

ADOPTED

Monterey County Workforce Investment Board (WIB)
Meeting Minutes

Wednesday, August 13, 2014, 7:30 a.m.

Shoreline Workforce Development, 249 10th Street, Marina, CA

Members Present: Erik Cushman (Chair), Anthony Aniello, Mary Ann Leffel, Al Davis, Andy Hartmann, Brian Turlington, Cesar Lara, Dave Potter, Diana Carrillo, Elliott Robinson, Harbhajan Dadwal, Hunter Harvath, Larry Silva, Neal Heckman, Paula Calvetti, Sherry Farson, Steve MacArthur, Teresa Sullivan, Dr. Walter Tribley, Wendy Brickman, Dr. Willard Clark Lewallen and Yuko Duckworth

Members Absent: Jay Donato, Paul Farmer, Andrea Zeller-Nield, Aaron Oskolkoff, Ken Peacock, Kimberly Schnader, and Salvador Muñoz

Staff Present: Joyce Aldrich, Marleen Bush, Flor Galvan and Ruben Trujillo

Others Present: Harry Gamotan and Sandra Martinez from Office for Employment Training, Clearnise Bullard, Leslie Duldulao, and Kim Washington from Job Corps.

Call to Order/Introductions: Mr. Cushman called the meeting to order at 7:40 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Public Comment: Mr. Gamotan with the Office for Employment Training (OET) announced that OET was kicking off their outreach efforts to attract laid-off workers from Capital One and River Ranch Fresh Foods to receive employment and training services funded under the second round of Dislocated Worker Additional Assistance grant award. He encouraged everyone to spread the word.

Consent Calendar:

Mr. Silva asked to pull item 2 from the consent calendar for further discussion.

1. **Action: Approve minutes from June 4, 2014.**
3. **Action: Concur with the July 16, 2014 Executive Committee action to approve the FINAL Workforce Investment Act (WIA) Title I Youth Program Monitoring Report for Program Year 2013-14 for Turning Point of Central California.**
4. **Action: Concur with the July 16, 2014 Executive Committee action to approve the FINAL Workforce Investment Act (WIA) Title I Adult Program Monitoring Report for Program Year 2013-14 for Turning Point of Central California.**
5. **Action: Concur with the July 16, 2014 Executive Committee action to approve the FINAL Workforce Investment Act (WIA) Title I Adult Program Monitoring Report for Program Year 2013-14 for Shoreline Workforce Development Services.**
6. **Action: Concur with the July 16, 2014 Executive Committee action to approve submission of the Workforce Innovation Fund (WIF) Grant to the Department of Labor Employment Training Administration (DOL ETA) to serve most at-risk youth ages 16-24 to be forwarded to the Board of Supervisors for final approval to accept the award.**

Motion: Ms. Leffel motioned to approve the remaining consent items #1, 3-6.

Second: Mr. Harvath

Approved unanimously by those in attendance

2. **Action: Concur with the July 16, 2014 Executive Committee action to approve the FINAL Workforce Investment Act (WIA) Title I Youth Program Monitoring Report for Program Year 2013-14 for the Santa Cruz County Office of Education.** Mr. Silva inquired about the staff salaries and why they are higher than the work experience expenditures. Mrs. Aldrich replied that the report was a snapshot in time and all participants are enrolled in a 6 week workshop prior to being placed in work experience therefore salaries are higher than work experience expenditures. Ms. Bush reported that the subcontractors must do up front work that needs to be completed prior to enrollment in work experience. It's anticipated that all actual expenditures will be closer to the plan at the end of the program year.

Motion: Ms. Leffel motioned to approve consent item #2.

Second: Mr. Harvath

Abstention: Mr. Heckman

Approved by those in attendance

Discussion/Review of Business Calendar Action Items:

1. Presentation: Presentation on Northern California Outreach & Admissions Job Corps Programs. Ms. Bullard reported that Job Corps provides programs in counties located in Northern California, which consist of three centers in San Jose, Sacramento and Treasure Island. Job Corps was established by the Economic Opportunity Act in 1964. Their programs are self paced, open entry/exit that currently has a wait list for certain trades and centers. She reported that their program is divided into 5 phases to include: 1) outreach and admissions; 2) career preparation that lasts 60 days which includes drug testing, dental and medical exams; 3) career development that lasts between 12 to 16 months; 4) career transition that lasts 9 months; and 5) follow-up that lasts 12 months. The program teaches young adults ages 16 to 24 basic educational skills and provides assistance in reaching career technical or academic careers. She reported that 55 to 60 young adults are trained and educated throughout the program each year. Job Corps provides transportation and housing and assists students with receiving their drivers' license if needed. In 2013 Job Corps' placement rate is 75.1%; 60.2% for entered employment and 14.9% for higher education.

