

**ADOPTED**  
**Monterey County Workforce Investment Board (WIB)**  
**Meeting Minutes**  
Marina Library, 190 Seaside Avenue, Marina, CA  
**Wednesday, October 2, 2013**

**Members Present:** Anthony Aniello, Wendy Brickman, Erik Cushman (Chair), Rick Deraiche, Jay Donato, David Dwyer, Paul Farmer, Andy Hartmann, Neal Heckman, Cesar Lara, Mary Ann Leffel, Dr. Willard Clark Lewallen, Steve MacArthur, Salvador Muñoz, Aaron Oskolkoff, Dave Potter, Elliott Robinson, Ralph Rubio, Kimberly Schnader and Andrea Zeller-Nield

**Members Absent:** Diana Carrillo, Al Davis, Scott Grover, Hunter Harvath, Steve Lenard, Larry Silva, Teresa Sullivan, Dr. Walter Tribley and Brian Turlington

**Staff Present:** Joyce Aldrich and Marleen Esquerra

**Others Present:** Kristen Aldrich, Rosie Chavez, Kate Hickey, Ed King, Wil Moore, Kay Reimann, David Spaur and Jorge Villalobos

**Call to Order/Introductions:** Mr. Cushman called the meeting to order at 7:37 a.m. and asked for introductions. A quorum was established.

**Changes to Agenda:** Mr. Cushman motioned to accept budget handout for Business Action Item #5.

**Motion:** Mr. Potter motioned to approve the action as stated.

**Second:** Ms. Leffel

**Motion Passed Unanimously**

**Public Comment/Testimonials:** Mr. Robinson provided information on Covered California, the new affordable care act.

**CONSENT CALENDAR:** Mr. Cushman motioned to cluster Consent Items #1-8 for approval.

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

**Second:** Mr. Robinson

**Motion Passed Unanimously**

1. **Action: Approve the minutes from August 7, 2013.**
2. **Action: Concur with the September 10, 2013 Youth Council action to recommend the appointments of:**
  - a. Romelo Hendley, representing Youth
  - b. Sharon Albert, representing Education
  - c. Mary Luz Fucci, representing Parent of WIA Eligible Youth
3. **Action: Concur with the September 10, 2013 Youth Council action to recommend the reappointments of:**
  - a. Tina Rosa, representing Law Enforcement and Organizations with Experience In Youth Activities.
  - b. Vivian Brennand, representing Housing Authority
4. **Action: Concur with the September 10, 2013 Youth Council action to approve the resignations of:**
  - a. Todd Farr, representing Education
  - b. Jose Guizar, representing Youth
5. **Action: Concur with the September 10, 2013 Youth Council action to recommend extension of the WIA Title I Youth subcontracts with Turning Point of Central California in the amount of \$120,609 and Santa Cruz County Office of Education in the amount of \$111,331 for the period of October 1, 2013 to June 30, 2014.**
6. **Action: Concur with the September 12, 2013 Oversight Committee action to extend the WIA Title I Adult Subcontracts with Shoreline Workforce Development Services in the amount of \$174,361 and Turning Point of Central California in the amount of \$160,949 for the period of October 1, 2013 to June 30, 2014.**
7. **Action: Concur with the September 12, 2013 Oversight Committee action to approve the WIB's WIA Fiscal and Procurement Final Monitoring Report from the State for PY 2012-13.**

8. **Action: Concur with the June 20, 2013 Oversight Committee action to consider and approve the final WIA Adult Monitoring Reports for Shoreline Workforce Development Services and Turning Point of Central California for PY 2012-13.**

**DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:**

1. **Action: Consider and approve the final WIA Youth Monitoring Reports for Turning Point of Central California and Santa Cruz County Office of Education for PY 2012-13.** Ms. Esquerra reported that the final monitoring report measures the subcontractors' performance for Program Year 2012-13. SCCOE had one finding concerning the timelessness of their claims submitted for reimbursement and an observation relating to entering case notes into the Virtual One Stop case management system as services are being provided to participants. She also reported that Turning Point had one observation concerning the youth work site application agreements which need to be updated each year to ensure the data is current. Since the review, both providers have corrected and resolved these matters.

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Mr. Muñoz

**Motion Passed Unanimously**

2. **Overview of Performance Measures Goals & Outcomes for PY 2012-13.** Ms. Esquerra reported that Monterey County is doing very well in meeting and or exceeding its performance goals for the Adult and Dislocated Worker and Youth programs for Program Year 2012-13.

3. **Action: Consider and approve the submission of a grant application to the State for Dislocated Worker Additional Assistance for displaced workers.** Ms. Aldrich reported that the WIB applied for special funding for the Capital One layoffs last year to assist up to 160 individuals with 80 individuals receiving intensive and training services. Monterey County exceeded these planned goals by serving over 267 individuals and placing over 130 in training. She also reported that many individuals are still being served and are going through training. She anticipates the funding will be fully exhausted. She reported that an additional 225 individuals will be laid off from Capital One in the month of October. Therefore, the WIB would like to apply for additional funding to serve the dislocated workers. Additionally, she reported that the WIB received a WARN announcement from River Ranch who will be closing in Salinas and Yuma which will affect 171 individuals. She reported that River Ranch will be incorporated into the grant.

