

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Oversight Committee Meeting
 Thursday, January 14, 2010, 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
Teresa Sullivan	Older Americans
Michael Oprish	Business
Judith Profeta	Business
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Cesar Lara	Labor
Al Davis	Community Based Organization
OTHERS PRESENT	REPRESENTING
Lynda Dunn	OET Deputy Director
Rosie Chavez	Turning Point
Wil Moore	Shoreline Workforce Development Services
Harry Gamotan	OET
Bertha Gonzalez	OET
Terri Gallardo	OET
Manley Bush	WIB Staff
Miguel Banda	WIB Staff
Gloria Torrez	WIB Staff

CALL TO ORDER/INTRODUCTIONS:

Ms. Leffel called the meeting to order at 8:41am. She welcomed those in attendance and called for introductions. A quorum was established.

CHANGES TO THE AGENDA: None.

PUBLIC COMMENT: None.

BUSINESS MEETING:

1. Action: Approve the minutes of the November 12, 2009 Oversight Committee meeting.

Motion: Mr. Oprish moved to accept the minutes, as stated.

Second: Mr. Nakashima

Motion Passed Unanimously

2. Action: Approve the notes of the December 10, 2009 Oversight Committee meeting.

Motion: Mr. Nakashima moved to accept the notes, as stated

Second: Ms. Sullivan

Abstained: Ms. Leffel, Ms. Profeta, Mr. Oprish

Motion Passed Unanimously

3. Action: Approve the Final OET Monitoring Report for Disability Program Navigator (DPN) program for PY 2008-09

Mr. Bush presented his final monitoring report as provided in the packet. His report found that OET is underserved in its demographic enrollments, OET has submitted a plan to improve their outreach efforts; no further action is needed. Mr. Bush added that while reviewing the timesheets, he found that for two months there was no staff time charge. Ms. Dunn commented that the funds for the grant were exhausted, yet the DPN analyst continued to work on the project although her salary was not charged to the grant.

Motion: Mr. Oprish moved to approve the action, as stated.

Second: Ms. Profeta

Motion Passed Unanimously

4. Action: Approve the Final OET Monitoring Report for the Veterans Apprenticeship program for PY2008-09

Mr. Bush presented his final monitoring report as provided in the packet. He commented that while he was monitoring he found two files that had delivery gaps. He added that OET submitted a corrective action, no further action is necessary. In response to Mr. Oprish's question, Mr. Bush replied that a draft report was presented to the Oversight Committee. This final report includes the

response from OET. In response to Mr. Oprish's question, Ms. Dunn replied that OET had to return some of the grant funds. She added that they did not serve as many veterans as they planned. She commented that OET is working on new outreach strategies for this population. Mr. Nakashima commented that the Housing Authority has money allocated for veteran housing; he will email the committee the requirements.

Motion: Mr. Oprish moved to approve the action, as stated.

Second: Mr. Nakashima

Motion Passed Unanimously

5. Information: Review of the Local Workforce Investment Area budget and One-Stop Operational costs for PY2008-09 and 2009-10.

Ms. Dunn stated that she plans to transfer funds from Dislocated Worker to Adult: she will present it at the next Planning Committee meeting. Ms. Leffel commented that she would like to see the actual number of participants on all reports as well as the percentages. Ms. Dunn added that she will have Ms. Gonzalez and Ms. Gallardo work on the reports. She also added that OET is working on recruiting more participants from North County.

6. Information: Presentation of MIS and Fiscal reports for WIA Title I Adult Subcontractors for PY 2009-10.

Mr. Bush reviewed the report. He added that Arbor still has a remaining balance. Ms. Flinn commented that she would like the subcontractor's reports to be quarterly. Ms. Leffel requested that all reports include all year to date numbers in a separate column.

7. Information: Discussion and update regarding the Eligible Training Provider List (ETPL) for PY 2009-10.

Mr. Banda, Ms. Gonzalez, and Ms. Gallardo presented the report. The committee agreed that the numbers are not as good as they should be. Ms. Gonzalez commented that both CalWorks and OET participants were reviewed. Ms. Dunn commented that OET interviews the participants to determine their level of commitment. Ms. Leffel requested a list of the provider's names and how many students we are currently enrolled in their training programs. In response to Ms. Profeta's question, Ms. Dunn reported that an average of \$5,000 is spent per participant. Ms. Flinn added that the One-Stop system is customer driven and all participants can receive services according to the WIB's three tier policy.

8. Information: Discussion and update regarding the Workforce Investment Board Member attendance for PY 2009- 10

Ms. Leffel reviewed the names of board members who have not been attending the meetings. She added that she will coordinate with Mr. Bernhal so that they can contact those whose attendance is below 60%. She added that she will have a follow up report at the next meeting.

9. Information: Discussion regarding the services and activities of Shoreline's Adult Program for PY 2009-10.

Mr. Moore reviewed the report; he commented that Shoreline has achieved their contract goal. He added that they have been contacting the exited participants to see if they have retained their jobs and mostly everyone has. In response to Ms. Sullivan's question, Mr. Moore replied that he will not sign a contract for an OJT if it under 30 hours a week. Mr. Bush commented that the monitoring for Shoreline begins in February he will email the committee the dates. Mr. Moore added that the collaboration with Alliance on Aging has been a success; they have graduated the first participants of the Aging Digital Inclusion Program. Ms. Sullivan asked the committee to recommend participants.

10. Information: Discussion regarding the services and activities of Arbor's Adult Program for PY 2009-10.

Due to the absence of Ms. Concepcion this information item was not presented.

11. Information: Discussion regarding the services and activities of Turning Point's Adult Program for PY 2009-10.

Ms. Chavez reviewed the report. Ms. Chavez added that they cannot do part time OJT's. She added that her staff is out in the community recruiting new participants.

ANNOUNCEMENTS OF EVENTS OR SERVICES:

Ms. Leffel requested that a WorkKeys report be added to the agenda. She also commented that the Monterey County Business Council will host its annual gala on February 6, 2010 at the Inn in Spanish Bay.

ADJOURNMENT:

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

Second: Mr. Oprish

Ms. Leffel adjourned the meeting at 9:50.