



PUBLIC MEETING NOTICE

Monterey County Workforce Investment Board Meeting

Department of Social and Employment Services, 1000 S. Main Street, Salinas, CA
Quadrangle, Room #110

Wednesday, October 5, 2011 - 8:30 am

Note: The Community Alliance for Safety and Peace (CASP) meeting will be held on Wednesday, October 5, 2011, 7am at the Salinas City Elementary School District located at 840 S. Main Street, Salinas, CA 93901

Erik Cushman,
WIB & Executive Chair

Joanne Webster,
WIB 1st Vice Chair

Anthony Aniello
WIB 2nd Vice Chair

David Bernahl, II,
WIB Past Chair

WIB Members:

Wendy Brickman
Diana Carrillo
Maria Castillo
Al Davis
Rick Deraiche
David Dwyer
Douglas Garrison
Scott Grover
Hunter Harvath
Neal Heckman
Phoebe Helm
Cesar Lara
Mary Ann Leffel
Maggie Melone-Echiburru
Salvador Munoz
Dave Potter
Steve MacArthur
Judith Profeta
Elliott Robinson
Ralph Rubio
Ken Scherpinski
Larry Silva
Teresa Sullivan
Brian Turlington
Mark Verbonich
Robert Weakley
Andrea Zeller-Nield

Monterey County
Workforce Investment
Board (WIB)

Loyanne Flinn,
Acting Executive Director
168 W. Alisal St., 2nd Floor
Salinas, CA 93901
(831) 759-6644
flinnlg@co.monterey.ca.us
www.montereycountywib.org

AGENDA

CALL TO ORDER/INTRODUCTIONS	Erik Cushman, <i>Chair</i>
CHANGES TO THE AGENDA	
PUBLIC COMMENT – For items not listed on the agenda. Limited to 3 min.	
8:30am BUSINESS MEETING	
1. Action: Approve the minutes of the Aug 3, 2011 Workforce Investment Board meeting.	Erik Cushman
APPOINTMENTS & RESIGNATIONS	
2. Action: Accept the resignation of Richard Gillis, representing Business (Alternative Energy) from the Monterey County Workforce Investment board (MCWIB) and Planning Committee.	Erik Cushman
3. Action: Accept the resignation of Lupe Palacios, representing Community Base Organizations (CBO) from the MCWIB and Oversight Committee.	Erik Cushman
4. Action: Approve the reappointment of Elliott Robinson, representing Welfare to Work, Community Service Block Grant Employment & Training programs on the MCWIB for a period of three years or October 2014.	Erik Cushman
BUSINESS MEETING	
Director's Report: Summary of workforce development issues and considerations.	Loyanne Flinn
OTHER BOARD MATTERS	
Board Member Comments and Referrals: The Chair shall receive requests for information from board members for items not appearing on the agenda.	
5. Action: Approve the amended Monterey County Workforce Investment Board (MCWIB) Bylaws.	Loyanne Flinn
6. Information: Discussion and update of the Economic Development Opportunity Department Stanford Research Institute (SRI) Report.	Jim Cook
7. Information: Discuss the President's Jobs Bill.	Loyanne Flinn
8. Information: Discuss and update of the EDD audit response.	Loyanne Flinn
9. Information: Discussion and update on California Workforce Association (CWA) Meeting of the Minds Conference in Monterey, September 6-8, 2011.	Erik Cushman/ MaryAnn Leffel
ANNOUNCEMENTS OF EVENTS OR SERVICES	Erik Cushman
Upcoming Subcommittee Meetings:	Upcoming WIB Meetings:
<ul style="list-style-type: none"> ▪ Executive: 10/19/11 ▪ Planning: 11/03/11 ▪ Oversight: 10/13/11 ▪ Youth Council: 11/08/11 	<ul style="list-style-type: none"> ▪ December 7, 2011-TBD
ADJOURN	Erik Cushman
If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Information regarding how, to whom and when a request for disability related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. For information, please call (831) 796-6434 or visit our website at www.montereycountywib.org .	



Erik Cushman,
WIB & Executive Chair

Joanne Webster,
WIB 1st Vice Chair

Anthony Aniello,
WIB 2nd Vice Chair

David Bernahl, II.,
WIB Past Chair



Monterey County Workforce Investment Board (WIB)

Contact Information

Loyanne Flinn, WIB Acting Executive Director

Economic Opportunity
168 W. Alisal Street, 2nd Floor, Salinas, CA 93901
Phone: (831) 759-6644
Email: flinnlg@co.monterey.ca.us
Website: www.montereycountywib.org
General Phone: (831) 796-6434

WIB STAFF:

Manley Bush, (831) 796-6414, bushm@co.monterey.ca.us
Marleen Esquerra, (831) 796-6412, esquerrami@co.monterey.ca.us
Flor Galvan, (831)796-6434, galvanf@co.monterey.ca.us
Stephanie Shonley, (831) 796-6410, shonleys@co.monterey.ca.us

Monterey County One-Stop Career Center Operators

Contact Information



Department of Social and Employment Services, Employment Services – Office for Employment Training (OET)

Barbara Verba, Deputy Director
Phone: (831) 796-1520
Email: verbab@co.monterey.ca.us
Website: <http://mcdses.co.monterey.ca.us>

CalWORKs Employment Services (CWES), Community Action Partnership (CAP), Monterey County Child Care Planning Council (CCPC)

Barbara Verba, Deputy Director
Phone: (831) 796-1520
Email: verbab@co.monterey.ca.us
Website: <http://mcdses.co.monterey.ca.us>

Employment Development Department (EDD)

Yuko Duckworth
Phone: (831) 796-3632
Email: DuckworthY@co.monterey.ca.us
Website: www.edd.ca.gov

Monterey County One-Stop Career Center Locations

Salinas One-Stop

Salinas Airport Business Park
730 La Guardia Street
Salinas, CA 93905
(831) 796-3600

Seaside One-Stop

University Plaza Shopping Center
1760 Fremont Blvd, Ste. D-2
Seaside, CA 93955
(831) 899-8236

King City One-Stop

Towne Square Shopping Center
200 Broadway Street, Ste. 62
King City, CA 93930
(831) 386-6801

Monterey County
Workforce Investment
Board (WIB)

Loyanne Flinn,
Acting Executive Director

168 W. Alisal St, 2nd floor
Salinas, CA 93901
(831) 759-6644
Fax (831) 755-5398
flinnlg@co.monterey.ca.us
www.montereycountywib.org

UNADOPTED**Minutes of the Monterey County Workforce Investment Board**

Wednesday, August 3, 2011 – 7:30am

Hartnell College, East Campus, 1752 E. Alisal Street, Room C-212, Salinas, CA 93905

