



BUSINESS SERVICES COMMITTEE AGENDA PACKET

Tuesday, January 8, 2019

4:00 p.m. – 6:00 p.m.

MBEST

3180 Imjin Road, Conference Room B

Marina, CA 93933

Documents related to agenda items that are distributed to the WDB less than 72 hours prior to the meeting shall be available for public inspection at 1441 Schilling Place, North, Salinas, CA or visit our website at www.montereycountywdb.org. Documents distributed to the WDB at the meeting by County staff will be available at the meeting; documents distributed to the WDB by members of the public shall be made available after the meeting. This WIOA Title I financially assisted program or activity is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities.

ALTERNATE AGENDA FORMATS: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the Secretary to the WDB at (831)796-6434.

NOTICE TO THE PUBLIC

Members of the public who wish to address the Committee should identify themselves and state their name for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand it to the designated Workforce Development Board staff member.

Copies of the agenda have been placed on the table near the door for your convenience.

The procedure for this meeting is as follows:

- The Committee Secretary will verify quorum; the Chair will read the opening remarks.
- Members of the public wishing to make a comment on an item that is not on the agenda will be given two (2) minutes each to comment.
- Workforce Development Board staff and/or Committee Members will present recommendations for each action item on the agenda.
- Committee members may ask questions of Workforce Development Board Staff and other Committee Members.
- Members of the public wishing to make a comment on an agenda item will be given two (2) minutes each to comment.
- The Committee may take action on any item designated as an action item.
- Workforce Development Board members may only discuss items listed on the Agenda pursuant to the "Brown Act." With respect to non-agenda items raised by the public, Workforce Development Board members may calendar them for a future meeting, may briefly respond, or may request clarification from the member of the public but, to remain in compliance with the Brown Act, they may not address non-agenda items raised by the public in a substantive or in-depth manner.



1441 Schilling Place, North
Salinas, CA 93901

(831) 796-6434
www.montereycountywdb.org

**Business Services Committee
Members:**

Mary Ann Leffel, Chair

Wendy Brickman
Paula Calvetti
Harbhajan "Harvey" Dadwal
Kimberly Schnader

**Monterey County Workforce Development Board
Business Services Committee**
MBEST, 3180 Imjin Road, Marina, CA 93933

Tuesday, January 8, 2019; 4:00 p.m.

AGENDA

CALL TO ORDER/INTRODUCTIONS:		Mary Ann Leffel, <i>Chair</i>
CHANGES TO AGENDA:		
PUBLIC COMMENT: <i>(Limited to 2 minutes per person)</i>		
CONSENT CALENDAR:		Mary Ann Leffel
1. ACTION: Approve minutes from Business Services meeting of August 20, 2018.		
2. ACTION: Approve minutes from Business Services meeting of September 10, 2018.		
DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:		Mary Ann Leffel
1. Update on Council for Adult and Experiential Learning Presentation on Hospitality.		Javier Vanga Jerry Hernandez
2. Update on Monterey Peninsula College Hospitality Forum and future collaborations with Monterey Peninsula College.		Judy Cutting
3. Update on Workforce Development Board's new website, Business Services page.		Javier Vanga
4. Report on Business engagement activities from July – December 2018.		Korey Woo Laura Kershner Committee Members and WDB staff
5. How to assist with homeless issue as businesses.		Mary Ann Leffel
ADJOURNMENT:		
SUBCOMMITTEE MEETINGS: Executive: 01/16/2018, MBEST Oversight: 02/14/2018, MBEST Business: 04/09/2018, MBEST	WDB MEETING: 02/06/2018, Marina Library	
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UNADOPTED

Monterey County Workforce Development Board
Business Services Committee
MBEST, 3180 Imjin Road, Conference Room B, Marina, CA
Monday, August 20, 2018

Members Present: Mary Ann Leffel (Chair), Wendy Brickman, Paula Calvetti, Harbhajan Dadwal, and Kimberly Schnader

