

EMPLOYERS' TRAINING RESOURCE

June 5, 2019

Kern, Inyo and Mono
Workforce Development Board
1600 E. Belle Terrace
Bakersfield, CA 93307

HALLMARKS OF EXCELLENCE CERTIFICATION PROCESS FOR AFFILIATE AND SPECIALIZED AJCCS UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

Dear Board Member:

In accordance with the Workforce Innovation and Opportunity Act (WIOA) and Employment Development Department (EDD) Directive WSD18-11, each Local Workforce Development Board (LWDB) must conduct an independent and objective evaluation of the Affiliate and Specialized America's Job Center of California (AJCC) One-Stop Centers in their local workforce development area (LWDA) once every three years using criteria and procedures established by the California Workforce Development Board (CWDB). The LWDB can choose to add additional certification criteria tailored to the needs of the local area, but they may not remove or replace any of the Federal or State criteria. The initial AJCC certification process for the affiliate and specialized AJCCs will be conducted during Program Year (PY) 2018-19 and take effect at the beginning of PY 19-20. This initial certification will only be effective two years, July 1, 2019, through June 30, 2021, in order to align with the comprehensive AJCC certification effective end date of June 30, 2021.

For the certification, the Kern, Inyo and Mono Workforce Development Board (KIM WDB) is required to certify its eleven Affiliate and Specialized AJCC One-Stop Centers located in Bakersfield, Taft, Shafter, Lake Isabella, Lamont, Mojave, Walker, Mammoth Lakes and Bishop. Unlike the AJCC certification for the comprehensive AJCCs, there is only one level of AJCC certification: Hallmarks of Excellence. The Baseline AJCC Certification which intended to ensure that every comprehensive AJCC was in compliance with key WIOA statutory and regulatory requirements is not required for the affiliate and specialized AJCCs.

The Hallmarks of Excellence AJCC Certification is intended to encourage continuous improvements by identifying areas where an AJCC may be exceeding quality expectations, as well as, areas where improvement is needed. The certification is an individualized process; therefore, it will not be used to compare or rank one AJCC or

LWDB against another AJCC or LWDB. Each LWDB must submit to the CWDB the Hallmarks of Excellence AJCC Certification matrices for each affiliate and specialized AJCCs by June 30, 2019.

The Ad-Hoc committee, consisting of Alissa Reed, Leo Bautista and John Spaulding, has met many times to discuss, evaluate and prepare the Hallmarks of Excellence Certification matrix for each of the eleven Affiliate and Specialized AJCC One-Stop Centers. The final matrices are attached for your Committee's review. Each of the eight criteria for the Hallmarks of Excellence was ranked on a scale of 1 to 5, with 1 being the lowest ranking. In order to receive a Hallmarks of Excellence AJCC Certification, an AJCC must have first met the Baseline AJCC Certification and then receive a ranking of at least a 3 for each of the Hallmarks of Excellence. The Ad-Hoc Committee determined that all eleven affiliate and specialized AJCC One-Stop Centers achieved a score that met the Hallmarks of Excellence Certification.

Therefore, IT IS RECOMMENDED that your Board approve and authorize the Chair to sign the Hallmarks of Excellence Certification matrix for each of the eleven Affiliate and Specialized AJCC One-Stop Centers and further authorize staff to submit the matrices to the California Workforce Development Board on or before June 30, 2019.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

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