



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

MANUFACTURING COMMITTEE MEETING

Wednesday, June 8, 2016
8:00 a.m. - 9:30 a.m.

VCCF Nonprofit Center (Community Room)
4001 Mission Oaks Blvd., Camarillo, CA

AGENDA

8:00 a.m.	1.0 Call to Order and Agenda Review	Vic Anselmo
8:02 a.m.	2.0 Public Comments <i>Procedure:</i> The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.	Vic Anselmo
8:05 a.m.	3.0 Approval of Minutes: April 13, 2016	Vic Anselmo
	4.0 Ventura County Regional Strategic Workforce Development Plan	
8:08 a.m.	• Regional Partnership: AMP SoCal	Jason Miller
8:15 a.m.	• MRVC: Planning Update	Byron Lindros
8:30 a.m.	• Year-End Review 2015-2016 <i>Committee discussion on accomplishments and insights</i>	Vic Anselmo
8:45 a.m.	• Manufacturing Committee 2-Year Plan: Discussion <i>Committee discussion to identify the top three manufacturing workforce development priorities for Ventura County</i>	Cheryl Moore
9:15 a.m.	5.0 2016-2017 Meeting Calendar	Vic Anselmo
9:25 a.m.	6.0 Committee Member Comments	Committee Members
9:30 a.m.	7.0 Adjournment <u>Next Meeting</u> August 5, 2016 (8:00 a.m.-9:30 a.m.) Ventura County Office of Education (Salon C) 5100 Adolfo Road, Camarillo, CA	Vic Anselmo

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Development Board of Ventura County staff at (805) 477-5306 at least five days prior to the meeting. TTY line: 1-800-735-2922.



WDB Manufacturing Committee Meeting
April 13, 2016

MINUTES

Meeting Attendees

Committee Members

Vic Anselmo* (Chair)
Jim Avery
Mike Bastine
Patrick Grimes
Marybeth Jacobsen
Byron Lindros*
Gregory Liu*
Jason Miller
Alex Rivera*
Bill Pratt*
Scot Rabe
Mary Anne Rooney

WDB Staff

Talia Barrera
Cheryl Moore
Patrick Newburn
Dez Robite

Guests

Brad Hudson (Office of Congresswoman
Julia Brownley)
Teresa Telles (Oxnard Union High School
District)
Jeffrey Albaugh (Ventura Adult and
Continuing Education)

**WDB Members*

1.0 Call to Order and Agenda Review

Chair Vic Anselmo called the meeting to order at 8:10 a.m.

2.0 Public Comments

No public comments

3.0 Approval of Minutes: February 10, 2016

Motion to approve: Gregory Liu
Second: Alex Rivera
Motion approved

4.0 Manufacturing Committee 2-Year Plan

The Committee reviewed the draft Manufacturing Committee 2-Year Plan and discussed the goals and plan components for 2016-2018. Components of the plan include engaging manufacturing leaders, analyze labor market data and seek local employer feedback relating to sector committee needs, take inventory of training programs in our region, determine priorities by linking business and education, promoting the manufacturing sector, and manufacturing workforce development, identify gaps between education and manufacturing, and lastly, take action. Key points made during the discussion included:

- Goal: Need to support education and training programs that are relevant to, and aligned with, the workforce skills needed by manufacturers. Strive to create a workforce pipeline which anticipates and is quickly adaptive to future needs, skills, trends, and technology.
- Engage Leaders: Continue to identify manufacturers to participate as committee members or to get involved in issues/activities of special interest. Partner with labor, Naval Base Ventura County, and professional associations.

- Analyze Data: Participate in a new WDB Data Analysis Workgroup that will engage representatives from all three WDB sector committees: Clean/Green, Healthcare and Manufacturing. Members of those committees have expressed similar concerns regarding incomplete and somewhat misleading information provided by the recent Ventura County Regional Economic Analysis Profile from the EDD Labor Market Information Division. The workgroup will explore options to gather more accurate information from local employers.
- Take Action: The Committee formed four workgroups to draft recommendations for discussion and priority-setting: Employer Needs (working with WDB Data Analysis Workgroup), Manufacturing Roundtable of Ventura County, Business/Education, and Regional Partnerships. Workgroups will update the committee at the next meeting on June 8, 2016.

