

**ADOPTED**  
**Minutes of the Monterey County Workforce Investment Board**

Wednesday, June 4, 2008, 7:30 A.M.

Hyatt Regency Monterey, Grove Room, 1 Old Golf Course Road, Monterey, CA

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
David Bernahl, <i>Chair</i>	Business
Robert Brower, Sr.	Business
Joanne Webster	Business
Robert Weakley	Business
Wendy Brickman	Business
Erik Cushman	Business
Harry Gamotan	Labor Organizations
Mary Ann Leffel	Economic Development
Linda Coyne	K-12 Education
Steve Hatch	Department of Rehabilitation
Judith Profeta	Business
Bob Bittner	Employment Development Department (EDD)
Teresa Sullivan	Older American Programs
Mark Bastis	Business
Cesar Lara	Labor Organizations
Chris Hasegawa	Post-Secondary Education
Michael Oprish	Business
Jim Nakashima	Housing Authority
Chris Chidlaw	Business
Carol Blair	Labor Organizations
Ralph Rubio	Labor Organizations
Joseph Werner	WIB Executive Director, Ex-Officio Member
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Aaron Johnson	Business
Doug Garrison	Post-Secondary Education
Mark Verbonich	Business
Rich Gillis	Business
Al Davis	Community Based Organization (CBO)
Diana Carrillo	Migrant Seasonal Farm Worker Programs
Elza Minor	Economic Development
Salvador Munoz	Business
Laura Pruneda	Business
Lupe Palacio	CBO
Jose Mendez	Labor Organizations
Tony Aniello	Business
James Culcasi	Business
Scott Grover	Business
Barbara Jennings	Labor Organizations
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Chris Berthiaume	WIB staff
Manley Bush	WIB staff
Delfia Knighton	WIB staff
Eileen Rohlfing	EDD
Rosie Chavez	Turning Point
Deborah Carrillo	Turning Point
Wil Moore	Shoreline
Marleen Esquerra	WIB staff
John Collins	Shoreline
David Cannedy	EDD
Theresa Ream	Individual
Ruben Garcia	EDD

**CALL TO ORDER:**

Mr. Bernahl called the meeting to order at 7:40 A.M. He called for introductions and welcomed those in attendance. A quorum was established.

**CHANGES TO THE AGENDA:** There were no proposed changes to the agenda.

**PUBLIC COMMENT:** None.

**CLOSED SESSION:**

**1. Action: In Closed Session, due to potential initiation of litigation, in accordance with Government Code 54956.9 (C), concur with the May 27, 2008 Executive Committee action to approve the corrective action proposed by the Monterey County Workforce Investment staff and Shoreline Workforce Development Services regarding ineligible On the Job Training (OJT) participants enrolled in Shoreline's WIA Title I Adult Program in PY 2007-08.**

**BUSINESS MEETING:**

**2. Action: Consider the acceptance of the proposed settlement between the Monterey County Workforce Investment Board (WIB) staff and Shoreline Workforce Development Services regarding ineligible On the Job Training (OJT) participants enrolled in Shoreline's WIA Title I Adult Program in PY 2007-08.**

**Motion:** Ms. Carrillo moved to approve the item as stated.

**Second:** Ms. Leffel

**Motion passed unanimously**

**3. Action: Approve the minutes of the April 16, 2008 WIB Meeting**

**Motion:** Mr. Chidlaw moved to approve the minutes as stated.

**Second:** Mr. Rubio

**Motion passed unanimously**

**APPOINTMENTS & RESIGNATIONS**

**4. Action: Concur with the May 27, 2008 Executive Committee action to accept the resignation of WIB member Barbara Verba, representing the Department of Social and Employment Services (DSES) - Employment and training activities carried out under the Community Services Block Grant and Welfare-to-Work programs.**

**Motion:** Mr. Weakley moved to approve the item as stated.

**Second:** Ms. Webster

Mr. Werner wished to thank Ms. Verba for her seven years of service to the Workforce Investment Board, as well as for her continued support as a One Stop and community partner.

**Motion passed unanimously**

**5. Action: Concur with the May 27, 2008 Executive Committee action to consider the nomination of Elliott Robinson, representing the Department of Social and Employment Services (DSES) - Employment and training activities carried out under the Community Services Block Grant and Welfare-to-Work programs.**

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Ms. Webster

Mr. Cushman stated that he is intrigued by Mr. Robinson's interest in being part of the Board and apologized for not being able to attend the recent Executive Committee meeting to take part in the discussion. Mr. Cushman stated that he is hopeful that when Mr. Robinson is present at meetings, he is mindful that he is a member of the board and not a director, despite the fact that he supervises Mr. Werner. Mr. Cushman inquired as to what seat(s) Mr. Robinson would fill on the board. Mr. Werner stated that Mr. Robinson is replacing Ms. Verba as the DSES representative, which is a mandatory partner under the WIA legislation. Mr. Nakashima stated that he has served with Mr. Robinson on other boards and found it to be a very positive experience. Mr. Werner stated that the law requires the presence of this One Stop partner.

