



MONTEREY COUNTY ECONOMIC DEVELOPMENT

ERIK CUSHMAN, WIB CHAIR

Monterey County Workforce Investment Board (WIB)

Monterey Peninsula College Library & Technology Center,
Sam Karas Room, 980 Fremont Street, Monterey

Wednesday, February 5, 2014; 8:00- 8:30 a.m.

Erik Cushman,
WIB & Executive Chair

Anthony Aniello
WIB 1st Vice Chair

Mary Ann Leffel
WIB 2nd Vice Chair

WIB Members:

Aaron Oskolkoff
Al Davis
Andrea Zeller-Nield
Andy Hartmann
Brian Turlington
Cesar Lara
Dave Potter
David Dwyer
Diana Carrillo
Elliott Robinson
Hunter Harvath
Jay Donato
Kimberly Schnader
Larry Silva
Neal Heckman
Paul Farmer
Rick Deraiche
Salvador Muñoz
Steve MacArthur
Teresa Sullivan
Dr. Walter Tribley
Wendy Brickman
Dr. Willard Clark Lewallen

Monterey County Workforce
Investment Board (WIB)

Joyce Aldrich,
WIB Executive Director

730 La Guardia Street
Salinas, CA 93905
(831) 796-3324
www.montereycountywib.org

AGENDA

Call to Order/Introductions: Changes to Agenda: Public Comment/Testimonials: Subcommittee Chair Reports: <ul style="list-style-type: none"> ■ Oversight Committee – Mary Ann Leffel ■ Youth Council – Diana Carrillo 	Erik Cushman, Chair
Consent Calendar: 1. ACTION: Approve minutes from December 4, 2013.	Erik Cushman
Discussion or Review of Business Calendar <u>Action</u> Items: 1. ACTION: Concur with the January 15, 2014 Executive Committee action to consider and recommend the appointment of Paula Calvetti, representing Business, to the WIB for a three year term to be forwarded to the Board of Supervisors for final approval. 2. ACTION: Consider and recommend the appointment of Harbhajan “Harvey” S. Dadwal, representing Business, to the WIB for a three year term to be forwarded to the Board of Supervisors for final approval. 3. ACTION: Consider and recommend the appointment of Sherry Farson, representing Business, to the WIB for a three year term to be forwarded to the Board of Supervisors for final approval. 4. ACTION: Approve the Development and Issuance of new Request for Proposals (RFP) for Workforce Investment Act (WIA) Title I Adult and Youth Program subcontracts, scheduled to commence July 1, 2014.	Erik Cushman
Announcement of Events: REMINDER: Form 700 for 2013 is due March 30, 2014.	
Subcommittee Meetings: Business: 02/11/14 – Marina Library Executive: 02/19/14– Shoreline, Marina Youth: 03/11/14– Shoreline, Marina Oversight: 03/13/14– Shoreline, Marina WIB Meeting: 04/02/14- Marina Library	Erik Cushman
Adjourn to WIB Retreat	Erik Cushman
To request information, please contact the Monterey County Workforce Investment Board staff at (831) 796-6434 or visit our website at www.montereycountywib.org .	

UNADOPTED

**Monterey County Workforce Investment Board (WIB)
Meeting Minutes
Marina Library, 190 Seaside Avenue, Marina, CA
Wednesday, December 4, 2013**

Members Present: Anthony Aniello, Diana Carrillo, Erik Cushman (Chair), David Dwyer, Neal Heckman, Paul Farmer, Mary Ann Leffel, Dr. Lewallen, Steve MacArthur, Salvador Munoz, Dave Potter, Elliott Robinson, Kimberly Schnader, Teresa Sullivan, Brian Turlington, Dr. Tribley and Andy Hartmann

Members Absent: Wendy Brickman, Al Davis, Rick Deraiche, Hunter Harvath, Aaron Oskolkoff, Cesar Lara, Larry Silva, Andrea Zeller-Nield and Jay Donato

Staff Present: Joyce Aldrich, Kristen Aldrich, Marleen Esquerria and Flor Galvan

Others Present: James Carter, Rosie Chavez, Rebecca Cenicerros, Yuko Duckworth, Patty Howe, Kay Reimann, Leonel Valdez and Wil Moore

Call to Order/Introductions: Mr. Cushman asked for introductions. The meeting was called to order at 7:41 am. A quorum was present.

