

**ADOPTED**  
**Minutes of the Monterey County Workforce Investment Board**  
Wednesday, December 3, 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
Erik Cushman, <i>Vice Chair</i>	Business
Joanne Webster, <i>2<sup>nd</sup> Vice Chair</i>	Business
Robert Brower, Sr., <i>Past WIB Chair</i>	Business
Robert Weakley	Business
Wendy Brickman	Business
Elliott Robinson	Department of Social and Employment Services
Linda Coyne	K-12 Education
Judith Profeta	Business
Teresa Sullivan	Older American Programs
James Culcasi	Business
Michael Oprish	Business
Theresa Ream	Business
Carol Blair	Labor Organizations
Ralph Rubio	Labor Organizations
Doug Garrison	Post-Secondary Education
Harry Gamotan	Labor Organizations
Rich Gillis	Business
Al Davis	Community Based Organization (CBO)
Mary Ann Leffel	Economic Development
Diana Carrillo	Migrant Seasonal Farm Worker Programs
Steve Hatch	Department of Rehabilitation
Salvador Munoz	Business
Lupe Palacio	Community Based Organization (CBO)
Jose Mendez	Labor Organizations
Tony Aniello	Business
Scott Grover	Business
Bob Bittner	Employment Development Department (EDD)
Jim Nakashima	Housing Authority
Joseph Werner	WIB Executive Director, Ex-Officio Member
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Mark Bastis	Business
Chris Chidlaw	Business
Cesar Lara	Labor Organizations
Chris Hasegawa	Post-Secondary Education
Aaron Johnson	Business
Barbara Jennings	Labor Organizations
Rosalinda Batsford	Business
Mike Hutchinson	Business
Mark Verbonich	Business
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Marleen Esquerra	WIB staff
Manley Bush	WIB staff
Leslie Rostron	WIB staff
Delfia Knighton	WIB staff
Wil Moore	Shoreline
Lynda Dunn	Office for Employment Training (OET)
Ruben Garcia	Employment Development Department (EDD)
Debbie Houx	Employment Development Department (EDD)
Rosie Chavez	Turning Point
Mary Concepcion	Arbor
Nick Pasculli	TMDCreative
Pearl Sanchez	Turning Point
Jorge Vega	Turning Point
Zenny Windham	Claudio's Bakery
Jesus Soto	Individual
Roger Williams	Individual
Christen Vega	Individual

**CALL TO ORDER/INTRODUCTIONS:** Mr. Bernahl called the meeting to order at 7:36am. He welcomed those in attendance and called for introductions from those present. A quorum was established.

**CHANGES TO THE AGENDA:** In accordance with the WIB protocol and procedures policy, Mr. Bernahl accepted and distributed handouts to support agenda item #4 regarding the navigational structure for the WIB's website.

**PUBLIC COMMENT:** None.

**BUSINESS MEETING:**

**1. Action: Approve the minutes of the October 1, 2008 Workforce Investment Board meeting.**

**Motion:** Ms. Webster moved to approve the minutes as stated.

**Second:** Ms. Leffel

**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-8.**

**Motion:** Mr. Cushman moved to approve the consent calendar as listed.

**Second:** Mr. Weakley

**Motion passed unanimously**

- C-1: Action: Concur with the November 17, 2008 Executive Committee action to approve the submission of a \$500,000 proposal for the Employment Development Department and CA Workforce Investment Board, Governor's Gang Reduction, Intervention and Prevention solicitation.
- C-2: Action: Concur with the November 17, 2008 Executive Committee action to approve the submission of a demonstration grant for \$1,000,000 to the U.S. Department of Labor, Employment and Training Administration that targets the employment and training needs of pregnant and parenting young mothers.
- C-3: Action: Concur with the November 26, 2008 Oversight Committee action to approve the Final Monitoring Report for the Office for Employment Training's (OET) WIA Title I Dislocated Worker Additional Assistance grant for Program Year (PY) 2007-08.
- C-4: Action: Concur with the November 26, 2008 Oversight Committee action to approve the Final Monitoring Report for OET's WIA Title I Veterans Employment Related Assistance grant for PY 2007-08.
- C-5: Action: Concur with the November 26, 2008 Oversight Committee action to approve the Final Monitoring Report for OET's WIA Title I Rapid Response Program for PY 2007-08.
- C-6: Action: Concur with the November 26, 2008 Oversight Committee action to approve the Final Monitoring Report for OET's WIA Title I Disability Program Navigator grant for PY 2007-08.
- C-7: Action: Concur with the November 26, 2008 Oversight Committee action to approve the PY 2008-2009 Monitoring Schedule for WIA Title I Adult Programs.
- C-8: Action: Consider and approve the WIB Retreat 2008 Economic Development & Educational Partnership work plan and proposed timelines.

