

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Executive Committee Meeting
Monday, September 21, 2009, 3:30 pm
Seaside One Stop, 1760 Fremont Boulevard, Building D-2, Seaside, CA 93955

MEMBERS PRESENT	REPRESENTING
David Bernahl, <i>Chair</i>	Business
Robert Weakley	Business
Joanne Webster	Business
Bob Brower	Business
Diana Carrillo	Migrant Seasonal Farm Worker
Mary Ann Leffel	Business
MEMBERS ABSENT	REPRESENTING
Erik Cushman	Business
OTHERS PRESENT	REPRESENTING
Marleen Esquerria	WIB Staff
Miguel Banda	WIB Staff
Manley Bush	WIB Staff
Loyanne Flinn	WIB Staff
Lynda Dunn	Office for Employment Training
Rosie Chavez	Turning Point
Wil Moore	Shoreline
Mary Concepcion	Arbor
Jay Donaton	SEIU 521
Maria Castillo	Central Labor Council/SEIU

CALL TO ORDER/INTRODUCTIONS: Mr. Bernahl called the meeting to order at 3:39pm. 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 approved the handouts for item #8 on the resource allocation policy, #9 on WIA and ARRA grant activities, and #12 on the WIB Retreat and work plans.

BUSINESS MEETING:

1. Action: Approve the minutes of the July 20, 2009 Executive Committee meeting.

Motion: Ms. Webster motioned to accept the minutes, as stated.

Second: Mr. Brower

Motion approved unanimously

2. Action: Accept the resignation of WIB member, Ms. Carol Blair, representing Labor Organizations.

Motion: Mr. Brower motioned to accept the action, as stated.

Second: Ms. Leffel

Motion approved unanimously

3. Action: Review the credentials and act upon the nomination of WIB nominee, Ms. Maria Castillo, representing Labor Organizations for a three-year term to commence October 27, 2009 and end October 27, 2012.

Motion: Ms. Carrillo motioned to accept the action, as stated.

Second: Ms. Leffel

Ms. Maria Castillo introduced herself and announced that she works for the Office for Employment Training under Ms. Lynda Dunn. She is honored to be nominated by the Central Labor Council to serve on the Monterey County WIB.

Motion approved unanimously

4. Action: Review the credentials and act upon the nomination of Youth Council nominee, Ms. Natalie Garcia, representing Individuals with Experience in Youth Activities for a two-year term to commence October 27, 2009 and end October 27, 2011.

Motion: Ms. Carrillo motioned to accept the action, as stated.

Second: Ms. Webster

Ms. Carrillo announced that although she has not met Ms. Garcia, she came highly recommended by the local EDD program manager.

Motion approved unanimously

5. Action: Approve the reappointment of Youth Council member, Ms. Judy Morales, representing Out-of-School Youth for a two-year term to commence October 27, 2009 and end October 27, 2011.

Motion: Ms. Carrillo motioned to accept the action, as stated.

Second: Ms. Leffel

Ms. Carrillo announced that Ms. Morales has served on the Youth Council for quite some time now. She has represented the WIB and Youth Council well at various events and conferences. Ms. Carrillo supports her reappointment.

Motion approved unanimously

6. Action: Approve the acceptance of \$44,981 in Governor's Workforce Investment Act (WIA) 15 percent funds to support the California Department of Corrections & Rehabilitation (CDCR) New Start Program.

Motion: Ms. Leffel motioned to accept the action, as stated.

Second: Ms. Webster

Motion approved unanimously

7. Action: Approve WIB Policy #2009-01 entitled "WIB Definition of Lower Living Standard Income Level (LLSIL) for WIA Subcontractors" utilizing 150% of the 2009 LLSIL guidelines to determine income eligibility for WIA Title I adult programs, superseding WIB Policy #2008-05.

Motion: Ms. Leffel motioned to accept the action, as stated.

Second: Mr. Weakley

Ms. Esquerra stated the new policy reflects the Department of Labor's income guidelines for 2009, which are updated annually. This policy reflects a chart that calculates the income guidelines for the subcontractors at 150% to determine WIA eligibility for adults.

Motion approved unanimously

8. Action: Approve WIB Policy #2009-02 entitled "Monterey County WIA Title I Resource Allocations", superseding WIB Policy #2005-06.

