

Adopted
Minutes of the Monterey County Workforce Investment Board
Executive Committee Meeting
 May 27, 2008
 Seaside One-Stop Career Center

MEMBERS PRESENT	REPRESENTING
Robert Brower, Sr.	Business
David Bernahl	Business
Diana Carrillo	Seasonal & Migrant Farm Workers
Mary Ann Leffel	Economic Development
Joseph Werner	WIB Executive Director, Ex-Officio member
MEMBERS ABSENT	REPRESENTING
Joanne Webster	Business
Robert Weakley	Business
Erik Cushman	Business
OTHERS PRESENT	REPRESENTING
John Collins	Shoreline
Wil Moore	Shoreline
Chris Berthiaume	WIB staff
Leslie Rostron	WIB staff
Manley Bush	WIB staff
Mary Concepcion	Arbor
Deborah Carrillo	Turning Point
Rosie Chavez	Turning Point

CALL TO ORDER: Mr. Bernahl called the meeting to order at 8:14 AM. He called for introductions and welcomed those in attendance. A quorum was established.

CHANGES TO THE AGENDA: Mr. Bernahl stated that agenda item #18 should be moved after agenda item #7, to consolidate the appointments and resignations under consideration by this committee.

PUBLIC COMMENT: No Public Comments were made.

CLOSED SESSION:

1. Action: In Closed Session, due to potential initiation of litigation in accordance with Government Code 54956.9(c), concur with the April 24, 2008 Oversight Committee action to approve the corrective action proposed by the Monterey County Workforce Investment Board staff and Shoreline Workforce Development Services regarding ineligible On the Job Training (OJT) applicants enrolled in Shoreline's WIA Title I Adult Program for Program Year 2007-08.

Motion: Ms. Leffel proposed a motion to change the agenda to publicly vote on the Closed Session agenda item

Seconded: Mr. Brower

Motion Passed Unanimously

Motion: Ms. Carrillo motioned to accept the approval of the proposed corrective action and repayment plan proposed by WIB and Shoreline staff for repayment of costs associated with ineligible participants enrolled in WIA Title I funded contract for FY 08-09 in the amount of \$4,048.64

Seconded: Ms. Leffel

Motion Passed Unanimously

Motion: Ms. Leffel proposed a motion to change the agenda and move Action Item #5 ahead of Action Item #4

Seconded: Mr. Brower

Motion Passed Unanimously

2. Information: Welcome new Executive Committee member, Erik Cushman, WIB 1st Vice Chair, representing Business.

Mr. Bernahl welcomed Mr. Cushman to the Executive Committee.

3. Action: Approve the minutes of the March 17, 2008 Executive Committee meeting.

Motion: Ms. Leffel motioned to accept the minutes as presented

Seconded: Mr. Brower

Motion Passed Unanimously

5. Action: Accept the resignation of WIB member Barbara Verba, representing the Department of Social and Employment Services (DSES).

Motion: Mr. Brower motioned to accept the action as presented

Seconded: Ms. Leffel

Motion Passed Unanimously

4. Action: Review the credentials and act upon the nomination of Elliott Robinson, representing the Department of Social and Employment Services (DSES).

