

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

MEMBERS PRESENT	REPRESENTING
Erik Cushman	Business
Diana Carrillo	Migrant Seasonal Farm Worker
Mary Ann Leffel	Business
Joanne Webster	Business
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
David Bernahl, <i>Chair</i>	Business
Robert Weakley	Business
Robert Brower	Business
OTHERS PRESENT	REPRESENTING
Lynda Dunn	Office for Employment Training
Harry Gamotan	Office for Employment Training
Mary Concepcion	Arbor
Rosie Chavez	Turning Point
Manley Bush	WIB Staff
Miguel Banda	WIB Staff
Stephanie Shonley	WIB Staff
Gloria Torrez	WIB Staff

CALL TO ORDER/INTRODUCTIONS: Mr. Cushman called the meeting to order at 3:45. He welcomed those in attendance and called for introductions from those present. A quorum not initially established. The meeting proceeded with Information item # 9.

CHANGES TO THE AGENDA: None

PUBLIC COMMENT: None

BUISNESS MEETING:

9. Information: Discuss upcoming California Workforce Association (CWA) January 19th-21st Youth conference, attendee lists, and associated costs.

Ms. Flinn informed the committee that Youth Council member Vivian Brennand has volunteered to attend the conferences. Ms. Carrillo commented that she encourages Youth Council members to attend the conferences. Ms. Flinn added that OET and WIB staff will attend.

10. Information: Discussion regarding the list of ideas and suggestions proposed by the WIB members at the Annual WIB Retreat held on October 21, 2009

Ms. Flinn commented that she updated the work plan proposed by WIB board members at the retreat to include changes made by members at the Special Executive Committee meeting. She added that the work plan is for the next six months. Mr. Cushman commented that if any of the facilitators of the work groups would like to make changes to the work plan they should contact WIB staff.

11. Information: Review Drafts: Annual Report

Ms. Flinn stated that the Annual Report is for program year July 2008-June 2009. Mr. Cushman asked Ms. Flinn why the annual report is being presented so late in the year; Ms. Flinn replied that performance for that year was released by the State on December 8. Committee members suggested that some highlights of the year be added to the report. Ms. Flinn added that she will seek additional input from the Full WIB at the upcoming meeting; she will present the annual report to the Board of Supervisors on January 26, 2010.

Ms. Flinn presented the local performance goals from the state. Ms. Carrillo asked Ms. Dunn how staff is dealing with the increased workload; she replied that they have added extra staff. Ms. Webster asked Ms. Dunn if OET has more Dislocated Worker funds, Ms. Dunn added that they do, however they are running out of Adult funds. Ms. Flinn added they are working on a plan to move dislocated worker funds to adult.

Ms. Leffel arrived at 4:05pm establishing a quorum moving on to Action Item #1 of the agenda.

1. Action: Approve the minutes of the November 16th, 2009 Executive Committee meeting.

Motion: Ms. Leffel moved to accept the minutes, as stated.

Second: Ms. Webster

Motion Passed Unanimously

2. Action: Approve the minutes of the December 8th, 2009 Special Executive Committee meeting

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

Second: Mr. Leffel

Abstained: Ms. Carrillo

Motion Passed Unanimously

3. Approve third Monday, 8:30 Executive Committee Meeting

Mr. Cushman recommended that action item #3 be moved to the next committee meeting because not all members were available at to discuss the proposed time.

Motion: Ms. Leffel moved to action item # 3 to the next committee meeting.

Second: Mr. Webster

Motion Passed Unanimously

4. Action: Concur with the November 16, 2009 Construction Trades Training Roundtable (CTTR) actions to approve payments to Program Coordinator Tony Cardoso and The Monterey/Santa Cruz Counties Building Trades Council in non-WIA funds from the Seaside Resort Development Fund

Mr. Banda presented the invoices for approval. Ms. Leffel inquired about how many students are in the class Mr. Banda replied that there are 14. Ms. Leffel added that she would like to see a budget of the Seaside Resort Development fund as well as a report detailing the enrollments and success of the students. Mr. Cushman commented that this is an opportunity to showcase the success of the WIB. Mr. Banda added that he has been working on some success stories. Mr. Cushman added that at the next Executive Committee he would like to see the report.

