approve the consent agenda as submitted, with abstention from K. Vartan. For this meeting, the agenda items included the meeting agenda and September 25, 2024, retreat minutes.

**4. PUBLIC HEARING**

**4A. GENERAL BUSINESS:**

4A1. Election of NOVAworks Workforce Board Officers for Calendar Year 2025: As per Board Bylaws, the election of Board officers takes place at the last scheduled Board meeting of the calendar year. The slate of prospective candidates for the election of Board officers for 2025 was: Co-chairpersons R. Foust and A. Switky (both private sectors), and Vice Chairpersons J. Lind (representing other organizations) and M. Nemits (private sector.) There were no nominations from the floor. It was moved by M. Vittal, seconded by J. Cohen, and carried by voice vote to approve the slate of candidates for 2025 Board officers.

4A2. Approval of Continuous Improvement Plan; WIOA AJCC Comprehensive and Affiliate Certification: Every three years, the federal Workforce Innovation and Opportunity Act (WIOA) and the State require that local workforce boards undergo recertification for the America's Job Center of California (AJCC) comprehensive and affiliate/specialized centers. For the NOVAworks workforce area, the comprehensive AJCC is the Sunnyvale Job Center and the affiliate AJCC is operated by the Central Labor Council Partnership in San Mateo County. State Directive WSD23-05 requires that this certification

process be renewed. In lieu of a Board meeting before the Nov. 1 submission deadline, the Executive Committee, at its Oct. 23 meeting, approved the recertification application. The second part of the AJCC recertification application process is the development of a Continuous Improvement Plan that is not part of the initial application submission. The local board must approve this Plan by Dec. 31, 2024. The Plan is expected to incorporate recommendations outlined in the initial recertification application that will be beneficial to the service-delivery system. It was moved by S. Levy, seconded by J. Lind, and carried by voice vote to approve the Continuous Improvement Plan for the AJCC recertification process.

4A3. Incorporating NOVAworks Foundation Board Structure into Executive Committee: To enhance strategic alignment, streamline governance, and leverage the strengths of both boards, staff proposed merging the NOVAworks Foundation Board structure with the Executive Committee. The strategic advantages for merging include unified vision and strategy, strengthened fundraising efforts, enhanced collaboration, streamlined decision-making, and strengthened advocacy and influence. The operational advantages for merging include efficiency in governance, resource optimization, and consistent communication. The Executive Committee, at its Oct. 23 meeting, approved incorporating the Foundation Board structure into the Executive Committee.

4A4. WIOA Local and Regional Planning Process for PY 2025-28 and

4A5. Update Board Priorities: Sector Strategies and Access Points: To review a summary of these two agenda items, please click here:

<https://novaworks.org/documents/Ongoing/SummaryAgendaItems4A4and4A5.pdf>. In response to a question regarding sector strategies, other sectors will be considered as opportunities arise.

#### 4B. GENERAL INFORMATION

4B1. Grant Status of Funds: The quarterly financial report was included in the meeting packet.

4B2. Performance Report: The quarterly performance report was included in the meeting packet.

### 5. ADJOURNMENT

The meeting was adjourned at 12:20 p.m.



**Date:** January 22, 2025  
**To:** NOVAworks Workforce Board  
**From:** NOVAworks staff  
**Subject:** **Approval of AJCC Career Services Provider Application**

### **INTRODUCTION:**

The federal Workforce Innovation and Opportunity Act (WIOA) stipulates the roles of the adult and dislocated worker career services provider for the local workforce system. State Directive WSD22-13 further clarifies these roles and the requirements for selecting career services providers.

For forty years, NOVA has been a career services provider for adults and dislocated workers through the NOVAworks Job Center in Sunnyvale. It has a stellar track record of delivering quality services, achieving performance measures, winning competitive funding, possessing a deep knowledge of the local labor market, enjoying a history of extensive collaboration with local partners and stakeholders, and exhibiting prudent efficiencies. WIOA encourages but does not require competitive procurement of local career services. However, local boards/administrative entities who wish to be designated as an Adult and Dislocated Worker Career Services Provider must seek approval from the Chief Elected Official (CEO) and the governor. In 2017 and 2021, NOVA applied for and was approved by the State to be an Adult and Dislocated Worker Career Services Provider for the NOVAworks Job Center in Sunnyvale. In 2025, WSD22-13 requires that those entities who were approved to be a career services provider must reapply.

