

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Oversight Committee Meeting
 Thursday, May 28, 2009, 8:30 A.M.
Seaside One Stop, 1760 Fremont Boulevard, Building D-2, Seaside, CA 93955

MEMBERS PRESENT	REPRESENTING
Mary Ann Leffel (<i>Chair</i>)	Business
Jim Nakashima	Housing
Judith Profeta	Business
Al Davis	Community Based Organizations
Teresa Sullivan	Older Americans
Cesar Lara	Labor
Theresa Ream	Business
Joseph Werner	WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Michael Oprish	Business
Theresa Ream	Business
OTHERS PRESENT	REPRESENTING
Manley Bush	WIB Staff
Rosie Chavez	Turning Point
Wil Moore	Shoreline Workforce Development Services
Mary Concepcion	Arbor Career Center
Lynda Dunn	OET Staff

CALL TO ORDER/INTRODUCTIONS: Ms. Leffel called the meeting to order at 8:40am. She welcomed those in attendance and called for introductions from those present. A quorum was established.

CHANGES TO THE AGENDA: Ms Leffel approved one change to the agenda. The change was an update to the agenda packet regarding OET's Adult and Dislocated Worker Services presented by Ms. Dunn.

PUBLIC COMMENT: None.

BUSINESS MEETING:

1. Action: Approve the minutes of the April 23, 2009 Oversight Committee meeting.

Motion: There was a motion to approved the April 23, 2009 minutes by Ms Sullivan

Second: Ms Profeta

There was one abstention by Mr. Nakashima

2. Information: Review of OET's Expenditures, Enrollments and Exits as of April 30, 2009 for PY 2008-09.

Ms. Dunn referred to the agenda packet to discuss OET's 3rd quarter expenditures. Ms. Dunn stated the report should reflect April 30, 2009 and not March 31, 2009 as indicated. She said there are no major changes in expenditures and OET is on target. The Rapid Response, Veterans and Disability Navigator grants are fully expended and closed with \$104, 979 remaining in the Veterans grant to be returned to EDD. The remaining balances for the Adult/Dislocated Worker and Youth Services are within planned expenditures. Ms. Dunn referred to the far right column of the last page (OET's Recap) to explain the percentage of line items that varied from 6% to 41%. She said OET will adjust the percentages between line items by moving the expenditures between each line item to ensure total expenditures are within WIA contract plan.

Ms. Dunn referred to the handout provided to committee members and said the total enrollments for Adult and Dislocated in Salinas One-Stop Career Center is 1,063, with total expenditures at \$1,782,662 or 95% of the total amount of \$1,870,368. The cost per enrollment is very low at \$1,677. Ms. Dunn noted that the Seaside One-Stop Career Center enrolled 70 Adults and 35 Dislocated Workers for a total of 105. Expenditures are at \$87,706 or 5% of the total amount of \$1,870,368, and the cost per participant much lower at \$835. Ms. Dunn anticipates the enrollment numbers will increase because of the CalWORKS participants that are being referred to the One-Stops for services. In some cases Ms. Dunn said CalWORKS planned services may conflict with OET services, however OET will continue to provide core services such as resume workshops and direct referrals through Business Services. Ms. Dunn said she met with WIB Executive Director Mr. Werner to implement AD campaign through the WIB AD&PR Committee. The focus would be to conduct outreach services that target Dislocated Workers. Ms. Dunn added approximately 20% of the customers that apply for services in Salinas are from West County.

3. Information: Presentation of MIS and fiscal reports for WIA Title I Adult Subcontractors for PY 2008-09

Mr. Bush said in terms of total expenditures both Arbor and Turning Point were within plan with 101% and 99% respectively.

Shoreline's April data was not available at the time the report was prepared, therefore Shoreline's fiscal expenditures is up to February

2009 or 61% as indicated. He added OJT expenditures for Arbor were 77%, Shoreline was 93% and Turning Point was at 68% of plan. Total staff salaries and benefits were 105% for Arbor, 59% for Shoreline and 101% for Turning Point. Shoreline and Turning Point, achieved their contracted program goals. Arbor is not expected to achieve contracted performance. Arbor was below their planned and OJT enrollments with 34 of 43 or 79% of plan and 64% or 21 of 33 OJTs. Mr. Bush stated that the Geographic enrollments indicated Arbor were low in two areas South with 3% of 14% and West County with 3% of 34%, Shoreline was 0% of 9% in the North and Turning Point was 7% of 14% in the South region. In terms of Demographic enrollments Mr. Bush indicated Arbor was 3% of 10% for Veterans, Shoreline was 0% of 5% for Older Workers, 0% of 16% for Disabled, 3.57% of 20% for Ex-Offenders and 0% of 5% for Homeless. Mr. Bush noted Arbor, Shoreline and Turning Point were on track for total planned exits at 122%, 117% and 108% respectively. There was discussion among committee members to re-look at the current WIB policy on geographical enrollments for the North, South and West regions of the county currently at 9%, 14% and 34%.