5.0 Ventura County Regional Strategic Workforce Development Plan

- Regional Partnership: AMP SoCal

Jason Miller reported that AMP SoCal is applying to the U.S. Department of Commerce for a second two-year designation as an Investing in Manufacturing Communities Partnership (IMCP). An update regarding Pillar Committees will be provided at the next Manufacturing Committee meeting. Dr. Miller also announced that a Mechatronics Engineering Program is in development at California State University, Channel Islands.

- Employer Needs: WDB Data Analysis Workgroup

Bill Pratt indicated that he will represent the Manufacturing Committee on the three-sector WDB Data Analysis Workgroup. The group will explore options to gather local data that will help to identify employer needs and workforce development gaps for regional decision making. Theresa Salazar Vital (WDB staff) will lead the workgroup, and Mr. Pratt will report progress at the next committee meeting on June 8, 2016.

- Deputy Sector Navigator (DSN) Update: Manufacturing

Mike Bastine announced that the College of the Canyons received Career Technical Education (CTE) enhancement funds (\$34,000) which must be encumbered by June 30, 2016. The funds are for a labor analysis for the community college four-county region (San Luis Obispo, Santa Barbara, Ventura, and Northern Los Angeles). WDB staff will partner with the project to provide input. Special DSN funding had provided six robotics kits for distribution among middle schools in Ventura County. Kits were given to Ventura County Office of Education representative, Lisa Eklund, for distribution.

- MRVC: Manufacturing Week 2016

Byron Lindros shared with the committee that the Manufacturing Roundtable of Ventura County (MRVC) is working on a strategy to re-engage members from the manufacturing sector. The primary objective is to connect with local employers to discuss workforce and business needs, thereby building a collaborative manufacturing community over time. MRVC next steps include finding administrative support for the LinkedIn site and hosting quarterly, informal, manufacturers-only events at manufacturing locations.

The annual Manufacturing Day event will be expanded to Manufacturing Week (October 3-7, 2016), and MRVC will partner with Lisa Eklund at the Ventura County Office of Education to coordinate site visits. A week-long event will give businesses the flexibility to accommodate more students at different times and days, and offer educators and counselors opportunities to visit sites.

- Community College Manufacturing Program

Scot Rabe provided the Committee with a draft of the two-year Associates Degree proposed for Ventura College which will be built based on the work and information provided by the Manufacturing Committee. Basic skills and employability will be included in all course work. Committee members were asked for feedback on the lists of coursework. He also promoted the Engineering Technology degrees from Ventura College.

6.0 Committee Member Comments

- Mary Anne Rooney reported that VC Innovates and Oxnard Union High School District received \$65,000 grant to build an aviation simulation classroom at Camarillo Airport. The first in California, the project was made possible through outstanding collaboration from business, military, labor, and education sectors.
- Bill Pratt noted the success of the recent robotics competition in Ventura County. Also, referring to a recent accident related to a student science experiment, Mr. Pratt emphasized the need for safety instruction to be included in school curriculum.
- Jim Avery commented about the VEX World Robotics Competition hosted in Kentucky that involves over 500 teams from middle school and high school students. He expressed hope that Ventura County would host more competitions and involve business participation.
- Cheryl Moore introduced new WDB Administration Manager, Patrick Newburn. Mr. Newburn was hired for a two-year term through a grant received from VC Innovates.

7.0 Adjournment

Vic Anselmo adjourned the meeting at 9:37 a.m.