**Motion:** Ms. Leffel moved to approve the nomination of Elliott Robinson, as stated.

**Second:** Ms. Webster

All approved with the exception of Mr. Gamotan, who opposed the appointment.

**Motion passed**

**6. Action: Concur with the May 27, 2008 Executive Committee action to accept the resignation of WIB member Lourdes Uranday, representing Business.**

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Mr. Chidlaw

Mr. Werner wished to thank Ms. Uranday for her years of service on the Workforce Investment Board as a business representative. Mr. Cushman requested that recognition certificates be provided to the board members who have resigned.

**Motion passed unanimously**

**7. Action: Concur with the May 27, 2008 Executive Committee action to consider the nomination of Theresa Ream, representing Business.**

Ms. Ream stated that Ms. Brickman referred her to this board. Ms. Ream stated that she currently owns several businesses in the area and has been in business for over 27 years. She added that she has served on other local boards, including the Monterey Christian Academy and is truly looking forward to serving on the Workforce Investment Board.

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Ms. Webster

Mr. Gamotan stated that he would like the record to reflect his concern that the Salinas and South County areas are underrepresented. Mr. Bernahl requested that Board members use their positions to promote the work of the Board and to forward the names of any potential members representing those areas to himself or Mr. Werner. Ms. Leffel stated that the Board should consider developing an evaluation team for potential members. Mr. Brower stated that the Executive Committee currently serves that function.

**Motion passed unanimously**

**8. Action: Concur with the May 27, 2008 Executive Committee action to approve the reappointment of WIB member Robert Bittner, representing the Employment Development Department (EDD).**

**Motion:** Mr. Weakley moved to approve the item as stated.

**Second:** Ms. Webster

**Motion passed unanimously**

**PUBLIC COMMENT: For items on the consent calendar:** None.

**CONSENT CALENDAR:**

**Mr. Bernahl requested a motion to approve the consent calendar referencing items C-1 through C-7.**

**Motion:** Ms. Leffel moved to approve the consent calendar as listed.

**Second:** Mr. Weakley

**Motion passed unanimously**

- C-1: Concur with the May 27, 2008 Executive Committee action to approve the 2008-2009 WIB Calendar of meetings for the full WIB and its Sub-Committees.
- C-2: Concur with the May 27, 2008 Executive Committee action to approve the modification of Shoreline's CNA Pipeline grant, increasing their countywide enrollments and existing program into South County.
- C-3: Concur with the May 27, 2008 Executive Committee action to retroactively approve the submission of the grant application to EDD to fund the Disability Program Navigator for Program Year 2008-09 in the amount of \$90,000.
- C-4: Concur with the May 27, 2008 Executive Committee action to approve the membership renewals with the Monterey Peninsula and Salinas Chambers of Commerce, the Monterey County Business Council and the Monterey County Hospitality Association.
- C-5: Concur with the April 24, 2008 Oversight Committee action to approve the Final Monitoring Report of Shoreline's WIA Title I Adult Program for Program Year 2007-08.
- C-6: Concur with the April 24, 2008 Oversight Committee action to approve the Final Monitoring Report of Turning Point's WIA Title I Adult and Youth Programs for Program Year 2007-08.
- C-7: Concur with the April 24, 2008 Oversight Committee action to approve the Final Monitoring Report of Arbor's WIA Title I Adult Program for Program Year 2007-08.

**OTHER BOARD MATTERS: Board Member Comments and Referrals:** None.

**WIB Executive Director's report:** Mr. Werner stated that today's meeting specifically focuses on the financing and services that the Board will be responsible for over the next program year. Mr. Werner discussed the change in budgeting that has resulted in a very challenging set of circumstances for the One Stop Career Center, WIA subcontractors and WIB staff. Historically, the Monterey County budget for the WIA Title I funds included anticipated revenue for discretionary programs that were received by the WIB throughout the course of the year. Although unpredictable, the 7-year cycle demonstrated the receipt of a minimum of \$400,000 and a max of \$2.3 million above the formula funds received for Dislocated Workers, Adult and Youth services. The disengagement of this anticipated revenue from the proposed budget, reduced the proposed county budget for the WIB and OET services from approximately \$9 million to \$7.8 million. The issues addressing the Board today reflect a re-disbursement of funds and emphasis upon sustaining the core activities of the One Stop Career Center. In creating the WIB budget and contract extensions for subcontractors, all costs associated with OET staffing and the One Stop Career Center overhead were prioritized as the number one sustainable service. The WIB and its staff then created a budget that reduced costs and staff to the Board, leaving \$815,000 left to be distributed for WIA Title I Adult subcontract extensions. In considering the funding of Youth programs, a Request for Proposal (RFP) for follow-up services and a contract extension were included to supplement OET Youth program activities. In discussing the proposed WIB budget, adult subcontracts and the approval of youth providers from the RFP process and contract extensions, we have been able to bring for consideration a system that preserves the existence of all partners, maximizes resources and adjusts priorities while requiring a substantial return on investment for the One Stop Career Center and all subcontracted services. Mr. Werner asked the Board to look at today's agenda holistically and reiterated his belief that additional resources would be achieved through the work of the WIB, its staff and its partners, so that additional clients could receive training and funding levels could eventually be restored to those affected as new revenue is acquired.