NOVAworks staff is asking the Board to approve the application, <https://novaworks.org/documents/Ongoing/NOVAApplicationCareerServicesProvider2025.pdf>, to be designated an Adult and Dislocated Worker Career Services Provider for the NOVAworks Job Center in Sunnyvale. Career services in San Mateo County will continue to be competitively procured. Following the Board's approval, this request will be forwarded to the Sunnyvale City Council (CEO) for approval.

### **DISCUSSION:**

The federal Workforce Innovation and Opportunity Act (WIOA) stipulates the roles and responsibilities of the adult and dislocated worker career services provider for the local workforce service-delivery system. State Directive WSD22-13, [https://edd.ca.gov/siteassets/files/jobs\\_and\\_training/pubs/wsd22-13.pdf](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd22-13.pdf), further clarifies the role of the career services provider and selection process. WIOA encourages but does not require competitive procurement of local career services. However, local boards/administrative entities who wish to be designated as an Adult and Dislocated Worker Career Services Provider must seek approval from the Chief Elected Official (CEO) and the governor.

In 2017 and 2021, NOVA applied for and was approved by the State to be an Adult and Dislocated Worker Career Services Provider for the NOVAworks Job Center in Sunnyvale. In 2025, State Directive WSD22-13 requires that those entities who were approved to be a Career Services Provider must reapply. NOVA is interested in reapplying to the State to continue to be designated as an Adult and Dislocated Worker Career Services Provider for the NOVAworks Job Center in Sunnyvale based on several factors: demonstrated experience, effectiveness and accountability, efficiencies, administrative and fiscal oversight, and the City of Sunnyvale (CEO) policy.

- 1) **Demonstrated Experience:** NOVAworks has forty years of demonstrated experience and expertise directly providing award-winning adult and dislocated worker career services at the NOVAworks Job Center in Sunnyvale to Silicon Valley's residents and employers.
- 2) **Effectiveness and Accountability:** NOVAworks has exhibited exemplary success in its performance outcomes, especially given the challenges the local workforce development system faced during the COVID-19 pandemic. It also has routinely received high scores in its customer satisfaction surveys.
- 3) **Efficiencies:** NOVA utilizes the integrated service delivery model that enables NOVAworks to serve more customers. This differs from other workforce areas that apply the case management model and serve fewer customers. The result is NOVAworks' cost per customer is significantly lower than other workforce areas. In addition, funding is prudently expended.
- 4) **Administrative and Fiscal Oversight:** The Sunnyvale City Council serves as the Chief Elected Official for the NOVAworks consortium, with the City of Sunnyvale serving as the administrative and fiscal agent for NOVAworks. The NOVAworks Workforce Board, designated as a high performing board, in partnership with the City of Sunnyvale, performs effective monitoring and evaluation. Conflict of interest codes, policies, and necessary firewalls ensure the highest degree of exemplary oversight, with checks and balances.
- 5) **City of Sunnyvale (Chief Elected Official) Policy:** The NOVAworks Job Center in Sunnyvale is staffed by City of Sunnyvale employees. The Sunnyvale City Council Policy Manual 7.3.6 established guidelines for considering alternative methods for service delivery according to superior service value and defines superior service value as better service at lower cost; better service at equal cost; or equal service at lower cost. Given NOVAworks' superior services provided at a lower cost than comparable entities, the prudent decision is for NOVAworks to continue to directly provide career services at the NOVAworks Job Center in Sunnyvale.

The local board/administrative entity may serve as both an AJCC Operator and Adult and Dislocated Worker Career Services Provider, which NOVAworks is applying to do, if appropriate firewalls, oversight, and monitoring are in place to prevent conflict of interest. NOVAworks will ensure that these provisions are in place. Career services in San Mateo County will continue to be competitively procured.

