

ADOPTED
Monterey County Workforce Investment Board
Executive Committee
Shoreline Workforce Development
Wednesday, November 20, 2013

Members Present: Anthony Aniello, Diana Carrillo, Erik Cushman (Chair) and Cesar Lara

Members Absent: Mary Ann Leffel, Dr. Willard Lewallen and Dave Potter

Staff Present: Joyce Aldrich, Kristen Aldrich, Marleen Esquerra and Flor Galvan

Others Present: Rebecca Cenicerros, Lorena Garcia, Timothy Jones and Kay Reimann

Call to Order/Introductions: Mr. Cushman called the meeting to order at 8:03 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: Ms. Aldrich asked that Reappointment Action Item #1 be forwarded to the Workforce Investment Board (WIB) for approval on December 4, 2013.

Public Comment: None

Consent Calendar:

1. Action: Approve minutes from June 19, 2013.

Motion: Mr. Aniello motioned to accept the action as stated.

Second: Mr. Lara

Motion Passed Unanimously

Reappointments:

1. Action: Consider and approve the reappointment of Erik Cushman representing Business, to the WIB for a three year term.

Motion: Ms. Carrillo amended the motioned and requested to forward action item #1 to the full WIB for approval on December 4, 2013.

Second: Mr. Lara

Motion Passed Unanimously

2. Action: Consider and approve the resignations from the WIB:

- a. **Ralph Rubio, representing Labor Organizations**
- b. **Scott Grover, representing Business**

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

Second: Mr. Lara

Motion Passed Unanimously

3. Action: Consider and approve the reappointment of Ginger Pierce to the Youth Council, representing Organizations with Experience in Youth Activities for a two year term.

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

Second: Mr. Aniello

Motion Passed Unanimously

Discussion/Review of Business Calendar Action Items:

1. Welcome Willard Clark Lewallen to the WIB's Executive Committee. Mrs. Aldrich reported that having Dr. Lewallen as a member of the Executive Committee will help to strengthen the linkage between education, economic development and workforce. She reported that the WIB is reengaging the Healthcare Advisory Roundtable and Dr. Lewallen's participation will help with the collaboration efforts.

2. Review the July 17, 2013 Executive Committee meeting notes. Ms. Aldrich reported that a WIB member participated in the monitoring review which was a wonderful experience for the member as it gave him a full perspective and understanding of the services provided through the Job Center and WIA programs.

- 3. Action: Approve the FINAL WIA Title I Adult, Dislocated Worker, Rapid Response and Youth Program Monitoring Reports for the Office for Employment Training for Program Year 2012-13.** Ms. Esquerra reported that the final monitoring report is a close out of OET's four programs. She reported that OET is meeting performance in all programs. The monitoring included a review of 58 Adult and Dislocated Worker participant case files with the support of volunteers from Alliance on Aging and CSUMB's Service Learning Center, as well as a WIB member.

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

Second: Mr. Lara

Motion Passed Unanimously

- 4. Discussion regarding a new Request for Proposals for WIA Title I Adult and Youth Programs subcontracts to begin in PY 2014-15.** Ms. Aldrich reported the subcontracts are in their last year under the existing RFP. She reported that Monterey County's Contracts and Purchasing Department will handle the RFP process for PY 2014-15 to avoid any perceived conflict of interest. She reported that WIB staff is performing data analysis of the target populations served over the last 5 years to determine if current service strategies need to be changed under the new RFP. Ms. Aldrich reported that she will provide the Youth Council and the Oversight Committee with a description of the proposed RFPs in January for review and input.
- 5. Update on the WIB's Strategic Local Plan goals specific to Adult and Youth Programs and System Alignment and Accountability.** Ms. Aldrich reported that the Local Plan is a blue print of the goals and actions. She reported that the WIB is covering a significant amount of the areas that was suggested by the board members with the support of the WIB staff. She also reported that the WIB continues to work with partners in the community to enhance the existing efforts of the WIB.
- 6. Receive a report on the final PY 2012-13 WIA Performance outcomes for Monterey County.** Ms. Esquerra reported that the State released the final performance results for PY 2012-13. Overall, Monterey County surpassed the 80% success rate threshold on all nine goals and exceeded 100% above goal on four of the performance measures related to youth literacy and numeracy gains, youth attainment of a degree or certificate, and adult and dislocated worker average earnings.
- 7. Update on the Local Workforce Investment Area budget PY 2013-14.** Ms. Aldrich reported on the first quarter expenditures. The subcontractor column includes all costs, but training. As a system, the Dislocated Worker allocation was over-expended; however with a fund balance, the overage will be covered. She stated the Fiscal office will continue to closely examine and conservatively plan the budget due to sequestration.
- 8. Review the WIB membership composition and discuss recruitment of members by industry sector.** Ms. Aldrich reported that Monterey County has 3 Business vacancies and 1 Labor vacancy. The vacancies should be filled in industries that the WIB is focusing on to include agriculture, retail, allied healthcare, and education & research. She also reported that the State requires all WIBs to meet compliance with the required membership composition; thereby the importance of filling the vacancies is important.
- 9. Director's Update:** Ms. Aldrich reported that a State EDD directive was released concerning the implementation of the Eligible Training Provider List module in CalJOBS. She reported that existing training providers will now need to register and maintain their data in CalJOBS. She reported that during her meeting with the Chair and Executive Director of the State WIB, it was discussed that Monterey County is seen as a regional employment area and that it should be looking at regional employment zones. She also reported on the status of the Employment Training Panel (ETP) funds and stated that Healthy Soils has hired a consultant for training. This company was selected to participate in the ETP grant that was awarded to the WIB last year. She reported that the California Department of Corrections and Rehabilitation (CDCR) agreement is set to go before the Board of Supervisors on December 10th, with the program scheduled to begin in January. She reported that the existing Dislocated Worker Additional Assistance grant has been fully expended. Monterey County applied for another round of funding to serve additional dislocated employees impacted by the River Ranch company closure and last round of dislocated employees from Capital One.

Announcement of Events: Mr. Cushman discussed the Form 700 and Ethics Training Certificate.

Adjournment: Mr. Cushman adjourned the meeting at 9:23 a.m.

Motion: Ms. Carrillo motioned to accept the adjournment.

Second: Mr. Aniello
Motion Passed Unanimously