

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Oversight Committee Meeting
 Thursday, May 13, 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 |
| Teresa Sullivan | Older Americans |
| Judith Profeta | Business |
| Cesar Lara | Labor |
| Al Davis | Community Based Organization |
| Loyanne Flinn | Acting WIB Executive Director, Ex-Officio Member |
| MEMBERS ABSENT | PRESENTING |
| Jim Nakashima | Housing |
| OTHERS PRESENT | REPRESENTING |
| Rod Powell | OET |
| Rosie Chavez | Turning Point |
| Wil Moore | Shoreline Workforce Development Services |
| Harry Gamotan | OET |
| Mary Concepcion | Arbor |
| Deborah Carrillo | Turning Point |
| Doug Orlando | State EDD |
| Manley Bush | WIB Staff |
| Marleen Esquerria | WIB Staff |
| Gloria Torrez | WIB Staff |

CALL TO ORDER/INTRODUCTIONS:

Ms. Leffel called the meeting to order at 8:39am. 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 March 11, 2010 Oversight Committee meeting.

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

Second: Ms. Sullivan

Motion Passed Unanimously

2. Action: Review and approve the Final Monitoring Report for Shoreline's Adult Program for PY 2009-10

Mr. Bush presented the monitoring report as provided in the packet. He added that the findings in the monitoring reports were addressed and corrective actions were accepted by WIB staff. Mr. Bush noted that the state monitor did not have any finding for Shoreline.

Motion: Mr. Lara moved to accept the action, as stated.

Second: Ms. Sullivan

Motion Passed Unanimously

3. Action: Review and approve the Final Monitoring Report for Turning Point's Adult Program for PY2009-10

Mr. Bush presented the monitoring report as provided in the packet. He commented that Turning Point was given a thirty five day extension in which they were able to reach their enrollment goals. He stated that the findings in the monitoring reports were addressed and corrective actions were accepted by WIB staff.

Motion: Ms. Profeta moved to accept the action, as stated.

Second: Mr. Lara

Motion Passed Unanimously

4. Action: Review and approve the Final Monitoring Report for Arbor Employment and Training Adult Program for PY2009-10

Mr. Bush presented the monitoring report as provided in the packet. He noted that there were findings in the enrollments and demographic goals for Arbor. He stated that Arbor's request for an extension to increase enrollment had been granted by WIB staff. He continued to say WIB staff met with Arbor to develop new recruitment strategies. He stated that WIB staff accepted Arbor's corrective actions. Mr. Lara requested that the approval of the monitoring report be following presentation of Information item #9.
Following Information Item #9

Motion: Ms. Profeta moved to approve the Final Monitoring Report for Arbor Employment and Training Adult Program for PY2009-10

Second: Ms. Sullivan

Motion Passed Unanimously

5. Information: Discussion and update regarding the Workforce Investment Board Member's Attendance Roster for PY2009-10

Ms. Leffel stated that meetings that are not on the scheduled calendar should not affect the board member's attendance. Ms. Esquerra noted that board members are allowed to miss three meetings. She added that excused absences will not be counted toward the attendance. Ms. Leffel stated that board members with zero percent attendance should be sent a letter relieving them of their responsibility to the board and thanking them for their past services. She added that those that are under 50% will receive a call from her asking them if they are still interested in the being part of the board.

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

Ms. Esquerra reviewed the expenditure report with the committee. Ms. Profeta asked why Arbor's cost per participant was higher than the other subcontractors. Ms. Esquerra stated this is due to Arbor's low enrollments. Ms. Leffel commented that the report format given to the committee changes frequently. She recommended that WIB staff avoid changing the reports. Ms. Flinn offered to have WIB staff explain the calculations to interested board members.

7. Information: Review of the Local Workforce Investment Area Budget and One-Stop Operational Costs for PY2008-09 and PY2009-10

Mr. Powell stated that the balance is up until the end of April. He stated that if the committee had any question they can contact him directly.

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

Mr. Moore stated that he requested a funding increase for PY 2010-11. He added that there will also be an increase in On the Job trainings. In response to Ms. Sullivan's question, Mr. Moore replied that he anticipates Shoreline will be able to succeed in placing participants. He added that they have applied for additional funds through different grants.

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

Ms. Concepcion stated that Arbor was given an extension which gave them the opportunity to enroll more participants. She noted that they were able to recruit more employers. In response to Ms. Sullivan's question, Ms. Concepcion stated that Arbor works closely with their participants to ensure client satisfaction.

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

Ms. Chavez stated that Turning Point had exceeded its enrollment goals. She stated that recruiting participants in South County is challenging since most participants are agricultural workers who request training. She added that many of them do not have right to work documents. Ms. Sullivan asked if Turning Point was able to send participants to training. Ms. Chavez replied that they refer them to other agencies.

11. Information: Review funding allocations for Monterey County for FY 2010-2011.

Ms. Esquerra reviewed the budget as provided in the packet. She added that the Planning Committee recommended a 10% reduction in funding for all of the sub-contractors. She added that the funding recommendations for the sub-contractors will go to the Executive Committee. The committee expressed their frustrations at not being able to voice their opinion on the subcontractor funding. They noted that the Oversight Committee listens to reports of the subcontractors on a monthly basis.

Ms. Esquerra reviewed a side by side comparison of Shoreline, Arbor, and Turning Point. The report included enrollment numbers and expenditures. She noted that Shoreline and Turning Point had met their enrollment numbers for the last three years. She stated that Arbor was unable to meet their enrollment goals. Ms. Sullivan asked what happens to the funds that are not expended. Ms. Esquerra replied that they go back to OET programs. Ms. Esquerra reviewed staff funding recommendations that will be forwarded to the Executive Committee. Mr. Lara noted that he was disappointed that that the report of the subcontractors was not included in the agenda packet since the Oversight Committee reviews performance.

ANOUNCEMENTS: Ms. Leffel stated that the Monterey Business Council as recruiting new employers for the WorkKeys exam.

1ADJOURNMENT:

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

Second: Ms. Sullivan

Ms. Leffel adjourned the meeting at 9:42