Changes to Agenda: Ms. Aldrich requested to remove item #3 Action: Consider and approve the proposal from Economic Modeling Specialists International – EMSI Analyst Labor Market Web-based tool, because it is subject to review by County Counsel and approval by the Board of Supervisors.

Motion: Mr. Potter motioned to remove action item 3 from the agenda and to forward it to County Counsel for review, and then to the Board of Supervisors for approval.

Second: Ms. Leffel

Motion Passed Unanimously

Public Comment/Testimonial: Ms. Howe, Administrative Director of the Agriculture and Land-Based Training Associations (ALBA) shared her experience working with the Office for Employment Training (OET), which enabled her organization to successfully hire Mr. Valdez who completed work experience, funded through the AB109 “Public Safety Realignment Act” program. Mr. Valdez thanked ALBA and OET for the work experience opportunity necessary to gain employment.

Subcommittee Chair Reports:

Oversight Committee: Ms. Leffel reported on the special Dislocated Worker Additional Assistance project grant that served displaced workers from Capital One. To date, the project exceeded its enrollment and training goals. She expressed her satisfaction with the timeliness and accuracy of the budget and training expenditure reports presented by the WIB/OET fiscal manager, Ms. Kristen Aldrich. She encouraged interested WIB members to serve on the Oversight Committee.

Youth Council: Ms. Carrillo reported that the Youth Council welcomed three new members to include a parent of a WIA eligible youth, out-of-school youth and educational representative. The members heard a presentation from Susie Brusa on the youth services and programs offered by the Rancho Cielo Youth Campus, and received an update on the Youth Council member survey and results. She also reported on the development of a youth matrix of programs and services by WIB staff. The WIB members asked to receive a copy of the final youth matrix once it's completed.

Consent Calendar:

1. **Approve minutes from October 2, 2013.**
2. **Concur with the November 14, 2013 Oversight Committee action to approve the monitoring schedule for program year 2013-14.**
3. **Concur with the November 20, 2013 Executive Committee action to approve the resignations of: Ralph Rubio, representing Labor Organizations and Scott Grover, representing Business.**
4. **Concur with the November 20, 2013 Executive Committee action to approve the reappointment of Ginger Pierce to the Youth Council, representing Organizations with Experience in Youth Activities.**

- 5. Concur with the November 20, 2013 Executive Committee action to approve the FINAL WIA Title I Adult, Dislocated Worker, Rapid Response and Youth Program Monitoring Reports for the Office for Employment Training for Program Year 2012-13.**

Motion: Ms. Leffel motioned to approve the Consent Calendar, as stated.

Second: Mr. Rubio

Motion Passed Unanimously

Discussion or Review of Business Calendar Action Items:

- 1. Action: Consider and approve the reappointment of Erik Cushman, representing Business, to the Workforce Investment Board for a three-year term.**

Motion: Mr. Aniello motioned to consider and approve Action Item #1, as stated.

Second: Ms. Leffel

Motion Passed Unanimously

- 2. Action: Consider and approve the resignation of Steve Lenard, representing Business from the Workforce Investment Board**

Motion: Ms. Leffel

Second: Mr. Potter

Motion Passed Unanimously

- 3. Action: Consider and approve proposal from Economic Modeling Specialists International – EMSI Analyst Labor Market Web-Based Tool.** Ms. Aldrich reported that Monterey County Counsel requested the inclusion of language in the agreement between EMSI and the WIB to include: “subject to review by County Counsel to consider and approve the proposal from Economic Modeling Specialists International (EMSI) Analyst Labor Market Web Based Tool and recommend to the Board of Supervisors for approval”. Ms. Aldrich also reported that WIB member Mr. Heckman assessed the program and reported that he was pleased with the data analysis and reports generated by EMSI.

Motion: Ms. Leffel

Second: Mr. Munoz

Motion Passed Unanimously

- 4. Update on the Local Workforce Investment Area Budget for PY 2013-14.** Ms. Aldrich reported the budget handout reflects all totals and expenditures as of December 3, 2013. She stated due to the sporadic completion dates of training contracts; the expenditures for training will continue to fluctuate throughout the reporting period. To date, all budget line items are on target. The budget is expended at 30% for all WIA programs and 26% for funding allocated towards training. Ms. Aldrich stated she’s working closely with County Counsel to complete the requirements for the California Department of Corrections (CDCR) grant agreement.