**APPOINTMENTS & RESIGNATIONS**

**2. Action: Concur with the November 17, 2008 Executive Committee action to approve the appointment of Youth Council member, Mr. Bob Harper, representing Education for a two-year term to commence Nov 18, 2008 and end Nov 18, 2010.**

Mr. Werner stated that Mr. Bob Harper directs the Salinas Adult School. He has experience as a WIB member in San Mateo and Santa Cruz and is knowledgeable of youth programs.

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

**Second:** Ms. Carrillo

**Motion passed unanimously**

**3. Action: Concur with the November 17, 2008 Executive Committee action to accept the resignation of WIB member, Mr. Elza Minor, representing Economic Development.**

Mr. Werner stated that Mr. Minor who represented the Small Business Development Center (SBDC) at Hartnell College submitted his letter of resignation from the WIB to pursue another position out of the County. Hartnell currently does not have an active SBDC representative. Mr. Werner stated that he is seeking a replacement.

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

**Second:** Ms. Leffel

**Motion passed unanimously**

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

**WIB Executive Director's report:** Mr. Werner reported on the State economic stimulus package. He stated that \$500 million is anticipated to be assigned to WIA adult programs. Monterey County's share may be \$600,000 to \$800,000. Other programs of

interest include green technology as well as youth employment programs with a focus on improving infrastructure for the economy. At the State level, the Governor announced that 8.2% is the current unemployment rate which represents the highest in 16 years. The Governor asked State staff to come up with a formula to infuse funds in the local workforce investment areas (LWIA) that have the highest unemployment rates. As a result, the Governor released two economic stimulus packages in May and November of 2008 to LWIA's with the highest raw numbers of unemployment insurance claimants. Monterey County was ranked 36 and consequently was not identified as a recipient of the previous economic stimulus funds. This prompted a serious conversation that included local directors to articulate the dramatic need for additional resources. The goal is to fund those who have yet to receive any economic stimulus money. Mr. Werner stated that he is excited about the progress of the WIB Retreat work plans. The launch of the WIB's website is exciting for our area. Mr. Werner thanked Ms. Esquerra and TMDCreative for all their hard work in developing the website. Mr. Werner stated that he anticipates the RFP solicitation will be here no later than January. Ms. Leffel stated that she has been working on a solar project now for over a year. She stated that we can train people in green technology, but if we do not have the political will to allow for green technology in Monterey County there will be no jobs. There are many people looking for work, but the problem is permits. The public safety and firemen have concerns about the obstruction of solar panels placed on roofs. She stated that other counties have allowed the installation of solar panels. The second issue is wind turbine to offset energy costs. She is trying to work on a permit. The problem is the legality matters surrounding the protection of condors. Ms. Leffel stated that if we are going to train for green jobs; we need green jobs to offer. Mr. Rubio stated there are a couple of issues such as how the money is allocated. He sits on a board to determine which projects are ready to go for state and federal funds. Although the land has been purchased, it becomes a big issue in terms of project readiness and priority. Our county has spent a lot of funds in training, but have not closed the loop to work with contractors to employ people. Mr. Bernahl stated that he encourages this type of conversation and the sharing of ideas to work together as a team to bridge gaps.

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

Mr. Pasculli from TMD Creative presented a soft launch of the WIB's website for the board members to review and provide feedback. He referenced the navigational structure handout and stated that substantial changes were made to the website from the original plan that includes a full array of resources. Example features include the ability to increase the font size, access a dynamic calendar, and current news and events to name a few. Ms. Esquerra thanked TMDCreative for their exceptional design and programming work on the WIB's website. Ms. Esquerra presented the board with information that was specifically requested by WIB members to include a list of workforce acronyms, resource information on grant awards and special projects, general facts, news and press release information. The Board thanked Mr. Pasculli, Ms. Esquerra, and the Ad&PR Committee for the outstanding work.