Mr. Bernahl stated that Mr. Robinson had reached out to him regarding conversations with County Counsel concerning potential conflict with the Department of Social and Employment Services and the Workforce Investment Board. Mr. Bernahl stated that Mr. Hogan of the County Counsel's office informed him that no personal conflict of interest existed, but that there may be possible programmatic conflicts. Mr. Brower stated that he had several questions of Mr. Robinson. Mr. Brower asked Mr. Robinson, as the person with administrative control of the WIB Executive Director and the OET Deputy Director, how would he vote on items impacting the OET budget? Mr. Robinson stated that he would recuse himself to avoid any perception of conflict. He stated that the matter could be complicated as an issue moves beyond a specific OET item. Mr. Robinson stated that he currently sits on the board of the First 5 Commission and that DSES runs the CARES program that provides stipends for childcare providers who seek training and stay in the field. Mr. Robinson stated that when issues come up, he would recuse himself to avoid conflict. Mr. Robinson stated that he could potentially fill three roles, including the WIA Title I operator, the Community Services Block Grant seat and the CalWORKs seat, which are all mandated board members. He stated that the board could fill three seats with one person, and have less DSES representatives. Mr. Brower inquired as to how this appointment ties in with Ms. Verba's resignation? Mr. Robinson stated that a collaborative conversation took place, and that her resignation from the board allows her to focus on CalWORKs issues. Mr. Brower inquired as to Mr. Robinson's position with respect to independent legal counsel for the workforce investment board in lieu of using County Counsel staff. Mr. Robinson stated it was a decision best left for county counsel. Mr. Brower asked Mr. Robinson how he would vote if the request for independent counsel came up for board approval? Mr. Robinson stated that if the decision were strictly a fiscal position, that he would most likely vote against it, or would need a significant reason for the expenditure. Mr. Brower stated that, as an independent board, we may not always see eye-to-eye with county counsel, and the need arises occasionally to have an independent lawyer. Mr. Robinson stated that he would have to confront the issues as they come up, as he has had both good and bad experiences with both county and private lawyers. Ms. Leffel stated that there has been a continual conflict between the WIB Executive Director and the OET Deputy Director, and that Mr. Robinson's appointment might help him see the issues first hand, but would put him in an interesting position between two of his employees who often don't agree publicly. Mr. Robinson stated that his two employees look to this board as a guide. He stated that the board is the leader to the WIB executive director regarding policy, and while OET has a role to this board, they have a lot of other responsibilities as well. Mr. Robinson stated that his presence would help moderate the conflict, and help to influence the policy for both executive managers. He added that this appointment would give him a better understanding of the direction of the board for the entire department. Ms. Leffel stated that she understands the role of social services in workforce development, and stated that she is concerned that Mr. Robinson's position may sway opinions of board members because of his role in the county. She added that she did not want to see public conflict shuttled off to a back room and no real resolution made. Mr. Robinson stated that he plays a large role in the national human services agenda, and he understands that the framework for workforce development and economic development are prevention activities that support people from not needing extensive aid from human service programs. He stated that the county is taking a large interest in these pieces; especially regarding youth, where research shows that workforce development ties in to violence prevention. Mr. Robinson stated that he has been trying to leverage his position on the APHSA to integrate more workforce development activities.

Motion: Mr. Brower made a motion to approve the nomination, as he feels that Mr. Robinson has been able to effectively separate issues, including his administrative responsibilities for the WIB Executive Director.

Seconded: Ms. Leffel

Motion Passed Unanimously

6. Action: Accept the resignation of WIB member Lourdes Uranday, representing Business.

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

Seconded: Ms. Leffel

Motion Passed Unanimously

7. Action: Approve the reappointment of WIB member Robert Bittner, representing the Employment Development Department (EDD), for a three-year term.

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

Seconded: Ms. Leffel

Motion Passed Unanimously

18. Action: Review the credentials and act upon the nomination of Theresa Ream, representing Business.

Mr. Werner stated that Ms. Ream was recommended by Ms. Brickman to serve as a member of the board. He added that Ms. Ream currently owns several businesses, and oversees 30-40 employees in construction and home restoration after fire or disaster damage. Mr. Werner stated that Ms. Ream currently sits on several boards in the area, is very interested in the WIB and very knowledgeable of what we do.

Motion: Mr. Brower motioned to approve the item as stated

Seconded: Ms. Leffel

Motion Passed Unanimously

8. Action: Concur with the May 14, 2008 Planning Committee action to approve the 2008-2009 WIB Calendar of meetings for the full WIB and its Sub-Committees.

Motion: Ms. Leffel motioned to approve the item as stated

Seconded: Mr. Brower

Motion Passed Unanimously

9. Action: Concur with the May 14, 2008 Planning Committee action to approve the proposed WIB budget for Program Year 2008–2009.

Mr. Werner stated that WIB staff brought forth a proposed WIB budget two Planning meetings ago, and committee members expressed concern that too much money was being stripped out. Mr. Werner stated that the staff researched past budgets and solicited feedback from other committees. He stated that the Ad& PR Committee looked at their mission statement, as well as the \$7500 worth of projects not yet completed, which included the DAC event and advertising projects to promote the One Stop system. Mr. Werner stated that the committee voted to reinstate \$7500, bringing the total of the Ad & PR budget to \$17,000, which is still a 50% reduction from last year. Mr. Werner stated that staff also restored several thousand dollars to training, travel and the WIB Retreat budget line items, and still shows a reduction of over \$70K, or -9.17% from FY 07-08. He added that staffing remains consistent with last month's budget submission with four analysts, one senior secretary and an Executive Director. Mr. Werner stated that the salary and benefits line item is similar to last year, but includes the loss of an analyst, a 4% Cost of Living Adjustment as well as other anticipated salary costs such as stipends and step increases for staff. Mr. Werner stated that savings would come from a reduction in departmental operating costs. Mr. Werner stated that, in the past, staff has been able to anticipate potential grant funding in budget development. He stated that with less funds available from competitive and non-competitive sources, all agreed that the system should only operate on WIA Title I formula funds and ancillary funds committed by DSES to OET that are non-WIA Title I. Mr. Werner stated that the total 08-09 budget is about \$1.2 mil less than last year, and after the OET budget is finalized, there is approximately \$808K remaining to work with. Mr. Werner stated that staff would continue to aggressively pursue discretionary grants, and referenced the \$650K grant to support agriculture and construction, as well as the \$528K CNA pipeline and \$500K Veterans grants as examples. Mr. Werner stated that the \$1.3 million in revenue generated by the WIB and its staff last year significantly increases the resources and options the WIB and the One Stop have in providing services to the community.

