

**ADOPTED**

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

Wednesday, October 6, 2010, 7:30 A.M.

Salinas One-Stop Career Center, Ace Room, 730 La Guardia Street Salinas, CA 93905

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
Erik Cushman, <i>Chair</i>	Business
Anthony Aniello, <i>2nd Vice Chair</i>	Business
Mary Ann Leffel	Economic Development
Doug Garrison	Post-Secondary Education
Diana Carrillo	Migrant Seasonal Farm Worker Programs
Ralph Rubio	Labor Organizations
Wendy Brickman	Business
Linda Coyne	K-12 Education
Judith Profeta	Business
Mike Hutchinson	Business
Jim Nakashima	Housing Authority
Maria Castillo	Labor Organizations
Al Davis	Community Based Organization (CBO)
Elliott Robinson	Department of Social and Employment Services
Cesar Lara	Labor Organizations
Salvador Munoz	Business
Ken Scherpinski	Labor Organizations
Teresa Sullivan	Older American Programs
Mark Verbonich	Business
Lupe Palacio	Community Based Organization (CBO)
Hunter Harvath	Economic Development Agencies
Maggie Melone-Echiburu	Business
Robert Weakley	Business
Phoebe Helm	Economic Development
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio member
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Joanne Webster, <i>Vice Chair</i>	Business
David Bernahl, II, <i>Past WIB Chair</i>	Business
Elliott Robinson	Department of Social and Employment Services
Supervisor Dave Potter	Monterey County Board of Supervisors, 5th District
Larry Silva	Business
Hunter Harvath	Economic Development Agencies
Brian Turlington	Business
Mark Bastis	Business
Scott Grover	Business
Jim Nakashima	Housing Authority
Rich Gillis	Business
Al Davis	Community Based Organization (CBO)
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Rosie Chavez	Turning Point
Wil Moore	Shoreline
Randall Lannini	Hartnell
David Dwyer	DOR
Rick Deraiche	EDD
Tony Siyrich	City of Marina
David Fowler	OET
Harry Gamotan	OET
Chris Berthiaume	OET
Maria Perez	OET
Maria Gamotan	OET
Angelica Meza	OET
Jayne Mohammadi	Supervisor Dave Potter
Miguel Banda	WIB Staff
Manley Bush	WIB Staff

Marleen Esquerra	WIB Staff
Yuri Anderson	WIB Staff
Stephanie Shonley	WIB Staff
Gloria Torrez	WIB Staff

**CALL TO ORDER/INTRODUCTIONS:** Mr. Cushman called the meeting to order at 7:43am. He welcomed those in attendance and called for introductions. A quorum was established.

**CHANGES TO THE AGENDA:** None.

**PUBLIC COMMENT:** None.

**BUSINESS MEETING:**

**1. Action: Approve the minutes of the July 21, 2010 Workforce Investment Board meeting.**

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

**Second:** Mr. Rubio

**Motion passed unanimously**

**ACTIONS # 3-10**

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

**Second:** Mr. Munoz

**Motion passed unanimously**

**2. Action:** Concur with the September 29, 2010 Executive Committee action to accept the resignation of Cheryl Ward-Kaiser, representing Individuals with Experience in Youth Activities, from the Youth Council effective September 13, 2010.

**3. Action:** Concur with the September 29, 2010 Executive Committee action to approve the retirement of Mike Hutchinson, representing Business, from the WIB effective immediately.

**4. Action:** Concur with the September 29, 2010 Executive Committee action to approve the retirement of Judy Morales, representing In-School Youth, from the Youth Council effective immediately.

**5. Action:** Concur with the September 29, 2010 Executive Committee action to approve the reappointment of Erik Cushman, representing, Business WIB for a three year term ending in 2013.

**6. Action:** Concur with the September 29, 2010 Executive Committee action to approve the reappointment of Scott Grover, representing Business, to the WIB for a three year term ending in 2013.

**7. Action:** Concur with the September 29, 2010 Executive Committee action to approve the reappointment of Dr. Douglas Garrison, representing Education, to the WIB for a three year term ending in 2013.

**8. Action:** Concur with the September 29, 2010 Executive Committee action to approve the reappointment of Ralph Rubio, representing Labor Organizations, to the WIB for a three year term ending in 2013.