**5. Action: Concur with the November 17, 2008 Executive Committee action to approve the submission of the ninth year Local Plan Modification of the Monterey County WIB's five-year plan to the State of CA for Program Year 2008-09.**

Mr. Werner stated that local WIB's are required to submit modifications to their 5-year local plan. The WIB's plan reflects the WIA allocations for Adult, Dislocated Worker, and Youth. The expenditures are rolled up with the operating expenses. At present, the WIB's plan is compliant with the requirements of SB293. A copy of the plan was submitted to the State on October 30, 2008 and a signed copy will be sent upon approval from the WIB and Board of Supervisors.

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

**Second:** Ms. Webster

**Motion passed unanimously**

**6. Action: Concur with the November 17, 2008 Executive Committee action to approve the participation and expenditures associated with the attendance of 5 WIB members to attend the National Association of Workforce Boards conference in Washington DC on March 7 – 10, 2009.**

Due to the decreased in our WIB budget, Mr. Bernahl stated that we have reduced the number of people going to the NAWB Conference. Four members of the WIB's Executive Committee have committed to attend leaving one seat open. Mr. Werner stated for those interested in attending to please send a request to WIB staff no later than Friday, December 5. Mr. Bernahl stated that this is an important conference for WIB members to attend.

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

**Second:** Mr. Munoz

**Motion passed unanimously**

**7. Information: Discussion regarding the recertification of the Monterey County WIB by the State of CA.**

Mr. Werner explained that the Governor requires local WIB's to complete a recertification and self-certification form every 2 years. This process certifies a local board for each area in the State after determining that the composition of the board meets the required membership criteria and performance standards for recertification. Copies of the completed forms were sent to the State.

**8. Information: Discussion regarding the notice received from the Employment Development Department (EDD) regarding the discontinuance of EDD's physical presence in the City of Monterey.**

Mr. Werner stated at the last Planning Committee meeting, the members discussed the closure of EDD's office in Monterey. Mr. Werner referred to Mr. Bob Bittner of EDD to provide input. Mr. Bittner stated in Monterey, EDD had a presence for decades with a staff of 30 people. Over the years, they have experienced a general loss of resources. Now, the lease in Monterey is over \$8,000

and they currently have one staff working there. They are under a lot of financial pressure like never before. Mr. Bittner stated that he is willing to work with partners at the Seaside One Stop and with Shoreline in Marina to have an EDD present on the peninsula. Mr. Robinson stated that if there are job losses in the Big Sur area, often times people are used to connecting with EDD. Mr. Bittner stated that EDD continues to provide Rapid Response activities. Unfortunately, the call centers are hard to access and individuals are not comfortable with using the online services. Ms. Leffel stated rather than move staff to Salinas, she inquired if it would make sense to have staff at the Seaside One Stop. Mr. Bittner stated yes, but not on a full-time basis. Ms. Leffel stated that now that the tourism industry has dropped, she anticipates that a lot more people will be visiting the One Stop in Seaside. Mr. Garrison inquired if there is an opportunity to work with the Monterey Peninsula College. He stated that the EDD office could be situated on campus for businesses to access services online as soon as possible. Mr. Rubio inquired if there is a way to move the staff at the EDD office in Monterey to the Seaside One Stop. Mr. Bittner stated that the staff member is retiring. Mr. Robinson stated that EDD has a job hotline that people can call. Mr. Bittner stated that EDD is currently giving out general information on how to access the services by phone, fax and online. Mr. Werner stated that one of the items brought up during the WIB Retreat was the decentralization of services. Ms. Coyne suggested partnering with the Monterey Adult School to combine people available to help with job search and other activities. Mr. Bittner stated that was a great idea and that he will contact Mr. Ruben Garcia with EDD about that. Ms. Ream stated that having an EDD presence at the Adult School is great and that it would be great to have it at the One Stop as well. Mr. Cushman stated that the WIB feels like this is a serious matter. Mr. Werner stated that the UI phones in the lobby are constantly accessed. There are lines every day out the door in Salinas and people are willing to wait. Ms. Brickman stated that Ad&PR is important because we need to explain to people where to go and how to access services. Mr. Gillis stated that he is discouraged that Hartnell does not have a Small Business Development Center. Mr. Bittner stated that many One Stops have SBDC's. Ms. Leffel stated that she is working on an \$180,000 joint planning grant application with the Monterey County Business Council and CSUMB. Right now, CSUMB has a new center for business and technology. They have an SBDC representative there to talk about loans who has knowledge completely across the business system. Mr. Werner stated that he has talked with Mr. Esteban Soriano at Hartnell regarding their SBDC program and is seeking ways to coordinate the economic development interest of the WIB and Hartnell College.