- 5. Year-to-Date accomplishments on the WIB’s Strategic Local Plan goals and 2012-13 WIA performance outcomes for Monterey County.** Ms. Aldrich provided a PowerPoint presentation on the accomplishment and goals of the Monterey County WIB. She reported that although the system has been faced with many challenges this year due to the impending sequestration, the primary operator and subcontractors had strong performance, meeting all performance requirements. This was the first full year of implementation for SB 734 and Monterey County expended 23% of 25% requirement over a two year period in the first year of implementation. Additionally, the WIB Board has been very successfully in meeting and exceeding the Strategic Work Plan Goals, reinvigorating the Youth Council to be a strong and robust Council and developing a Business Services Committee to oversee labor market strategies and outreach.

- 6. Discussion regarding a new request for proposals for WIA Title I Adult and Youth Programs subcontracts to begin in PY 2014-15.** Ms. Aldrich reported that 2013-14 is the last year that the contract agreements can be extended. The WIB is required to decide if they wish to develop a new Request for Proposal (RFP) with the same or different program design and contract deliverables. After several discussions with the Youth Council, Oversight and Executive Committees, it was determined that the WIB should develop and release two RFPs for Youth and Adult program subcontracts to begin in Program Year 2014-15. Information on the RFP will be brought before the WIB in February for final review and approval so that the RFP can move forward to the Monterey County Contracts and Purchasing.

- 7. Discussion of the 2014 WIB Strategic Planning Retreat which will be held in February 2014.** Ms. Aldrich reported that the WIB retreat will be held after a brief business meeting that will contain the RFP. Dr. Tribley offered to host the retreat at Monterey Peninsula College. Mr. Cushman requested testimonials from a youth participant who gained in literacy and numeracy skills and a participant from Capital One who gained employment as a result of the training received. The WIB retreat will take place on February 5, 2014 from 8:00am to noon.
- 8. Review WIB membership composition and discuss recruitment of members by industry sector.** Ms. Aldrich reported that she currently has three applications from business members representing agriculture and hospitality. Ms. Aldrich encouraged members to promote the WIB through their affiliations with other clubs, boards and/or committees.
- 9. Director's Update:** Ms. Aldrich reported that the Eligible Training Provider List is going through significant changes. She stated the Six County Collaborative sent out a letter to the State expressing their concerns and a request for consideration concerning the ETPL. She reported that the CWIB and CWA are working on a DRAFT Employment Zone Strategy which consists of WIBs looking at what the employment zones are for each local area. She reported that she has been working with Healthy Soils on an Employment Training Panel (ETP) grant opportunity. She also reported that the WIB is continuing to work on the three year California Department of Corrections (CDCR) grant agreement.

Announcement of Events: Ms. Leffel reported that the Monterey County region was selected by ACT to be a part of a pilot program that involves career ready communities. There will be a meeting held on January 7-8, 2014.

Adjournment: Mr. Cushman moved to adjourn the meeting at 9:18 a.m.

Motion: Mr. Heckman motioned to approve adjournment.

Second: Ms. Leffel

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONCUR WITH THE JANUARY 15, 2014 EXECUTIVE COMMITTEE ACTION TO CONSIDER AND RECOMMEND THE APPOINTMENT OF PAULA CALVETTI, REPRESENTING BUSINESS, TO THE WIB FOR A THREE YEAR TERM TO BE FORWARDED TO THE BOARD OF SUPERVISORS FOR FINAL APPROVAL

DATE: FEBRUARY 5, 2014

RECOMMENDATION:

It is recommended that the Workforce Investment Board concur with the January 15, 2014 Executive Committee action to consider and recommend the appointment of Paula Calvetti, representing Business, to the WIB for a three year term, to be forwarded to the Board of Supervisors for final approval.

BACKGROUND:

Ms. Calvetti, Director of Human Resources, Hyatt Regency Monterey/Hyatt Carmel Highlands, has submitted an application for membership to the full WIB.

The WIB bylaws state that 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 Board of Supervisors.

ATTACHMENTS:

Paula Calvetti's Membership Application

MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

Monterey County Workforce Investment Board

ERIK CUSHMAN, CHAIR

JOYCE ALDRICH, WIB EXECUTIVE DIRECTOR



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www.montereycountywib.org

**Monterey County Workforce Investment Board (WIB)
Membership Application**

(For your convenience, this application has been formatted in Microsoft Word with fill-in boxes.)

