

ADOPTED
Minutes of the Monterey County Workforce Investment Board

Wednesday, February 4, 2009, 7:30 A.M.

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

MEMBERS PRESENT	REPRESENTING
David Bernahl, <i>Chair</i>	Business
Erik Cushman, <i>Vice Chair</i>	Business
Joanne Webster, <i>2nd Vice Chair</i>	Business
Robert Brower, Sr., <i>Past WIB Chair</i>	Business
Elliott Robinson	Department of Social and Employment Services
Linda Coyne	K-12 Education
Mark Verbonich	Business
Judith Profeta	Business
Teresa Sullivan	Older American Programs
James Culcasi	Business
Michael Oprish	Business
Doug Garrison	Post-Secondary Education
Harry Gamotan	Labor Organizations
Rich Gillis	Business
Al Davis	Community Based Organization (CBO)
Diana Carrillo	Migrant Seasonal Farm Worker Programs
Salvador Munoz	Business
Tony Aniello	Business
Scott Grover	Business
Bob Bittner	Employment Development Department (EDD)
Jim Nakashima	Housing Authority
Mike Hutchinson	Business
Cesar Lara	Labor Organizations
Mark Bastis	Business
Joseph Werner	WIB Executive Director, <i>Ex-Officio Member</i>
MEMBERS ABSENT	REPRESENTING
Steve Hatch	Department of Rehabilitation
Mary Ann Leffel	Economic Development
Theresa Ream	Business
Carol Blair	Labor Organizations
Ralph Rubio	Labor Organizations
Robert Weakley	Business
Wendy Brickman	Business
Chris Chidlaw	Business
Chris Hasegawa	Post-Secondary Education
Aaron Johnson	Business
Lupe Palacio	Community Based Organization (CBO)
Jose Mendez	Labor Organizations
Barbara Jennings	Labor Organizations
Rosalinda Batsford	Business
OTHERS PRESENT	REPRESENTING
Marleen Esquerra	WIB staff
Manley Bush	WIB staff
Delfia Knighton	WIB staff
Lynda Dunn	Office for Employment Training (OET)
Ruben Garcia	Employment Development Department (EDD)
Rosie Chavez	Turning Point
Renee Rutan-Garrison	County Administrative Offices – HR
Mary Adams	Office Star

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 a handout in reference to agenda item #7 regarding the credentials of WIB nominee, Dr. Phoebe Helm.

PUBLIC COMMENT: Ms. Renee Rutan-Garrison gave a presentation on a countywide internship program; directed by the Monterey County Board of Supervisors, for students interested in gaining valuable work experience for school credit, resume building, or career exploration. Right now, the focus is on unpaid internship opportunities. She hopes this program will act as a recruitment tool for students to understand the careers and jobs offered through the county on multiple disciplines. She referenced the information bulletin with details on internship recruitment. She plans to have an annual report available in June to present information on the number of departments involved, the number of interns served, and the total dollar value equivalent. This program is designed to add additional project work not otherwise received by the county departments. Ms. Rutan-Garrison stated that when she ran this program in Sonoma County in 2006, she worked with 289 interns countywide. Mr. Werner thanked Ms. Rutan-Garrison for her presentation. With additional revenue to serve youth programs, Mr. Werner stated that perhaps we can collaborate programs to support youth interested in specialized high earning jobs in Monterey County. Ms. Rutan-Garrison agreed and offered to support the idea. Ms. Coyne inquired about school credit. Ms. Rutan-Garrison stated that youth can gain credit if they chose. She stated the recruitment collaborates with school campuses where the information can be posted on websites or on faculty bulletin boards. Upon inquiry, Ms. Rutan-Garrison stated the internships depend on the assignment. For example, some are short term and run for one semester. Mr. Bernahl inquired about the statistics for interns who moved into careers. Ms. Rutan-Garrison hopes to include that information in the annual report. Mr. Cushman inquired if the program received any resistance from unions. Ms. Rutan-Garrison stated that the unions support the program. There is an agreement with the local SEIU to waive union dues because of the limited number of hours and pay. Ms. Rutan-Garrison stated that she is working with the unions and wants them to be happy. The internship program is not to replace any permanent employee assignments.

BUSINESS MEETING:

1. Action: Approve the minutes of the December 3, 2008 Workforce Investment Board meeting.

Motion: Mr. Robinson moved to approve the minutes as stated.

