

ADOPTED
Monterey County Workforce Development Board
Executive Committee
Shoreline Goodwill Central Coast, 249 10th Street, Marina, CA
Wednesday, September 16, 2015

Members Present: Erik Cushman (Chair), Cesar Lara, Diana Carrillo and Mary Ann Leffel

Members Absent: Anthony Aniello, Dr. Willard Lewallen and Dave Potter

Staff Present: Joyce Aldrich, Marleen Bush, Flor Galvan and Ruben Trujillo

Call to Order/Introductions: Mr. Cushman called the meeting to order at 8:15 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Public Comment: None

Subcommittee Chair Reports: Ms. Carrillo reported that several meetings have been attended to discuss the Youth Summit. The focus has been on outreach, venue and possible dates of January 23, 30, February 20 or 27, 2016. She reported that possible activities will include panel discussion, break-out sessions, employer and business booths as well as a speaker.

Consent Calendar:

1. **Action: Approve minutes from July 15, 2015.**
2. **Action: Approve the FINAL Workforce Investment Act (WIA) Title I Adult and Dislocated Worker Programs Monitoring Report for Program Year 2014-15 for the Office for Employment Training.**
3. **Action: Approve the FINAL Workforce Investment Act (WIA) Title I Rapid Response and Layoff Aversion Programs Monitoring Report for Program Year 2014-15 for the Workforce Development Board.**
4. **Action: Approve Program Year 2015-16 program reports on Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker formula funds.**
5. **Action: Approve the revised WDB policies: #2015-01 - WIOA Adult Program Priority of Service and #2005-10 Grievance and Complaint Procedures.**
6. **Action: Approve proposed new Eligible Training Provider List Master Agreement with Watsonville Institute of Cosmetology.**
7. **Action: Receive and approve a final report on the number of local WIA training placements and expenditures for PY 2014-15.**

Motion: Ms. Leffel motioned to approve Consent Calendar.

Second: Ms. Carrillo

Motion passed unanimously by those in attendance

Discussion/Review of Business Calendar Action Items:

1. **Action: Approve the Local Workforce Development Area close out budget for Fiscal Year (FY) 2014-15.** Mr. Trujillo reported that a total of 82% was spent in Adult program allocation; 78% in Dislocated Worker allocation; 87% in Youth program allocation; 100% in the Workforce Accelerator Fund; 17% in the Workforce Innovation Fund; 100% of the Rapid Response yearly allocation; 78.9% in Rapid Response Layoff Aversion; 39% in the Additional Assistance Dislocated Worker special project grant; 99% in AB109 ex-offender's local grant; 90% in Youth Employment and Leadership Development local grant; 95% in Silver Star truancy local grant; 25.2% in Long Term Unemployment special project grant; and 93% in the Prop 39 Development grant. He reported that the State released a new rule that allows jurisdictions to December 31, 2015 to reach the 80% expenditure rate that will allow the local area to reach the 80% expenditure in Dislocated Worker.

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

Second: Mr. Lara

Motion passed unanimously by those in attendance

2. **Action: Approve the Local Workforce Development Area budget for Fiscal Year (FY) 2015-16. (handout)** Mr. Trujillo reported that the Local Workforce Development Board Formula Allocations for FY 2015-16 include the Youth allocation with a total revenue of \$1,667,405; Adult \$2,154,436; Dislocated Worker \$1,985,397; Rapid Response \$163,175; Rapid Response Layoff Aversion \$54,912; and Additional Assistance Dislocated Worker \$497,697. Total WIOA budget is \$6,523,022 with \$1,591,242 in training allocation. He reported that Non-WIOA revenue includes \$100,000 for WAF 2.0; \$511,281 for WIF; AB-109 \$295,675; Silver Star \$250,000; LTU \$125,829; and YEP \$383,685 with a total of \$584,026 in training allocations.

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

Second: Mr. Lara

Motion passed unanimously by those in attendance

3. Action: Approve the resignations from the Workforce Development Board for:

- **Karen Wong, representing Mee Memorial Hospital.**
- **Ken Peacock representing Carpenters Union Locals 505 & 605 Santa Cruz and Monterey Counties.**

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

Second: Mr. Lara

Motion passed unanimously by those in attendance

4. Update on Strategic Initiatives and local plan goal accomplishments to date. (handout) Mrs. Aldrich reported that WDB staff and WDB board members continue to work toward completing the 2015-16 Strategic goals. She also reported that she continues to work with the MCBC and State with meeting the goals of WorkKeys Assessments. She reported that the Board continues to recruit in priority industries and she is participating in the AG Steering Committee with Hartnell so the Board stays on top of the needs of that industry. She reported that a continued effort is being made to reach out to diverse populations by collaborating with Greenfield Civic Center to enroll and assist residents from all of South Monterey County. She recently attended a Fisherman's Wharf meeting and was able to assist a business with employee information. She reported that the WDB continues to secure ETP funding for businesses and notifying businesses of incumbent worker training (layoff aversion) opportunity. She reported that Business Services staff is working with the primary operator on OJT's. She also reported that the Youth Committee continues to work on the Youth Summit as reported out by Diana Carillo at the top of the meeting.

5. Review the WDB membership composition and attendance and discuss recruitment of members. (handout)

Mr. Cushman reviewed the breakdown of the current local WDB membership and the new WIOA membership requirements.

6. Report out of the California Workforce Association's Meeting of the Minds Conference held on September 8-

10, 2015. Mrs. Aldrich reported that the session she attended where business focus is on making sure WDB's have participation with businesses. She reported that the session provided her with great ideas and concepts to engage businesses who are a priority per WIOA regulations.

7. Review and discuss the DRAFT WDB Agenda for the October 7, 2015 meeting. Mr. Cushman reviewed the agenda with committee members.

Announcements: Ms. Leffel announced that the Annual Higher Education and Research Leadership Summit will take place on October 23, 2015 at the Monterey Marriott from 7:30 – 10:00 a.m.

Adjournment: Mr. Cushman adjourned the meeting at 10:10 a.m.

Motion: Mary Ann Leffel motioned to adjourn the meeting as requested.

Second: Cesar Lara

Motion passed unanimously by those in attendance