

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Executive Committee Meeting
Monday, December 15, 2008, 3:30 pm.
Seaside One Stop, 1760 Fremont Boulevard, Building D-2, Seaside, CA 93955

MEMBERS PRESENT	REPRESENTING
David Bernahl, <i>Chair</i>	Business
Diana Carrillo	Center for Employment Training
Mary Ann Leffel	Business
Robert Weakley	Business
Erik Cushman	Business
Joanne Webster	Business
Joseph Werner	WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Robert Brower	Business
OTHERS PRESENT	REPRESENTING
Marleen Esquerra	WIB Staff
Delfia Knighton	WIB Staff
Manley Bush	WIB Staff
Lira Café	Executrain

CALL TO ORDER/INTRODUCTIONS: Mr. Bernahl called the meeting to order at 3:32pm. He welcomed those in attendance and called for introductions from those present. A quorum was established.

CHANGES TO THE AGENDA: In accordance with the WIB protocol and procedures policy, Mr. Bernahl accepted and distributed two handouts in reference to agenda item #6 on the Monterey County WIB's website and item #9 regarding an update on the Governor's Discretionary grants and federal stimulus package.

PUBLIC COMMENT: None.

BUSINESS MEETING:

1. Action: Approve the minutes of the November 17, 2008 Executive Committee meeting.

Motion: Ms. Leffel moved to accept the minutes as stated.

Second: Ms. Carrillo

Motion Passed Unanimously

2. Action: Approve the reappointment of WIB member, Mr. David Bernahl, representing Business for a three-year term to commence February 10, 2009 and end February 10, 2012.

Mr. Cushman stated that it was his distinct pleasure to reappoint Mr. David Bernahl to the WIB representing Business. He also recognized Mr. Bernahl for his selfless service over the past 3 years.

Motion: Ms. Carrillo moved to accept the action as stated.

Second: Ms. Leffel

Motion Passed Unanimously

3. Action: Review the credentials and act upon the nomination of Youth Council nominee, Ms. Patricia Carter, representing Parents of WIA Eligible Youth for a two-year term to commence February 10, 2009 and end February 10, 2011.

Mr. Werner stated that Ms. Carter was recommended by Senior Pastor Dr. Mike Ladra of the First Presbyterian Church in which she serves as the director of the Youth Choir Ministry. Mr. Werner stated that Ms. Carter will be an outstanding representative who is qualified to serve as a parent of eligible youth seeking WIA assistance.

Motion: Ms. Carrillo moved to accept the action as stated.

Second: Ms. Leffel

Motion Passed Unanimously

4. Action: Approve the reappointment of Youth Council member, Mr. André Chapman, representing Foster Youth for a two-year term to commence February 10, 2009 and end February 10, 2011.

Mr. Werner stated that Mr. Chapman has been an outstanding representative serving on the Youth Council. He conducts himself in a very objective and thoughtful manner. Mr. Werner stated that he is really pleased that Mr. Chapman consented to serve another term.

Motion: Ms. Carrillo moved to accept the action as stated.

Second: Ms. Leffel

Motion Passed Unanimously

5. Action: Approve the reappointment of Youth Council member, Ms. Cheryl Ward-Kaiser, representing Individuals that have Experience relating to Youth Activities for a two-year term to commence February 10, 2009 and end February 10, 2011.

Mr. Werner stated that Ms. Ward-Kaiser has served as a representative of youth services on the Youth Council for many years. She also served as a WIB member prior to retirement from T&A and consistently engages in youth services.

Motion: Ms. Webster moved to accept the action as stated.

Second: Mr. Weakley

Motion Passed Unanimously

6. Action: Review and approve the official launch of the Monterey County WIB's website and revised budget.

Ms. Esquerra reported on the status of the WIB's website and potential launch date. Due to the additional design and programming work done on the website, the cost has increased by \$1,500, 15% of the total cost. Plans to proof the website are scheduled for the week of January 5th. The launch date is expected to be January 12, 2009. The members stated that they are excited with the new website. Mr. Cushman requested clarification on the increase of the contract. Ms. Esquerra reported on the changes and stated that she would include the work performed outside of the terms of the agreed upon contract that will clarify any cost increases. Ms. Esquerra stated the testimonials will be featured on several pages of the website. Mr. Cushman recommended the testimonials be formatted in first person. Ms. Leffel requested that WIB staff obtain release forms to post the testimonials online. Ms. Esquerra stated that media forms were emailed out for approval and signature.