Members present: Erik Cushman (Chair), Joanne Webster (Vice Chair), Anthony Aniello, Dave Potter, Cesar Lara, Scott Grover, Neil Heckman, Maggie Melone-Echiburu, Judith Profeta, Larry Silva, Mark Verbonich, Hunter Harvath, Al Davis, Lupe Palacio, Andrea Zeller-Nield, Phoebe Helm, Rick Deraiche, David Dwyer, Teresa Sullivan, Steve MacArthur, Ken Scherpinski, Ralph Rubio, Loyanne Flinn (Acting WIB Executive Director, Ex-Officio Member)

Members Absent: Wendy Brickman, Diana Carrillo, Maria Castillo, Dr. Douglas Garrison, Rich Gillis, Mary Ann Leffel, Salvador Munoz, Elliott Robinson, Brian Turlington, Robert Weakley

Others Present: Dr. Zahi Attallah (Hartnell College), Deborah Carrillo (Turning Point), Wil Moore (Shoreline), Rod Powell (OET), Abraham Jankans (Workforce 2.0), Ian Connell (Workforce 2.0), Joanne Allen (Santa Cruz Office of Education), Kristen Magnuson (Academies of Social Entrepreneurship), Jim Cook (Redevelopment and Housing)

Staff Present: Manley Bush, Marleen Esquerra, Flor Galvan, Stephanie Shonley, Gloria Torrez

CALL TO ORDER/INTRODUCTIONS: Mr. Cushman called the meeting to order at 7:45am. He welcomed those in attendance and called for introductions. A quorum was established.

Dr. Attallah, Dean of Advanced Technology, Hartnell College, East Alisal Campus welcomed board members to the new renovated campus. He encouraged board members to tour the facilities.

CHANGES TO THE AGENDA: None.

PUBLIC COMMENT: None.

1. **Action: Approve the minutes of the June 6, 2011, Workforce Investment Board (WIB) Executive Committee meeting.**
Motion: Mr. Ralph Rubio motioned to accept the action as stated.
Second: Mr. Grover
Motion Passed Unanimously
2. **Action: Concur with the May 15, 2011 Executive Committee action to approve the reappointment of Rick Deraiche representing One-Stop partners for a three-year term**
Motion: Ms. Joanne Webster motioned to accept the action as stated.
Second: Mr. Rubio
Motion Passed Unanimously
3. **Action: Concur with the May 15, 2011 Executive Committee action to approve the reappointment of Patricia Carter representing Parent of WIA Youth for a two-year term.**
Motion: Mr. Ken Scherpinski motioned to accept the action as stated.
Second: Ms. Webster
Motion Passed Unanimously

Director's Report: Ms. Flinn stated that the WIB merged with Monterey County Redevelopment and Housing and became the Monterey County Economic Opportunity Department. WIB staff has moved to the Government Center. She introduced Ms. Flor Galvan, as the new Senior Secretary for the WIB. She stated that WIB staff received the EDD draft audit report. The audit report found some questioned costs for training participants who went back to the same employer or a similar occupation. Also, there are questioned costs related to severance and benefits for the former WIB Executive Director. WIB staff and the Department of Social Services will work with John Chamberlain to respond to the audit. The current deadline is August 14, 2011 and staff will be requesting an extension. The response will be brought to the WIB for review.

4. **Action: Review and approve the Five County Consortium MOU.** Ms. Shonley presented the MOU, as provided in the packet. At this time San Luis Obispo has chosen not to participate in the MOU. Collaborating with five counties offers Monterey County additional opportunities to compete as a region for grants that would not have been otherwise available for a small county.
Motion: Mr. Scherpinski motioned to approve the action, as stated.
Second: Mr. Helm
Motion Passed Unanimously

ACTION 01

- 5. Action: Accept \$54,467 California New Start funds.** Ms. Esquerra stated that New Start funds will provide services to parolees. The grant is a collaborative effort between EDD, the state WIB and California Department of Corrections and Rehabilitation.
Motion: Ms. Webster motioned to approve the action, as stated
Second: Mr. Ainello
Motion Passed Unanimously
- 6. Action: Accept \$1,128,000 National Emergency Grant – Multi Sector funds.** Ms. Esquerra stated that the grant is a collaborative effort with South Bay WIB. The grant will benefit 141 dislocated workers served at the One-Stop.
Motion: Mr. Dave Potter motioned to accept the action, as stated.
Second: Mr. Lara
Motion Passed Unanimously
- 7. Action: Approve the new WIB On-the-Job training policy.** Ms. Esquerra stated that the OJT policy is a required formality to implement the NEG grant. WIB staff received input from the subcontractors to draft the policy. Ms. Flinn stated that due to time constraints, she recommended that the board approve the draft policy. The final policy will go to the Executive Committee for approval.
Motion: Ms. Joanne Webster motioned to accept the action, as stated.
Second: Mr. Aniello
Motion Passed Unanimously
- 8. Information: Presentation on adult programs by the Office for Employment Training.** Mr. Powell provided the board with an overview of OET's programs and services. He noted that OET is undergoing some reorganization of staff and revamping of their business services.
- 9. Information: Presentations on adult programs by Shoreline Workforce Development Services and Turning Point.** Ms. Carrillo provided an overview of Turning Point's new contract. Mr. Moore provided the board with an overview of Shoreline's programs and services.
- 10. Action: Review and approve the Adult Subcontracts for PY 2011-12.**
Ms. Flinn stated that the new contracts will go to the Board of Supervisors for approval on August 30, 2011.
Motion: Ms. Joanne Webster motioned to accept the action, as stated.
Second: Mr. Potter
Motion Passed Unanimously
- 11. Information: Presentation on youth programs by the Office for Employment Training.** Mr. Powel provided the board with an overview of OET's youth year long program. He added that the Summer Youth Program will end on August 5, 2011. He noted that OET is working with Rancho Cielo to recruit participants for their culinary program.
- 12. Information: Presentations on youth programs by Turning Point and the Santa Cruz Office of Education.**
Ms. Carrillo presented the committee with an overview of programs and services provided by Turning Point.

Ms. Allen thanked the board for the opportunity to serve WIA youth in Monterey County. The Santa Cruz Office of Education runs the WIA programs in that County and will be working with Monterey county Office of Education.
- 13. Action: Review and approve the Youth Subcontracts for PY2011-12.**
Ms. Flinn stated that the new youth contracts will go to the Board of Supervisors for approval on August 30, 2011.
Motion: Mr. Dave Potter motioned to accept the action, as stated.
Second: Mr. Hunter
Motion Passed Unanimously
- 14. Action: Approve the Final WIB Local Plan Modification for PY2011-12.**
Ms. Flinn stated that WIB Local Plan would go to the Board of Supervisors on August 30, 2011 for approval.
Motion: Mr. Tony Aniello motioned to accept the action, as stated.
Second: Mr. Potter
Motion Passed Unanimously
- 15. Information: Presentation by Workforce 2.0 regarding an agency needs assessment of the One-Stop System.** Abraham Jankans and Ian Connell have teamed with EDD to provide consulting services and recommendations for WIB subcontractors. They recommend subcontractors develop and implement agency-wide rhythm and reporting systems and recommend conducting a more in-depth analysis of OET.