**9. Information: Presentation from TMD Creative regarding the Monterey County WIB's website.**

Mr. Pasculli from TMD Creative presented the Board with a PowerPoint presentation of the new WIB website to be considered. Mr. Pasculli stated that the overriding goal of the website update is to enhance user experience by developing a navigational

structure that is more user friendly. Mr. Chidlaw and Mr. Nakashima stated that there may be a concern regarding the members only section of the website in terms of the Brown Act and the need for the transparency of data. WIB staff stated that they will review this concern and thanked the Board members for their insight. The Board acknowledged that the website reviewed today represents a substantial improvement from the existing WIB website and extended their appreciation to the WIB staff and contactor for the outstanding work accomplished to date. The Board thanked the Ad&PR Committee for accepting a leadership role in reviewing the development of the website.

**10. Information: Presentation of the State of California allocations for WIA Title I programs for Monterey County for Program Year 2008-09.**

Mr. Werner stated that, although WIA Title I programs were level funded nationally, the State of California received a significant increase in their funding due to the higher than normal unemployment insurance claims throughout the state. California received approximately 8% more in overall funding. A formula created by the Governor, with input from local WIB staff, significantly amended the formula for Dislocated Workers several years ago to prevent the change from agriculture being exempt from the formula. As a result, Monterey County received an 18% increase in Dislocated Workers funds and an approximate 6.5% increase in Adult and Youth services funding. This amounted to an increase in formula funds for Monterey County for approximately \$1.1 million, which includes funds lost from the most recent federal rescission. Mr. Werner asked the Board to refer to the attachments and the staff report.

**11. Action: Concur with the May 27, 2008 Executive Committee action to approve the proposed WIB budget for Program Year 2008-2009.**

Mr. Werner stated that this year's budget for the WIB and its staff represents a decrease of 9.17%. The \$798,000 WIB budget was originally reviewed by the Planning Committee and sent back to WIB staff unadopted, with a request to review the infusion of additional resources of \$17,000 in specific areas, such as Advertising and Public Relations (Ad&PR). The Planning Committee approved the revised WIB budget of \$815,000, which infused \$7,500 into the Ad&PR budget, allocated funds for the WIB retreat, and returned funds to the line item for WIB operational costs and training. The major difference in the revised WIB budget is the commitment to leave four staff coordinator positions vacant and deletes one staff management analyst, reducing the number of paid WIB staff members from seven to six.

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Mr. Cushman

Comments by Mr. Bernahl and Mr. Weakley stated that, should additional revenue come into the system that sub vented existing costs; the WIB would entertain suggestions on how to reprogram available revenue.

**Motion passed unanimously**

**12. Action: Concur with the May 27, 2008 Executive Committee action to approve the recommendation to fund Turning Point's WIA Title I Adult contract for Program Year 2008-2009 in the amount of \$261,486, with a set aside of \$64,328 for OJT employer reimbursements.**

Mr. Weakley stated that Turning Point has performed in accordance with their approved WIA Title I subcontract and has met the performance goals stated for enrollments and placements, based upon MIS data available through March 31, 2008. The \$261,000 contract represents a 15% decrease from PY 2007-08 due to the lack of WIA Title I funds.

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Mr. Cushman

Ms. Deborah Carrillo stated that Turning Point is up for the challenge of serving more people with less money, and added that the organization would continue to seek out other revenue options to continue to serve the community. She thanked the Board for their continued support of Turning Point.

**Motion passed unanimously**

**13. Action: Concur with the May 27, 2008 Executive Committee action to approve the recommendation to fund Shoreline's WIA Title I Adult contract for Program Year 2008-2009 in the amount of \$170,000, with a set aside of \$40,000 for OJT employer reimbursements.**

Mr. Weakley stated that Shoreline has performed very effectively over the last three years. This contract represents a 4% reduction over the previous year due to the lack of WIA Title I funds. Mr. Werner stated that the CNA pipeline grant is currently being modified to infuse approximately \$184,000 into Shoreline's budget to extend services to South County and increase services throughout the county. This will allow Shoreline to continue its existing operations through June 2009.