Motion: Mr. Cushman moved to accept the action as stated.

Second: Ms. Leffel

Motion Passed Unanimously

7. Information: Discussion regarding the Salinas One Stop Career Center lease agreement renewal.

In Ms. Lynda Dunn's absence, Mr. Werner was asked to report on the One Stop Career Center lease renewal. Negotiations went on for over a year. The term of the lease will continue through October 31, 2018 for general office space of 42,094 square feet. The agreement also includes \$200,000 in improvement costs to include painting the walls and replacing the carpet. The payment was reduced from \$69,621 to \$61,036 per month, representing a cost savings of 12%. Since the year started, the Office for Employment Training (OET) and the One Stop partners will have a 5% savings. He stated next year, they anticipate a minimum cost increase of 2 to 4% based on a consumer price index annual adjustment increase. Mr. Bernahl inquired if this is something that the board should have a discussion about. He stated that we need the technologically to support the Work Keys and perhaps the cost savings could potentially pay for the program. Mr. Bernahl requested that WIB staff research what OET plans to do with the cost savings.

8. Information: Discussion regarding the Virtual One Stop system and reporting of MIS data.

Mr. Werner stated that WIB staff met with representatives from Geographic Solutions to discuss the critical need for reporting accurate and timely data from the Virtual One Stop (VOS) system. WIB staff plans to work with Geographic Solutions, who have operations located in Salinas to generate customized reports for the WIB. Ms. Esquerra stated that representatives from Geographic Solutions will be present at the next Executive Committee meeting in January to present a status report on the VOS system.

9. Information: Update on the Governor's Discretionary grants and federal stimulus package.

Mr. Werner reported on the California Workforce Association (CWA) Board meeting on December 11 & 12, 2008. Ms. Esquerra stated the new handout provides a more comprehensive update on the meeting. Mr. Werner stated that one of the most important issues addressed by the CWA Board has to do with the State and Federal stimulus package and the utilization of the Governor's discretionary funds. Mr. Werner explained the release of the previous stimulus packages and the formula the State proposed to use to calculate the next stimulus package. Mr. Werner stated that 25 or more jurisdictions have not received any of the stimulus funds from either of the previous releases and that it is anticipated that each will receive an average of \$225,000 with 20% of the allocation given to the Employment Development Department's (EDD) Job Services. Mr. Werner referenced the Federal stimulus package, which is expected to be \$1 trillion or more. The focus will be on green jobs and healthcare. Congress has embedded \$600 million for the workforce system with a large emphasis on a summer jobs program. Mr. Werner stated the funds could be here as early as March 2009. It is recommended that local workforce systems begin to work with municipalities on the jobs available and how many youths will qualify for the summer youth program. Other topics discussed at the CWA meeting includes the development of a portal website entitled www.backtowork.biz, which is currently under construction. This website is aimed at branding the 49 jurisdictions throughout different parts of the state. Also, CWA is looking into completing a Employment Training Panel (ETP) grant application for \$125,000 to work and promote WIB's to participate in ETP funding projects. At the upcoming NAWB conference in March, USA Works plans to host a Congressional dinner on March 9 and all local workforce investment areas are welcome to attend. Mr. Cushman stated this is a good time to be in the workforce development business. Mr. Cushman inquired as to what our WIB is planning to do. Mr. Werner stated that we need clarity on the amount of money we receive. There will be a new set of requirements and there is talk about public service employment where we could pay people to work at the center to stimulate the economy. Mr. Cushman stated that now is the time to put a plan together for the summer jobs program. Mr. Werner stated that CWA is asking areas to identify "shovel ready" programs. If Congress passes a huge construction bill, we could implement it right away. They are looking at taking 10% to design training programs that are apprenticeship based and designed to work with the local areas to allow for recruitment and training. Ms. Webster inquired about the focus on green jobs and healthcare and asked if there was any information on the parameters or requirements. Mr. Werner stated that Congress plans to look at those two areas as growth for the economy. Healthcare is one of the few industries that has not experienced decline and so this is viewed as a place for investment. Ms. Webster

stated that these are great ideas for us to develop. On the subject of going green, Ms. Leffel asked that we get educational partners in the room for the discussion.