ACTION 01

- 16. Information: Discussion of the Economic Development Opportunity Department's presentation to the Board of Supervisors on August 30, 2011.** Ms. Flinn stated that the presentation will go before the Board of Supervisors.
- 17. Information: Discussion on California Workforce Association (CWA) Meeting of the Minds Conference in Monterey.** Mr. Cushman confirmed the Meeting of the Minds will hold very interesting topics. Ron Painter will present what is currently taking place in DC and what the likely outcomes will be.
- 18. Information: Presentation and mentorship opportunities by of the Academies of Social Entrepreneurship.** Ms. Magnuson discussed the 12-month program designed to help non-profit organizations diversify revenue sources and is looking for mentors to share their business expertise.
- 19. Information: Discussion of the 2011 WIB Strategic Planning meeting which will be held on October 5, 2011.** Ms. Flinn discussed the WIB's road map for the future.

ANNOUNCEMENTS:

Mr. Cushman announced the upcoming subcommittee and WIB meetings.

ADJOURNMENT:

Mr. Cushman adjourned the meeting at 9:39 am

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: ACCEPT THE RESIGNATION OF MR. RICHARD GILLIS REPRESENTING BUSINESS (ALTERNATIVE ENERGY) EFFECTIVE UPON APPROVAL
DATE: OCTOBER 5, 2011

RECOMMENDATION:

Recommend the MCWIB Board accept the resignation of Mr. Richard Gillis, representing Business (Alternative Energy) from the Monterey County Workforce Investment Board (MCWIB) and Planning Committee effective upon approval.

INFORMATION:

WIB staff received an email dated July 7, 2011, regarding the letter of resignation from Mr. Gillis.



Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board

This report was written by: Manley Bush, WIB Management Analyst

09/28/2011
Date

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: ACCEPT THE RESIGNATION OF MS. LUPE PALACIO REPRESENTING
COMMUNITY BASED ORGANIZATION (CBO) FROM THE MCWIB AND
OVERSIGHT COMMITTEE UPON APPROVAL.
DATE: OCTOBER 5, 2011

RECOMMENDATION:

Recommend the MCWIB accept the resignation of Ms. Lupe Palacio, representing CBO from the MCWIB and Oversight Committee effective upon approval.

INFORMATION:

WIB staff received an email letter of notification dated September 7, 2011, regarding the closure of Candelaria American Indian Council (CAIC), Native American Program services in Monterey County prompting a letter of resignation from Ms. Palacio.

ATTACHMENT:

3a. CAIC Letter of Notification



Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board

This report was written by: Manley Bush, WIB Management Analyst

09/28/2011
Date



Date: September 7, 2011

To: Community Partners

From: Candelaria American Indian Council
Lupe Palacio, Program Coordinator
210 Capitol St. Suite 7
Salinas, CA 93901

Candelaria American Indian Council is in the process of making changes in the Program. The smaller counties served, Monterey, San Benito and Santa Cruz have been directly affected and our Salinas office will be no longer open to provide direct service to these areas.

Beginning September, 19th 2011 Candelaria American Indian Council in Ventura CA will continue to provide service to the Native American Community by phone at the Toll Free number (866) 441-2242.

Office Hours: Monday-Thursday 8:00am-4:00pm.

We apologize for any inconvenience this may cause and appreciate your patience during this transitional period.

Lupe Palacio
CAIC Program Coordinator

“Together Serving Our Community”

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: CONSIDER AND APPROVE THE REAPPOINTMENT OF ELLIOTT ROBINSON, REPRESENTING WELFARE TO WORK AND COMMUNITY SERVICE BLOCK GRANT EMPLOYMENT & TRAINING PROGRAMS ON THE MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB) FOR A PERIOD OF THREE YEARS OR UNTIL OCTOBER 2014.
DATE: OCTOBER 5, 2011

RECOMMENDATION:

Recommended the MCWIB approve the reappointment of Mr. Elliott Robinson of Welfare to Work, Community Service Block Grant Employment & Training programs on the MCWIB for a period of three years or until October 2014.



Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board

This report was written by: Manley Bush, WIB Management Analyst

09/28/2011
Date

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: CONSIDER AND APPROVE THE AMENDED WORKFORCE INVESTMENT BOARD (WIB) BYLAWS
DATE: OCTOBER 5, 2011

DISCUSSION:

On April 6, 2011, the WIB reviewed and approved the amended Bylaws. Thereafter, WIB staff circulated the Bylaws through the County's routing chain of approval. County Counsel reviewed the newly amended bylaws previously approved by the WIB and recommended the following revisions:

- To ensure the format was in alignment with current Federal and State laws and to the extent to which they support the board in doing its business; and
- To ensure the legal language contains provisions that are in accordance with applicable (or correct) State and Federal law.

The attached amended WIB Bylaws is provided for the MCWIB review and approval. It is our goal to present final revisions for action at the full Board meeting on October 5, 2011.

Next steps in this process are:

- Upon adoption by the full Board, any amendments to the bylaws will be forwarded to the Board of Supervisors for final approval.

ATTACHMENTS:

5a. New Proposed WIB Bylaws (10 pages)



Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board
This report was written by: Manley Bush, WIB Management Analyst

09/28/2011
Date

BYLAWS of the MONTEREY COUNTY WORKFORCE INVESTMENT BOARD

Approved by the Monterey County Board of Supervisors on May 29, 2001, amended on June 6, 2007, and amended and restated on June 14, 2011.

The State of California, pursuant to the Federal Workforce Investment Act of 1998, and the California Unemployment Insurance Code (Section 14000, et seq.) has designated the Monterey County Workforce Investment Board as the entity responsible for the direction and oversight of employment and training programs at the local level and provides funding thereto.

Federal and State rules and regulations provide for program activities and require the Monterey County Board of Supervisors, as Chief Local Elected Officials, for the Monterey County Workforce Investment Area to appoint a local Workforce Investment Board.

ARTICLE I. NAME

The name of the local Board shall be the Monterey County Workforce Investment Board, hereinafter referred to as "MCWIB".

ARTICLE II. LEGAL AUTHORITY OF THE BOARD

The MCWIB is organized in accordance with the Federal Workforce Investment Act of 1998, (29 U.S.C. Section 2832, et seq.), and under the California Unemployment Insurance Code (Section 14000, et seq.), hereinafter jointly referred to as "WIA".

ARTICLE III. AREA SERVED

The geographical region to be served by the MCWIB shall be the County of Monterey and the labor market areas contained therein.