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Mr. Potter

**Motion Passed Unanimously**

4. **Action: Consider and approve the WIB reappointments of:**

- a. Salvador Muñoz, representing Business
- b. Brian Turlington, representing Business
- c. Cesar Lara, representing Labor
- d. Al Davis, representing Community Based Organizations
- e. Steve MacArthur, representing Labor
- f. David Dwyer, representing

**Motion:** Mr. Potter motioned to accept the action as stated.

**Second:** Mr. Hartmann

**Motion Passed Unanimously**

5. **Action: Review and consider projected forecast for Local Workforce Investment Area (LWIA) Budget for FY 2013-14.** Ms. Aldrich reported that staff has done a great job of putting together the spreadsheet to show a detailed budget for the local workforce investment area. Ms. Aldrich reported that there is very little wiggle room in all budget line items. However, certain budget line items will be supplemented with match funds from on-the-job training contracts. She reported that supportive services costs and incentives are based on last year's expenditures and that staff salaries and overhead costs are fixed budget items.

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Mr. Muñoz

**Motion Passed Unanimously**

6. **Action: Consider the approval of the proposed WIB Budget for FY 2013-14.** Ms. Aldrich stated the staff report shows the previous and current years WIB salaries and benefits and direct and indirect operating costs which include five staff (one Executive Director, one Sr. Secretary, two Management Analysts II and one Management Analyst I), though one Management Analyst I has been vacant. She reported that should the WIB secure additional funding, she hopes to fill the Management Analyst I at a lower level position as a WIB Staff Coordinator I and II.

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Ms. Brickman

**Motion Passed Unanimously**

7. **Report out on the Summer Youth Employment Program for PY 2012-13.** Ms. Esquerra reported that the Office of Employment Training is the only contractor that provides Summer Youth Employment. She reported that OET's goal was to serve 100 youth between the ages of 16-21; with 70% of the youth in-school and 30% of the youth out-of-school. She reported that 96 youth were served with a wage of \$8 per hour. She also reported that fifty employers participated and provided work experience opportunities for the youth enrolled which made it a great success.
8. **Report out on the evaluation of the EMSI Analyst and EconoVue labor market web-based tools.** Mr. Heckman reported that he evaluated the programs over a four week period and felt that EMSI was the superior product. He reported that EMSI did a great job of analyzing economic growth, labor market and employment and unemployment and detailed information concerning various industries throughout Monterey County. He reported that the customer service representative for this area was available and provided excellent service. He reported that EconoVue did not compare to EMSI in any of the categories.
9. **Review progress on the WIB's Strategic Local Plan for 2013-17.** Ms. Aldrich reported on the progress being made regarding the WIB's strategic goals. She reported that 8 out of 14 strategies within Goal #1 have been met; 3 of 8 strategies within Goal #2 have been met; 4 of 9 strategies within Goal #3 have made progress; and 2 of 6 strategies within Goal #4 have been met. She reported that staff continues to make progress in completing the goals.
10. **Report out on the California Workforce Association's Meeting of the Minds Conference held on September 3-5, 2013.** Ms. Aldrich reported that the title of the conference was "Building the New Workforce". Ms. Aldrich reported that the WIB's are in constant transition and looking for opportunities to provide services and continuing to work with the business community with a shrinking budget. She reported that several of the board members took part in the conference. Mr. Donato reported that Ventura County had a very interesting proactive board. He reported that the volunteers were very active in recruiting for their many ad-hoc committees for specific areas of the county. Ms. Leffel reported that she attended a session on Economic Clusters and that it was interesting and helpful. She also asked that the board research the Featherbone Institute as it was an amazing story of a company that thrived and managed to continue operations through major crises and changes in society, industry and technology.

**Director's Report:** Ms. Aldrich reported that the federal shutdown impacted the local workforce investment boards because each received allocations in two separate rounds. The first round was seriously impacted because of the Sequestration; therefore causing the WIB to cease new enrollments of the adult population. The second round of allocations is not accessible at this time. She reported that the State informed the WIBs that they could utilize carry-in funds.

**Announcement of Events:** Ms. Leffel advised that there would be a Numeracy and Literacy segment on October 25, 2013 at CSUMB in the University Center. She also advised that PTAC was successful in bringing in \$11.3 million dollars in contracts to Monterey County. Ms. Nield reported that the Air Resource Board would be holding a forum explaining the regulations for diesel emissions on October 2, 2013 at 4:00 p.m. in the University Center at CSUMB. The Monterey County Committee for the Employment of People with Disabilities will be hosting their Annual Employer Recognition ceremony on October 24, 2013 at the Hyatt Regency. Mr. Moore reported that Shoreline will be hosting a Neighborhood Job Fair on October 22, 2013 at the new Goodwill office in Salinas. The Monterey Peninsula Chamber of Commerce will be hosting a Business Retention Forum on October 22, 2013.

**Adjournment:** Mr. Cushman adjourned the meeting at 9:41 a.m.

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Mr. Muñoz

**Motion Passed Unanimously**