Ms. Flinn stated the policy was brought to the Planning Committee for consideration. The main change is to adjust the percentage of resource allocation by geographic area to a minimum of 5% across all regions of the county. Another change is to remove the distribution of funds by geographic area that spoke to funding because this information is not measured. Mr. Bernahl agreed that the adjustment was a good idea because it offers flexibility to the subcontractors. Ms. Leffel stated the Oversight Committee reviews the percentages every month and the subcontractors are continually reminded for not meeting their numbers. Ms. Leffel thanked staff for listening and thanked the Planning Committee for reviewing the policy. Mr. Bernahl stated that it's important to pay attention to serve every corner of the county. Ms. Diana Carrillo stated that she has been in the business for 30 years and agreed that it's important to serve all areas of the county especially now since the unemployment rates are high. She stated that it's easy for program operators to meet the 5% minimum if they are working with a captive audience opposed to going across county to serve equitably. While she appreciates the fact that Turning Point serves at-risk youth concentrated in Salinas, King City's crime rates are off the charts as well. Mr. Weakley stated at the Planning Committee meeting it was discussed that although certain subcontractors were stronger in serving certain areas of the county, as a whole, we are serving the same areas. He stated that we will still hit the numbers overall as a workforce investment area. Ms. Diana Carrillo stated that it's important to ensure that the subcontractors focus on areas that need our services the most. Ms. Webster inquired about the 5% minimum and how the percentage was derived. Mr. Weakley stated the percentage was straight-lined to make sure there was no conflict of interest in serving all areas of the county. The members of the Planning Committee were concerned that with no minimum there will be no focus to serve certain areas of the county, thus creating a potential conflict of interest. Mr. Brower stated this policy was his first initiative as chair of the WIB. While the policy might be 5 years old, Mr. Brower stated there is no justification to set the allocation to a minimum of 5%. In referencing the previous policy, the lowest percentage is 9%. Monterey County is the size of Rhode Island and Mr. Brower stated he is not comfortable with the 5% minimum and recommended that the policy be brought back to the Planning Committee to be revisited. Ms. Dunn stated that when OET reviews the numbers, they pay close attention to individuals who are not working. Also, OET is expanding services in South County because OET has funds available. Ms. Webster stated that while she understands the subcontractors are having problems meeting the numbers, 5% seems low as a service strategy goal. Mr. Bernahl agreed that it's important to pay attention to serving all citizens of Monterey County. He recommended that the Planning Committee review the policy to come up with a better plan to see where the numbers are falling to identify the service levels.

Action: Amendment to action #8, the recommendation is to postpone the action and forward the policy back to the Planning Committee to review unemployment data and historical service levels to determine the minimum percentage and the percentage of the population eligible to receive services for each geographical region in Monterey County.

Motion: Ms. Webster motioned to accept the action, as stated.

Second: Ms. Carrillo

Opposed: Ms. Leffel

Motion approved by Mr. Bernahl, Mr. Weakley, Ms. Webster, Mr. Brower, and Ms. Carrillo

9. Information: Summary of WIA and ARRA grant activities.

Ms. Flinn reported on the grant activities. The new grants include the Clean Energy Workforce Training Program proposal submitted by Foothill De Anza Community College, as the lead applicant, on September 16, 2009. The grant intends to train 20 participants for industry recognized certificates to prepare for residential energy retrofits. Monterey County WIB is providing in-kind supportive service funds. Another grant submitted on September 16, 2009 includes the Clean Energy Workforce Training Program – Green Building Pre-Apprenticeship with Hartnell College as the lead applicant. Monterey County WIB plans to commit \$408,898 in ARRA in-kind funds for outreach, recruitment, case management and subsidized internships to be coordinated through the Monterey County One Stop Career Center. Plans for two national grants are underway with one led by the Center for Employment Training (CET) to integrate energy auditing skills within their existing training program. Another grant due on October 5, 2009 is a DOL healthcare

sector proposal that intends to help workers pursue careers within the healthcare and other growth emerging sectors. The match from Monterey County WIB is yet to be determined. Another new grant is an unsolicited proposal to DOL for a young adult employment project that intends to continue the outcomes of the Summer Youth Employment Program in Monterey County. Ms. Webster inquired about the grant amount for the young adult proposal and Ms. Flinn stated she anticipates the grant request will be \$4 million. Ms. Leffel inquired about the ETP program. She recommended that the WIB use the Monterey Peninsula College's matrix which outlines the cost per training. Ms. Esquerra stated the Monterey County WIB was selected to shadow the ETP process. She plans to extend an invite to the Monterey County Business Council to join her in the process.

10. Information: Update on the status of the utilization of ARRA Youth, Dislocated Worker, Adults, & Rapid Response funds.