**Mr. Bernal requested a motion to change the agenda to move the client testimonials to be presented before information #9.**

**Motion:** Mr. Cushman moved to approve the change to the agenda.

**Second:** Ms. Leffel

Mr. Werner stated at the last WIB Executive Committee meeting all the members expressed an interest in hearing testimonials from clients that have benefited from our services. Mr. Bernahl thanked everyone for taking the time to be here to present before the full Board.

**Motion passed unanimously**

### **CLIENT TESTIMONIALS:**

**Zeny Windham, Arbor's client** – *"Everyone around here works hard. Thanks for taking the time." "I went to Arbor when I really needed help. From day one, they gave me everything I needed. I had no knowledge of computers and I learned a lot." "I work for Claudio's Bakery. I started as a delivery driver, and then moved on to become an Office Assistant, then the Office Manager. I also earned a Microsoft Digital Literacy Certificate."*

**Roger Williams, Shoreline's client** – *"I came to Shoreline Workforce Development Services through a Veterans grant collaboration. I attended Shoreline's Culinary School and then obtained On-the-Job Training at a coffee house." "I was honorably discharged as a veteran of the first Gulf War. I went through a period of depression for a long time and finally got help through the Veterans program at the One Stop. I was then referred to Shoreline. The One Stop was literally a One Stop. There, I met Mike Sumida who helped to motivate me to do something with my life. I then met Molly Beacon from Shoreline who helped me with my résumé. Later, I went on to Shoreline's Culinary School. I am now working at Ol' Factory. I had cooking experience and after working just four weeks on the job, I will be introducing my own line on the restaurant menu."*

**Jesus Soto, Turning Point's client** – *"I am grateful for Turning Point. I came to a point where I could not get a job because my incarceration. I went to Turning Point for help. They gave me positive feedback, bought me clothes and now I am currently working at Home Depot. I used to be a tile setter and set the tile at the Hyatt Regency in Monterey 2 years ago. I like Rosie and the program is helpful. Some employers screen their applicants and sometimes they do not want to take the risk of hiring someone with a record. Turning Point is great for individuals like me to seek help. Thank you to Rosie for having me here. I wasn't supposed to come to the meeting, but I wanted to come to show my appreciation and say thanks to Turning Point for doing a good job. My wife and children very happy."*

**Christen Vega, Turning Point's YOUTH client** – *"I enrolled in Turning Point's program three months ago. Turning Point is a great program. I learned to improve my communication skills, make a job portfolio and resume. I recently got a job and all the things I learned were helpful. I didn't have anyone to teach me my manners and how to treat someone with respect - I was like a troubled teen. Turning Point bought me clothes and I got a job working at Foot Locker. As soon as I exit the program, I plan to look for a permanent job. Now, I have the confidence to get a job. I'm getting my degree too."*

Mr. Werner thanked the clients for being here to give their testimonials. Ms. Profeta thanked the clients and stated that she wants to hear client testimonials more often at our Board meetings. Mr. Bernahl stated that this is the best meeting that he has ever attended and that it was nice to actually hear from the clients about our services. Mr. Cushman stated that it is very inspiring to hear from the clients and that is why the members are here. Mr. Cushman recommended that staff send a thank you note to all the employers. Ms. Leffel stated that it makes it all worthwhile to see the system issues through the Oversight Committee and then to hear from the clients on how well the system is performing. Mr. Mendez stated that his agency is involved in building trades and he invited Mr. Soto to come over to apply to learn the trade.