ARTICLE IV. DUTIES & METHODS OF THE BOARD

Section 1. Duties

- A. The MCWIB shall be established to assist the Chief Local Elected Officials, Monterey County Board of Supervisors, hereinafter referred to as "BOS", in strategic planning, oversight, and evaluation of the local workforce investment area, and shall promote effective outcomes consistent with statewide goals, objectives, and negotiated local performance.
- B. Duties of the MCWIB shall be in accordance with the WIA including, but not limited to:
 - 1. In partnership with the BOS, develop a local workforce investment area plan;
 - 2. Negotiate local performance measures with the BOS and the Governor;
 - 3. Subject to the approval of the BOS, develop a budget;
 - 4. Work with the BOS, as the local grant recipient, to disburse funds for workforce investment activities;
 - 5. With agreement from the BOS, select operators of the One-Stop Career Center(s);
 - 6. With approval from the BOS, select providers of training and intensive services;
 - 7. Conduct oversight of local WIA programs;
 - 8. In cooperation with the BOS, appoint a Youth Council;
 - 9. Based on recommendations of the Youth Council, identify eligible providers of youth services;
 - 10. Promote the participation of private-sector employers in the workforce investment system; and
 - 11. Coordinate workforce investment activities with economic development strategies.

Section 2. Methods

The MCWIB shall perform all duties in accordance with these methods:

- A. *Convener* – Bring together business, labor, education, and economic development to focus on community workforce issues.
- B. *Workforce Analyst* – Develop, disseminate and understand current labor market and economic information and trends.
- C. *Broker* – Bring together systems to solve common problems, or broker new relationships with businesses and workers.
- D. *Community Voice* – Advocate for the importance of workforce policy, providing perspective about the need for and availability of skilled workers.
- E. *Capacity Builder* – Enhance the region's ability to meet the workforce needs of local employers.

ARTICLE V. STAFFING AND SUPPORT

- A. Staffing and support of the MCWIB shall be provided by the Monterey County through a designated County Department.
- B. MCWIB staff shall include an Executive Director and such staff necessary to support the activities of the MCWIB. The MCWIB Executive Director shall serve as a non-voting member of all meetings of the MCWIB and its committees.
- C. The MCWIB staff will work on implementation of the policies, goals and activities recommended by the MCWIB. The staff shall make regular reports to the MCWIB on implementation. MCWIB staff shall be responsible for preparing and distributing agendas for all public meetings.
- D. Staff of the MCWIB shall maintain an official membership list, attendance records, a record of all actions of the MCWIB, minutes of all public meetings and other documents of the MCWIB and its committees.

ARTICLE VI. MEMBERSHIP

Section 1. Composition

The BOS shall ensure the membership of the MCWIB conforms to all requirements of the WIA, including, but not limited to:

- A. *Business representatives* – At least the majority (51%) of MCWIB membership must be representatives of business in the local area. The business representatives shall include owners of businesses, chief executives or operating officers of business or other business executives, including human resources executives, or employers with optimum policy-making or hiring authority. Efforts will be made to include broad representation of businesses throughout the County, consisting of both large and small employers.
- B. *Local Educational Entities* – At least two (2) representatives of local educational entities shall be selected from individuals nominated by regional or local educational agencies, institutions, or organizations representing such local educational entities. Representatives shall be from the K-12 public educational system in Monterey County and selected from administrators and principals and/or shall be from the public or private post-secondary educational system and selected from executives with optimum policy authority, including community college presidents and school board members and/or representatives of local educational systems eligible under the WIA.
- C. *Labor Organizations* – At least 15 percent (15%) of MCWIB members must be representatives of labor organizations nominated by local labor federations, including an apprenticeship program, unless the local labor federation fails to nominate enough members, in which case at least 10 percent (10%) of MCWIB members shall be representatives of local labor organizations.
- D. *Community-Based Organizations* – At least one (1) member must represent community-based organizations serving populations with barriers to employment, including, but not limited to, those

ACTION 05a

that represent or provide service to individuals with disabilities, veterans, youth, farm workers, homeless and immigrants.

- E. *Economic Development Agencies* – At least one (1) member must represent economic development agencies, including private sector economic development entities and/or Small Business Development Centers.
- F. *One-Stop Partners* – Each One-Stop Partner shall be represented by a minimum of one representative.
- G. Membership may include other individuals or representatives of entities as the BOS may determine to be appropriate. In all cases regarding an appointee, a single member of the MCWIB may be appointed to represent multiple constituencies on the MCWIB.

Section 2. Appointments

- A. Members of the MCWIB shall be appointed by the BOS.
- B. The BOS shall ensure the membership and appointment of MCWIB members are in compliance with WIA rules and regulations.
- C. The composition of the MCWIB shall be subject to certification by the Governor.
- D. Members who are appointed to fill a vacancy shall serve until the normal expiration of the term of the vacant seat. A member can continue to serve until reappointment or replacement by the BOS.
- E. MCWIB representatives, except institutional members (i.e., One-Stop Partners, etc.) shall serve as individuals and may not designate alternates/proxies.

Section 3. Term

- A. The term of each MCWIB representative shall be three (3) years, upon which time consideration for reappointment shall occur. The terms of all representatives may be staggered at the discretion of the BOS.
- B. There shall be no term limits.
- C. Members who are no longer actively involved in the work of his/her membership category within the County of Monterey shall be required to resign his/her MCWIB seat.
- D. Members shall immediately inform the MCWIB of a change in employer or employment status, at which time it shall be determined if the member is eligible to continue serving on the MCWIB.

Section 4. Recruitments and Nominations

- A. In the event of a vacancy, the MCWIB Executive Committee is responsible for maintaining the required composition of the MCWIB, as stated in these bylaws. A vacancy may not necessarily be filled if the required composition of the MCWIB can be maintained without filling the vacancy.
- B. The MCWIB shall solicit and accept nominations for MCWIB membership in accordance with representation as needed.
- C. All nominees shall be required to submit a membership application.
- D. Any qualified community member may nominate his/herself for appointment to the MCWIB by submitting a membership application to the MCWIB Executive Director.
- E. Nominations shall be reviewed by the Executive Committee to ensure that nominees meet the membership criteria as stated in these bylaws. If a nomination is approved by the Executive Committee, the Executive Committee shall bring forth the nomination to the full MCWIB for consideration.
- F. The recommendation for appointment of a new member shall require a two-thirds affirmative vote of MCWIB members present at a regular scheduled meeting in which a quorum has been established.

ACTION 05a

- G. The recommendation of the full MCWIB shall be forwarded to the BOS for action on the recommendation for appointment. If, for any reason, no recommendation for appointment is made within three (3) months of the date of vacancy, the MCWIB shall inform the BOS of that fact.

Section 5. Vacancies

- A. A vacancy on the MCWIB shall exist on the occurrence of noncompliance of applicable Federal and State regulations, or change in employment status from active employment in the classification that served as the basis for the appointment.
- B. Vacancies will not necessarily be filled by individuals from a like organization; industry, employer, or association so long as the required membership composition is maintained.