Ms. Flinn reported on the utilization of the ARRA funds. For the youth programs, plans are underway to extend work experience opportunities to 200 older youth. Sixty of the youth have moved into the adult program. For the adult ARRA funded programs, the CNA program ended on June 30, 2009. For the Community College and work experience program, OET and the WIB have contracted with Hartnell to put together an Ag mechanic training course with work experience or on-the-job training opportunities. The first class is scheduled to start at the end of September. Ms. Flinn stated she talked to MPC who is interested in looking at models for implementation. Ms. Leffel inquired if the WIB has to monitor the results of the program. She stated that she doesn't want to see any grant funds returned because the program didn't work out. Ms. Dunn stated the program intends to train 25 people per class to include grey water and other green related technologies that are well rounded. Mr. Weakley stated since we are paying for the class, instructor and equipment, he inquired about who owns the equipment. Ms. Flinn stated it goes to capacity building for Hartnell College. Ms. Webster asked if the WIB had the opportunity to monitor the progress of the program before starting another. Ms. Flinn stated yes. The first program is scheduled from September to December 2009. Ms. Carrillo recommended that OET ensure participants are employable upon completion of the program before starting another one. Ms. Leffel stated the construction industry is not active the last 2 to 3 weeks in December which is when the 1st class is schedule to end. She stated that work is not anticipated to pick up until mid January. Ms. Leffel stated that she plans to review the progress of these grants through the Oversight Committee. For the dislocated ARRA funded programs, plans are underway to develop a letter to notify City Mayors and City Managers of the community restoration project and opportunities. In reviewing the ARRA matching funds, Mr. Bernahl inquired about the actual amounts of in-kind contributions from the WIB. Ms. Flinn stated the only grant that represents a dollar figure is the Clean Energy grant. If we are funded with the others, then we'll know how much funds will be committed. The Layoff Aversion RFP for \$250,000 was released on September 1, 2009 and the deadline to receive proposals is October 1, 2009 for the program to start on November 1, 2009. Mr. Bernahl inquired about applying for additional dislocated worker assistance grants to support the hospitality industry. Ms. Dunn stated the new rule is that we have to spend 80% of our current funds before seeking additional funding. OET also applied for TAA funding and Quail Lodge does not qualify. Mr. Bernahl stated this would be a great opportunity to bring in additional funds to show what the WIB can do for the industries impacted by large layoffs. Ms. Dunn stated that a new brochure on Rapid Response services has been created. The original Rapid Response meeting scheduled for Quail Lodge was cancelled. Mr. Bernahl requested an update on the progress. Mr. Weakley recommended promoting the work experience and OJT programs through Ad&PR.

11. Information: Review of the Monterey County LWIA budget for fiscal years 2008-09 and 2009-10.

Ms. Dunn presented an abbreviated version of the local workforce investment area's budget. As of today, this is how the budget will be presented. The first column is the Adult program, followed by the dislocated worker, rapid response and youth funding streams. Ms. Dunn thanked Ms. Esquerra for formatting the budget for simplicity. The figures represent the 2008-09 expenditures and what will be spent this year with the balance. The activity reports are a work in progress. She will look to see what is most meaningful by the next meeting. Mr. Bernahl encouraged Ms. Dunn to explain the variances as the members review the budget.

12. Information: Update regarding the WIB Retreat and work plans.

Ms. Esquerra stated the WIB Retreat is scheduled for October 21 from 8am to 5pm at the Inn at Spanish Bay. The main facilitator is John Chamberlin. Plans are underway to secure additional presenters if time permits. The purpose of today's meeting is to review the work plans to identify areas for consideration at the Retreat. The Retreat agenda includes a morning business meeting followed by a presentation of the WIB's accomplishments, keynote presentation, and then finally the workgroup breakout sessions. Mr. Weakley inquired about the satellite One Stop RFP. He stated that Shoreline offered to become a satellite months ago at no cost and he wants this issue resurfaced at the Retreat. Mr. Moore stated that Shoreline's VP is still interested in the satellite concept. Ms. Esquerra stated that OET has put together a proposal to purchase a mobile van with internet capabilities to serve as a satellite One Stop out in the community and to coordinate with the Rapid Response team. Mr. Bernahl stated that the mobile van investment makes sense, but will require a full time team. It would be important to advertise where the van will be out in the community and to develop a rotation schedule. Ms. Esquerra explained that the RFP for the satellite location was put on hold to avoid a conflict of interest due to the release of \$1 million for WIA adult on-the-job training contracts. She did not want to give one agency competitive advantage over the other. Now, WIB staff can look into developing the RFP for the satellite One Stop.

ANNOUNCEMENTS OF EVENTS OR SERVICES: Mr. Bernahl announced the upcoming Harvest festival on September 26 and 27, 2009 to promote the agricultural industry in Monterey County. Rancho Cielo will be there to support.

ADJOURNMENT:

Motion: Ms. Carrillo motioned to adjourn the meeting.

Second: Ms. Webster

Motion Passed Unanimously

Mr. Bernahl adjourned the meeting at 4:45pm