Following the Board's approval, this request will be forwarded to the Sunnyvale City Council at its Feb. 25, meeting for approval and then submitted to the State by the March 1 deadline. Notification from the State is expected by June 1, and, if approved, will be effective through June 30, 2029.

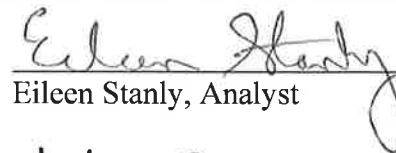
#### **ALIGNMENT WITH STRATEGIC PLAN:**

This is in alignment with the Board's Vision, Mission, and Purpose Statement.

#### **RECOMMENDATION:**

NOVAworks staff is asking the Board to approve the application, <https://novaworks.org/documents/Ongoing/NOVAApplicationCareerServicesProvider2025.pdf>, to the State to be designated an Adult and Dislocated Worker Career Services Provider for the NOVAworks Job Center in Sunnyvale.

Prepared by:

  
Eileen Stanly, Analyst

Reviewed and Approved by:

  
Marléna Sessions, Director





**Date:** January 22, 2025  
**To:** NOVAworks Workforce Board  
**From:** NOVAworks staff  
**Subject:** **Approval of WIOA Local and Regional Plans PY 2025-28**

**INTRODUCTION:**

The Workforce Innovation and Opportunity Act (WIOA) requires workforce boards to submit a comprehensive four-year local strategic plan to the California Workforce Development Board (CWDB). WIOA also requires that local regions submit a four-year regional plan to the CWDB. The NOVAworks Workforce Board is being asked to approve the WIOA Local and Regional Plans for PY 2025-28. The submission deadline is April 27.

**DISCUSSION:**

WIOA requires local boards in a planning region (Regional Planning Unit or RPU) to engage in a regional planning process resulting in the development of a single regional plan that describes workforce development activities and service strategies. The Bay-Peninsula RPU represents NOVAworks, San Francisco Office of Economic and Workforce Development (SFOEWD), and work2future in San Jose. WIOA also requires that each local board in the RPU develop a local plan that is attached to the regional plan as part of the submission to the State.

The State Plan is the controlling policy document for regional and local plans. It sets the State's policy direction for these plans and provides a conceptual outline for local boards as they develop their plans. The Regional Plan provides a roadmap for aligning investments and resources to meet specific outcomes within the state's 15 RPUs. The Local Plan operationalizes the Regional Plan and describes how individuals access services through the America's Job Center of California (AJCC) system.

State Workforce Services Directive WSD24-09 stipulates the required framework and content for the regional and local plans for PY 2025-28, based on the State Plan. The State Plan policy objectives, developed in collaboration with WIOA partners, work towards the shared vision of creating a comprehensive system that impacts poverty, promotes income mobility, and embeds equity as a cornerstone of service delivery.

The Bay-Peninsula RPU's Regional Plan for PY 2025-28 addresses the State Plan's policy objectives and includes an analysis of employment, demographic, and unemployment data. It also examines industries and occupations with emerging demand for talent. This includes those industries and occupations that are affected by climate change and/or influences the environment. The regional economy is a dichotomous one, with a high median household income and a large percentage of residents living below the self-sufficiency standard. While the region has enjoyed a relatively low unemployment rate, it is on a gradual upwards trajectory. Headwinds to sustained regional recovery are coming from many factors that include a sharp increase in layoffs particularly from the technology industry, high cost of living, reduced venture capital investment, and economic uncertainty from emerging artificial intelligence. The Regional Plan priority indicators will include focusing on shared target populations that have not been adequately served. The intent is to better understand their needs and develop strategies for increasing services provided to them. In addition, the RPU will deploy shared resources to provide services, training, and education to ensure target populations have equal access to the educational tools, supportive services, and social capital to fully participate in

the economy. To review the Regional Plan, please click here, [https://novaworks.org/documents/Ongoing/WIOABPRPURRegionalPlanPY2025\\_28.pdf](https://novaworks.org/documents/Ongoing/WIOABPRPURRegionalPlanPY2025_28.pdf).

