

**ADOPTED**  
**Minutes of the Monterey County Workforce Investment Board**  
 Wednesday, February 13, 2008, 7:30 A.M.  
 Hyatt Regency Monterey, Grove Room, 1 Old Golf Course Road, Monterey, CA

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
David Bernahl, <i>Vice Chair</i>	Business
Robert Brower, Sr., <i>Chair</i>	Business
Bob Bittner	EDD
Robert Weakley	Business
Carol Blair	Labor Organizations
Wendy Brickman	Business
Erik Cushman	Business
Al Davis	CBO
Harry Gamotan	Labor Organizations
Scott Grover	Business
Doug Garrison	Post-Secondary Education
Mary Ann Leffel	Economic Development
Elza Minor	Economic Development
Linda Coyne	K-12 Education
Judith Profeta	Business
Aaron Johnson	Business
Diana Carrillo	Migrant Seasonal Farm Worker Programs
Mark Bastis	Business
Chris Hasegawa	Post-Secondary Education
Rich Gillis	Business
Michael Oprish	Business
Salvador Munoz	Business
Lourdes Uranday	Business
Jim Nakashima	Housing Authority
Chris Chidlaw	Business
Joseph Werner	WIB Executive Director, Ex-Officio Member
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Cesar Lara	Labor Organizations
Ralph Rubio	Labor Organizations
Mark Verbonich	Business
Laura Pruneda	Business
Steve Hatch	Department of Rehabilitation
Lupe Palacio	CBO
Jose Mendez	Labor Organizations
Barbara Verba	One-Stop Partner
Teresa Sullivan	Older American Programs
Tony Aniello	Business
James Culcasi	Business
Barbara Jennings	Labor Organizations
Joanne Webster	Business
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Chris Berthiaume	WIB staff
Cathy Lewis	WIB staff
Manley Bush	WIB staff
Patricia Carter	WIB staff
Rosie Chavez	Turning Point
Wil Moore	Shoreline
Marleen Esquerra	WIB staff
Lynda Dunn	OET
Ruben Garcia	EDD
Mary Adams	Office Star

**CALL TO ORDER:**

Mr. Bernahl called the meeting to order at 7:39 A.M. He called for introductions and welcomed those in attendance. A quorum was established.

**CHANGES TO THE AGENDA:**

In accordance with the WIB protocol and procedures policy, Mr. Bernahl stated that item #5 was to moved ahead of the consent calendar for action at that time. Mr. Bernahl stated that Mr. Brower is unable to stay for the entire meeting, and plans to present on this item in place of Mr. Werner.

**PUBLIC COMMENT:** For items not appearing on the agenda: None.

**BUSINESS MEETING:**

**1. Action: Approve minutes of the December 5, 2008 Workforce Investment Board meeting.**

**Motion:** Mr. Weakley moved to approve the minutes as stated.

**Second:** Ms. Leffel

**Motion Passed Unanimously**

**APPOINTMENTS & RESIGNATIONS**

**2. Action: Approve the resignation of Robert Brower, Sr., as the Chairman of the Monterey County Workforce Investment Board, remaining as Past Chair on the Executive Committee and an ongoing member of the Board.**

Mr. Bernahl stated that he has been extremely grateful to Mr. Brower for his leadership, guidance and expertise during his tenure as the WIB Chair. He added that he would continue to look to Mr. Brower as a source of information and inspiration. WIB staff members presented Mr. Brower with a plaque in recognition of his service to the Board.

**Motion:** Ms. Carrillo moved to approve the action as stated.

**Second:** Ms. Leffel

**Motion Passed Unanimously**

**3. Action: Approve the resignation of WIB member Joyce Martinez, representing Business.**

**Motion:** Ms. Leffel moved to approve the action as stated.

**Second:** Ms. Carrillo

**Motion Passed Unanimously**

**4. Action: Conduct election to select the Chair of the Workforce Investment Board for a term to commence on February 13, 2008 and end on February 13, 2010.**

Mr. Brower stated that he would like to nominate Mr. Bernahl as the new chair. He stated that Mr. Bernahl has a strong business background, and an even stronger commitment to the community and the work of the Workforce Investment Board

