

ADOPTED
Monterey County Workforce Investment Board
Executive Committee
Marina Library, 190 Seaside Circle, Marina, CA
Wednesday, February 18, 2015

Members Present: Erik Cushman (Chair), Anthony Aniello, Dr. Willard Lewallen, Dave Potter, Diana Carrillo and Mary Ann Leffel

Members Absent: Cesar Lara

Staff Present: Joyce Aldrich, Marleen Bush and Flor Galvan

Others Present: Gina Encallado, Joanne Webster and Sandra Henderson

Call to Order/Introductions: Mr. Cushman called the meeting to order at 8:08 a.m. and asked for introductions. A quorum was established.

Discussion/Review of Business Calendar Action Items:

1. Action: Consider and approve the Request for Proposal (RFP) Selection Committee funding recommendation for Workforce Innovation Fund Grant Third-Party Evaluation Services and forward to the Board of Supervisors for final approval on March 3, 2015.

Ms. Encallado from the County's Contracts & Purchasing Department assured the members that the RFP process was done very well and she doesn't anticipate any problems or appeals. The members that served on the RFP panel stated the funding recommendation was based on the agency's extensive multi-year evaluation experience working with youth related programs under a variety of DOL funding streams to include WIF grant funded projects, YouthBuild, and other youth offender related grants. The recommended agency highlighted their substantial experience evaluating interventions focused on youth who are similar to those served through the "Youth Ambassadors for Peace" project, including disadvantaged youth involved in gangs and crime, youth offenders, and other at-risk youth. The proposal was well laid out, easy to understand, and it aligned with the scope of work, compared to the other proposals. The proposal also articulated the agency's multiple year project experience in evaluating school districts to reduce youth involvement in gangs and violent crimes and how the agency was able to overcome obstacles working with school districts by working closely with the school and program staff. The agency also clearly articulated in their proposal how they plan to engage with youth participants to record interviews and discussions as part of the implementation study, and how youth will be paid with stipends to collect data for the evaluation. The agency also articulated how they plan to disseminate and share the evaluation data locally and nationally through social media, conferences and publications in coordination with the Monterey County EDD/WIB and with the help of youth that are involved in the evaluation project. In terms of overall experience in analysis and reporting, the agency has conducted over 100 evaluations for the Department of Labor, Department of Justice, Department of Education, Housing and Urban Development, state and local workforce investment boards, and local and national foundations. This includes 120 written reports, papers and publications. The members requested that WIB staff call professional references to solicit input about the overall satisfaction of the recommended vendor's performance with providing evaluation services.

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

Second: Mr. Aniello

Approved unanimously by those in attendance

Announcement of Events: Ms. Aldrich announced the WIB Retreat will be held on April 15, 2015 at Hartnell College from 8am to 12:30pm. Ms. Leffel stated the Business Council will be hosting its 20th Anniversary Gala & Annual Economic Vitality Awards on April 4, 2015 at the Hyatt in Monterey. Hartnell College is one of the honorees.

Adjournment: Mr. Cushman requested to adjourn the meeting.

Motion: Ms. Leffel motioned to adjourn the meeting at 8:35 a.m.

Second: Mr. Aniello

Approved unanimously by those in attendance