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

Second: Ms. Webster

Motion Passed Unanimously

5. Action: Approve the final monitoring report of Office for Employment Training (OET) Formula Youth Program Grant for PY 2008-2009

Ms. Carrillo stated that monitoring showed that there was a finding in the geographic goals. Mr. Cushman asked Ms. Carrillo if the Youth Council was satisfied with the monitoring report. She responded that they were since the One-Stops are serving people that need it, making up for the finding. Ms. Carrillo stated that at the Youth Council Meeting members approved the action with the stipulation that Ms. Dunn provide them with a dual enrollment report. Ms. Carrillo added that the Youth Council requested a report showing how many students are going to advanced training or post secondary school. She added that due to the cancellation of the December Youth Council Meeting they did not receive the information needed therefore, she recommends that that the item be moved to the next Executive Committee meeting which will allow the Youth Council time to review the report Ms. Dunn will provide

Motion: Ms. Carrillo to move action item #5 to the next Executive Committee Meeting

Second: Ms. Leffel

Motion Passed Unanimously

6. Action: Approve the final monitoring report of Office for Employment Training (OET) ARRA Youth Program Grant for PY 2009-10

Ms. Carrillo stated that at the Youth Council Meeting members approved the action as stated. She took the time to recognize Angelica Meza and her staff for their great work. She added this is one of the most successful programs and that she was very pleased with the outcomes.

Motion: Ms. Carrillo

Second: Ms. Leffel

Motion Passed Unanimously

7. Action: Consider and approve the updated percentage goals in WIB Policy #2010-1 entitled "WIA Title I Resource Allocation.

Mr. Cushman stated that at the Planning Committee meeting members agreed to the target goals, they also recommended a 10% minimum goal for all areas. Ms. Flinn commented that WIB staff researched the data from various sources and that the proposed target goals reflect historical data. Ms. Webster asked for further clarification on what the 10% minimum means. Ms. Flinn responded that the target goals are what we would like to see but a 10% minimum is what will be monitored. If they fall under 10% it will be considered a finding. Mr. Cushman commented that the current policy is outdated. Ms. Webster asked why dislocated worker, adult and

youth are not identified; Ms. Flinn this proposed policy simplifies the goals so that they are the same across all populations. Ms. Leffel added that sub-contractors and OET will still report to the Oversight Committee.

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

Second: Ms. Webster

Motion Passed Unanimously

8. Action: Approve and amend the FY2009-10 Department of Social & Employment Services recommended budget to add 18 positions and increase appropriations and estimated revenues by \$6,140,394 from the American Recovery and Reinvestment Act.

Mr. Cushman asked if the increase in staff is in response to the need. Ms. Flinn replied that these positions for the most part are already filled through a temporary agency. Ms. Flinn added that with the approval of this action will result in recruitment for temporary county employees. In response to Ms. Carrillo's question Ms. Dunn replied that they will retain them as long as they have ARRA funds. Ms. Carrillo asked if they are going to be working in the Salinas One-Stop. Ms. Dunn replied that they will be in King City, Seaside, and Salinas. Ms. Flinn added that she is very happy that nearly 80% of the funds are going to participants.

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

Second: Ms. Webster

Motion Passed Unanimously

9. Action: Evaluate and approve attendee list for March 6th -9th, 2010 National Association of Workforce Boards (NAWB) and associated costs.

Mr. Cushman reviewed the costs per attendee and the names of interested board members. He recommended that the list of attendees be approved by Mr. Bernhal and that action item number 9 be moved to the next Executive Committee meeting.

Motion: Ms. Webster moved to move action #9 to the next Executive Committee Meeting

Second: Ms. Leffel

Motion Passed Unanimously

ADJOURNMENT:

Motion: Ms. Webster motioned to adjourn the meeting.

Second: Ms. Leffel

Motion Passed Unanimously

Mr. Cushman adjourned the meeting at 4:42pm