Second: Mr. Oprish

Motion passed unanimously

APPOINTMENTS & RESIGNATIONS:

2. Action: Concur with the December 15, 2008 Executive Committee action to approve the reappointment of WIB member, Mr. David Bernahl, representing Business for a three-year term to commence February 10, 2009 and end February 10, 2012.

Motion: Mr. Robinson moved to approve the item as stated.

Second: Mr. Brower

Motion passed unanimously

3. Action: Conduct election to select the 2nd Vice Chair of the Workforce Investment Board for a term to commence on February 4, 2009 and end on February 4, 2011.

Motion: Ms. Carrillo moved to nominate Ms. Joanne Webster as 2nd Vice Chair of the Workforce Investment Board for a term to commence on February 4, 2009 and end on February 4, 2011.

Second: Mr. Cushman

Motion passed unanimously

4. Action: Concur with the December 15, 2008 Executive Committee action to approve the nomination of Youth Council nominee, Ms. Patricia Carter, representing Parents of WIA Eligible Youth for a two-year term to commence February 10, 2009 and end February 10, 2011.

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

Second: Ms. Webster

Motion passed unanimously

5. Action: Concur with the December 15, 2008 Executive Committee action to approve the reappointment of Youth Council member, Mr. André Chapman, representing Foster Youth for a two-year term to commence February 10, 2009 and end February 10, 2011.

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

Second: Ms. Webster

Motion passed unanimously

6. Action: Concur with the December 15, 2008 Executive Committee action to approve the reappointment of Youth Council member, Ms. Cheryl Ward-Kaiser, representing Individuals that have Experience relating to Youth Activities for a two-year term to commence February 10, 2009 and end February 10, 2011.

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

Second: Mr. Gillis

Motion passed unanimously

7. Action: Concur with the January 26, 2009 Executive Committee action to review the credentials and act upon the nomination of WIB nominee, Dr. Phoebe Helm, representing Economic Development for a three-year term to commence February 10, 2009 and end February 10, 2012.

Motion: Mr. Garrison moved to approve the item as stated.

Second: Ms. Webster

Motion passed unanimously

8. Action: Accept the resignation of Youth Council member Ms. Guadalupe Gundersen, Parent of WIA Eligible Youth. Mr. Werner stated that Ms. Gundersen served on the Youth Council and did an outstanding job filling the representation of a WIA eligible parent, which is a difficult job to fill. Mr. Bernahl requested WIB staff send a letter of thanks to Ms. Gundersen.

Motion: Ms. Carrillo 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-3.

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

Second: Mr. Cushman

Motion passed unanimously

C-1: Action: Concur with the January 26, 2009 Executive Committee action to approve the acceptance of \$291,561 in job training economic stimulus State grant funds from the Governor's Workforce Investment Act (WIA) 25 Percent Dislocated Worker Additional Assistance fund.

C-2: Action: Concur with the January 12, 2009 Youth Council recommendation to approve the monitoring schedule for WIA Title I Youth Programs for Program Year 2008-09.

C-3: Action: Concur with the January 12, 2009 Youth Council recommendation and retroactively approve the participation and expenditures associated with the attendance of two Youth Council members to attend the California Workforce Association's 9th Annual Youth Conference on January 20 – 22, 2009.

OTHER BOARD MATTERS:

Mr. Cushman reported on a good conference on green technology that he attended at Embassy Suites. He stated the WIB's pre-apprenticeship training program is a model to be mimicked throughout the State to do things to reduce carbon emissions. Mr. Gillis stated that CSUMB is planning to host an event attended by five mayors from the surrounding areas to talk about alternative energy and green technology.

WIB Executive Director's report: Mr. Werner stated that throughout the nation, there is a lot of things happening within the workforce system. He mentioned the consortium with Santa Barbara, Ventura and San Luis Obispo to establish a regional collaborative to help individuals find jobs in high wage and high growth industries, and to develop additional resources and programs to receive funding. The initial vision is to develop grant opportunities in the allied health industry. Mr. Werner brought this idea to both Mr. Mike Hutchinson and Ms. Joanne Webster in which they discussed local initiatives involving the major hospitals and employers to develop a strategy to submit non-competitive grants to invest funds in allied health. Mr. Werner highlighted the summer jobs program and the feedback received from the California Workforce Association (CWA) summer youth conference. He gave an overview of the seminar provided by Monterey County to include the Office for Employment Training and WIB staff. The panel gave a broad overview of the summer youth program history, relationships with community colleges, adult schools and other educational partners as well as special projects coordinated with work experience. He stated the presenters did a good job.