Section 6. Resignations

- A. Any member may resign by providing written or oral notice to the MCWIB Chair and/or MCWIB Executive Director.
- B. The MCWIB Executive Director shall provide written notice of all resignations to the MCWIB and BOS.
- C. A member shall be deemed to have resigned MCWIB membership if s/he is absent from 60% of regularly schedule MCWIB and assigned committee meetings in the program year (July-June) for which attendance is reviewed. Only unexcused absences shall be considered in determining the number/percentage of absences.
- D. In the event of resignation due to excessive unexcused absence, the MCWIB Executive Director shall act on behalf of the MCWIB to determine cause of such absences and shall provide such cause to the MCWIB for consideration.

Section 7. Removal

- A. A MCWIB member may be removed from the MCWIB if the member's conduct or action, in his/her capacity as a member or personal/professional dealings, is having or will have a severe detrimental affect on the ability of the MCWIB to conduct its business.
- B. Procedures for Removal by MCWIB:
 - 1. A removal is proposed and discussed at an Executive Committee meeting called for that purpose;
 - 2. The recommendation for removal from the Executive Committee shall be brought before the full MCWIB for discussion and vote;
 - 3. The member whose removal is being considered shall be invited to present reason(s) why his/her removal should be reconsidered at both the Executive Committee and full MCWIB meeting;
 - 4. Removal from the MCWIB shall require a two-thirds majority and affirmative vote of the MCWIB at a regularly scheduled meeting, in which a quorum has been established; and
 - 5. The MCWIB shall forward the recommendation for removal to the BOS for approval.
- C. Procedures for Removal by BOS:
 - 1. A removal is proposed and discussed at a BOS meeting;
 - 2. The recommendation for removal shall be brought before the full BOS for discussion and vote;
 - 3. The member whose removal is being considered shall be invited to present reason(s) why he/she should not be removed; and
 - 4. Removal from the MCWIB shall require a two-thirds majority and affirmative vote of the BOS at a regularly scheduled meeting, in which a quorum has been established.

Section 8. Size

- A. The membership size of the MCWIB shall be that which is required by the WIA, and to fulfill the duties of the MCWIB.
- B. An individual may serve as a representative of more than one membership category so long as adequate justification for his/her expertise in each area is established. No matter how many membership categories an individual represents, he/she is only entitled to one vote and may only be counted as a single member of the MCWIB.

Section 9. Compensation

Youth members of the Youth Council may receive reimbursement of travel expenses for attendance at regular meetings of the MCWIB, out of the County travel, as well as overnight travel, when required as a result of MCWIB membership in accordance with written policies and guidelines of the MCWIB and the County of Monterey. In the event MCWIB and County policy differ, the latter shall be applied and controls. Adult members of the MCWIB are not entitled to compensation or reimbursement for duties performed for the MCWIB.

ARTICLE VII. OFFICERS AND THEIR ELECTIONS**Section 1. Officers**

- A. The officers of the MCWIB shall be Chair, Vice Chair, and Second Vice Chair.
- B. There shall be elected one (1) individual to serve in each designated office.
- C. The Chair of the MCWIB shall be elected by the MCWIB from among the Business representatives. The remainder of the officers may be elected from any of the representative groups.

Section 2. Election of Officers

The MCWIB shall elect officers in the last regularly scheduled meeting before July 1 of each year in which the term of an officer is to expire. The term shall commence on the first subsequent meeting.

Section 3. Term of Officers

- A. The term of each officer shall be two (2) years.
- B. There shall be no consecutive term limits for officers.
- C. An officer shall serve his or her term until a successor is elected or until death, resignation or removal from office for cause.
- D. An officer vacancy shall be filled by vote at a subsequent full MCWIB meeting.
- E. An officer selected to fill a vacancy shall serve for the remainder of the term of the individual whose vacancy s/he is selected to fill.

Section 4. Duties of Officers

- A. *Chair.* The MCWIB Chair shall:
 1. Represent the MCWIB to the BOS and the general public;
 2. Preside over all regular and special meetings of the MCWIB;
 3. Serve as Chair of the Executive Committee of the MCWIB;
 4. Prepare the agenda for MCWIB meetings in consultation with the MCWIB Executive Director;
 5. Appoint all committee Chairs and committee members, in consultation with the MCWIB Executive Director;
 6. In cooperation with the BOS, determine the number and composition of the Youth Council;

ACTION 05a

7. Determine the sections of the annual WIA Local Plan that are to be developed by the Youth Council because those sections relate to eligible youth, and determine the duties of the Youth Council in addition to those described in the WIA; and
8. Assign and delegate such responsibilities from time to time.

B. Vice Chair. The MCWIB Vice Chair shall:

1. In the absence of the MCWIB Chair, perform all the duties of the MCWIB Chair; and
2. Assign and delegate such responsibilities from time to time.

C. Second Vice Chair. The MCWIB Second Vice Chair shall:

1. In the absence of the MCWIB Chair and MCWIB Vice Chair, perform all duties of the MCWIB Chair; and
2. Assign and delegate such responsibilities from time to time.

Section 5. Removal of Officers

The removal of an officer shall require a two-thirds majority vote of the MCWIB and conform to the procedures for member removal as outlined in these bylaws.

ARTICLE VIII. MEETINGS

Section 1. Public Meetings

- A. All meetings of the MCWIB and its committees shall be called and conducted in conformity with provisions of the Ralph M. Brown Act, hereinafter referred to as the "Brown Act".
- B. Robert's Rules of Order, New Revised, shall govern MCWIB meetings in all cases in which they are applicable and to the extent in which they are not in conflict with these bylaws and other applicable law.
- C. Regular meetings of the MCWIB and its standing and/or ad hoc committees shall be published annually in June for the period of July 1st to June 30th of the coming program year.
- D. Special meetings of the MCWIB may be called at any time by any officer of the MCWIB for any purpose in accordance with the Brown Act.
- E. Notice of the time and place of special meetings shall be provided to each member and the public in accordance with the Brown Act.
- F. The presiding officer of a meeting, at his/her discretion, may adjourn any meeting, whether a quorum has been established or not, to another time and place. The same meeting may not be adjourned more than once.

Section 2. Quorum

- A. A simple majority of appointed members shall constitute a quorum for the transaction of business at all MCWIB, committee and Youth Council meetings.
- B. A meeting at which a quorum is initially established may not continue to transact business if the quorum is not maintained due to the withdrawal or departure of members.

Section 3. Voting

- A. Each member of the MCWIB shall be entitled to one vote on an action.
- B. No member of the MCWIB shall cast a vote on any matter which has direct bearing on services to be provided by the member or any organization with which that member is associated, or would otherwise be the basis for a conflict of interest, as outlined in these bylaws in Article X. Conflict of Interest, Ethics & Economic Interests, Section 1.

ACTION 05a

- C. Action brought before the MCWIB shall be resolved by a vote of a simple majority of the members present, provided a quorum is present.
- D. At the request of any member, or upon the discretion of the Chair, a roll-call or ballot vote may be requested for any action of the MCWIB.