Next Meeting

June 8, 2016 (8:00 a.m.-9:30 a.m.)
VCCF Nonprofit Foundation (Community Room)
4001 Mission Oaks Blvd., Camarillo, CA



2015-2016 YEAR-END REVIEW **Workforce Development Board of Ventura County**

WDB MANUFACTURING COMMITTEE

2015-2016 Members

WDB Members: Vic Anselmo, Chair (Applied Powdercoat), Bill Pratt (Kinamed), Gregory Liu (Jaxx Manufacturing, Inc.), Alex Rivera (Milgard Manufacturing, Inc.), Tony Skinner (Tri-Counties Building and Construction Trades Council), Bruce Stenslie (Economic Development Collaborative-Ventura County), Byron Lindros (Amgen Inc.), Cindy Guenette (Hi-Tech Engineering)

Other Members: Marybeth Jacobsen (Simi Valley Chamber of Commerce), Subhash Karkare (Moorpark College), Mike Bastine (SCRC Deputy Sector Navigator), Jason Miller (California State University, Channel Islands), Tiffany Morse (Ventura County Office of Education), Scot Rabe (Ventura College), Jim Avery (MWS Wire),

Committee Accomplishments

In support of the WDB's *Ventura County Regional Strategic Workforce Development Plan 2013-2017*, the WDB Manufacturing Committee:

- **Manufacturing Committee Workgroups**

Formed workgroups to draft recommendations for discussion and priority-setting. The groups include Employer Needs, Manufacturing Roundtable of Ventura County, Business/Education, and Regional Partnerships. Work is ongoing, and the committee receives regular updates.

- **Career Pathways**

- Served in an advisory role and provided a neutral platform for facilitating employer interaction with educators in support of the California Career Pathways Trust Grants (*Alliance for Linked Learning* and *VC Innovates*) to develop curriculum aligned with manufacturing industry needs. Responded to questions about the California Manufacturing/Engineering Pathways Standards and provided feedback on the Manufacturing and Engineering Career Pathways Career Ladder Chart.
- Provided feedback to *VC Innovates* on the initial draft of the Manufacturing and Engineering Career Pathways Career Ladder Chart. Discussions generated insightful recommendations on how the charts could more accurately reflect manufacturing jobs and career pathways. Suggestions included production, maintenance and facilities, engineering, quality assurance, regulatory affairs, and supply chain positions. Committee will continue to provide feedback and receive updates from *VC Innovates*.

- **Manufacturing Roundtable of Ventura County (MRVC):**

- Partnered with the Manufacturing Roundtable of Ventura County (MRVC) and Amgen to organize a networking event for manufacturing professionals in Ventura County. Agenda included an Amgen presentation on Improving Manufacturing Operations Using Lean Six Sigma. In 2016-2017, MRVC will partner with city representatives on future MRVC manufacturing network events to foster engagement and collaboration on regional business and workforce issues.



2015-2016 YEAR-END REVIEW
Workforce Development Board of Ventura County

WDB MANUFACTURING COMMITTEE

Committee Accomplishments (Continued)

- Created a Manufacturing Professional Network to help engage businesses in MRVC and workforce development. Manufacturers in the county will meet quarterly in an informational meeting on-site at different locations. Businesses who are willing to participate and host 2016-2017 networking events are Kinamed, Milgard Inc., Dynamic Automation, Hi-Tech Engineering and Haas Automation, Inc.
- Identified ways to revitalize the MRVC LinkedIn site for communication and to align and coordinate messages to the manufacturers who are part of the MRVC network.

• **National Manufacturing Day**

Collaborated on planning for 2015 National Manufacturing Day with the MRVC, local manufacturers, and the Ventura County Office of Education (VCOE). The event introduced careers in manufacturing to more than 300 students, teachers, counselors, and school administrators. Expressed appreciation to the participating manufacturers: Alcoa Fastening Systems, Amgen, Inc., Applied Powdercoat, Inc., Dynamic Automation, Haas Automation, Inc., and Milgard Manufacturing, Inc.

• **Community Colleges:**

- The WDB Manufacturing Readiness Skills list was used as a reference by Ventura College to create a curriculum of eight manufacturing-related courses. Scot Rabe was the lead instructor and reported that the State had approved the curriculum, thanks to the input from the manufacturing committee members.
- Discussed bimonthly updates from the Deputy Sector Navigator for manufacturing, representing the South Central Coast Regional Consortium of Community Colleges. College of the Canyons STEM robotics program received funding to award six middle schools in Ventura County robotics kits. A taskforce from industry was established by the College of the Canyons to work on a community college regional study on in-demand manufacturing jobs, and grants to help teachers develop curriculum and obtain new equipment for robotics and 3D printing manufacturing. Updates are provided to the committee at each meeting.