The NOVAworks Local Plan for PY 2025-28 illustrates NOVAworks' operational alignment with the Regional Plan and coordination with WIOA core and required partners and State strategic partners. It also provides detailed strategies for staff training and professional development; rapid response activities and services for adults, dislocated workers and youth; delivery of supportive services; and prioritizing services for low-income individuals and those with basic skills deficiencies. In addition, NOVAworks is leveraging resources to enhance digital fluency and cultural competencies in serving communities of color.

WIOA core and required partners include organizations providing services for the following: adult education and literacy, California Employment Development Department (EDD) Wagner-Peyser, California Department of Rehabilitation vocational rehabilitation, career technical education, migrant seasonal farmworkers, veterans, housing, older workers, Native Americans, and Temporary Assistance for Needy Families/CalWORKs. State strategic partners include county health and human services agencies, local child support agencies, organizations serving individuals with developmental and intellectual disabilities, and community-based organizations that serve individuals who are English language learners, foreign born and/or refugees. To review the Local Plan, please click here, [https://novaworks.org/documents/Ongoing/WIOALocalPlanPY2025\\_28.pdf](https://novaworks.org/documents/Ongoing/WIOALocalPlanPY2025_28.pdf).

Community engagement was an important component in the development of the regional and local plans. The Bay Peninsula RPU convened a community engagement meeting of its stakeholders on Nov. 20, 2024, to obtain input. To ensure maximum participation, the meeting was held both in-person and remotely. NOVAworks invited over 200 individuals that were added to the hundreds of stakeholders invited by SFOEWD's and work2future. Several NOVAworks Board members participated in this event. In addition, a six-question online survey was distributed to the Board and community stakeholders' group to complete. The plans were also discussed at the Dec. 4, 2024, Board and Oct. 23, 2024, Executive Committee meetings. These activities are highlighted in the Regional and Local Plans.

On Dec. 16, 2024, NOVAworks released the Local and Regional Plans for public comment to partners, stakeholders, businesses, and the broader community, totaling over 200 contacts. Comments were due by Jan. 16. The plans were also available on NOVAworks' website and at the NOVAworks front desk. As of the Jan. 16, deadline, NOVAworks received several comments that recommended changes to the Local Plan. The Bay Peninsula RPU also received several comments that recommended changes to the Regional Plan. These comments were incorporated into the final draft Plans, when feasible, and summarized in the comments section of the plans.

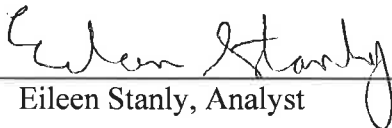
Following Board approval, the Regional and Local Plans will be forwarded to the Sunnyvale City Council at its Feb. 25, meeting for approval and submitted to the State by the April 27, deadline.


**ALIGNMENT WITH STRATEGIC PLAN:**

This is in alignment with the NOVAworks Workforce Board's Mission, Vision, and Purpose Statement.

**RECOMMENDATION:**

The NOVAworks Workforce Board is being asked to approve the WIOA Local and Bay-Peninsula RPU Regional Plans for PY 2025-28.

Prepared by:   
Eileen Stanly, Analyst

Reviewed and Approved by:   
Marléna Sessions, Director



**Date:** January 22, 2025  
**To:** NOVAworks Workforce Board  
**From:** NOVAworks staff  
**Subject:** **Approval of Application for NOVAworks to be WIOA AJCC Operator for NOVA Workforce Development Area**

**INTRODUCTION:**

The federal Workforce Innovation and Opportunity Act (WIOA) stipulates the roles of the one-stop operator for the local workforce system. State Directive WSD22-13 further defines these roles as coordinating the service delivery of required AJCC partners and service providers; and ensuring the implementation of partner responsibilities and contributions agreed upon in the WIOA MOU.

For many years, NOVAworks has served as the one-stop operator. While the intent of WIOA and State Directive WSD22-13 is to competitively procure the AJCC Operator, the Uniform Guidance allows for alternative procurement methods including sole source procurement. NOVAworks applied for and was approved by the State to serve as the AJCC Operator through sole source procurement in 2018 and 2021. State Directive WSD22-13 requires these organizations who were previously approved to reapply again to be an AJCC Operator. Given NOVAworks' knowledge of WIOA and the local service system, performance excellence, and beneficial relationships with AJCC partners, it is seeking approval from the State to continue to provide the AJCC Operator activities for the NOVA workforce area through sole source procurement.