SUBCOMMITTEE & ADVISORY COMMITTEE CHAIR REPORTS:

Executive Committee – Mr. Bernahl provided an update on the website which has proven to be a great online tool with lots of information. The members reviewed the outcomes of the WIB retreat, which is discussed at every Executive Committee meeting. As time passes, the members will be given an honest review on the tasks completed. He explained the completion of Form 700 and his conversations with Mr. Robinson to find a solution for the WIB. He plans to provide an update as he receives more information. Work Keys is up and running at both the Salinas and Seaside One Stops through the use of computers setup by OET. At present, 12 slots were offered to the Community Hospital of Monterey Peninsula to pilot the program.

Planning Committee – Mr. Cushman recapped the last meeting on behalf of Mr. Weakley. The committee received an update on the latest unemployment statistics in December, which was high. They reviewed OET's budget for 2008-09. Heard an update regarding the Veterans program and OET having a hard time finding newly returned vets to apply for the program. Heard an update on the

Rapid Response activities. As for Shoreline's CNA grant, they continue to meet the target goals to produce job ready candidates. The members are also reviewing the WIB retreat plans and outcomes.

Oversight Committee – Mr. Werner commented on the Oversight Committee on behalf of Ms. Leffel. The members reviewed the subcontractor's performance. Two are below their performance and expenditures for this year and WIB staff plan to provide technical assistance and outreach support.

Youth Council – Ms. Carrillo recognized the recent Youth Council appointments. The members also reviewed the year-end attendance report, monitoring schedule and discussed the MIS and fiscal reports for WIA Title I youth programs.

AD&PR Committee – Mr. Werner commented on the Ad&PR Committee on behalf of Ms. Brickman. The members discussed the WIB website and revised budget and Ad&PR efforts to support the 2008 WIB Retreat work plans and timelines.

Disability Advisory Committee (DAC) – Mr. Werner reported on the DAC meeting. They welcomed the new Disability Program Navigator (DPN) Mr. David Fowler and the members received an update on the individuals served as well as the outreach, recruitment and referral strategies used by the DPN to identify and provide access to workforce services.

Construction Trades Training Roundtable – Mr. Werner reported on the CTTR meeting. He talked to Mr. Rubio to discuss working on activities in green building. Mr. Werner reported that several people were invited to the City of Richmond to view the RichmondBUILD solar energy program. The program is working with economically disadvantaged adults to place them in green occupations. Mr. Werner is communicating with Mr. Rubio, local community colleges and the adult school system to expand and layer their programs to support green building occupations to perhaps replicate with Richmond model.

10. Action: Approve the acceptance of \$500,000 in WIA Discretionary grant funds from the State of California Employment Development Department (EDD) for the Governor's Gang Reduction, Intervention and Prevention initiative.

Mr. Werner stated the State of CA selected 11 areas to implement the CalGRIP. The Governor allocated \$5.4 million for the grant and Monterey County was awarded \$500,000 to serve 100 youth who are at risk for gang involvement or gang members who are 18-24 years of age. Mr. Robinson stated the grant involves a collaboration that includes the Community Action Partnership.

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

Second: Ms. Coyne

Motion passed unanimously

11. Action: Concur with the December 15, 2008 Executive Committee action to review and approve the official launch of the Monterey County WIB's website and revised budget.

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

Second: Ms. Webster

Motion passed unanimously

12. Information: Update regarding the Employment Development Department's (EDD) presence at the Seaside One Stop and the State Employee Work Furlough Program.

Mr. Bittner provided an update regarding EDD's work furlough program. EDD plans to have a presence at the Seaside One Stop and is committed to train OET and One Stop staff on their program and benefits to help people access their programs online and to provide assistance as needed. Mr. Bittner provided a handout with information on the State employee furlough program that pertains to workforce services staff beginning on the 1st and 3rd Fridays. This represents a 10% cut back. Initially EDD was going to close down UI call centers, however it was decided that it was not a good idea due to the increased need in UI benefits. This plan is due to continue to June 2010. Mr. Robinson thanked Mr. Bittner and EDD for keeping the UI call centers open. He stated at the One Stop Career Center, there is lines formed out the door with people waiting to access the UI call center phones. Mr. Bittner stated unfortunately EDD staff would not be there to help on the furlough days.

