

ADOPTED
Monterey County Workforce Investment Board
Executive Committee
Shoreline Workforce Development
Wednesday, May 15, 2013

Members Present: Anthony Aniello, Erik Cushman (Chair), Cesar Lara, Mary Ann Leffel and Dave Potter

Members Absent: Diana Carrillo (excused)

Staff Present: Joyce Aldrich, Marleen Esquerra and Flor Galvan

Others Present: Kristen Aldrich, Deborah Carrillo, Rosie Chavez and Wil Moore

Call to Order/Introductions: Mr. Aniello called the meeting to order at 8:07 am and asked for introductions. A quorum was established.

Changes to Agenda: None

Public Comment: None

Subcommittee Chair Reports:

Oversight: Ms. Leffel reported that the Oversight Committee received the bones of the budget and approved the concept knowing that it would have to be adjusted. She stated at the time of the meeting, the Department of Labor just released their budget and the State still had not revised their budget to the LWIA's. She stated that the Oversight Committee has approved Staff's recommendation concerning the subcontractor's contracts to start in the 2nd quarter of the fiscal year 2013-14.

Business Services: Mr. Aniello reported that he has scheduled a guest speaker for the regularly scheduled meeting on June 18, 2013.

Consent Calendar:

2. Approve minutes from March 20, 2013.

Motion: Supervisor Potter motioned to accept the action as stated.

Second: Mr. Lara

Motion Passed Unanimously

Discussion or Review of Business Calendar Action Items:

1. **Discussion on a workshop for the strategic Local Plan for Monterey County WIB for PY 2013-17.** Ms. Aldrich reported that staff has been working on strategies and incorporation of those strategies into the strategic Local Plan that is scheduled to be submitted to the state in July. She also reported that a workshop was scheduled amongst the Economic Development Committee, Workforce Investment Board and Youth Council. Due to the Economic Development Committee's busy agenda a workshop will now take place at the WIB meeting on June 5th to allow board members to provide input in response to the Local Plan. She stated that the State Strategic Plan mandates that WIB's maintain collaborations with the community. Ms. Aldrich informed the WIB that a Press Release will be released on May 30, 2013 requesting input to the Local Plan from all interested parties.

2. **Action: Consider and recommend the Chief Local Elected Official Agreement with the Economic Development Department and Workforce Investment Board to the full WIB on June 5, 2013.** Ms. Aldrich stated the CLEO agreement has been brought before the Board in the past; however the agreement was never completed and signed because of the continued changes to our local system. Now that the move of the WIB and OET subdivisions under the Economic Development Department is complete, the agreement is now being brought before the Executive Committee prior to submission to the full WIB for review and consideration. County Counsel has not been able to review the agreement in full; therefore any changes to the agreement by County Counsel will be brought to the full WIB on June 5, 2013. The major changes to the agreement incorporate the WIB and OET under the Economic Development Department. Ms. Aldrich asked that the committee recommend the agreement move forward to the full WIB for final approval which will have County Counsel's suggestions/changes.
Motion: Mr. Lara motioned to move the agreement forward to the full WIB with County Counsel's changes and approval, provided the changes are not substantial.
Second: Ms. Leffel