4. Information: Discussion regarding the services and activities of Turning Points Adult Program for PY 2008-09.

Rosie Chavez stated Turning Point exceeded their OJT enrollment goals on April 29, 2009 with 44 of 43 Adults or 102% of their planned goal. The focus will now be on providing services on Job Retention and promotions or reemployment should the need arises. The OJT hourly wage is slightly under \$11 an hour. Ms. Chavez indicated the met the WIB established industry-specific clusters. She noted that added emphasis would be focused on increased enrollments in the West, North and South regions with a new outreach and recruitment plan.

5. Information: Discussion regarding the services and activities of Arbor's Adult Program for PY 2008-09.

Ms. Concepcion stated Arbor staff recently completed the Certified Employer Relations Specialist Training to assist staff with Employer relations and a new marketing strategy. She noted that Arbor has implemented this new concept into their outreach and recruitment strategy and will be evaluated periodically for effectiveness and corrective action if needed. Ms. Concepcion said Arbor has seen an increase in ex-offenders population coming to their facility for information and services. The staff is providing services to the ex-offenders such as resume writing, use of resource room, job search and job referrals. Also she noted that Arbor participated in the Job Fair on May 6, 2009 at Garden Road in Monterey, CA.

6. Information: Discussion regarding the services and activities of Shoreline's Adult Program for PY2008-09

Mr. Moore stated during the April Oversight Committee meeting Shoreline has successfully reached 100% of the yearend OJT contract goal. The average hourly wage for all participants placed in an OJT contract was \$11.84 or \$1.84 above the contract goal. Additionally Shoreline directly placed two additional participants in employment under the Intensive Services designation. Mr. Moore said over 50% of all OJT contract placements were within the five WIB designated priority industries. He added consistent with past history, the top two areas for placement were in the health and education industries. In terms of budget, Mr. Moore stated Shoreline is within 90% of plan for expenditures by the end of the program year. Mr. Moore presented two illustrations of year-end program analysis that depicted average hourly wage by County area (West, North, South and Central) and average hourly wage by industry.

7. Information: Update on the Certified Nursing Assistance Pipeline grant modification.

Mr. Moore provided the committee a revised 3rd Qtr enrollment update to 104 participants or 108% of the CNA Service Plan goal for the period ending June 30, 2009, in CNA or OJT training. Mr. Moore invited Mr. Werner to speak at the upcoming Soledad Adult School CNA Graduation. Mr. Moore noted that in early May 2009 Shoreline celebrated the graduation of their first CNA Cohort class at the Eden Valley Care Center in Soledad. Mr. Moore said based upon the success of the first cohort and due to the extension of the CNA Pipeline by the WIB, a second class of 15 participants was formed and entered into training in Early May and will be completed in June 2009. The WIB extension to the CNA grant have allowed selected students to be enrolled in May classes at both the Monterey and Pacific Grove Adult schools. The students will be provided with necessary supportive services prior to the sunset of the program. The current graduates are receiving JS services.

ANNOUNCEMENTS OF EVENTS OR SERVICES:

- Ms Leffel announced on June 8, 2009 there would be an Instructional Forum from 3-6:30pm at the Hyatt followed by panel of local lenders and showcase 5 businesses. Cost for the event is \$25
- Ms Leffel announced the next Monterey County Economic Forum would be on June 18, 2009 from 7:30am till 2pm at the Hyatt in Monterey.
- Ms Leffel said businesses interested in applying for Private Partnership awards may complete an application on line at www.mcabc.biz
- Mr. Werner said the first grant application in the amount of \$1,000,000 with an in kind of \$1,000,000 for a total of \$2 million was submitted to the State of California by the Workforce Collaborative of Central Coast (WCCC) which is a consortium consisting of the WIB's of Santa Barbara County, San Luis Obispo County, Ventura and Monterey County.

ADJOURNMENT:

Motion: There was a motion to adjourn the meeting by Ms Profeta

Second: Ms Sullivan

Ms. Leffel adjourned the meeting at 10:20am