Name: Paula Calvetti Date Submitted: 1/13/2014

Title: Director of Human Resources

Business/Organization Name: Hyatt Regency Monterey / Hyatt Carmel Highlands

Representation

Please select from one of the following categories that you represent: (Federal Register Section 661.315)

- | | |
|---|--|
| <input type="checkbox"/> Community Based Organization | <input type="checkbox"/> Local Educational Entity |
| <input type="checkbox"/> Economic Development Agency | <input type="checkbox"/> One-Stop Partner |
| <input type="checkbox"/> Labor Organization | <input checked="" type="checkbox"/> Private Business |

Contact Information

Business/Organization Address: 1 Old Golf Course Road
City: Monterey State: CA Zipcode: 93940
Phone: [REDACTED] Fax: [REDACTED]
Mobile: [REDACTED]
Email address: [REDACTED]
Website address: hyattregencymonterey.com
Business license number: [REDACTED]
City of residence: [REDACTED]

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. Number of current employees: Monterey - 350 / Highlands Inn - 200
2. Number of years with current business/organization: 25 years
3. Number of years in business in Monterey County: since 1957

4. Please describe the nature of your business and your position:

Hospitality Industry, my position is Director of Human Resources

5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:

Monterey Chamber of Commerce, on going membership, member

Monterey County Hospitality Association, Chair for Employee Appreciation BBQ

Monterey Culinary Pension Fund, Employer Trustee

6. Please list any professional award(s) or recognition you have received within the last 5 years:

Hyatt Regency Monterey, Best Places to Work Monterey County 2008, 2009, 2013 presented by Monterey County Business Council

2012 HOSPY Award-Volunteer of the Year, Monterey County Hospitality Association

7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:

All Human Resource functions for both Hyatt Regency Monterey and Hyatt Carmel Highlands which includes but not limited to the following: recruitment, hiring, benefits administration, compensation, training, corporate responsibility, diversity and inclusion initiative, financial responsibility for controlling expenses and budgeting, coaching, performance management, policy and procedure, employee relations, payroll and supporting a culture of providing authentic hospitality.

Letter of Recommendations

- If you are a business member, please include a letter of recommendation from your Chamber of Commerce.
- If you are representing a labor organization, please include a letter of recommendation from the Central Labor Council affirming that you have been recommended, by popular vote, for a labor position on the Monterey County Workforce Investment Board.

References

Please answer the following questions and attach any additional pages, if necessary:

Business Reference:

Name: Noah Unger

Title: Director of Human Resources

Company: Monterey Marriott

Phone: 831-647-4065

Personal Reference:

Name: Jennifer Hollingworth

Phone: 831-521-1126

Relationship: Personal/Professional Friend

Other Reference:

Name: Steve McNally

Phone: 831-657-6500

Relationship: Direct Supervisor/ General Manager

Monterey County WIB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WIB?

I hope to contribute insight into the Hospitality Industry, collaboration within the county in meeting its labor needs and future development of its workforce/talent.

2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WIB, as applicable?

I am Treasurer for my daughter's school Parent Teacher Organization. I have served as committee chairs and as a participant in numerous fund raising activities. Numerous years of recruitment for the hospitality industry. Limited experience with youth services- over multiple years Hyatt has partnered with Rancho Cielo Youth Ranch in a job shadow day and temporary/ job placement. Ongoing community involvement projects ranging from Coastal Beach Clean-ups to Monterey County Food Bank.

3. Membership on the Monterey County WIB requires that each member attend a full WIB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes No

4. Membership on the Monterey County WIB requires that each member serve on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes No

5. Why do you wish to serve on the Monterey County WIB? (Describe in 100 words or less)

I would like to better understand both the opportunities for the workforce and the needs of the workforce in Monterey County. I am interested in collaborating with multiple community leaders to meet the needs and provide opportunities for the Monterey County workforce. With my experience in the hospitality industry, I feel I can provide insight and contribute to the conversation. In addition, serving on the board would also provide an opportunity for my continued development as a Director of Human Resources professional and as a citizen of Monterey County.