**9. Information: Update regarding the WIB's Employer Recognition event held on October 23, 2008 in partnership with the Monterey County Committee for the Employment of People with Disabilities (MCCEPD).**

Mr. Werner thanked the board members for their support at the WIB's Employer Recognition event and acknowledged the publicity received from the event to include a featured article in the Herald and a post-ad in the Monterey County Weekly that featured the youth that was awarded a \$500 scholarship from the Office for Employment Training. Mr. Bernahl reported that he enjoyed the recognition event. Ms. Brickman stated that it was an outstanding event and that everyone there got the message and great publicity.

**10. Information: Review of OET's First Quarter expenditures for Program Year 2008-09.**

Ms. Dunn reported on OET's budget for the first four months of the year, ending October 31, 2008. She reference the overall revenue, budget and total recap spreadsheets. Approximately 34% has been expended through October. On the overall recap of dollars spent, the non-WIA grant funds expended are right on target at 77%. These funds are posted earlier on in the year and are not spread across the 12 months. She stated an important note is that substantial portions of the funds have been spent on supportive services and customer care. The majority of youth funds were spent during the summer months. She stated that she was asked to discuss the Seaside One Stop costs. Out of \$54,000 into the year, they only expended \$33,000 on staff costs. If the Board is interested, Ms. Dunn stated that she could prepare details to be presented to the meeting on regular basis. At this point, \$662,000 of staff salaries have been expended through the Salinas One Stop. At the Seaside One Stop, she has one staff present three days per week. One Stop staff in collaboration with EDD are now sharing the responsibilities of promoting the EDD services. She anticipates providing workshops jointly with EDD staff. The participant enrollment levels are four times that what was enrolled last year due to the new integrated service strategy. Everyone is seeking employment or looking for a new job. Low income or not, she stated that individuals are enrolled and receive services at the point of contact. Four months into the new program year, she stated that the enrollment levels are at 500 and last year it was 400 total. She expects to see the enrollment levels increase to 600 by December. Mr. Werner thanked Ms. Dunn and staff for renegotiating the Salinas One Stop lease. It represents a 13% savings to help with unforeseen financial challenges. The new lease was approved for 10 years by the Board of Supervisors. Ms. Dunn stated that they have experienced staffing issues. They have had turn over and have not filled positions. Overhead is less than anticipated and they have applied for several grants. Ms. Dunn stated that she had the opportunity to put in a bid for \$40,000 through the Probations Department to use some of their resources for staffing costs. If the WIB has any ideas for grant opportunities, she is happy to participate. For future grants, Ms. Leffel recommended writing in something to support the Career Readiness Certification program. Ms. Dunn stated in the last few grants written, work keys money was set-aside in a line item.

**11. Information: Discussion regarding the 2008 WIB Retreat work plans and status of timelines.**

The Executive Committee members reported on the status of the WIB retreat work plans.

**Work Plan #1 "Board Business"** – Mr. Cushman stated that everything is in the Board packet. We are going to draft a letter to the BOS about the CLEO and WIB agreement. Mr. Werner stated that the letter would be reviewed by the Executive Committee before its release.

**Work Plan #2 "Economic Development & Educational Partnership"** – Ms. Leffel thanked the WIB and OET for taking a leadership role to support the Career Readiness Certification program. Ms. Leffel stated a lot of the work has already been done. For the Clusters meetings she encouraged everyone to attend at least one meeting. She stated that hearing the testimonials helped wrap up what we do, to see what we are working on. She plans to put together a committee on the Career Readiness program.

**Work Plan #3 "One-Stop Operations"** – Mr. Weakley stated that as we saw today, the WIB website is close to being completed. The Career Readiness Certificate program is already in the works. As for increasing services through additional satellites, the Planning Committee recommended that we start a Request for Proposal process for equal opportunity. The development of the One Stop Operator agreement was discussed with the partners.

**Work Plan #4 "The Evolution of the One Stop"** – Mr. Bernahl stated that the evolution of the One Stop is an idea on how to enhance and increase services in the community. With the new WIB website, we are making a lot of progress to increase our virtual presence. Besides Shorelines proposal, we are looking for a lot of opportunity to expand services. Mr. Werner and staff are working on promotional efforts through the Ad&PR Committee in the first quarter of 2009 and throughout the next year. Mr. Bernahl stated that he likes to see completion of action items. Since the WIB retreat, he thinks the progress has been great. Mr. Bernahl stated that many of the items are ongoing. He anticipates an increase in promotional campaigns and plans to complete the print ad campaign.