**Motion:** Mr. Weakley moved to approve Mr. Bernahl as the new Chair of the Workforce Investment Board.

**Second:** Ms. Leffel

**Motion Passed Unanimously**

**5. Action: Approve the creation of a Workforce Investment Board committee to meet with a subcommittee of 5 Overall Economic Development Commission members to discuss workforce training needs as they pertain to creating and sustaining economic development opportunities in Monterey County.**

Mr. Brower stated that he and Mr. Werner took part in a presentation by the OEDC for a partnership that creates a task force and works with issues common to both organizations. He added that the over-riding goal was to create synergism to tie together Economic Development and workforce development. Ms. Leffel stated that the OEDC must develop a work plan for the next 5 years as part of the county general plan, so the two organizations must work together for the good of the county. Mr. Cushman inquired as to how many people were currently members of the OEDC. Ms. Leffel stated that there were three representatives from each county district.

**Motion:** Mr. Bittner moved to approve the action as stated.

**Second:** Mr. Weakley

Mr. Cushman inquired as to how the five WIB members were to be selected. Mr. Bernahl stated that WIB staff would accept all submissions from any WIB members who would like to volunteer for this subcommittee.

**Motion Passed Unanimously**

**PUBLIC COMMENT:** For items on the consent calendar: None.

**CONSENT CALENDAR:**

**Mr. Bernahl requested a motion to approve the consent calendar referencing items C-1 through C-4.**

**Motion:** Ms. Leffel moved to approve the consent calendar as listed.

**Second:** Mr. Gillis

**Motion Passed Unanimously**

**OTHER BOARD MATTERS:**

**Board Member Comments and Referrals:**

None

**WIB Executive Director's report:**

Mr. Bernahl requested the deferral of this item until next meeting, due to the absence of WIB Executive Director Joseph Werner.

**6. Action: Approve the development and solicitation of a Request for Proposal (RFP) for WIA Title I Youth Follow-up Services for Program Year 2008-09 in the amount of \$120,000.**

Ms. Esquerra stated that currently, Unity Care in the last year of their contract to provide follow-up services to youth. She stated that the RFP was written to serve 125 people, utilizing \$100K, plus \$20K set aside for supportive services. Ms. Esquerra stated that the RFP process would take 90 days, including the development of a bidders list, and would be done through the county Contract Services Department to ensure consistency. Ms. Esquerra stated that Unity Care was the only submission for these services last year. She stated that approval by the board today would initiate the 30-day notice process.

**Motion:** Ms. Carrillo moved to approve the item as stated.

**Second:** Ms. Leffel

**Motion Passed Unanimously**

**7. Action: Approve the WIB Annual Report for Program Year 2006-2007 in its submitted for to be forwarded to the Monterey County Board of Supervisors.**

Ms. Esquerra stated that this report has been presented thoroughly in the sub-committees. She added that the report has been updated based on WIB goals, and was written by Loyanne Flinn as her final project. Ms. Esquerra stated that WIB staff utilized Mr. Cushman's suggestion to push the report out earlier than previous years.

**Motion:** Mr. Johnson moved to approve the item as stated.

**Second:** Mr. Cushman

**Motion Passed Unanimously**

**8. Information: Discussion regarding the restructuring of WIA Title I programs operated through the Seaside One Stop Career Center.**

Ms. Dunn stated that a memo has been presented to all of the subcommittees concerning this item. She stated that there was no intention of closing the Seaside One Stop Center, and that the decision was a strategic move to reduce the OET footprint and reduce costs by about 35% (\$100K) by moving Seaside staff to Salinas. She stated that the facility remains open and staffed 3 days a week and as needed for eligibility and other services. Dr. Garrison inquired as to what alternative steps have been taken to account for the reduction in service. Ms. Dunn stated that OET would be using the EDD site on Webster St. space, as well as participating with different entities such as MPC to have a fuller understanding of services available in community. She added that things fell in place quickly, and that board members were aware of inevitable concerns over the cost of operations. Ms. Dunn stated that when CPS was evicted, the time came to move out / move in immediately and transition the rent. She stated that any delay would have prevented this opportunity. Ms. Leffel inquired as to whether the cost of gas and other travel expenses were part of the study for daily costs. Ms. Dunn responded that the costs of transportation are part of the study. In response to Dr. Garrison's inquiry regarding the status of services provided, Ms. Dunn stated that there would be no real change in services provided to West County. Mr. Bernahl inquired if OET was taking steps to be more proactive for future cost analyses. Ms. Dunn stated that she is in process of working the budget for next year, and that things look bad. She added that she is negotiating rent, and looking at other costs savings that may potentially affect future services. Ms. Dunn stated that they are anticipating losing \$2 million for next year, and that she is negotiating with EDD and other partners, as well as soliciting new partners. Ms. Brickman stated that a press statement should come out to address changes when dust settles. Ms. Dunn agreed, stating that she has been working with Sam Trevino, the DSES Public Information Officer to generate a statement.