• **Advanced Manufacturing Partnership for Southern California (AMP SoCal)**

Provided a neutral platform for reporting and coordinating Ventura County participation on six AMP SoCal Pillar Committees (Workforce and Training, Supplier Networks, Research and Innovation, Infrastructure and Site Development, Trade and International Development, and Operations Improvement and Capital Access). Leveraged professional networks to help connect educators with aerospace and defense manufacturers to support for federal grant proposals. Manufacturing Committee member Jason Miller (CSUCI) was elected as Chair of the AMP SoCal Research & Innovation Pillar Committee, and Cheryl Moore was elected to the AMP SoCal Executive Council. An application for U.S. Department of Commerce for continuation of the *Investing in Manufacturing Communities Partnership* designation is in progress and includes an expanded AMP SoCal membership of ten counties in Southern California.



2015-2016 YEAR-END REVIEW
Workforce Development Board of Ventura County

WDB MANUFACTURING COMMITTEE

Insights

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Examples of 2014-2015 Insights

- *Continue our forward movement on getting different entities to collaborate and prevent the unnecessary duplication of staff time and system costs.*
- *Development of pre-apprenticeship programs should be a priority for us next year.*
- *Continue our forward movement to tie together the manufacturing education/training work that everyone is doing and support the development of a four-year engineering program at California State University, Channel Islands.*
- *Groups across the nation talk more about STEM than we do in Ventura County. STEM skills are an important entry point for manufacturing, and we need to demonstrate our support.*
- *Schools and businesses need to connect for more project-based learning experiences in support of common core standards.*
- *Job shadowing for teachers is a great way to convey the manufacturing career message to students, and more businesses need to be involved.*
- *Summer seminars are a good way to introduce teachers to different businesses and to skills for student hands-on learning.*
- *Consider building on the NASA HUNCH partnership concept and develop ways to enable local businesses to request student help to produce parts for local manufacturing projects.*
- *The Entrée to Employment dinner series have been a success. They bring a unique opportunity to engage education and business. Students from high schools, adult schools and community college participate in dynamic conversations with real-world employers.*



MANUFACTURING COMMITTEE 2-YEAR PLAN **Workforce Development Board of Ventura County** **2016-2018**

Goal

Champion the creation, support, and training of a diverse pipeline of skilled workers to fill in-demand manufacturing positions in Ventura County. Align educational skills development with hiring trends and emerging technologies. Foster an environment that will engage and bring together Ventura County partners to advocate manufacturing workforce needs and support a robust manufacturing sector.

Components of Plan

- 1. Engage Leaders**

Maintain a core team of Ventura County employers, key agencies, and organizations most involved in manufacturing workforce development: Invite others to participate in topic-specific discussions.

 - Ventura County manufacturers
 - Manufacturing Roundtable of Ventura County
 - Economic Development Collaborative-Ventura County
 - Chambers of Commerce
 - California State University, Channel Islands
 - Ventura County Community College District
 - Adult education
 - Ventura County Office of Education
 - Career pathways programs
 - Maker Spaces
 - Professional Societies
 - Labor Unions
 - Ventura County STEM Network
 - City Incubators
 - Naval/ Military Command Staff
- 2. Analyze Data**

Update labor market data annually. Seek local employer feedback regarding data as it relates to regional industry sector workforce needs.

 - Form a workgroup to analyze labor market data and report to the committee.
 - Interpret data in relation to local business needs.
 - Form a workgroup to provide forums for feedback from manufacturers on workforce needs and opportunities.
 - Disseminate findings and data analyses.
- 3. Take Inventory**

For the list below, inventory current manufacturing training programs and providers in the region. Develop a matrix and/or Venn diagram for communicating easily. Develop a one-stop, online catalog of manufacturing training/education in Ventura County for easy reference by employers and job seekers.