## **SUBCOMMITTEE & ADVISORY COMMITTEE CHAIR REPORTS:**

**Executive Committee** – Mr. Bernahl stated that most of the items were discussed in today’s meeting. The WIB’s strategic five-year plan will be forwarded to the BOS for approval and then sent to the State. The submission of the CalGRIP and a teen parent demonstration grants were approved to bring in additional resources. He commended the subcontractors for their phenomenal work and thanked the clients for giving their testimonials before the WIB.

**Planning Committee** – Mr. Weakley stated that the Planning Committee reviewed Shoreline’s proposal as Satellite One Stop Career Center. The members recommended that WIB staff look into publicly noticing a request for proposal from other organizations seeking to become a satellite provided that they meet the universal service and performance requirements. The members reviewed the first quarter expenditures and grant submissions.

**Oversight Committee** – Ms. Leffel stated the Oversight Committee reviewed and approved the final monitoring reports for OET and discussed the monitoring schedule for the upcoming adult and dislocated worker programs review. Since the last meeting, there has been significant progress with fixing the way information is reported through the Virtual One Stop to the WIB and subcommittees. She sees an increase in services and enrollments are up across the board. She stated that we are hopeful to get a Veterans grant extension to preserve \$102,301 for Monterey County.

**Youth Council** – Ms. Carrillo stated that the Youth Council heard a presentation by Mr. Edward Kissam who is conducting a review for Department of Labor’s (DOL) Employment and Training Administration (ETA) on the design of current programs serving Migrant Seasonal Farm Worker youth following a range of issues identified by the 2003 report of the White House Task Force for Disadvantaged Youth. The Council also received an update on the Career Readiness Certificate program, received information on the State Youth Vision Team meeting held on October 14, 2008 and information updates on Turning Point, Unity Care, and OET’s current youth programs. Ms. Carrillo stated that she is concerned that universal services be available at all satellite One Stop locations. She requested that universal access and other necessary services be included as part of RFP process. Mr. Werner stated that as we develop the RFP formal process, we would ask potential agencies to describe their core services and the types of activities offered.

**AD&PR Committee** – Ms. Brickman stated at the last Ad&PR Committee meeting, the members discussed the Monterey County One Stop Career Center Retail Job Fair held on September 16, 2008 and the allocation of \$180 from the Ad&PR budget to support the promotion of the event. The Committee received an update regarding the Monterey County WIB’s website. The members also discussed the \$26,925 in WIA Title I incentive funds for fiscal year 2006-07 and approval of expenditures to implement a Work Readiness Certification program. All of these items address many of the WIB retreat work plans.

**Disability Advisory Committee (DAC) & Construction Trades Training Roundtable (CTTR)** – Ms. Esquerra reported on behalf of the DAC and CTTR chairs. At the last DAC meeting, the members discussed the Monterey County WIB’s Employer and Employee Recognition Event scheduled on October 23, 2008 and the creation of forms used for tracking and retention to support the Disability Program Navigator initiative. At the last CTTR meeting, the members discussed the sustainability of future classes and the use of stipends and incentives.

## **ANNOUNCEMENTS OF EVENTS OR SERVICES:**

Ms. Leffel stated that at 2pm today, there is a Green Expo scheduled for anyone interested in green projects. Ms. Leffel stated that she is going to Sacramento next week with Ms. Mary Claypool to further secure their grant opportunity. Stay tuned for updates. Ms. Leffel announced MCBC’s annual gala event scheduled on Jan 31 at Spanish Bay to honor talented musicians and organizations that have contributed significantly to the local economy. Mr. Werner thanked the members for their continued dedication to serving on the WIB. He announced the availability of holiday cheesecakes provided by WIB staff today to thank the members for a great year and to wish them a happy holiday season. Mr. Bernahl announced the next full WIB meeting on February 4, 2009 and the upcoming subcommittee meetings.

## **ADJOURNMENT:**

**Motion:** Mr. Nakashima moved to adjourn the meeting.

**Second:** Ms. Leffel

**Motion Passed Unanimously**

**Mr. Bernahl adjourned the meeting at 9:30am**