13. Information: Update on the Governor's Discretionary grants and federal stimulus package.

Mr. Werner reported on the CNA grant, which was extended through June 30. He gave special thanks to Ms. Linda Coyne for expanding the CNA program in South County to offer classes starting in the mid afternoon to evening. Mr. Werner reported on the State stimulus funds originally allocated to EDD in the amount of approximately \$72,000. As it turns out, the local workforce investment area will now receive the additional funds to expand the State stimulus funds to approximately \$364,000. Mr. Werner stated that he has asked Ms. Dunn to come up with plan to add the additional stimulus funds for services that individuals require. Mr. Werner reported on the Federal stimulus package and the timeline. Mr. Werner stated that he is waiting to hear from the State in regards to the allocation amounts in which he anticipates to be an additional \$5 to 6 million dollars in stimulus funds to include the youth summer jobs, adult, youth and dislocated worker programs for a total of \$13 million. Mr. Robinson stated that this funding runs across a 2-year period. Mr. Werner stated the money would be good for 18 months. We have time to develop ideas and relationships, share resources and do something with the economy. Mr. Cushman recommended that an agenda item be created with information on the proposals for collaboration, partners to lead and how the board members will be tasked to evaluate the program.

14. Information: Discussion regarding OET's utilization of the job training economic stimulus funds in the amount of \$291,561 received from the Governor's discretionary funds to include the Career Readiness Certificate program.

Ms. Dunn stated that she was grateful to hear about the additional stimulus funds. OET is in the process of purchasing computers to support the Work Keys project. She is also looking into purchasing adaptive equipment for special needs customers. The Work Keys and WIN Solutions was purchased to be operated through the Seaside One Stop for an additional \$4,000. Also, VOS offers a Work Keys module that allows direct correlation to track the results of the assessments to match jobs with candidates. The additional funds will be used for admin costs. Right now, the cost for admin is 7%; rather than 10%. She plans to set aside funds to allow the testing of 1,000 participants over a period of one year. She is excited about offering OJT contracts. She is excited about working with community colleges and adult schools to provide specific training and opportunities for dislocated workers. She plans to develop contracts with the Salinas Adult School to provide classroom training for GED, office skills, and ESL training with some specific training pointed towards healthcare. Ms. Dunn reported on a meeting with the PG Adult School regarding their 6-week training program that focuses on job skills in the office, ESL, and vocational training with one week concentrated on customer service.

15. Information: Review of the Local Workforce Investment Area budget and One Stop Operational costs for PY 2008-09.

Ms. Dunn referred to the budget in the packet. She reported on the anticipated revenue for the year. Changes include the Silver Star program, which will be fully funded after all. She anticipates changes with the CalWORKS and TAP programs. As for the budget planned vs. actual, it reflects expenditures at about half the funds budgeted. Mr. Werner inquired about the TAP program. Ms. Dunn stated it is a county funded position through personnel. Mr. Werner inquired if anyone had been placed. Ms. Dunn stated the program is still in the planning stages and they have not begun the program. The implementation includes specific software and staffing and they plan to move staff to a more prominent place in the One Stop. She expects March 1st will be the start date.

16. Information: Year-end report on the WIB and Youth Council member attendance for 2008.

Mr. Werner reported on the WIB and Youth Council member attendance. He stated the Board represents a very strong private sector group, which has led the quorum. Special thanks to WIB staff for putting out the packets in a comprehensive and timely manner.

17. Information: Update regarding the 2008 WIB Retreat work plans. Updates on plans were mentioned under the chair reports.

ANNOUNCEMENTS OF EVENTS OR SERVICES:

Mr. Bernahl announced the next full WIB meeting on April 1, 2009 and the upcoming subcommittee meetings.

ADJOURNMENT:

Motion: Mr. Cushman moved to adjourn the meeting.

Second: Ms. Carrillo

Motion Passed Unanimously

Mr. Bernahl adjourned the meeting at 9:30am