ARTICLE IX. COMMITTEES

Section 1. General

- A. All committees established under the MCWIB shall conform to the bylaws of the full MCWIB.
- B. All actions of MCWIB standing committees and workgroups are advisory to the MCWIB.
- C. Chairs of the MCWIB committees, in consultation with the MCWIB Executive Director, shall prepare the agenda for committee meetings.
- D. Members who are designated as a One-Stop Career Center Operator shall not serve on any committee that deals with the oversight of the One-Stop system or allocation of resources that would potentially be allocated to that member's program or might otherwise be the basis of a conflict of interest, as outlined in these bylaws in Article X. Conflict of Interest, Ethics & Economic Interests, Section 1.

Section 2. Standing Committees

- A. There shall be established two standing committees of the MCWIB to include the Executive Committee and Oversight & Evaluation Committee.
- B. To the extent possible, standing committees shall be comprised of at least one representative from each of the required MCWIB representative categories as outlined in the WIA, with the majority of committee members being Business representatives.
- C. The term of the Chair of any standing committee shall be for two (2) years, concurrent with the term of the Chair of the MCWIB, who shall either reappoint or designate a new committee Chair at the beginning of his/her (MCWIB Chair) term.

Section 3. Executive Committee

- A. The Executive Committee shall be comprised of the following Board members: Chair, Vice Chair, Second Vice Chair, Immediate Past Chair, Youth Council Chair, the Chair of any other standing committee, and up to two other MCWIB members appointed at the discretion of the MCWIB Chair.
- B. The MCWIB Chair shall serve as Chair of the Executive Committee.
- C. Responsibilities of the Executive Committee shall include:
 - 1. Report upon all action taken by the committee at regularly schedule MCWIB meetings;
 - (a) Emergency actions and all other actions taken by the Executive Committee without the prior approval of the full MCWIB are conditional and subject to either ratification or rescission by the full MCWIB at its subsequent meeting.
 - 2. Make recommendations for membership to the MCWIB and Youth Council in compliance with membership requirements as outlined in the WIA;
 - 3. Determine responsibilities of all standing committees and workgroups and review work plans of such bodies;
 - 4. Review the attendance of MCWIB and Youth Council members and make recommendations for removal of a member as outlined in Article VI. Membership, Section 7 of these bylaws; and
 - 5. Perform other duties as the MCWIB may deem necessary.

Section 4. Oversight & Evaluation Committee

ACTION 05a

- A. An Oversight & Evaluation Committee shall be established and composed of fully appointed MCWIB members as directed by the MCWIB Chair.
- B. Responsibilities of the Oversight & Evaluation Committee shall include:
 - 1. Conduct monitoring and evaluation of services, activities and grants or contracts, including the Monterey County One-Stop Career Center(s), funded by the WIA or otherwise and awarded by the MCWIB, as related to all adult, dislocated worker, rapid response programs;
 - 2. Negotiate a Memorandum of Understanding between the MCWIB and each required Monterey County One-Stop Career Center delivery system partner, such MOU being subject to approval by the full MCWIB; and
 - 3. Report back to the full MCWIB on issues, as directed by the full MCWIB.

Section 5. Youth Council

- A. A Youth Council shall be established in accordance with the WIA and be comprised of members in compliance with the WIA.
- B. Responsibilities of the Youth Council shall include, but not be limited to the following.
 - 1. Conduct monitoring and evaluation of youth services, activities and grants or contracts funded by the WIA and other funding procured by the MCWIB;
 - 2. Make recommendations to the Executive Committee and the full MCWIB relating to youth programs and eligible providers for those programs;
 - 3. Foster integration and collaboration of youth activities in the local area; and
 - 4. Report back to the full MCWIB on issues as directed by the full MCWIB.
- C. The Youth Council shall elect its Chair from its members.
- D. The term of each Youth Council member, shall be two (2) years and follow guidelines for removal and appointment as established in these bylaws.
- E. Members of the Youth Council who are not members of the MCWIB shall be voting members of the Youth Council and nonvoting members of the MCWIB.

Section 6. Other Committees

- A. The MCWIB Chair may from time to time establish other standing committees or workgroups to assist the MCWIB in carrying out its duties or current work, by appointing a MCWIB member as Chair of that committee or workgroup.
- B. Workgroups may include individuals who are not appointed to the MCWIB so long as the individual has expertise in the topic/task of such body.
- C. The MCWIB Chair and chair of the standing committee shall be responsible for appointing members of the respective committee including MCWIB members and other interested stakeholders, as appropriate.

ARTICLE X. CONFLICT OF INTEREST, ETHICS & ECONOMIC INTERESTS

Section 1. Conflict of Interest

- A. Members of the MCWIB shall comply with applicable Conflict of Interest laws, including but not limited to the Political Reform Act (Government Code, Section 87100, et seq.) and applicable administrative regulations (2 Cal. Code of Regulations, Section 18100, et seq.), and any amendments to the Act or regulations.
- B. A conflict of interest exists if the basis of selections is by:
 - 1. Reason of ownership in that business; or
 - 2. Annual income or salary derived from such entity; or

ACTION 05a

3. Other compensation, fringe benefits or benefits from the use of property, or any combination thereof paid or provided by such entities submitting response to a Request for Proposal; or
 4. If a relative by blood, adoption or marriage and/or a close personal friend receives favorable treatment.
- C. No member shall either cast a vote on, or participate in, any decision-making capacity on the provision of services by such member or by an organization that such members directly represents or any matter which would provide any direct benefit to such member or the immediate family of such member.
- D. Any member, or specific entity represented by that member, who participates in the development of grant and/or contract specifications or standards is prohibited from requesting or receiving any direct financial benefit from any resulting award.
- E. Any member who participates in a MCWIB or Youth Council decision relating to specific terms of a contract, the determination of specific standards for performance of a contract, the development of RFP of other such bid processes leading to a grant or contract, or any similar decision, is prohibited from receiving any direct financial benefit from any resulting contract.
- F. No corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust, foundation or other entity shall receive the grant and/or contract if it would create a conflict of interest for the member who participated in this manner.
- G. If a grant, contract and/or purchase involving a member is made, the Board shall:
1. Ensure the non-involvement of the member in the decision making process;
 2. Justify the terms and conditions of the grant, contract and/or purchase; and
 3. Document that grant, contract and/or purchase was adequately bid or negotiated and that the terms of the contract or price of purchase are fair and reasonable.
- H. Each member is responsible for determining whether any potential or actual conflict of interest exists or arises for him/herself during tenure on the MCWIB or Youth Council.
- I. Any member with a potential or actual conflict of interest must:
1. Disclose that fact to the Board as soon as the potential conflict is discovered and to the extent possible, before the agenda of the meeting involving the matter at issue is prepared; and
 2. Verbally (in writing or orally) declare such conflict, such declaration must be clearly noted in the minutes, and such member must recuse him/herself from the remainder of the discussion and voting on that item.