Motion: Mr. Brower motioned to approve the item as stated

Seconded: Ms. Carrillo

Under Discussion, Mr. Bernahl inquired as to whether the total allocations went up or down for 2008-09? Mr. Werner stated that the Department of Labor is level funded; however, California received an 8% increase due to a higher level of unemployment in the state when compared to the 49 other states. When California applied its local distribution formula of the funds received for 08-09, Monterey County received an 18% increase in Dislocated Worker funding. Mr. Werner stated that while the situation is better in terms of total money coming in, the increase is being partially absorbed by rising infrastructure and personnel costs. Mr. Bernahl inquired as to how funding to OET could be up 34% while WIB and subcontractor funding is reduced. Mr. Werner stated that the process utilized in developing this year's proposed funding recommendation is based upon the preservation of current OET staff and anticipated infrastructure costs charged against the guaranteed revenue from the dislocated worker, adult and youth formula funds which are guaranteed through 2008-09 unless rescinded by federal Congressional and Presidential action. Mr. Bernahl inquired as to whether money received from any grants would go back to the WIB and the subcontractors. Mr. Robinson stated that the Board of Supervisors and the WIB would appropriate money to the needs of the grant. He stated that if the appropriation is larger than the core program, then funds could be budgeted and directed to other programs. Mr. Werner stated that, for example, if the system were awarded a \$1 million grant, a typical breakdown would include 40% to infrastructure, 30% to staff and 30% to participants. He stated that this potentially allows the subvention of at least 40% in operating expenses, since the grant could pick existing cost previously applied to other funding sources. Mr. Werner stated that, at that point, negotiation would occur between OET and WIB staffs and possibly the board, although he added that staff has never involved the board in this matter before. Mr. Werner stated that the current budget plan does not include money for ITAs or supportive services for people coming through the one stop system who are not prioritized as part of a special grant. He stated that OET is now operating as a work-first, core/supportive services business that focuses on people getting jobs as quickly as possible, and is no longer focused on training. Ms. Leffel inquired as to whether the One Stop was in jeopardy of not performing on existing grants and potentially returning funds. Mr. Werner stated that there are currently two active grants - the Veterans Assistance and the CNA Pipeline grant. Mr. Werner stated that the pipeline grant had additional funds become available when Mee Memorial hospital backed out, and staff was to propose a modification to expand Shoreline's program, which is currently being considered by the State of California Employment Development Department. In terms of Veterans' Assistance grant, Mr. Werner stated that there is a significant amount of unspent training funds, and that Ms. Dunn is expected to develop a plan to spend approximately \$200K by September 2008. No information is currently available for the 600k discretionary grant for agricultural workers.

Motion Passed Unanimously

10. Action: Concur with the May 14, 2008 Planning Committee action to approve the recommendation to fund Turning Point 's WIA Title I Adult contract for program year 2008-09, in the amount of \$261,486 with a set aside of \$64,328 for OJT employer reimbursements.

Mr. Werner stated that one of the top priorities for our county, as articulated by law enforcement and the parole office is the reintegration, of parolees. He stated that Turning Point is the primary provider of workforce services to that population, and that they have strong partnerships with the local probation department and multiple funding sources. Mr. Werner stated that Turning Point received the smallest cut of the subcontractors with a reduction of 15% for Adult services.

Motion: Ms. Leffel motioned to approve the item as stated

Seconded: Ms. Carrillo

Motion Passed Unanimously

11. Action: Concur with the May 14, 2008 Planning Committee action to approve the recommendation to fund Shoreline's WIA Title I Adult contract for program year 2008-09, in the amount of \$170,000 with a set aside of \$40,000 for OJT employer reimbursements.

Mr. Werner stated that this is a significant reduction for Shoreline. He stated that the organization demonstrated great performance in previous years, with the exception of some issues that have been resolved. Mr. Werner stated that Shoreline has been a cooperative partner with the One Stop Centers and has state and federal influence. He stated that Shoreline is an integral part of our service delivery system. Mr. Werner stated that Shoreline has offered OET funds for Individual Training Accounts (ITA) in the amount of \$100,000 from their Employment Training Panel funding to help offset budget reductions in that category. Mr. Werner stated the increased funding for the CNA pipeline grant would help to offset Shoreline's proposed Adult program funding reduction.