NOVAworks staff is asking the Board to approve the application, <https://novaworks.org/documents/Ongoing/NOVAworksAJCCOperatorApplication2025.pdf>, to be the AJCC Operator for the NOVA workforce area. Following the Board's approval, this request will be forwarded to the Sunnyvale City Council for approval.

**DISCUSSION:**

The federal Workforce Innovation and Opportunity Act (WIOA) stipulates the roles and responsibilities of the AJCC Operator for the local workforce development system. State Directive WSD22-13, [https://edd.ca.gov/siteassets/files/jobs\\_and\\_training/pubs/wsd22-13.pdf](https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd22-13.pdf), further clarifies the role of the AJCC Operator and procurement requirements in more narrow terms. The directive stipulates that the functions of the AJCC Operator include coordinating the service delivery of required AJCC partners and service providers; and ensuring the implementation of partner responsibilities and contributions agreed upon in the WIOA MOU. The directive also specifies that although the intent of WIOA is for local boards to procure the AJCC Operators through an open competitive process at least once every four years, the Uniform Guidance allows for limited instances in which alternative procurement methods may be used that includes sole source procurement. If the local workforce board or administrative entity serves as the AJCC Operator through a competitive bid process or by sole source procurement, the local workforce board/administrative entity is expected to seek approval from the Chief Elected Official (Sunnyvale City Council for NOVAworks) and the Governor. It must also ensure that there are established firewalls and conflict of interest policies and procedures to address any potential conflicts.



For many years, NOVAworks has served as the one-stop operator. Under WIOA, NOVAworks applied for and was approved by the State to be the AJCC Operator for the NOVA workforce area in 2018 and 2021 through sole source procurement, following an unsuccessful competitive procurement. State Directive WSD22-13 requires these organizations who were previously approved to reapply again.

NOVAworks is interested in reapplying to provide AJCC Operator activities because it is the only single source that can provide this function. There is no one else who possesses a thorough knowledge of WIOA and the local service system and has effective relationships with the AJCC partner community. This is essential for competently serving as the AJCC Operator. There are several factors that have led to applying to be the AJCC Operator: insufficient qualified sources, Sunnyvale City Council (CEO) service-delivery policies, and performance.

- 1) **Insufficient Qualified Sources:** Silicon Valley is a high-cost environment with relatively low unemployment and poverty during most years resulting in lower WIOA formula funding allocations. Given this situation, the pool of potential organizations interested in bidding on the small amount of funding available for the AJCC Operator activities would be relatively small and insufficient for a competitive procurement. In addition, organizations often have difficulty understanding the Workforce Innovation and Opportunity Act (WIOA) mandates that govern the local workforce system, which further discourages potential bidders. It would also require a steep learning curve to effectively perform responsibilities resulting in delays in implementation.
- 2) **Sunnyvale City Council (CEO) Policy:** NOVAworks is a department of the City of Sunnyvale and is staffed by City employees. The Sunnyvale City Council Policy Manual 7.3.6 establishes guidelines for considering alternative methods of service delivery according to superior service value. In order to factor in the intangible benefit of providing services by City staff, as well as an added cost of delivering services by contract (contract administration), the cost or service differential for an outsider bidder should exceed 10% in order to meet the test of superior value. Given NOVAworks' superior services provided at a lower cost than comparable entities, the prudent decision is for NOVAworks to continue to directly serve as the AJCC Operator for the NOVA workforce system.
- 3) **Performance:** NOVAworks has forty years of demonstrated experience and exemplary performance in delivering the highest quality and most beneficial mix of adult and dislocated worker career services. It has routinely received high scores in its customer satisfaction surveys. It also works closely with and encourages active participation of all sectors in the community. Serving as the current AJCC Operator for the past several years, NOVAworks successfully worked with the AJCC partner agencies in identifying an effective referral process, provided a forum for quarterly stakeholders' meetings, and launched several initiatives beneficial to partners including Human Resource Hotline for employers, Community Hub for young adults, and Career Maps industry reports.