Section 2. Ethics Training

Each member shall receive training in ethics in accordance with MCWIB written policies and guidelines and applicable Federal or State law and regulations.

Section 3. Economic Interest

Each member shall file a statement of economic interest as a condition of assuming membership and then annually while serving as a member. State law and the BOS shall determine the composition of the statement of economic interest.

ARTICLE XI. AMENDMENTS

- A. Amendments to these bylaws may be made at any regularly scheduled meeting of the MCWIB, provided the amendment has been submitted in writing at the previous regular meeting or at least seven (7) days in advance of the meeting at which the amendments will be presented for action.
- B. Amendments require an affirmative vote of the majority of the membership present at a meeting where a quorum is present.

ACTION 05a

- C. Amendments to these bylaws shall be reviewed and approved by the Monterey County County Counsel prior to the approval of the MCWIB.
- D. Amendments to these bylaws require approval of the BOS.

ARTICLE XII. SEVERABILITY

If any part of these bylaws is held to be null and/or void, the validity of the remaining portion of the bylaws shall not be affected.

ARTICLE XIII. ENACTMENT

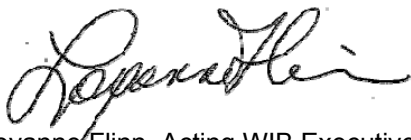
These bylaws shall become effective upon adoption by a majority vote of the MCWIB, and shall remain in effect, as amended by Article XII, until dissolution of the MCWIB.

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING WIB EXECUTIVE DIRECTOR
SUBJECT: DISCUSSION AND UPDATE ON THE ECONOMIC DEVELOPMENT COMMITTEE
DATE: OCTOBER 5, 2011

INFORMATION/DISCUSSION:

The Economic Development Committee was created to guide development and implementation of the County-wide economic development strategy. To facilitate this effort, the County retained the services of the Stanford Research Institute (SRI) to prepare an economic development strategy in three primary phases. A report summarizing the results of phase one, includes a component focusing on existing conditions and opportunities in the County. This will be presented by Mr. Jim Cook, the Interim Economic Opportunity/WIB Director.



Loyanne Flinn, Acting WIB Executive Director,
Monterey County Workforce Investment Board
This report was prepared by Manley Bush, WIB Management Analyst

09/28/2011

Date

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: DISCUSSION AND UPDATE ON THE PRESIDENT'S AMERICA JOBS ACT PROPOSAL
DATE: OCTOBER 5, 2011

DISCUSSION:


President Obama announced plans Monday to fund his [\\$447 billion jobs bill](#) largely by raising taxes on wealthier families, provoking immediate opposition from congressional Republicans. The sequence of event suggests that despite the recent pledges of greater bipartisanship, many of the fiscal and economic stumbling blocks that have left Washington gridlocked in recent months remain firmly in place.

Information from the National Association of Workforce Boards: The bill would create a new \$5 billion Pathways to Work fund that is comprised of three elements:

- 1) \$2 billion for subsidized employment - this proposal would build off of the Recovery Act's TANF Emergency Fund, which helped put 250,000 workers into transitional jobs. However, there are some differences from the TANF Emergency Fund from this proposal, as the new fund would be targeted to adults and overseen by DOL, allowing states to utilize either their TANF or Workforce agencies (or both) to provide localities with formula funds to operate these transitional jobs programs. The TANF emergency fund had solely been operated by HHS and was also a significant mechanism to provide summer jobs funding.
- 2) \$1.5 billion for summer and year round youth activities - this funding would be provided through the WIA formula to localities to assist youth ages 16-24 in educational and occupational attainment.
- 3) \$1.5 billion competitive grant program to assist low income adults and youth - this fund would allow DOL to provide national grants to local areas and regions to help put people back to work expeditiously utilizing programs of demonstrated effectiveness. The eligible entity for these grants would be the local chief elected official, in partnership with the WIB, and could include a variety of models and additional partners such as adult education and literacy providers, community colleges, and CBOs. High poverty and high unemployment areas would be priorities for funding.

ATTACHMENT:

- 07a. Appointments and Legislation
- 07b. Cost breakdown



Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board

Report submitted by Manley Bush, WIB Management Analyst

09/28/11
Date

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: WORKFORCE APPOINTMENTS AND LEGISLATION
DATE: OCTOBER 5, 2011

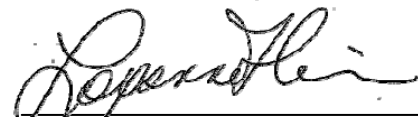
JOBS TZAR - Michael E. Rossi, 67, of Pebble Beach, has been appointed senior jobs advisor in the Office of the Governor. In this role, Rossi will be the point of contact between California's business and workforce leaders and the Administration; he will streamline and invigorate the state's economic development infrastructure; and he will advise Governor Brown on regulatory, legislative and executive actions needed to drive job growth.

SB 678 This bill would require the Governor to establish, through the California Workforce Investment Board, standards for certification of high-performance local workforce investment boards, in accordance with specified criteria. The bill would also require the Governor and the Legislature, in consultation with the California Workforce Investment Board, to reserve specified federal discretionary funds for high-performance local workforce investment boards. This bill would also require the California Workforce Investment Board to establish a policy for the allocation of those funds to those boards.

AB 554 This bill would require the California Workforce Investment Board and each local board to ensure that programs and services funded by the Workforce Investment Act of 1998 and directed to apprenticeable occupations, including preapprenticeship training, are conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area. The bill would also require the California Workforce Investment Board and each local board to develop a policy of fostering collaboration between community colleges and approved apprenticeship programs in the geographic area to provide preapprenticeship training, apprenticeship training, and continuing education in apprenticeable occupations through the approved apprenticeship programs.

SB 734 (formerly SB776) This bill would require local workforce investment boards to spend a certain percentage of available federal funds for adults and dislocated workers on workforce training programs in a manner consistent with federal law, as prescribed, and would allow the boards to leverage specified funds to meet the funding requirements, as specified.

This bill would require a local workforce investment board that does not meet the expenditure requirements described above to provide the Employment Development Department with a corrective action plan regarding those expenditures.

