

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Executive Committee Meeting
September 29, 2011 – 8am
Government Center, 168 W. Alisal Street, 2nd Floor, Salinas, CA 93901

MEMBERS PRESENT	REPRESENTING
Erik Cushman, <i>Chair</i>	Business
Joanne Webster, <i>Vice Chair</i>	Business
Tony Aniello	Business
Diana Carrillo	Migrant Seasonal Farm Worker
Cesar Lara	Labor Organizations
Mary Ann Leffel	Business
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Robert Weakley	Business
Dave Potter	WIA Programs
David Bernahl	Business
OTHERS PRESENT	REPRESENTING
Jim Cook	Redevelopment & Housing
Janet Shing	Community Foundation for Monterey County
Rob Gamble	Presenter
Wil Moore	Shoreline
Rosie Chavez	Turning Point
Alma McHoney	Office for Employment Training
Doug Orlando	EDD State Rep
Harry Gamotan	Office for Employment Training
Mary Adams	OfficeStar
Denise Goss	Individual
Stephanie Shonley	WIB Staff
Manley Bush	WIB Staff
Flor Galvan	WIB Staff

CALL TO ORDER/INTRODUCTIONS: Mr. Cushman called the meeting to order at 8:29am. He welcomed those in attendance and called for introductions. A quorum was not initially established so discussion started on changes to the agenda and proceeded to Information item number 9. A quorum was established at 8:50 a.m.

CHANGES TO THE AGENDA: Mr. Bush stated that Action item number 8 was changed to an informational item. Action item number 10 is being replaced by an updated version of the MCWIB Budget. Item number 7 on the DRAFT WIB Agenda will be removed. The Youth Council meeting date has been changed to November 8, 2011 and will occur on a bi-monthly basis.

PUBLIC COMMENT: None

9. Information: Presentation and discussion on the Community Impact Grant Guidelines by Ms. Janet Shing of Community Foundation for Monterey County. Ms. Shing provided information about Community Foundation's vision. They currently have approximately \$2 million for grants ranging from \$10,000 to \$50,000. They seek to invest in community organizations that supporting innovation, collaboration and effective approaches that address critical community challenges, underserved populations and service gaps. Information sessions will be held in October and November. The grant deadline is August 1, 2012 and will be awarded in December, 2012.

1. Action: Approve the minutes of the June 15, 2011, Monterey County workforce Investment Board (WIB) Executive Committee meeting.

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

Second: Ms. Carrillo

Motion Passed Unanimously

2. Information: Discussion and update on WIB member composition. Ms. Webster stated that based on the bylaws, the WIB is not required to obtain a member representing Community Based Organizations opened by the resignation

of Lupe Palacio. The WIB is required to fill (3) existing vacancies representing business. Ms. Shonley stated that she is currently recruiting a member from CSUMB. Recruiting will continue by WIB Executive Members and Staff.

Actions 3-5

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

Second: Ms. Leffel

Motion Passed Unanimously

3. Action: Consider and approve the resignation of Richard Gillis, representing Business (Alternative Energy) from the MCWIB and Planning Committee.

4. Action: Consider and approve the resignation of Lupe Palacio, representing Community Base Organizations (CBO) from the MCWIB and Oversight Committee.

5. Action: Consider and approve the reappointment of Elliott Robinson, representing Welfare to Work, Community Service Block Grant Employment & Training programs on the MCWIB for a period of three years or October 2014.

6. Action: Consider and approve the final WIB On-The-Job training policy. Ms. Flinn stated she had not received comments from committee for changes and would like to amend the *trainee wages from \$11.00 to 10.50*. Ms. Leffel had some reservations about the requirements and the lack of verbiage of WorkKeys being required and trainee meeting bronze level. Chairman Cushman requested that Barbara Verba (OET) attend the October 5th WIB meeting to discuss OET's policy using Workkeys.

Motion: Ms. Webster motioned to table Action item #6 to next meeting.

Second: Ms. Leffel

Motion Passed Unanimously

7. Action: Consider and approve the amended MCWIB Bylaws. Mr. Bush stated that formatting and grammatical changes were made to the bylaws and provided committee with a Word document that contained tracked changes.

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

Second: Ms. Webster

Motion Passed Unanimously

8. Information: Consider and approve the Agency Needs Assessment program proposal and Scope of Work by Workforce 2.0. Ms. Flinn stated that after speaking with the parties affected and the current decrease in funds the needs assessment will be deferred to January 2012. A detailed scope of work will also be provided to the committee.

10. Action: Consider and approve the MCWIB Budget. Ms. Flinn stated that the only change in the document was adding a "2011-12 projected" column. Changes are expected with addition of a new director.

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

Second: Mr. Aniello

Motion Passed Unanimously

11. Information: Discussion and update on a Regional Rapid Response Collaboration with the Santa Cruz County WIB. Mr. Gamble stated that Santa Cruz County WIB is looking into collaborating with the Monterey County WIB to provide service to participants in the Pajaro/Watsonville area. This effort will provide seamless service.

12. Information: Discussion and update on the Economic Development Committee regarding the SRI International Report. Mr. Cook stated that the next scheduled meeting to discuss SRI International's Report will be held on October 24, 2011. He has invited everyone to attend. The Economic Development Committee will continue to work with EDD and WIB to bridge into the private sector.

13. Information: Review of the Monterey County Local Workforce Investment Area's (LWIA) Revenue and Expenditures, Workforce Services, Businesses and Job Seekers Served. WIB staff is currently working on continuing to look for available grants to fund gaps and anticipates posting revenue and expenditure information to the website on a regular basis. An update will be provided to the committee at the end of the year.

14. Action: Consider and approve the US Department of Labor new Innovation Grant for Job Creation for the Unemployed. Ms. Flinn stated the grant is currently in the development stage however the WIB has submitted a letter supporting the proposal and would like the committee's approval to move forward with the grant.

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

Second: Ms. Leffel

Motion Passed Unanimously

- 15. Information: Discussion and update on the Regional NEG-OJT Grant.** Ms. Shonley stated that Shoreline was contracted to serve 30 OJT's and OET to serve 13. After completion of monitoring Shoreline was given an additional 7 OJT's to complete. Currently, OET has 6 OJT's to complete.
- 16. Action: Review and approve the joint letter from the Labor and Workforce Development Agency (LWDA) and Department of Industrial Relations (DIR) to the Local Workforce Investment Boards (LWIBs).** Ms. Flinn stated by approving the joint letter we are more effectively leveraging the resources of all departments involved to better serve the public.
Motion: Ms. Webster motioned to approve action, as stated.
Second: Ms. Carrillo
Motion Passed Unanimously
- 17. Information: Discussion and update on the Employment Development Department Audit and Evaluation Division draft report and response.** Ms. Flinn stated an audit team from EDD performed an audit in January 2010. EDD questioned costs for training participants who went back to the same employer or a similar occupation. Also, there are questioned costs related to severance and benefits for the former WIB Executive Director. Our response was sent to EDD September 22, 2011. The audit process should take an estimated year.
- 18. Information: Discussion and update on the California Workforce Association's (CWA) Meeting of the Minds Conference.** *Item was moved to the WIB meeting.*
- 19. Information: Discussion and update on the President's American Jobs Act.** *Item was moved to the WIB meeting.*
- 20. Information: Discussion and review of the Draft WIB Agenda for October 5, 2011.** Mr. Bush discussed changes made to the DRAFT WIB Agenda.

ADJOURNMENT:

Motion: Ms. Leffel moved to adjourn the meeting.

Second: Mr. Lara

Motion Passed Unanimously

Mr. Cushman adjourned the meeting at 10:34 am