2. Action: Conduct election to select the Chair of the Workforce Investment Board (WIB) for a term to commence October 1, 2014. Mr. Aniello called for nominations for the WIB Chair position. Ms. Leffel nominated Mr. Cushman to be the WIB Chair. There were no other nominations. Mr. Cushman accepted the nomination.

Motion: Ms. Leffel motioned to appoint Mr. Cushman as WIB Chair.

Second: Mr. Potter

Approved unanimously by those in attendance

3. Action: Conduct election to select the 1st Vice-Chair of the Workforce Investment Board for a term to commence October 1, 2014. Mr. Cushman called for nominations for the WIB 1st Vice Chair position. Ms. Leffel nominated Mr. Aniello to serve as WIB 1st Vice Chair. There were no other nominations. Mr. Aniello accepted the nomination.

Motion: Ms. Leffel motioned to appoint Mr. Aniello as WIB 1st Vice-Chair.

Second: Ms. Brickman

Approved unanimously by those in attendance

4. Action: Conduct election to selection the 2nd Vice-Chair of the Workforce Investment Board for a term to commence October 1, 2014. Mr. Cushman called for nominations for the WIB 2nd Vice Chair position. Ms. Brickman nominated Ms. Leffel to be the WIB 2nd Vice Chair. There were no other nominations. Ms. Leffel accepted the nomination.

Motion: Ms. Brickman motioned to appoint Ms. Leffel as WIB 2nd Vice-Chair.

Second: Mr. Potter

Approved unanimously by those in attendance

5. Action: Consider and approve the transfer of \$128,582 in WIA Title I formula funds from Dislocated Worker to Adult programs for fiscal year 2014-15 and submit the request to the State Employment Development Department. Ms. Aldrich reported due to sequestration, the first round of funding for the Adult program for fiscal year 2014-15 is only \$100,325. Carry-in funds of \$91,678 are obligated to training. Due to the limited first round allocation of Adult funds, Monterey County lacks the necessary funding to support staff working with existing enrollments and the increase in demand for services from new customers visiting the Job Centers. This necessitates the request to transfer \$128,582 of Dislocated Worker funds to the Adult Program allocation.

Motion: Mr. Robinson motioned to accept the action as stated.

Second: Ms. Leffel

Approved unanimously by those in attendance

6. Action: Consider and approve the Memorandum of Understanding (MOU) between the Monterey County Workforce Investment Board and the Job Corps. Ms. Aldrich reported that the Job Corps would provide core services to customers and also staff 1 to 2 individuals at the Monterey County Job Center three days a week, 4-hours a day. She reported that the hours will be flexible.

Motion: Mr. Lara motioned to accept the action as stated.

Second: Mr. Harvath

Approved unanimously by those in attendance

7. **Director's Report:** Ms. Aldrich reported that Ms. Leffel, Mr. Turlington, the Director of San Luis Obispo WIB and a representative from CSUMB attended the last ACT Work Ready Communities Academy which shows that the counties do believe in the National Career Readiness Certification opportunity. She reported that Monterey County has a 90-day action plan and a requirement to go live on October 1, 2014.
8. She also reported that policy regulations for the Workforce Innovation Opportunity Act (WIOA) should be released in January 2015. The WIOA is requiring regional planning amongst local WIBs and the submission of a Regional Plan to the State. She reported that the CWA Executive Committee retreat was very informational.

Announcement of Events: Mr. Robinson announced the 50 year Celebration of the Economic Opportunity Act that will take place at the National Steinbeck Center on August 22, 2014 from 10:00am to 1:00 pm. Mr. Robinson announced the Impact Monterey County survey and encouraged all members to fill it out. It will be shared with WIB staff to disseminate it to all WIB members. Mr. Cushman announced the Monterey County Weekly is posting a job board entitled Best of Monterey Bay.Jobs that will go live on August 14, 2014.

Adjournment: Mr. Cushman adjourned the meeting at 9:15 a.m.

Motion: Ms. Leffel motioned to approve adjournment.

Second: Mr. Aniello

Approved unanimously by those in attendance