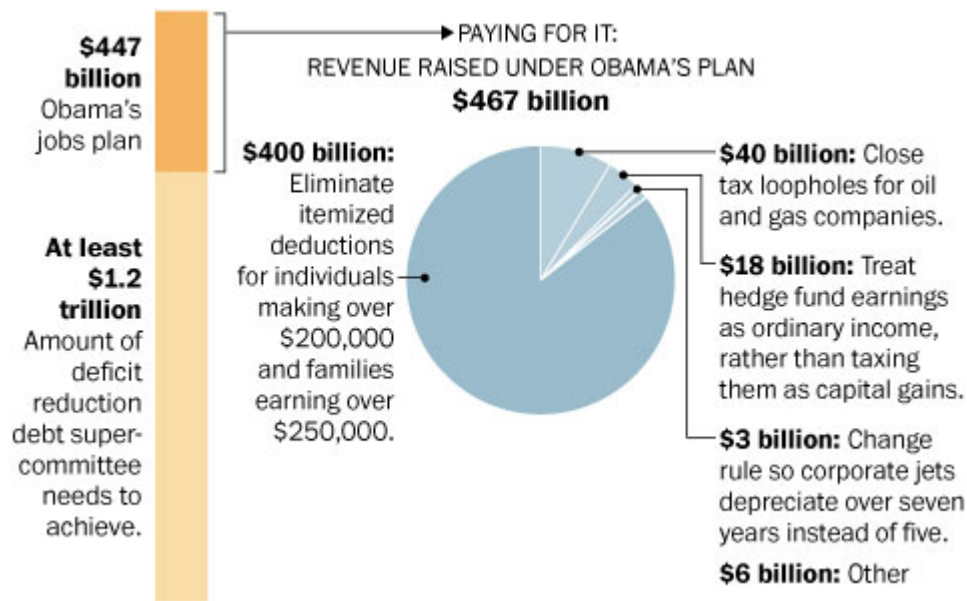


Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board

09/28/11
Date

Paying for the president's job proposal

The cost of President Obama's jobs plan is in addition to at least \$1.2 trillion that a congressional "supercommittee" is tasked with finding to reduce budget deficits. On Monday, the White House outlined how it would pay for the jobs plan. The proposal relies on a series of tax increases that have been previously rejected by Republicans and many Democrats.



Source: White House. The Washington Post. Published on September 12, 2011, 9:30 p.m.

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING EXECUTIVE DIRECTOR
SUBJECT: DISCUSSION AND UPDATE ON THE EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AUDIT AND EVALUATION DIVISION (A&ED) ONE-STOP SERVICE CENTER REVIEW DRAFT REPORT
DATE: OCTOBER 5, 2011

INFORMATION:

The draft report is a review of the Department of Social and Employment Services (DSES) compliance with the Workforce Investment Act (WIA), American Recovery and Reinvestment Act (ARRA) and other Federal requirements. The DSES response is due to the EDD A&ED by September 22, 2011. The following is a summary of the EDD findings and DSES responses. The full draft report and final response documents will be available at the meeting.

Finding 1: DW participants received unnecessary training (WEX and OJT) by placement in jobs with the same employers, industries, and occupations from which the participants were laid off.


Finding 2: DW participants received unnecessary training by being placed in ordinary and standard training that did not upgrade their skills as they already had basic skills, prior work experience, and education.

Finding 3: All DW participants received unnecessary WEX for three months (480 hours) and some received an additional three months (480 hours) of OJT even though participants had experience with same employers and occupations, and even for jobs that typically need a shorter training duration.

Finding 4: DW participants' need for and duration of WEX and OJT were inadequately documented.

Finding 5: MCWIB's former Executive Director received full pay and benefits while on administrative leave for 11 months with costs charged to the WIA program, in violation of Monterey County's PPR No. 98-394 which allows a maximum of 20 days of administrative leave.

Finding 6: MCWIB's former Executive Director received a terminal leave pay-off that was directly charged to the WIA program, which should have been charged as an indirect cost.



Loyanne Flinn, Acting Executive Director
Monterey County Workforce Investment Board
This report was written by: Manley Bush, Management Analyst

09/28/2011
Date

MEMORANDUM

TO: MONTEREY COUNTY WORKFORCE INVESTMENT BOARD (MCWIB)
FROM: LOYANNE FLINN, ACTING WIB EXECUTIVE DIRECTOR
SUBJECT: DISCUSSION AND UPDATE ON THE CALIFORNIA WORKFORCE ASSOCIATION (CWA) MEETING OF THE MINDS CONFERENCE IN MONTEREY, CA ON SEPTEMBER 6-8, 2011
DATE: OCTOBER 5, 2011

INFORMATION/DISCUSSION:

The CWA hosted this year's Meeting of the Minds in Monterey at the Monterey Marriott Hotel on September 6-8, 2011, entitled "Next Practices."

This year's conference focused on where the economy and the workforce systems are going. The CWA guest speakers helped the attendees understand how economic development is evolving, and how global competitiveness continues to drive the business community. The WIB Board attendees Erik Cushman, Joanne Webster and MaryAnn Leffel, and the Acting Executive Director, Loyanne Flinn, will present an update to the Executive Committee on their areas of interest during the conference.

Joanne Webster

The need for **regional collaboration** was a theme that ran through the entire conference.

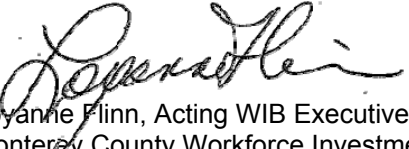
The need for **higher education** was another point that has been brought up in this and past conferences. Data shows that individuals with college degrees earn on average more than those that have no college and they have a lower rate of unemployment than those without any college.

Jobs are, in fact, available. However, we heard that applicants lack the skill mix of technical skills and critical thinking and problem solving skills.

Loyanne Flinn

Marleen and I attended a special workshop for the **National Emergency Grant (NEG) Multi Sector**. The South Bay WIB is the grant recipient and Monterey County is in the central California region being led by the Merced WIB. The grant will provide for 141 participants laid off from identified employers to receive classroom or work-based training and supportive services. Look for a press release notifying employees laid off since March 17, 2011 from the following employers:

- Community Hospital of the Monterey Peninsula
- United Postal Service
- Borders Book Store
- J&L Farms, Inc.
- La Playa Hotel


Loyanne Flinn, Acting WIB Executive Director,
Monterey County Workforce Investment Board

09/28/2011
Date

- County of Monterey
- Ramco Enterprises
- Salinas Valley Memorial

The **Welcoming Reception** was co-sponsored by the **Monterey County Business Council, BBS Project 17 and Monterey County Economic Opportunity – Workforce Investment Board.**

California Association of Micro Enterprise Organizations (CAMEO) facilitated a workshop on self employment and entrepreneurship with local representatives. It was well attended and the proposed next steps are to create a community of workforce and small business serving professionals to continue working on this next practice.

There was a **breakfast with the CSU Extended Education** representatives and we plan to continue the conversation and look for ways to collaborate.

One of the presentations I found very informative was on a **McKinsey report titled: *An Economy that Works: Job Creation and America's Future.***

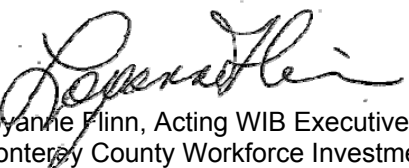
The three things identified as being essential to future policy around creating jobs:

Skill: Develop the Workforce of Tomorrow

Share: Harness Globalization to Create more US Jobs

Spark: Grow Emerging Industries and New Businesses and Reignite Innovation

Speed: Clear the Path for Investing and Hiring



Lorraine Flinn, Acting WIB Executive Director,
Monterey County Workforce Investment Board

09/28/2011
Date