10. Information: Update regarding the 2008 WIB Retreat work plans and status of timelines.

The Executive Committee members reported on the status of the WIB retreat work plans.

1. Work Plan #1 "Board Business" – Mr. Bernahl stated that plans are underway to develop a letter to be sent to the Chair of the Board of Supervisors (BOS) regarding the Chief Local Elected Official (CLEO) and WIB agreement. WIB staff sent example agreements to the Executive Committee members in October for review. These agreements will also be provided to the BOS for review.
2. Work Plan #2 "Economic Development & Educational Partnership" – Ms. Leffel reported on the Economic Development Administration (EDA) conference in San Jose. In regards to the Central Coast Career Readiness Consortium, it is a cross jurisdiction that involves a regional collaboration of workforce, economic, and educational partners to make the application stronger. This includes Santa Cruz and San Benito. The Monterey County Office of Education is getting ready to adopt the work readiness program to require it for all new hires. This will include all school districts across the board. As for Cluster initiatives, they are averaging 16 meetings per month. Ms. Leffel stated it's important that grants include all partners. As for the Overall Economic Development Commission (OEDC) and WIB joint meeting, they meet tomorrow. She has been trying to work with MPC and Hartnell College to fit classes in for their clusters projects.
3. Work Plan #3 "One-Stop Operations" – Mr. Weakley briefly reiterated the website updates. He inquired about the Work Keys program and if we had seen any actually assessments completed yet. Ms. Leffel stated that Bob Rice of the Monterey County Business Council (MCBC) sent the contract to Lynda Dunn of OET for the Seaside and Salinas sites. At this juncture, Ms. Dunn indicated in an email that they plan to only implementing Work Keys at the Salinas One Stop. Ms. Leffel stated the timeline to implement the assessments at the One Stop on November 17, 2008 has been postponed due to the computer conversion. Ms. Leffel stated as a Monterey Peninsula resident, she is not happy that OET does not plan to provide assessments at the Seaside One Stop. Ms. Webster inquired if there were other sites ready to go. Ms. Leffel stated the Pacific Grove and Monterey Adult Schools as well as the Regional Occupational Programs are on board. Ms. Leffel stated that she has not received any money. MCOE sent in \$100 and Hartnell College has embedded \$20,000 in a grant for Work Keys. Mr. Weakley requested a document from Ms. Dunn outlining the costs to implement Work Keys at the Seaside and Salinas One Stops so that the board could make the educated decision to cut out resources. Mr. Weakley requested that Ms. Dunn make a presentation to the Executive Committee to find out what her budgetary plans are for expenses to implement the program. Ms. Leffel stated that there is a loophole. If MCBC wants to pay \$5,000 by December 31, 2008 they will be seen as the workforce service provider of Work Keys. Mr. Bernahl inquired about the hold up. He requested that WIB staff talk to Ms. Dunn to see if we can get this done. Ms. Leffel stated that CHOMP is planning to pilot the program. Mr. Werner stated that WIB staff would talk to OET to find out what the issues are. Ms. Leffel requested that Work Keys be offered at both the Salinas and Seaside locations. Mr. Weakley reported on the effort to increase services through satellite One Stop locations. He stated that an update on the satellite locations will be presented at the next Planning Committee meeting. Mr. Werner stated that WIB staff had a meeting with the One-Stop operators to discuss the development of a One Stop Operator Memorandum of Understanding (MOU).
4. Work Plan #4 "The Evolution of the One Stop" – Mr. Bernahl stated that we are moving forward in coordination with the proposal and decentralization of the One Stop. Mr. Bernahl stated the virtual presence is great with the WIB's new website. Mr. Werner stated that the CWA Board had a retreat that discussed the identity of the One Stop system as a whole.

COMMITTEE CHAIR REPORTS

The members agreed the chair reports discussed at the WIB meeting on December 3, 2008 was sufficient.

ANNOUNCEMENTS OF EVENTS OR SERVICES:

Mr. Werner stated that one of the WIB staff members has accepted a new position at another division of the County. We are in the process of hiring two new people. Mr. Bernahl announced the next Executive Committee meeting on January 20 and the next WIB meeting on February 4, 2009.

ADJOURNMENT:

Motion: Ms. Leffel motioned to adjourn the meeting.

Second: Mr. Weakley

Motion Passed Unanimously

Mr. Bernahl adjourned the meeting at 5:00 pm