**9. Action:** Approve the reappointment of Vivian Brennand, representing One-Stop Partners, to the Youth Council, for a two year term ending in 2012.

**10. Action: Concur with the August 18, 2010 Executive Committee action to approve the appointment of Steve MacArthur, representing Labor Organizations, to the WIB for a three year term ending 2013.**

Mr. MacArthur introduced himself to the Board. He stated that he represents the Plumbers and Steamfitters Local 62 of Monterey and Santa Cruz Counties. He thanked the committee for accepting his nomination and added that he is excited to be a part of the Board.

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

**Second:** Mr. Scherpinki

**Motion passed unanimously**

**11. Action: Concur with the September 29, 2010 Executive Committee action to approve the appointment of Rick Deraiche, representing One-Stop Partners, to the WIB for a three year term ending 2013.**

Mr. Deraiche introduced himself to the Board. He stated that he will be representing the Employment Development Department. He thanked the committee for accepting his nomination and added that he has been a member of other WIBs and is excited to be a part of Monterey County's WIB.

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

**Second:** Mr. Weakley

**Motion passed unanimously**

**12. Action: Concur with the September 29, 2010 Executive Committee action to approve the appointment of David Dwyer, representing One-Stop Partners, to the WIB for a three year term ending 2013.**

Mr. Dwyer introduced himself to the Board. He stated that he will be representing the Department of Rehabilitation. He thanked the committee for accepting his nomination; he added that he is excited to be a part of the Board.

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

**Second:** Mr. Weakley

**Motion passed unanimously**

### **DIRECTOR'S REPORT:**

Ms. Flinn stated that CWA-sponsored legislation that improves the process and outcomes for individuals receiving unemployment who want to attend training was signed by the Governor. She also added that the Monterey and Santa Cruz WIBs along with other partners are hosting an Extreme Entrepreneurship Tour which will be held on October 27, 2010. The event is geared toward young adults who are interested in entrepreneurship. She encouraged WIB members to share information about the event.

### **CONSENT CALENDAR:**

Mr. Garrison requested that item C-11 regarding the approval the final monitoring report of the OET Fiscal and Procurement review conducted by EDD Compliance Review Division for PY2008-09 be pulled from the consent calendar for further discussion.

**Mr. Cushman requested a motion to approve the consent calendar referencing items C-1, C-2, C-3, C-4, C-5, C-6, C-7, C-8, C-9, C-10, and C-12.**

**Motion:** Mr. Rubio moved to approve the consent calendar as stated.

**Second:** Mr. Lara

**Motion passed unanimously**

- **C-1. Action:** Concur with the August 18, 2010 Executive Committee action to approve the PY2010-11 program monitoring schedule.
- **C-2. Action:** Concur with the August 18, 2010 Executive Committee action to maintain WIB Policy #2010-01 "Monterey County WIA Geographic Service Goals" as is and revisit the policy based on 2010 census data.
- **C-3. Action:** Concur with the August 18, 2010 Executive Committee action to change the Community Outreach Committee to a non-Brown Act advisory group.
- **C-4. Action:** Concur with the August 18, 2010 Executive Committee action to approve the PY2010-11 WIB Budget
- **C-5. Action:** Concur with the September 29, 2010 Executive Committee action to approve a reimbursement of \$2,500 in non- WIA funds to the Monterey Santa Cruz Building and Construction Trades Council for services provided.
- **C-6. Action:** Concur with the September 29, 2010 Executive Committee action to approve a reimbursement of \$1,920.69 in non- WIA funds to Program Coordinator Tony Cardoso for services provided through the Green Building Pre-Apprenticeship Program.
- **C-7. Action:** Concur with the September 29, 2010 Executive Committee action to approve the ARRA, On-the-Job Training subcontract with Shoreline Workforce Development Services in the amount of \$149,435 for the period of September 1, 2010 to October 31, 2011.
- **C-8. Action:** Concur with the September 29, 2010 Executive Committee action to approve an allocation of \$5,000 in WIA funds to support a regional Green Careers Partnership program.
- **C-9. Action:** Concur with the September 29, 2010 Executive Committee action to approve the PY2009-10 Office for Employment Training (OET) WIA Title I Youth Program final monitoring report.
- **C-10. Action:** Concur with the September 29, 2010 Executive Committee action to approve an allocation of \$15,000 in WIA Title I youth funding to support a regional Extreme Entrepreneurship Tour youth event.
- **C-12. Action:** Concur with the September 29, 2010 Executive Committee action to convene a workgroup to review and update the WIB policies.