Members Absent: None

Staff Present: Korey Woo, Laura Kershner, Vanessa Kor, Jerry Hernandez, Elizabeth Kaylor, and Flor Galvan

Public Comment/Testimonial: None

Call to Order/Introductions: Mrs. Leffel called the meeting to order at 3:59 p.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Consent Calendar:

1. Action: Approve the minutes from Business Service meeting from April 10, 2018.
A motion was made by Wendy Brickman to approve the minutes from April 10, 2018, seconded by Mary Ann Leffel. 4-0-1. (Abstention: Kimberly Schnader)

Discussion or Review of Business Calendar Action Items:

1. Discuss MCWDB 2018-19 Business Services Employer Engagement Plan.
The Committee discussed MCWDB 2018-19 Business Services Employer Engagement Plan.
2. Review of 2017-18 Business Services Business Engagement and Rapid Response Activities.
The Committee reviewed the 2017-18 Business Services Business Engagement and Rapid Response Activities.
3. Discuss MCWDB 2018-19 Business Services Sector Strategies.
The Committee discussed MCWDB 2018-19 Business Services Sector Strategies and requested a presentation on the SlingShot Program.
4. Review of On-the-Job and Incumbent Worker Outreach Activities.
The Committee reviewed On-the-Job and Incumbent Worker Outreach Activities.
5. Review of Regional Business Engagement Sector Strategies.
The Committee reviewed the Regional Business Engagement Sector Strategies.

Announcements: None.

Adjournment: Mrs. Leffel requested the meeting adjourn at 5:19 p.m.

UNADOPTED

Monterey County Workforce Development Board
Business Services Committee
SpringHill Suites by Marriott The Dunes on Monterey Bay, Executive Meeting Room, Marina, CA
Monday, September 10, 2018

Members Present: Mary Ann Leffel (Chair), Harbhajan Dadwal, and Kimberly Schnader

Members Absent: Paula Calvetti, Wendy Brickman

Staff Present: Korey Woo, Laura Kershner, Vanessa Kor, Jerry Hernandez, and Javier Vanga

Public Comment/Testimonial: None

Call to Order/Introductions: Mrs. Leffel called the meeting to order at 2:04 p.m. A quorum was established.

Changes to Agenda: None

Discussion or Review of Business Calendar Action Items:

1. Discuss and obtain input from Committee members on the MCWDB 2018-19 Business Services Employer Engagement Plan and Business Services Sector Strategies.
The Committee discussed MCWDB 2018-19 Business Services Employer Engagement Plan and Business Services Sector Strategies.
2. Inform Committee members on the Department of Labor Common Measures for WIOA Programs for Local Business Services.
The Committee was informed of Department of Labor Common Measures for WIOA Programs for Local Business Services.

Announcements: None.

Adjournment: Mrs. Leffel requested the meeting adjourn at 3:45 p.m.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD BUSINESS SERVICES COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON COUNCIL FOR ADULT AND EXPERIENTIAL LEARNING PRESENTATION ON HOSPITALITY

DATE: JANUARY 8, 2019

INFORMATION:

Workforce Development Board staff will provide an update on the Council for Adult and Experiential Learning presentation on Hospitality.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD BUSINESS SERVICES COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON MONTEREY PENINSULA COLLEGE HOSPITALITY FORUM AND FUTURE COLLABORATIONS WITH MONTEREY PENINSULA COLLEGE

DATE: JANUARY 8, 2019

INFORMATION:

First Monterey County Sustainable Hospitality Advisory Meeting

On December 12, 2019, MCWDB staff members Jerry Hernandez and Javier Vanga attended the First Monterey County Sustainable Hospitality Advisory Meeting at Monterey Peninsula College. Attending the meeting were representatives from Monterey County's Hospitality educational programs; Monterey County high schools' Hospitality programs; Monterey Peninsula College; California State University, Monterey Bay; local hospitality businesses; industry representatives and the Monterey County Workforce Development Board.