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature:

Paula Calvert

Date:

1/14/14

To be completed by County official only

Date received by Monterey
County:

Received by:

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONSIDER AND RECOMMEND THE APPOINTMENT OF HARBHAJAN "HARVEY" S. DADWAL, REPRESENTING BUSINESS, TO THE WIB FOR A THREE YEAR TERM TO BE FORWARDED TO THE BOARD OF SUPERVISORS FOR FINAL APPROVAL

DATE: FEBRUARY 5, 2014

RECOMMENDATION:

It is recommended that the Workforce Investment Board consider and recommend the appointment of Harbhajan "Harvey" S. Dadwal, representing Business, to the WIB for a three year term, to be forwarded to the Board of Supervisors for final approval.

BACKGROUND:

Mr. Dadwal, President, Fiver Rivers Hospitality, Inc. has submitted an application for membership to the full WIB. Mr. Dadwal has more than 150 employees in several hospitality establishments in our community.

The WIB bylaws state that 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 Board of Supervisors.

ATTACHMENTS:

Harbhajan "Harvey" S. Dadwal's Membership Application

MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

Monterey County Workforce Investment Board
ERIK CUSHMAN, CHAIR
JOYCE ALDRICH, WIB EXECUTIVE DIRECTOR



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Monterey County Workforce Investment Board (WIB)
Membership Application

(For your convenience, this application has been formatted in Microsoft Word with fill-in boxes.)

Name: Harbhajan "Harvey" S. Dadwal Date Submitted: 1/20/14
Title: President
Business/Organization Name: Five Rivers Hospitality, Inc

Representation

Please select from one of the following categories that you represent: (Federal Register Section 661.315)

- Community Based Organization
Economic Development Agency
Labor Organization
Local Educational Entity
One-Stop Partner
Private Business

Contact Information

Business/Organization Address: 1534-D Fremont Blvd
City: Seaside State: CA Zipcode: 93955
Phone: [Redacted] Fax: [Redacted]
Mobile: [Redacted]
Email address: [Redacted]
Website address: n/a
Business license number: Varies: licensed in several jurisdictions
City of residence: [Redacted]

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

- 1. Number of current employees: 150
2. Number of years with current business/organization: 20
3. Number of years in business in Monterey County: 18

4. Please describe the nature of your business and your position:
Limited Service Hotels and Restaurants (Subway/Baskin Robbins)
5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:
 Member Seaside Sand City Chamber of Commerce from 1998: have served as board member on and off for many years; Member Seaside Lions Club since 1998 and served as board member many years on and off. (Served as Board Member Monterey County Convention and Visitors Bureau from 2012 through 2013.)
6. Please list any professional award(s) or recognition you have received within the last 5 years:
 Business of the Year Award (Seaside/Sand City Chamber of Commerce)
 Distinguished Service Award (Seaside Lions Club)
7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:
 President and Chief Executive Officer - Overall responsibility for the corporation and related businesses.

Letter of Recommendations

- If you are a business member, please include a letter of recommendation from your Chamber of Commerce.
- If you are representing a labor organization, please include a letter of recommendation from the Central Labor Council affirming that you have been recommended, by popular vote, for a labor position on the Monterey County Workforce Investment Board.

References

Please answer the following questions and attach any additional pages, if necessary:

Business Reference:

Name: Alfred P. Glover Title: Owner

GLOVER ENTERPRISES
 1676 Fremont Boulevard, Suite F
 Company: Seaside, California 93955 Phone: 831-394-4885

Personal Reference:

Name: Carl Kelleher, MONTEREY BAY CHRISTIAN CENTER Phone: 831-236-2399

Relationship: Friend

Other Reference:

Name: Richard G. Glenn, Esq. Phone: 831-917-1121

Relationship: Friend

Monterey County WIB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WIB?

I hope to be able to share some of the significant problems faced by the employers in seeking to grow and effectively increase jobs. I would like to participate with others in seeking solutions to these problems. I have also had extensive employer/employee relations experience. I have recently been working on specific business/employment development projects with several local government agencies.

2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WIB, as applicable?

I bring over 20 years experience in the hospitality industry running successful businesses in California and other states. I have also been active in several non-profit community service organizations. My business experience has included business budgeting and hard-edged accounting. My community service participation has included substantial fundraising for youth programs, in particular. My business career has resulted in significant job development in several local communities.

