



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** June 24, 2013  
**Board Meeting Date:** July 9, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** David Holland, Assistant County Manager

**Subject:** Adopt the WIB Strategic Plan for 2013-2018; and the Agreement between the WIB and the BOS

**RECOMMENDATION:**

Adopt the San Mateo County Workforce Investment Board (WIB) Strategic Plan for 2013-18; and authorize an agreement between the WIB and Board of Supervisors (BOS) defining the scope of partnership.

**BACKGROUND:**

SB698 requires California Workforce Investment Boards (WIBs) to be certified. The state calls for each WIB to have a strategic plan that meets specific criteria documenting performance. The plan will be submitted to the State and requires Chief Local Elected Official (Board of Supervisors) approval.

Additionally, an agreement is required under the Workforce Investment Act of 1998 (29 USC §§ 2801 et seq) defining the joint authority and responsibility of both the WIB and the BOS to ensure effective programs which provide the most beneficial mix of services to eligible residents and private employers.

In the last year, the San Mateo County Workforce Investment Board (SMCWIB) on behalf of the Board of Supervisors and the County Manager developed a local strategic focus and alignment that outlines targeted approaches in economic development, business services and employment services that are the foundation of the workforce system in San Mateo County. SMCWIB is convening partners, industry, chambers and cities to develop a strategic action plan.

**DISCUSSION:**

In the last year, the WIB on behalf of the Board of Supervisors and the County Manager developed a local strategic focus and alignment that outlines targeted approaches in economic development, business services and employment services that are the

foundation of the workforce system in San Mateo County. The WIB is convening partners, industry, chambers and cities to develop a strategic action plan.

The Plan is available on the WIB's website (<http://www.peninsulaworks.org/WorkforceDevelopment.html>) and made available for public comment starting May 7, 2103. The public comment period closes June7th.

The initial draft of the Strategic Plan was reviewed and approved by the WIB Executive Committee on April 18th for public comment. The final plan was submitted to WIB for their approval on June 20, 2013; and recommended to the BOS for approval at your July 9, 2013 meeting.

This plan has been 2 years in development and will serve to guide our efforts in workforce and economic development over the next several years.

The approval of this Strategic Plan and agreement contributes to the Shared Vision 2025 outcome of a Prosperous Community by assisting the San Mateo County Workforce Investment Board with the strategic direction, plan and actions for the workforce system in San Mateo County.

**PERFORMANCE MEASURE(S):**

Measure	FY 2013-15
Increase the number of Workforce Investment Act clients served	25% increase
Develop strategies in collaboration with cities and education providers to retain and expand San Mateo County businesses.	Complete in 2014
Build programs to address skills gaps for five key priority sectors with workforce and education partners (trained and placed workers) <ul style="list-style-type: none"><li>• Health Care</li><li>• Biotech</li><li>• Accounting and Financial services</li><li>• Art, Design, and New Media</li><li>• Engineering</li></ul>	250

**FISCAL IMPACT:** There is no Net County Cost.