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

Seconded: Ms. Leffel

Motion Passed Unanimously

12. Action: Concur with the May 14, 2008 Planning Committee action to approve the recommendation to fund Arbor's WIA Title I Adult contract for program year 2008-09, in the amount of \$208,000 with a set aside of \$40,000 for OJT employer reimbursements.

Mr. Werner stated that this proposal is the most significant reduction at over \$200K. He expressed concern as to whether Arbor could construct a year-round budget, as they would have to make dramatic alterations to their current program. Mr. Werner stated that all subcontractors were taken to a cost-per-participant of approximately \$7,500. Mr. Werner stated that Arbor performance is slightly weaker than the other subcontractors, as their private-for-profit business model creates more of a challenge. He added that Arbor's administration assures that they will achieve the goals and objectives of the proposed contract, with the budget reduction.

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

Seconded: Ms. Leffel

Motion Passed Unanimously

13. Action: Concur with the May 14, 2008 Planning Committee action to approve the modification of the CNA Pipeline Grant to increase the existing Shoreline CNA program into South County and increase countywide enrollments.

Mr. Werner stated that EDD came down to reconstruct the CNA Pipeline grant budget to use funds from Mee Memorial Hospital's portion of the original project. He stated that staff and Shoreline have developed a new service strategy for South County, and will expand the Salinas and West County program. Mr. Werner stated that Shoreline has been effective in meeting the performance goals of the existing program.

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

Seconded: Ms. Leffel

Under Discussion, Ms. Leffel stated that it was of the utmost importance to expand the program into South County, as the area is not attracting health care workers due to the issues at Mee Memorial Hospital. Mr. Collins stated that Mr. Moore is very aware of the issues that exist in South County, and will continue to focus on work experience while navigating the systematic economic development issues in that area.

Motion Passed Unanimously

14. Action: Concur with the May 14, 2008 Planning Committee action to retroactively approve the submission of the grant application to EDD to fund the Disability Program Navigator Program for program year 2008-09 in the amount of \$90,000.

Mr. Werner stated that this is a grant with EDD that uses federal funds for the Navigator program. He stated that the Navigator is a member of the OET staff charged with coordinating with the business community and advocacy groups to assist disabled clients in using One Stop services. Mr. Werner stated that funds from the Department of Rehabilitation could be used for training and supportive services, while OET handles case management, all with the goal of improving the employability of disabled people coming through the One Stop Career Centers. He stated that the funds support the Disability Program Navigator, as well as one analyst that is a member of the Disability Advisory Committee for policy creation and implementation after board approval. Mr. Werner stated that Monterey County was recognized as a state model.

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

Seconded: Ms. Leffel

Under Discussion, Mr. Werner wanted to extend special thanks to Ms. Esquerra for assistance in getting this done in one day.

Motion Passed Unanimously

15. Action: Concur with the May 12, 2008 Youth Council 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 PY 2008-09.

Ms. Carrillo stated that the Youth Council received two proposals, from OET and Unity Care, with Unity Care's cost per participant at a higher cost due to the proposed service strategy embedded in the work statement. She stated that a subcommittee of the whole reviewed the two proposals and based on merit, unanimously recommended Unity Care. Mr. Werner stated that prior to consideration of that proposal, the proposal process was evaluated and approved by the Monterey County Contracts and Purchasing Department.

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

Seconded: Ms. Leffel

Motion Passed Unanimously

16. Action: Concur with the May 12, 2008 Youth Council action to approve the contract extension for Turning Point in the amount of \$200,000 to serve 43 older youth for program year 2008-09.

Ms. Carrillo stated that this new contract excludes younger youth, due to the new waiver under the Common Performance Measures. She added that this funding will only serve 17-21 year olds, and will not allow for any carry-ins from the prior year.

Motion: Ms. Leffel motioned to approve the item as stated

Seconded: Ms. Carrillo

Motion Passed Unanimously

17. Action: Concur with the May 2, 2008 Ad & PR Committee action to approve the membership renewals with the Monterey Peninsula and Salinas Chambers of Commerce, Monterey County Business Council and the Monterey County Hospitality Association.

Mr. Werner stated that this item is a recommendation from the Ad&PR Committee and has been reflected in the updated WIB budget proposal. The committee asked that we continue to show support to these organizations.

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

Seconded: Ms. Leffel

Motion Passed Unanimously

ANNOUNCEMENTS: No announcements were made.

ADJOURNMENT

Motion: Ms. Carrillo motion to adjourn the meeting

Seconded: Ms. Leffel

Mr. Bernahl adjourned the meeting at 9:20 AM

Motion Passed Unanimously