MANUFACTURING COMMITTEE 2-YEAR PLAN **Workforce Development Board of Ventura County** **2016-2018**

- Industry-recognized certificates
- National certificates
- Stackable credentials
- Apprenticeships
- Internships
- Externships
- On-the-job training
- Career pathways
- Regional Occupational Programs
- Adult education
- Community colleges
- Universities
- Trades
- Community organizations

- Inventory business/education participation opportunities. Develop a one-stop, online resource for employers to see descriptions of the opportunities and register to participate.
- Inventory key manufacturing leaders. Develop a list and a strategy for outreach.

4. Determine Priorities

Group priorities into three areas:

- Linking Business and Educational Communities
 - Develop opportunities for classroom participation (e.g., real world problem solving)
 - Facilitate mentoring and coaching opportunities
 - Internships
 - Externships
 - Job shadowing
 - Manufacturing Day tours
- Promoting the Manufacturing Sector
 - Foster manufacturing networks
 - Find out what manufacturers are willing to do to help promote/support manufacturing in Ventura County
 - Raise business and community awareness of what manufacturing brings to the county
 - Leverage and coordinate communication channels (e.g., Manufacturing Roundtable of Ventura County; Manufacturing Day; Workforce Wednesday; Ventura County Grows Business; government and education activities)
 - Provide inventory of manufacturing support resources (training support, etc.)
 - Identify opportunities to raise awareness of the value of manufacturing sector



MANUFACTURING COMMITTEE 2-YEAR PLAN **Workforce Development Board of Ventura County** **2016-2018**

- Manufacturing Workforce Development
 - Sector workforce readiness skills
 - Career pathways
 - Sector certifications
 - Apprenticeship programs
 - Curriculum development
 - Preferred applicant programs

5. Identify Gaps

- Identify gaps between education preparedness and manufacturing workforce needs
- Identify gaps in manufacturing support resources

6. Take Action

Note to Manufacturing Committee: We need to develop an action plan that is “achievable” in a two-year window. A suggestion would be to form workgroups that could report progress to the Manufacturing Committee:

- Employer Needs Workgroup Analyze labor market data and report to the committee, Offer forums for hearing feedback from manufacturers on workforce needs and opportunities.
- Manufacturing Roundtable of Ventura County (MRVC): Continue to support Manufacturing Day (Week), including a meeting of manufacturing and educational leaders. Convene informal evening mixers for networking. Participate in the regional manufacturing expo event in spring 2016. Work toward the development of private resources to support MRVC.
- Business/Education: Continue to provide input for the development of manufacturing courses, manufacturing certificates, manufacturing apprenticeships, and other workforce development opportunities. Continue to provide input for career pathways curriculum development and promote manufacturer participation in learning experiences at school and business locations. Explore development of a website that would enable employers to volunteer to offer hands-on learning experiences (all levels of education).
- Regional Partnerships Workgroup Participate in/stay connected with the research and activities of the Advanced Manufacturing Partnership of Southern California (AMP SoCal) and its pillar committees.

7. Monitor Progress

The Manufacturing Committee will report on progress through the annual Workforce Development Board Year-End Review process and a review of the Committee’s 2-Year Plan.

2016-2017 MEETING CALENDAR
Workforce Development Board of Ventura County (WDB) and WDB Committees

