

ADOPTED
Monterey County Workforce Development Board
Business Services Committee
MBEST, 3180 Imjin Road, Suite 102, Marina, CA
Tuesday, February 9, 2016; 4:00 p.m.

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

Members Absent: Paula Calvetti and Paul Farmer

Others Present: Joyce Aldrich, Marleen Bush and Flor Galvan

Call to Order/Introductions: Ms. Leffel called the meeting to order at 4:24 p.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Public Comment/Testimonial: None

Consent Calendar:

1. Action: Approve minutes from December 8, 2015.

Motion: Ms. Schnader motioned to accept the action as stated.

Second: Mr. Dadwal

Approved unanimously by those in attendance

Discussion or Review of Business Calendar Action Items:

1. Action: Discuss and approve a strategy to recruit business members to serve on the Monterey County WDB. Mrs. Aldrich reported that the board has 2 vacancies in business and 2 in Labor. She also reported that the board would benefit greatly if the vacancies were filled by an individual in healthcare and agriculture as they are the largest industries in Monterey County. She reported that it is imperative that the Monterey recruit members as the date to recertify the WDB was moved up to March 31, 2016 from the initial date of June 30, 2016. If the membership does not meet the requirement, a finding would be held and a corrective action plan would need to be submitted. Mrs. Aldrich reported that Mr. Lara has agreed to recommend a Labor representative to the WDB. She also reported that she will be speaking with a candidate from healthcare however she asked that the members continue to recommend business members.

Motion: Ms. Brickman motioned to accept the action as stated.

Second: Ms. Schnader

Approved unanimously by those in attendance

2. Action: Discuss and determine what WDB Strategic Initiatives the Business Services Committee members can help with to move forward the local plan goals. Mrs. Aldrich asked that the Business Committee complete some of the tasks listed on the Strategic Plan Goals and Strategies so they can be moved forward. Ms. Brickman stated that she would work on completing a list of civic groups and business councils that Mrs. Aldrich can be a presenter. Ms. Schnader volunteered to be a back-up presenter at any civic group/business council meetings. It was also agreed that the Business Services Committee will focus on Chambers Business Walk Surveys and Job Fairs along with presenting at civic/business councils and CCHR meetings. The Committee will also work on updating the Business Services Plan.

Motion: Ms. Brickman motioned to accept the action as stated.

Second: Mr. Dadwal

Approved unanimously by those in attendance

3. Report on the delivery of business outreach and services to the business community. Ms. Bush reported that the period of July 1, 2015 through January 31, 2016, 725 employers were served; 315 applicants were pre-screened; 89 job openings were posted in CalJOBS, 327 participants were referred to hiring employers with 51 job seekers hired; 71 job fairs and recruiting events have been hosted; 51 candidates were hired from the events hosted; and 9 candidates were enrolled in On-the-Job Training. She also

reported that she took data from the last 3 years and placed in a chart to show where Business Services Team tracks all services.

4. **Report on required Rapid Response activities to private sector employers in Monterey County, including small businesses.** Mrs. Aldrich reported that she was recently contacted by VSE Corporation concerning 70 employee layoffs. Mrs. Aldrich has a call into the Union to work with them on Layoff Aversion services. Mrs. Aldrich also reported that an individual must be relocated within 7 days to be considered a layoff aversion per the new State regulations. Mrs. Aldrich hopes that the State will change the regulation to 30 days.
5. **Update on the Workforce Development Board's fact sheets: Business Services, On-the-Job Training, Rapid Response and Office for Employment Training.** Ms. Bush provided updated forms based on new WIOA regulations and new programs. She asked that the forms be shared with colleagues and/or businesses.
6. **Current Report on Monterey County's local labor market.** Ms. Bush provided a 3-year trend of the Unemployment rate for Monterey County and a 3-year trend of Monterey County's Labor Force by industry.
7. **Update on the Work Ready Communities initiative and Ad-Hoc Committee developed to discuss WorkKeys certifications.** Mrs. Leffel reported that San Benito, Pajaro School District and Salinas Unified School District are signing up to be WorkKeys Test and Training sites. She also reported that Alliance Career Training School would also like to be a Test and Training site and provide certification. Mrs. Aldrich reported that she has reached out to Santa Cruz, San Luis Obispo and Santa Barbara to ask if they are interested in committing to the Work Ready Community initiative. San Luis Obispo indicated they could not come on board at this time; Santa Cruz County stated that they would be interested but unable to confirm until May 2016. Mrs. Leffel stated that the San Benito County CAO is also interested in committing.

Adjournment: Ms. Leffel requested to adjourn the meeting at 5:24 p.m.

Motion: Ms. Schnader motioned to adjourn the meeting.

Second: Mr. Dadwal

Approved unanimously by those in attendance