NOVAworks has an established administrative structure to ensure internal controls and standards, enforcement of conflict-of-interest codes and policies, and necessary firewalls to uphold the highest integrity and accountability in serving as the AJCC Operator. This is demonstrated in the City of Sunnyvale (CEO)'s award-winning administrative and fiscal performance, the high-performing designated NOVAworks Workforce Board, and the documents that operationalize this structure.

In this application, NOVAworks proposes to continue to coordinate the service-delivery activities of the AJCC required partners and service providers by convening and facilitating quarterly partner meetings to ensure effective delivery of services to shared customers. In addition, NOVAworks will build relationships and serve as a communication hub for information sharing across partners to promote cohesiveness and continuity.

Following the Board's approval, this request will be forwarded to the Sunnyvale City Council at its Feb. 25 Council meeting for approval and then submitted to the State by the March 1 deadline. Notification from the State is expected by June 1 and, if approved, will be effective through June 30, 2029.

**ALIGNMENT WITH STRATEGIC PLAN:**

This is in alignment with the NOVAworks Workforce Board's Vision, Mission, and Purpose.

**RECOMMENDATION:**

NOVAworks staff is asking the Board to approve the application, <https://novaworks.org/documents/Ongoing/NOVAworksAJCCOperatorApplication2025.pdf>, to be the AJCC Operator for the NOVA workforce development area through sole source procurement.

Prepared by: Eileen Stanly  
Eileen Stanly, Analyst

Reviewed and Approved by: Marténa Sessions  
Marténa Sessions, Director

## NOVA Grant Status Report

Through November 30, 2024

Source	Title	Period of Performance From	Period of Performance To	Total Available	Total Spent	Remaining Balance
WIOA	Adult - PY24	07/24	06/26	1,283,488	545,677	737,812
WIOA	Dislocated Worker - PY24	07/24	06/26	1,959,185	951,600	1,007,585
WIOA	Youth - PY23	04/23	06/25	1,246,037	990,354	255,683
WIOA	Youth - PY24	04/24	06/26	1,267,075	31,221	1,235,854
WIOA	Rapid Response - PY24	07/24	06/26	2,104,995	812,882	1,292,113
WIOA	RR Layoff Aversion - PY24	07/24	06/26	619,037	65,866	553,171
WIOA	Additional Assistance Grant	09/24	06/25	250,000	5,336	244,664
	<i>Allocation Subtotal</i>			8,729,817	3,402,935	5,326,882
RPU	Regional Equity and Recovery Partnerships (RERP)	12/22	12/25	1,600,000	173,226	1,426,774
	<i>RPU Subtotal</i>			1,600,000	173,226	1,426,774
Other	City and County of San Francisco - SFO	12/23	12/25	215,000	89,267	125,733
Other	City of Mountain View	07/24	06/25	50,000	22,905	27,095
	<i>Other Subtotal</i>			265,000	112,172	152,828
	<b>TOTAL</b>			10,594,817	3,688,334	6,906,483