3. Membership on the Monterey County WIB requires that each member attend a full WIB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes No

4. Membership on the Monterey County WIB requires that each member serve on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes No

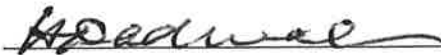
5. Why do you wish to serve on the Monterey County WIB? (Describe in 100 words or less)

I work well with community leaders and enjoy engaging with all types of people. A successful county-wide workforce development program must be based on strong public/private cooperation. We must also listen carefully to community concerns from diverse perspectives in order to develop practical solutions. My personal experience has included significant hardship. Like many people before me, I have been able to achieve success in business, and my personal dreams, through hard work. I believe everyone should be offered this opportunity.

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature:



Date: 1/20/14

To be completed by County official only

Date received by Monterey
County:

Received by:

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: CONSIDER AND RECOMMEND THE APPOINTMENT OF SHERRY FARSON, REPRESENTING BUSINESS, TO THE WIB FOR A THREE YEAR TERM TO BE FORWARDED TO THE BOARD OF SUPERVISORS FOR FINAL APPROVAL

DATE: FEBRUARY 5, 2014

RECOMMENDATION:

It is recommended that the Workforce Investment Board consider and recommend the appointment of Sherry Farson, representing Business, to the WIB for a three year term, to be forwarded to the Board of Supervisors for final approval.

BACKGROUND:

Ms. Farson, Vice President/Relationship Manager, Rabobank, has submitted an application for membership to the full WIB.

The WIB bylaws state that 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 Board of Supervisors.

ATTACHMENTS:

Sherry Farson's Membership Application

MONTEREY COUNTY ECONOMIC DEVELOPMENT DEPARTMENT

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Monterey County Workforce Investment Board (WIB)
Membership Application

(For your convenience, this application has been formatted in Microsoft Word with fill-in boxes.)

Name: Sherry Farson Date Submitted: 1/29/14
Title: Vice President, Relationship Manager
Business/Organization Name: Bank/Rabobank N.A.

Representation

Please select from one of the following categories that you represent: (Federal Register Section 661.315)

- Community Based Organization (checked)
Economic Development Agency
Labor Organization
Local Educational Entity
One-Stop Partner
Private Business

Contact Information

Business/Organization Address: Commercial Bank- Rabobank N.A.
City: Salinas State: CA Zipcode: 93901
Phone: [redacted] Fax: [redacted]
Mobile: [redacted]
Email address: [redacted]
Website address: [redacted]
Business license number:
City of residence: [redacted]

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

- 1. Number of current employees: 1800
2. Number of years with current business/organization: 7 years
3. Number of years in business in Monterey County: 12 years

4. Please describe the nature of your business and your position:
Commerical banker providing complete customer services to large middle market companies in the Salinas/Monterey area.

5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:
Chamber membership in Salinas, Monterey, Marina, Seaside and Pacific Grove. Monterey Chamber Ambassador for 2012-2014 period.

6. Please list any professional award(s) or recognition you have received within the last 5 years:
5 year service award at Rabobank.

7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:
As a Relationship Manager my role is to provide complete banking services to Middle Market companies with loan size of \$3mln and up and revenue of greater than \$15mln.

Letter of Recommendations

- If you are a business member, please include a letter of recommendation from your Chamber of Commerce.
- If you are representing a labor organization, please include a letter of recommendation from the Central Labor Council affirming that you have been recommended, by popular vote, for a labor position on the Monterey County Workforce Investment Board.

References

Please answer the following questions and attach any additional pages, if necessary:

Business Reference:

Name: MaryAnn Leffel Title: President
 Company: Monterey County Business Council Phone: 831-240-4616

Personal Reference:

Name: Valerie Scholthauer Phone: 831-737-1404
 Relationship: Friend and co-worker

Other Reference:

Name: _____ Phone: _____
 Relationship: _____

Monterey County WIB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WIB?
Involvement in the community allows me to connect with colleagues within the bank and other organizations which provides resources for the board.

2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WIB, as applicable?

Community involvement in several organizations including several Chambers, Girls & Boys Club, Monterey Business Council, United Way, Salinas and Monterey Rotary.

3. Membership on the Monterey County WIB requires that each member attend a full WIB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes No

4. Membership on the Monterey County WIB requires that each member serve on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes No

5. Why do you wish to serve on the Monterey County WIB? (Describe in 100 words or less)

Serving on the WIB board allows me to expand my business contacts and provide a service to a organization that can use my skills and knowledge. My suggestion is to serve on the Oversight Board.