The focus of the meeting was the first-time convening of local stakeholders in Hospitality, education and workforce development. The goal of the advisory group is to develop a well-trained workforce and raise student awareness of the career opportunities available in the Hospitality industry.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD BUSINESS SERVICES COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: UPDATE ON WORKFORCE DEVELOPMENT BOARD'S NEW WEBSITE, BUSINESS SERVICES PAGE

DATE: JANUARY 8, 2019

INFORMATION:

Workforce Development Board (WDB) staff will provide an update on the development of the Business Services page of the WDB's new website.

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD BUSINESS SERVICES COMMITTEE

FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

SUBJECT: REPORT ON BUSINESS ENGAGEMENT AND RAPID RESPONSE ACTIVITIES FOR JULY 1, 2018 THROUGH DECEMBER 31, 2018

DATE: JANUARY 8, 2019

INFORMATION:

A. Business Engagement Activities

The Business Services Team assisted **78** local employers from July 1, 2018 through December 31, 2018. The Business Services Representative (BSR) Team focused on identifying businesses that were either currently hiring or experiencing some sort of financial stress. The BSR team utilized Econovue to gather the corresponding information. After gathering the information from Econovue the BSR team conducted on site visits focusing on the Workforce Development Board's priority industry sectors. The numbers below include individual recruitment events, job orders posted, referrals to employers and job fairs.

	July 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Total
Human Resources Support							
Applicants Pre-screened	63	40	26	256	18	29	432
Job Openings Posted to CalJOBS	11	9	14	3	13	3	53
Job Referrals to Employers	63	40	26	36	18	29	212
Job Fairs & Custom Recruiting Events							
Job Fairs & Custom Recruiting Events	6	7	3	7	3	2	28
Businesses Attended	6	7	3	57	3	2	78
Job Seekers Attended	63	40	26	256	18	29	432
Job Seekers Reported Hired	5	2	2	1	4	0	14
Rapid Response							
Rapid Response Orientations to Employers	0	9	1	0	1	0	11
Rapid Response Orientations to Employees	0	14	1	0	18	0	33
Layoff Aversion Orientations to Employers	0	0	0	0	0	0	0
Layoff Aversion Orientations to Employees	0	0	0	0	0	0	0
Training Assistance to Employers							
Training Assistance (On-the-Job Training)	0	0	0	0	7	1	8
Incumbent Worker Training	0	0	0	0	0	0	0
ETP-Employment Training Panel	0	0	0	0	0	0	0

B. Rapid Response Activities PY 2017-2018

From July 1, 2018 to December 31, 2018, the BSR Team provided Rapid Response Services to **11** businesses impacted by closures, layoffs and downsizing affecting **390** workers overall. Employee assistance included: work-site informational sessions covering unemployment insurance, reemployment, community resources, small business/entrepreneurship, career options and training opportunities, and assessment of job readiness. The following businesses were impacted by closures, layoffs and/or downsizing.

	Jul	Aug	Sep	Oct	Nov	Dec	Total
Rapid Response & Layoff Aversion Orientations	0	9	1	0	1	0	11

C. Rapid Response Presentations

Date of Rapid Response	Business Name	Affected Employees
8/22/2018	Orchard Supply	55
8/23/2018	Pascual's Auto Repair	2
8/23/2018	Daniel's Auto Repair	2
8/23/2018	Freddy's Auto Repair	5
8/23/2018	GE Cabinets	3
8/23/2018	Unique Auto Body	3
8/23/2018	Chris Auto Repair	3
8/23/2018	Cardona's Auto Repair	3
8/23/2018	Central Side Auto Body Repair	3
9/27/2018	Jackpot Harvesting Company	256
11/5/2018	Orchard Supply	55

MEMORANDUM

TO: WORKFORCE DEVELOPMENT BOARD BUSINESS SERVICES COMMITTEE
FROM: CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR
SUBJECT: HOW TO ASSIST WITH HOMELESS ISSUE AS BUSINESSES
DATE: JANUARY 8, 2019

INFORMATION:

A discussion will be held with Committee Members and Workforce Development Board staff regarding approaches for local businesses to address the homeless issue.