Motion Passed Unanimously

3. **Report out on the Economic Modeling Specialists International (EMSI) and Econovue labor market presentations.** Mr. Cushman reported that after review of both EMSI and Econovue presentations he felt that both programs contained similar features however EMSI seemed more user friendly and provided comprehensive reports. Ms. Aldrich stated the price to obtain the EMSI program would cost \$9,500 and would provide information for 10 counties. She stated that the price for the Econovue program is \$8,898, based on the number of employers in the county. However, this price includes a discount should the regional partners of the W4C Consortium decide to purchase the program. Ms. Aldrich stated that she was unsure if the \$9,500 EMSI price would be given if all the counties did not purchase the program. Mr. Cushman asked that Ms. Aldrich negotiate with EMSI for a reduced price. Ms. Leffel stated that the Monterey County Business Council is applying for a technical grant and could possibly write the purchase of the EMSI program into the grant. Ms. Aldrich will contact EMSI personnel to discuss a demonstration at a subsequent full WIB meeting.
4. **Update on Capital One enrollments and training for PY 2012-13.** Ms. Aldrich reported that since April, enrollments have increased from 221 to 257 exceeding the planned goal of 185. She also reported that training enrollments have increased from 100 to 124 exceeding the planned goal of 80. She also stated that OET is able to co-enroll participants into the Dislocated Worker Program thereby exceeding the enrollment goals. She stated that several Capital One associates have been taking classroom training in O*Net, Java and Project Management and have the opportunity to obtain certifications upon completion.
5. **Update on the Local Workforce Investment Area (LWIA) budget for PY 2012-13.** Ms. Aldrich introduced Kristen Aldrich as the new Finance Manager II with OET/WIB. Ms. Aldrich reported that the Adult program is at 86% expended; Dislocated Worker 69%; Youth 52% however she stated that the Summer Youth Employment Program is currently in process and a total of 130 applicants have applied however 100 youth will be placed. She stated that the Rapid Response allocation is at 51% expended; however the State allowed unexpended funds to be carried over into this current year's budget and due to sequestration the State has again allowed any unexpended funds to be carried into next year's budget. She stated that the Additional Assistance Dislocated Worker grant allocation is at 42% expended however it will increase significantly at the end of the month once training has been completed and invoices submitted. She also stated that the AB109, a non-WIA program funded allocation, is sorely unexpended as individuals are struggling to travel to the One-Stop location. For PY 2013-14, she anticipates they will only receive \$323,000 in AB109 funds. She reported that Workforce Solutions is at 19% expended and at this time 33 participants are in on-the-job training and 20 have been directly placed into employment. She stated that Silver Star Program is at 61% expended and currently have 34 participants enrolled in work experience.
6. **Action: Consider and recommend the LWIA budget for PY 2013-14.** Ms. Aldrich provided the committee with the Adult and Dislocated Worker budget for PY 2013-14. She stated the State initially provided an estimated budget; however the figures have changed to reflect the Department of Labor's reduction. She stated the Adult allocation will only receive an estimated \$37,000 for the first quarter period, which reflects a difference from last year's allocation of \$641,000. For the same period, Monterey County will receive a Dislocated Worker allocation of \$203,000, which is a difference from last year's allocation of \$508,000. She reported that she met with Shoreline and Turning Point and explained that the WIB would not be able to contract with them for the first quarter of PY 2013-14. She stated that the plan is to keep the One-Stop open for Dislocated Worker participants with a kiosk available to serve Adult participants. She stated it is anticipated that sequestration will continue and the system will see another decrease in funding in the 2nd quarter. She asked that a 5% reserve be added to the LWIA budget in anticipation of the decreases.
Motion: Ms. Leffel motioned to approve and recommend the PY 2013-14 to be forwarded to the full WIB for approval.
Second: Mr. Aniello
Motion Passed Unanimously
7. **Discussion regarding WIB membership and composition.** Ms. Aldrich stated that the information included in the agenda is outdated. Labor and Education has been filled with Mr. Donato and Mr. Dr. Tribley's memberships respectively. However, the WIB is lacking five business members. She also stated that it is mandated by the State that WIB's have 51% business representatives. If the WIB does not have the members, the WIB would have to complete a corrective action plan. Ms. Leffel provided Ms. Aldrich with two possible candidates. Mr. Cushman asked Ms. Aldrich to contact him within a week concerning possible business members.

8. **Review and discuss the DRAFT WIB Agenda in preparation for the meeting scheduled for June 5, 2013.** Ms. Aldrich stated that she will be adding an agenda item on the WIB agenda for the LWIA/CLEO Agreement as well as items concerning the PY 2013-14 budget and subcontracts for Adult and Youth. Mr. Cushman asked that Ms. Aldrich contact EMSI about providing a demonstration. Ms. Leffel also asked that Brooks Merritt provide information concerning PTAC's numbers.

Announcements of Events: Ms. Leffel announced the 2013 Monterey Bay Region Critical Conversation scheduled on May 30, 2013 from 7:30-3:30 pm. Ms. Cushman announced that the Monterey County Institute of International Studies will be presenting "The Brics Counties" on May 24, 2013 from 8:30-4:30 pm.

Adjournment: Mr. Cushman proposed to adjourn the meeting at 9:15 am.

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

Second: Supervisor Potter.