**C-11. Action: Concur with the September 29, 2010 Executive Committee action to approve the final monitoring report of the OET Fiscal and Procurement review conducted by EDD Compliance Review Division for PY2008-09.**

Ms. Flinn reviewed the report as provided in the packet. She added that one of the findings was missing inventory items that were later found. She noted that OET's fiscal operations have made improvements to their inventory tracking. She continued to say that OET did not submit a corrective action plan. for this item and it will remain open until the next monitoring verifies that the necessary changes have taken place.

Mr. Garrison asked for further clarification on expenditures per participant. He expressed concern on the number of money spent on participant. Ms. Flinn stated that she will provide the committee with the final year-end figures by the next full board meeting. Mr. Weakley requested that the report, Ms. Flinn will create go to the Oversight Committee.

**13. Information: Review the bi-annually required WIB recertification.**

Ms. Flinn reviewed the recertification process. She stated that vacancies for business representatives need to be filled. She added that the Executive Committee is the nominating and recruiting committee.

**14. Information: Discussion regarding compliance with the Monterey County Form 700 Statement of Economic Interests and Public Service Ethics Education policies.**

Mr. Cushman asked board members to complete both the Form 700 and their ethics education certification by December's full WIB meeting. He added that the ethics education certificate can take two hours to complete. In response to Mr. Verbonich's question, Ms. Flinn answered that she would notify members of any in-person training opportunities.

**15. Information: Update on the development of a new Request for Proposal for WIA Title I Adult and Youth Programs subcontracts beginning in PY2011-12**

Ms. Esquerro stated that WIB staff will be working with community organizations to develop new Requests for Proposals. She added that staff will host a series of focus groups to be held throughout the county. She added the subcontracts are intended to meet the needs of individuals who could be better served outside of the One-Stops. Ms. Leffel stated that the Planning Committee should consider the WorkKeys exam as part of the proposal process.

**16. Information: Review the draft Memorandum of Understanding between the WIB and DSES-Office for Employment Training.**

Ms. Flinn reviewed the draft as provided in the packet. She added that the MOU will go to County Counsel for approval as well as the Board of Supervisors.

**17. Information: Update on the Strategic Plan. (Handout will be provided at the meeting)**

Ms. Flinn commented that she has been communicating with board members to discuss the One-Stop delivery system. She added that the OET mobile center is up and running. In response to Ms. Leffel's question, Ms. Flinn replied that a schedule of the mobile van is available on the WIB website. In response to Mr. Cushman's question, Mr. Gamotan replied that the mobile center provides participants with the full services of the One-Stop. Mr. Berthiaume commented that the mobile center has given OET visibility in historically underserved geographic populations. In response to Ms. Leffel's question, Mr. Gamotan stated that flyers are placed at locations to inform people when the van will be at that particular location. Mr. Gamotan stated that they have taken the van to the Salinas Airshow, Ceasefire meetings, and community colleges. Mr. Berthiaume commented that they are also increasing their online outreach efforts such as a Facebook and the creation of a website for the Kickstart program. Additionally, he stated that Monterey County library staff will be trained to use the Virtual One Stop to assist clients in the libraries.

**18. Information: Chair reports from Subcommittees and Advisory Roundtables**

Ms. Shonley stated that the WIB Disability Advisory Committee had joined the Monterey County Committee for the Employment of People with Disabilities. She invited board members to attend MCCEPD's annual luncheon to recognize employers of people with disabilities. She continued to say that the event would be held on October 21, 2010 at the Hyatt Regency Hotel.

**ANNOUNCEMENTS OF EVENTS OR SERVICES:**

Ms. Helm commented that she enjoyed hearing from program participants. Mr. Gamotan shared the "In Action" newsletter and added that OET will continue to publish a newsletter of activities and events.

In response to Ms. Sullivan's question Ms. Flinn replied that there is no update on the recruitment of the WIB Executive Director. Mr. Cushman stated that he is very pleased with the work that the WIB has done this year. The committee commended Ms. Flinn for her job as Acting Executive Director.

**ADJOURNMENT:**

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

**Second:** Mr. Lara

**Motion Passed Unanimously**

**Mr. Cushman adjourned the meeting at 10:05am**