**9. Information: Review of the final WIA Title I performance measure outcomes for Program Year 2006-2007.**

Ms. Esquerra stated that this is a huge accomplishment for our system. She added that the system failed two measures last year, and the state provided training in those areas in support of OET. Ms. Esquerra stated that OET passed all measures, and exceeded 100% in all categories. She stated that this performance qualifies Monterey County for exemplary incentive funds, and that we are one of only four jurisdictions to do so this year.

**10. Information: Update regarding the Common Measures waiver request.**

Ms. Esquerra reported that the State approved the Monterey County request to waive the 17 performance measures, helping to reduce the burden on local staff. She added that the current system has been tracking common measures since it's inception, and Monterey County is prepared for the transition due to this proactive approach. Ms. Esquerra stated that performance goals have been reduced to 6 measures. She added that tracking of Youth statistics becomes simpler with older and younger youth goals combined.

## **SUBCOMMITTEE CHAIRS' REPORTS:**

### **11. Information: Sub Committee Chair Reports.**

Committee Chairs read their reports as submitted in the packet.

### **12. Information: Update on the Advisory Committees.**

The **Disability Advisory Committee (DAC)** last met on January 18, 2008. The committee meeting addressed the following items:

- Working on a selection process for nominees of the 2008 Employer/Employee Recognition Event and outreach efforts
- Planning the location, date and time for the 2008 Employer and Employee Recognition Event
- Working on a letter to the One-Stop Partner encouraging them to utilize the On-line Navigator Training Series
- Providing updates on the Disability Program Navigator grant activities, goals and enrollments in training
- Providing updates on the Sonoma State University supplemental grant.

The next meeting is scheduled for February 21, 2008.

The **Construction Trades Training Roundtable (CTTR)** last met on January 10, 2008. The committee discussed the following items:

- Update regarding the next Pre-apprenticeship training class and start date scheduled for February 19, 2008.
- Discussion regarding the reimbursement of materials and tools purchased for the Pre-apprenticeship training class.
- Discussion on developing an Ad Hoc committee to develop a Memorandum of Agreement (MOA) between Building Trades Council (BTC) and Monterey Adult School (MAS) for Average Daily Attendance (ADA) process.
- Pre-apprenticeship Program Coordinator Update.
- Update regarding the Program Coordinator MOA between Monterey Adult School and Monterey-Santa Cruz Building Trades Council.

The next meeting is scheduled for Thursday, February 14, 2008.

The **Healthcare Advisory Roundtable** last met on December 19, 2007. HART members were introduced to new members of the Roundtable, which included new Hartnell Nursing Director Dr. Catherine Ryan and Salinas Valley Memorial Healthcare System Human Resources Director Charmion Patton.

HART members received a presentation regarding Monterey Peninsula College's upcoming conference on "Men in Nursing", taking place at the Hyatt Regency in Monterey in April of 2008. Central Coast College also informed the committee members about upcoming additions to their healthcare curriculum, including Licensed Vocational Nursing and Healthcare Information Technology courses.

HART members were also updated in the status of the second and third phases of the healthcare labor market study, with initial drafts of Phase II available by the end of February 2008.

*The next HART meeting is tentatively scheduled for February 2008.*

## **ANNOUNCEMENTS OF EVENTS OR SERVICES:**

Mr. Gamotan stated that he would like the record to reflect his public support of the Board's new Chairman, Mr. David Bernahl.

## **ADJOURNMENT:**

**Motion:** Ms. Coyne moved to adjourn the meeting.

**Second:** Mr. Gillis

**Motion Passed Unanimously**

**Mr. Bernahl adjourned the meeting at 8:28am**