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Mr. Weakley

Mr. Collins wished to thank Board for continuing to work with Shoreline, and thanked Mr. Werner for his confidence and high degree of integrity. Mr. Collins stated that as a member of the Goodwill Company, he and his organization are sympathetic to times of reduced funding. Mr. Werner also stated that Shoreline has offered OET \$100,000 in ETP funds to be available for training through the One Stop.

**Motion passed unanimously**

**14. Action: Concur with the May 27, 2008 Executive Committee action to approve the recommendation to fund Arbor's WIA Title I Adult contract for Program Year 2008-2009 in the amount of \$208,000, with a set aside of \$40,000 for OJT employer reimbursements.**

Mr. Weakley stated that Arbor, as a private for-profit organization has only used WIA funds to support operations in 2007-08. Mr. Werner stated that Arbor's contract is being drastically reduced by over \$200,000, which will require Arbor to restructure their program to provide OJT contracts and services at a cost of approximately \$7,500, consistent with the cost-per participant of Shoreline and Turning Point's subcontracts.

**Motion:** Mr. Cushman moved to approve the item as stated.

**Second:** Mr. Weakley

**Motion passed unanimously**

**15. Action: Concur with the May 27, 2008 Executive Committee action to approve the award of \$100,000 in WIA Title I Youth funds with a \$20,000 set aside for youth supportive services to Unity Care Group to serve 80 new youth in follow-up services for Program Year 2008-09.**

Mr. Werner stated that the Youth Council reviewed two proposals for Youth Follow-Up services. The committee recommended Unity Care because they believed the program model provided intensive services for 80 participants, which is important due to the barriers to employment that youth have in their program. It is believed that OET would refer the 80 most challenged youth to Unity Care for follow-up services. OET would remain responsible for providing follow-up services for all other youth enrolled in the program. Unity Care remains responsible for approximately 160 youths that will be "Carried over" from services in 07-08.

**Motion:** Ms. Leffel moved to approve the item as stated.

**Second:** Mr. Weakley

Mr. Gamotan stated that he believed the OET proposal, which served 250 youths had a better return on investment than the Unity Care proposal. Mr. Cushman and Mr. Weakley stated that Unity Care's proposal, as recommended by Ms. Carrillo, Chair of the Youth Council, at the last Executive Committee appeared to have the opportunity to more profoundly impact those youths most in need and favored this program model.

**Motion passed unanimously**

**16. Action: Concur with the May 27, 2008 Executive Committee action to approve the WIA Title I Youth contract extension for Turning Point in the amount of \$200,000 to serve 43 older youth for Program Year 2008-09.**

This particular project eliminated service to 14-15 year olds. The State of California has received a waiver to implement the Common Performance Measures for youth. This particular performance model favors youth between 16-21. Turning Point is being asked to increase service to this population, while seeking non-WIA Title I resources to serve younger youth between 14-15 years of age. Mr. Werner asked the Board to review the staff report for further details.

**Motion:** Mr. Cushman moved to approve the item as stated.

**Second:** Mr. Weakley

**Motion passed unanimously**

**17. Information: Update on the Advisory Committees:**

**Disability Advisory Committee (DAC)** – On May 15, 2008, the DAC members reviewed the Disability Program Navigator (DPN) grant deliverables. The committee requested a number of items from Mr. Ogletree and Ms. McHoney prior to the next meeting, including how the DPN intends to quantify the goals of the U.S. DOL DPN grant for 2008-09, the plan for the development of an internship program with interns, and lastly, information regarding the evaluation of accessibility requirements in the Salinas One Stop, as mandated by the Americans with Disabilities Act (ADA).

**Construction Trades Training Roundtable (CTTR)** – On May 15, 2008, the CTTR discussed the completion of a radio public service announcement scheduled to run before the start of the next class on June 16, 2008. Mr. Joe Kamp, the program coordinator, has continued his pre-class testing several times a week and has had eight individuals test very well.

**ANNOUNCEMENTS OF EVENTS OR SERVICES:**

Ms. Leffel stated that on July 24, 2008, there would be a housing and transportation seminar that will display innovative businesses in Monterey County. Ms. Coyne stated that the Soledad High School graduation took place the night prior, and that a class of 150 graduated. She stated that this is a significant increase from last year. She also stated that Soledad is working with a migrant worker partnership with the Mexican government to assist immigrant workers with obtaining their GED.

**ADJOURNMENT:**

**Motion:** Ms. Leffel moved to adjourn the meeting.

**Second:** Mr. Weakley

**Motion Passed Unanimously**

**Mr. Bernahl adjourned the meeting at 8:48am**