## WIOA Performance PY2024

*Q2 Report Period*

<b>Adult Performance NOVA</b>	<b>Exit Timeframe</b>	<b># of Participants</b>	<b>PY 24 Actuals</b>	<b>PY 24/25 Goals</b>	<b>Success Rate</b>
Employment Q2	7/1/23 - 12/31/23	<u>249</u> 454	54.8%	60.0%	91.4%
Employed Q4	1/1/23 - 6/30/23	<u>195</u> 366	53.3%	58.0%	91.9%
Median Earnings	7/1/23 - 12/31/23		\$ 10,865	\$ 13,000	83.6%
Credential Attainment Rate	1/1/23 - 6/30/23	<u>9</u> 11	81.8%	63.0%	129.9%
Measurable Skill Gains*	7/1/24 - 12/31/24	<u>19</u> 39	48.7%	60.0%	81.2%
<b>Dislocated Worker Performance NOVA</b>	<b>Exit Timeframe</b>	<b># of Participants</b>	<b>PY 24 Actuals</b>	<b>PY 24/25 Goals</b>	<b>Success Rate</b>
Employment Q2	7/1/23 - 12/31/23	<u>170</u> 273	62.27%	68.0%	91.58%
Employed Q4	1/1/23 - 6/30/23	<u>95</u> 155	61.29%	68.0%	90.13%
Median Earnings	7/1/23 - 12/31/23		\$ 18,783	\$ 19,000	98.9%
Credential Attainment Rate	1/1/23 - 6/30/23	<u>11</u> 19	57.89%	72.0%	80.41%
Measurable Skill Gains*	7/1/24 - 12/31/24	<u>48</u> 153	31.37%	52.0%	60.33%
<b>Youth Performance NOVA</b>	<b>Exit Timeframe</b>	<b># of Participants</b>	<b>PY 24 Actuals</b>	<b>PY 24/25 Goals</b>	<b>Success Rate</b>
Employment Q2	7/1/23 - 12/31/23	<u>13</u> 13	100.0%	75.0%	133.3%
Employed Q4	1/1/23 - 6/30/23	<u>22</u> 25	88.0%	73.0%	120.5%
Median Earnings	7/1/23 - 12/31/23		\$ 7,791	\$ 6,000	129.9%
Credential Attainment Rate	1/1/23 - 6/30/23	<u>16</u> 19	84.2%	73.0%	115.4%
Measurable Skill Gains*	7/1/24 - 12/31/24	<u>4</u> 35	11.4%	54.0%	21.16%





<b>WIOA Performance PY2024</b>  <i>Q2 Report Period</i>
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<b>Adult Performance CLCP</b>	<b>Exit Timeframe</b>	<b># of Participants</b>	<b>PY 24 Actuals</b>	<b>PY 24/25 Goals</b>	<b>Success Rate</b>
Employment Q2	7/1/23 - 12/31/23	$\frac{74}{138}$	53.6%	60.0%	89.4%
Employed Q4	1/1/23 - 6/30/23	$\frac{50}{91}$	54.9%	58.0%	94.7%
Median Earnings	7/1/23 - 12/31/23		\$ 9,026	\$ 13,000	69.4%
Credential Attainment Rate	1/1/23 - 6/30/23	$\frac{2}{2}$	100.0%	63.0%	158.7%
Measurable Skill Gains*	7/1/24 - 12/31/24	$\frac{4}{7}$	57.1%	60.0%	95.24%

<b>Dislocated Worker Performance CLCP</b>	<b>Exit Timeframe</b>	<b># of Participants</b>	<b>PY 24 Actuals</b>	<b>PY 24/25 Goals</b>	<b>Success Rate</b>
Employment Q2	7/1/23 - 12/31/23	$\frac{32}{51}$	62.7%	68.0%	92.3%
Employed Q4	1/1/23 - 6/30/23	$\frac{15}{27}$	55.6%	68.0%	81.7%
Median Earnings	7/1/23 - 12/31/23		\$ 16,939	\$ 19,000	89.2%
Credential Attainment Rate	1/1/23 - 6/30/23	$\frac{1}{2}$	50.0%	72.0%	69.4%
Measurable Skill Gains*	7/1/24 - 12/31/24	$\frac{10}{24}$	41.7%	52.0%	80.13%



Angelo Farooq, Chair

Kaina Pereira, Executive Director

Gavin Newsom, Governor

12/12/2024

Marlena Sessions  
NOVA/San Mateo

SUBJECT: Approval of AJCC Comprehensive and Affiliate/Specialized Certification

Dear Marlena Sessions,

The California Workforce Development Board has received and carefully assessed your AJCC Comprehensive and Affiliate/Specialized Certification packet, in accordance with the criteria established in Workforce Services Directive [WSD23-05](#). We are pleased to inform you that each of your Comprehensive and Affiliate/Specialized AJCCs have been approved for certification through June 30, 2027.

If you have any additional questions, please contact your Regional Advisor.

Sincerely,

A handwritten signature in blue ink, appearing to be 'Kaina Pereira', with a long horizontal stroke extending to the right.

KAINA PEREIRA, Executive Director  
California Workforce Development Board

CC: Teri Brimacomb, EDD Regional Advisor