	WORKFORCE DEVELOPMENT BOARD	EXECUTIVE COMMITTEE	BUSINESS SERVICES COMMITTEE	CLEAN/GREEN COMMITTEE	HEALTHCARE COMMITTEE	MANUFACTURING COMMITTEE	MEMBERSHIP COMMITTEE	OUTREACH COMMITTEE	PROGRAMS COMMITTEE
JULY 2016		July 14 8:00 – 9:30 a.m. VCCF Board Room						July 20 8:30 – 10 :00 a.m. EDC-VC	July 6 3:00 – 4:30 p.m. HSA Redwood
AUGUST 2016	August 25 8:00 – 10:00 a.m. VCCF Community Room	August 11 8:00 – 9:30 a.m. VCCF Board Room							August 3 3:00 – 4:30 p.m. HSA Redwood
SEPTEMBER 2016		September 15 8:00 – 9:30 a.m. VCCF Board Room		September 16 8:00 – 9:30 a.m. VCCF Community Room	September 23 8:00 – 9:30 a.m. VCCF Community Room			September 21 8:30 – 10 :00 a.m. EDC-VC	
OCTOBER 2016	October 27 8:00 – 11:30 a.m. VCOE Salon B	October 13 8:00 – 9:30 a.m. VCCF Board Room							October 5 3:00 – 4:30 p.m. HSA Redwood
NOVEMBER 2016		November 10 8:00 – 9:30 a.m. VCCF Board Room		November 18 8:00 – 9:30 a.m. VCCF Community Room	November 4 8:00 – 9:30 a.m. VCCF Community Room			November 16 8:30 – 10 :00 a.m. EDC-VC	November 2 3:00 – 4:30 p.m. HSA Redwood
DECEMBER 2016	December 8 8:00 – 10:00 a.m. VCCF Community Room								
Locations								CANCELED	RE-SCHEDULED
EDC-VC = Economic Development Collaborative -Ventura County, 1601 Carmen Drive, #215, Camarillo								NEW	CHANGED
HSA = Human Services Agency, 855 Partridge Drive, Ventura									
VCCF = VCCF Nonprofit Center, 4001 Mission Oaks Boulevard, Camarillo									
VCOE = Ventura County Office of Education, 5100 Adolfo Road, Camarillo									

2016-2017 MEETING CALENDAR
Workforce Development Board of Ventura County (WDB) and WDB Committees

	WORKFORCE DEVELOPMENT BOARD	EXECUTIVE COMMITTEE	BUSINESS SERVICES COMMITTEE	CLEAN/GREEN COMMITTEE	HEALTHCARE COMMITTEE	MANUFACTURING COMMITTEE	MEMBERSHIP COMMITTEE	OUTREACH COMMITTEE	PROGRAMS COMMITTEE
JANUARY 2017		January 12 8:00 – 9:30 a.m. VCCF Board Room		January 20 8:00 – 9:30 a.m. VCCF Community Room	January 13 8:00 – 9:30 a.m. VCCF Community Room			January 18 8:30 – 10 :00 a.m. EDC-VC	January 4 3:00 – 4:30 p.m. HSA Redwood
FEBRUARY 2017	February 23 8:00 – 10:00 a.m. VCOE Salon C	February 9 8:00 – 9:30 a.m. VCCF Board Room							February 1 3:00 – 4:30 p.m. HSA Redwood
MARCH 2017		March 9 8:00 – 9:30 a.m. VCCF Board Room		March 17 8:00 – 9:30 a.m. VCCF Community Room	March 3 8:00 – 9:30 a.m. VCCF Community Room			March 15 8:30 – 10 :00 a.m. EDC-VC	March 1 3:00 – 4:30 p.m. HSA Redwood
APRIL 2017	April 27 8:00 – 10:00 a.m. VCOE Salon C	April 13 8:00 – 9:30 a.m. VCCF Board Room							April 5 3:00 – 4:30 p.m. HSA Redwood
MAY 2017		May 18 8:00 – 9:30 a.m. VCCF Board Room		May 19 8:00 – 9:30 a.m. VCCF Community Room	May 12 8:00 – 9:30 a.m. VCCF Community Room			May 17 8:30 – 10 :00 a.m. EDC-VC	May 3 3:00 – 4:30 p.m. HSA Redwood
JUNE 2017	June 8 8:00 – 10:00 a.m. VCOE Salon C	June 22 8:00 – 9:30 a.m. VCCF Board Room							
Locations EDC-VC = Economic Development Collaborative - Ventura County, 1601 Carmen Drive, #215, Camarillo HSA = Human Services Agency, 855 Partridge Drive, Ventura VCCF = VCCF Non-Profit Center, 4001 Mission Oaks Boulevard, Camarillo VCOE = Ventura County Office of Education, 5100 Adolfo Road, Camarillo								CANCELED	RE-SCHEDULED
								NEW	CHANGED