

**ADOPTED**  
Monterey County Workforce Development Board  
**Business Services Committee**  
MBEST, 3180 Imjin Road, Conference Room B, Marina, CA  
**Tuesday, January 9, 2018**

**Members Present:** Paula Calvetti (Chair), Wendy Brickman and Kimberly Schnader

**Members Absent:** Mary Ann Leffel and Harbhajan Dadwal

**Staff Present:** Chris Donnelly, Korey Woo, Susan Marscellas and Flor Galvan

**Public Comment/Testimonial:** None

**Call to Order/Introductions:** Mrs. Calvetti called the meeting to order at 4:13 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 of September 12, 2017.  
**A motion was made by Kimberly Schnader to approve the minutes from September 12, 2018, seconded by Wendy Brickman. ALL AYES**

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

1. Action: Approve meeting dates for the Workforce Development Board Business Services Committee for calendar year 2018.  
**A motion was made by Paula Calvetti to approve the meeting dates for the Workforce Development Board Business Services Committee for calendar year 2018, seconded by Wendy Brickman.**
2. Review of 2017 Rapid Response activities.  
**The Board reviewed Rapid Responses activities for 2017.**
3. Review of 2017 Business Recruitments and Hiring of participants.  
**The Board reviewed the Business Recruitments and Hiring of participants for 2017.**
4. Review of Customer Centered Design information.  
**The Board reviewed and discussed the Customer Centered Design information.**
5. Update on regional funding for business engagement activities.  
**The Board received an update on the regional funding for business engagement activities.**
6. Update on Business Services outreach materials.  
**The Board received an update on Business Services outreach materials.**

**Announcements:** None.

**Adjournment:** Ms. Calvetti requested the meeting adjourn at 5:10 p.m.