

**ADOPTED**  
**Monterey County Workforce Development Board**  
Marina Library, 190 Seaside Circle, Marina, CA  
**Wednesday, August 3, 2016**

**Members Present:** Mary Ann Leffel (1<sup>st</sup> Vice-Chair), Paula Calvetti, Al Davis, Brian Turlington, Crescencio Diaz, Harvey Dadwal, Kimberly Schnader, Salvador Muñoz, Sandy Chamberlain, Dr. Walter Tribley, Wendy Brickman, Dr. Willard Lewallen and Yuko Duckworth

**Members Absent:** Erik Cushman, Aaron Oskolkoff, Andy Hartmann, Cesar Lara, Dave Potter, Jay Donato, Mimi Laurent, Larry Silva, Paul Farmer, Sherry Farson and Steve MacArthur

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

**Others Present:** Dick Bower

**Call to Order/Introductions:** Mrs. Leffel asked for introductions. The meeting was called to order at 8:40 a.m. and a quorum was established.

**Changes to Agenda:** Mrs. Aldrich reported that a revised Staff Report for Business Item #3 will be handed out.

**Public Comment/Testimonial:** None

**Consent Calendar:**

1. **Action: Approve minutes from June 1, 2016 meeting.**
2. **Action: Concur with the July 20, 2016 Executive Committee recommendation to accept Program Year 2015-16 close out program reports on Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker formula funds.**
3. **Action: Concur with the July 20, 2016 Executive Committee recommendation to accept a close out report on the number of local WIOA training placements and expenditures for PY 2015-16.**
4. **Action: Concur with the July 20, 2016 Executive Committee recommendation to approve the revised WDB Policy #2013-01 – Procurement Standards.**
5. **Action: Concur with the July 20, 2016 Executive Committee recommendation to approve an Agreement with the Monterey/Santa Cruz Counties Building & Construction Trades Council for the implementation of the Proposition 39 Pre-Apprenticeship Training and Placement Grant 2.0 and submit to County Board of Supervisors for approval.**
6. **Action: Concur with the July 20, 2016 Executive Committee recommendation that the standing Youth Committee function as an ad-hoc committee moving forward.**

**Motion:** Mr. Turlington motioned to accept the Consent Calendar as stated.

**Second:** Mr. Munoz

**Abstention:** Mr. Tribley and Mrs. Brickman

**Approved by those in attendance**

**Discussion or Review of Business Calendar Action Items:**

1. **Presentation: Resilient Monterey County Initiative.** Mr. Bower provided the board with information on the efforts of the Resilient Monterey County Partnership whose members include: PG&E, MST, MCBC, the Community Foundation for Monterey County, City of Seaside, City of Monterey, and County of Monterey. He reported that the efforts include reaching out to different sectors and finding out their needs so they can become successful at business continuity planning; providing threat & risk training to school districts; providing a half-day workshop on planning for organizations which will help Monterey County become more resilient in an economic or natural disaster.
2. **Action: Review and approve the FY 2016-17 Program Services budget for Adult, Dislocated Worker and Youth Programs.** Mr. Trujillo reported the programs services operations budget totals \$4,898,308; \$1,521,755 has been allocated to the Adult program which will serve 553 participants and \$1,968,446 to the Dislocated Worker program which will serve 370 participants. He reported the Youth program has been allocated \$1,408,107 to serve 225 participants. Ms. Leffel requested that board members encourage dislocated workers and veterans to reach out to the AJCC for services.

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

**Second:** Mr. Davis

**Approved unanimously by those in attendance**

- 3. Action: Review and recommend Agreements with Rancho Cielo, Turning Point, and Office for Employment Training to provide case management of the AB 2060 Supervised Population grant implementation.** Mrs. Aldrich reported that the grant provides services to non-AB109 probationers (individuals on probation that did not spend time incarcerated). The Agreements state that each partner will serve 20 individuals that will be referred to them by Monterey County Probation Department depending on the partner's specialty.

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

**Second:** Mr. Diaz

**Approved unanimously by those in attendance**

- 4. Action: Review and approve the Program Year 2015-16 close out program reports on Workforce Innovation and Opportunity Act (WIOA) Youth formula funds.** Mrs. Aldrich reported that the system expended the 82% requirement; and met 2 out of the 3 youth performance measures. The failure in literacy and/or numeracy gains is due in large part to out of school youth completing the pre-test and beginning the process but dropping off and not completing the post test which creates a negative in our numerators. She reported that Ms. Bush is working with both operators to obtain post test information which she can then post to the state system.

**Motion:** Mrs. Brickman motioned to accept the action as stated.

**Second:** Mr. Tribley

**Approved unanimously by those in attendance**

- 5. Action: Review and approve WDB Policy # 2016-01 on WIOA Youth Program Requirements.** Mrs. Aldrich reported that the policy provides the guidance and establishes the procedures regarding WIOA youth program that must be complied with as of July 1, 2016.

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

**Second:** Mr. Tribley

**Approved unanimously by those in attendance**

- 6. Action: Recommend to participate in the Customer Centered Design challenge.** Mrs. Aldrich reported that the Customer Centered Design approach is an opportunity to look at things from a different perspective and putting employers in the center the hospitality career pathway. She stated that the team will continue to grow and develop the design. She stated that the team worked for 10 weeks working on the design and obtained interviews with persons in the tourism/hospitality industry sector to design a PowerPoint and Infographic providing information on the hospitality sector. The next project will focus on the agricultural industry.

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

**Second:** Mr. Tribley

**Approved unanimously by those in attendance**

- 7. Receive an update on the Strategic Planning Retreat goals, actions and initiatives.** Mrs. Aldrich reported that OET staff has been testing participants in WorkKeys. She also reported that the WDB is required to submit a Business Plan, Annual Plan, and Regional Plan that aligns with our local and State Plans. She reported that she continues to present to Rotary's to present what the WDB system offers. She also reported that the WDB has been doing significant work with regional partners.

- 8. Discussion: Director's Report (Verbal)**

- **Meeting of the Minds Conference September 6-8<sup>th</sup>, 2016**
- **Regional Planning Unit Update**
- **Comprehensive One-Stop location update**

- 9. Action: Discuss and consider Workforce Development Board Retreat proposed for October 19, 2016.**

**Motion:** Mr. Tribley motioned to accept the action

**Second:** Mrs. Brickman

**Approved unanimously by those in attendance**

**Adjournment:** Mr. Cushman requested to adjourn the meeting at 9:51 a.m.

**Motion:** Mr. Tribley motioned to adjourn as requested.

**Second:** Mr. Munoz

**Approved unanimously by those in attendance**