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature:

Sherry Fawson

Date:

1/29/14

To be completed by County official only

Date received by Monterey
County:

Received by:

MEMORANDUM

TO: WORKFORCE INVESTMENT BOARD

FROM: JOYCE ALDRICH, EXECUTIVE DIRECTOR, WORKFORCE INVESTMENT BOARD

SUBJECT: APPROVE THE DEVELOPMENT AND ISSUANCE OF NEW REQUEST FOR PROPOSALS (RFP) FOR WORKFORCE INVESTMENT ACT (WIA) TITLE I ADULT AND YOUTH PROGRAM SUBCONTRACTS, SCHEDULED TO COMMENCE JULY 1, 2014

DATE: FEBRUARY 5, 2014

INFORMATION/DISCUSSION:

It is recommended that the Workforce Investment Board approve the development and issuance of the following new Request for Proposals (RFP) for Workforce Investment Act (WIA) Title I adult and youth program subcontracts, scheduled to commence July 1, 2014.

Adult RFP – This RFP will provide approximately \$325,000 for successful joint proposals to provide Core B, Intensive, Training and Supportive Services to WIA eligible adults.

Adult Program Elements: Services solicited under this RFP will support the transition from the current RFP system to another that places a priority on academic and vocational skills development, attainment of industry-recognized credentials and degrees for, and promotion of career pathways in, high-demand/middle skill occupational clusters. Over the course of the next three years, the Monterey County Workforce Investment Board system will implement and support this change that aligns with the California Workforce Investment Board's (CWIB) State Strategic Workforce Development Plan, promotes a regional approach to focus training on approved occupational clusters and places a priority on employer needs, coordinates, leverages and braids resources, and results in the sustainability of targeted workforce system investments. As per a study conducted in 2012 by Applied Economic Development Specialists, Monterey County's major occupational growth opportunity clusters include agriculture, tourism and hospitality, health and social assistance, and education/research.

Youth RFP – This RFP will provide approximately \$250,000 for successful joint proposals to offer the nine (9) WIA Youth program elements, excluding Summer Youth Employment.

Youth Program Elements: Under WIA Section 129(c) and 20 CFR 664.410, the main focus of the youth program is long-term academic and occupational learning opportunities for youth, primarily in occupations with employment opportunities in Monterey County. Additionally, long-term academic and occupational learning opportunities for youth should be focused on the primary industry sectors identified by Monterey County Workforce Investment Board. Those primary industry sectors include Agriculture, Tourism and Hospitality, Health and Social Assistance, and Education. The goal is to increase employment and earnings by developing the work/career potential that will prepare the youth to effectively compete in the global economy. WIA requires all local youth programs to provide, either directly by the proposer or through linkages and partnerships with various community and public institutions, the following nine elements. The LWIA provides for the County of Monterey/EOD/WIB (local WIA grant recipient) to offer the summer youth employment opportunity element for youth in the local area. This one element is not offered for competitive bid and is not included in the services requested through this RFP. Therefore, only nine (9) elements requested in this RFP must be made available to all youth participants in the local area, although individual youth participants need not participate in all elements if certain services are already accessible for all eligible youth in the local area.

DISCUSSION:

Under WIA, the Monterey County WIB is required to have a Job Center delivery system, which currently exists in Salinas, with satellite sites in Seaside and King City. The WIB is also allowed to seek additional partner agencies, through a competitive process, that have unique capacity, resources and expertise to provide WIA services to eligible target populations.

This recommendation modifies the previously approved adult and youth RFP's scope of work. The RFPs are scheduled for release in February 2014 with contracts effective to start July 1, 2014. Contract and Purchasing Department is taking the lead on the RFP's and will notify us of the release date.

Volunteer members consisting of 3 or 4 members (less than a quorum) of the Oversight Committee and Youth Council will review the submitted bids the week of March 24 to 28, 2014, for 1 or 2 days, depending on the number of proposals received. Bidder interviews will be conducted during this period.

FISCAL, PROGRAM, AND MANAGEMENT INFORMATION (MIS) ISSUES OR IMPACTS:

Funding levels for requested programs are consistent with last program year's allocations and are contingent upon WIA Title I adult and youth allocations received from the US Department of Labor (US DOL) and the State of California for program year 2014-15.