

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Executive Committee Meeting

March 24, 2010, 8:30am

Seaside One Stop, 1760 Fremont Boulevard, Building D-2, Seaside, CA 93955

MEMBERS PRESENT	REPRESENTING
David Bernahl, <i>Chair</i>	Business
Erik Cushman	Business
Joanne Webster	Business
Robert Weakley	Business
Mary Ann Leffel	Economic Development
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Robert Brower	Business
Diana Carrillo	Migrant Seasonal Farm Worker
OTHERS PRESENT	REPRESENTING
Rod Powell	OET
Ruben Garcia	EDD
Rosie Chavez	Turning Point
Wil Moore	Shoreline
Mary Claypool	Monterrey County Business Council
Manley Bush	WIB Staff
Gloria Torrez	WIB Staff

CALL TO ORDER/INTRODUCTIONS: Mr. Bernahl called the meeting to order at 8:39. He welcomed those in attendance and called for introductions. A quorum was established.

CHANGES TO THE AGENDA: None

PUBLIC COMMENT: Ms. Claypool provided the committee with an update on the implementation of the Layoff Aversion Program. She stated that the contract period began on February 11, 2010. She added that the Monterey County Business Council has contacted 159 employers 29 of which were face to face interviews. She reported that an eligibility form has been drafted and is being distributed, and they are referring clients to the One-Stops.

BUISNESS MEETING:

1.Action: Approve the minutes of the February 17, 2010 Executive Committee meeting.

Motion: Mr. Weakley moved to accept the minutes, as stated.

Second: Ms. Leffel

Motion Passed Unanimously

2.Action: Accept the resignation of James Culcasi, representing Business, from the WIB, effective upon approval.

Motion: Mr. Weakley moved to accept the motion, as stated.

Second: Ms. Leffel

Motion Passed Unanimously

3.Action: Consider and approve the submission of the draft 10th year Local Plan Modification of the Monterey County WIB Five-year Plan to the State of California for Program Year 2009-10, including public comment.

Ms. Flinn presented the local plan for consideration by the committee. She stated that the updated draft included public comments and WIB staff responses. Ms. Leffel commented that she would like to see a new plan instead of a revision to the existing plan. Ms. Flinn commented that the State is currently only requiring revisions, while echoing Ms. Leffel's comment on the need for a new plan. Ms. Flinn also noted that Santa Cruz does not publish the whole document, only new sections required by the state. Ms. Leffel commented that she was surprised that the Monterey County Business Council was not included as a partner in the ARRA section due to the collaboration with them for the Layoff Aversion Program

Motion: Mr. Cushman moved to accept the motion, as stated.

Second: Mr. Weakley

Motion Passed Unanimously

4. Action: Concur with the March 4, 2010 Planning Committee action to approve WIB Policy #2010-02 entitled "Maintenance of Case Records and Local Monterey County Workforce Investment Board (WIB) definition of Adult and Dislocated Worker Eligibility Documentation and Verification."

Mr. Cushman presented the policy to the committee, noting that this item had a direct relationship to another item on state monitoring. Ms. Flinn responded that the state monitor did not close the monitoring report because the Department of Labor (DOL) has not accepted the State's plan to go paperless. She added that 59 participants are being contacted to provide OET with the documents required by the DOL. Mr. Powell stated that OET is currently scanning the required documents for new participants. Mr. Bernahl asked why they would only pull the 59 files and not all the "paperless" participant files. Ms. Dunn responded that we are waiting to see what DOL requires after the 59 are reviewed.

Motion: Ms. Leffel moved to amend the action item to state that OET collect the proper documents required by the DOL for new participants as well as the 59 files.

Second: Ms. Webster

Motion Passed Unanimously

5. Action: Concur with the March 4, 2010 Planning Committee action to accept \$565,030 in American Recovery and Reinvestment Act (ARRA) 25 Percent Dislocated Worker funds.

Mr. Cushman stated that the funds were new monies made available by the state.

Motion: Ms. Leffel moved to accept the motion, as stated.

Second: Ms. Webster

Motion Passed Unanimously

6. Action: Concur with the March 4, 2010 Planning Committee action to approve the transfer of \$750,000 in WIA Title I funds from Dislocated Worker formula to Adult formula programs and \$150,000 from ARRA Dislocated Worker to ARRA Adult for fiscal year 2009-10.

Mr. Cushman stated that funds could be transferred up to 50% from one funding stream to another. He added that the approval of the transfer would allow OET to help those in need. Ms. Leffel added that the moving of funds is a common procedure. Mr. Bernahl asked for a clarification on the difference between dislocated workers and adults grants. Ms. Dunn explained that dislocated worker funds are intended to support job seekers who were laid off; adult money is for low income participants. Ms. Dunn added that historically there have always been more adult participants than dislocated workers. Mr. Bernahl asked how much money is spent on training. Ms. Dunn replied close to \$1 million for dislocated worker and \$750,000 for low income adults. Ms. Leffel added that it had been reported at the Oversight Committee meeting that staff training is being provided to improve the eligibility process, so that the participants are served through the most appropriate grant. Mr. Cushman asked if the transfer would jeopardize Monterey County's ability to receive future awards to serve dislocated workers. Staff considered this in making the recommendation and is confident that this is a good time to make the transfer.

Motion: Mr. Cushman moved to accept the motion, as stated.

Second: Ms. Leffel

Motion Passed Unanimously

7. Action: Concur with the March 4, 2010 Planning Committee action to approve mid-year revisions to LWIA PY09-10 budget and review One-Stop operational costs for PY08-09 and 09-10

Mr. Cushman reviewed the revised budget.

Motion: Ms. Leffel moved to accept the motion, as stated.

Second: Ms. Webster

Motion Passed Unanimously

8. Information: Discussion regarding March 4, 2010 Planning Committee action to approve the Office for Employment Training proposal to provide mobile One-Stop services.

Mr. Cushman stated that the mobile One-Stop would provide services including rapid response in the community. He continued to say that the van would be wrapped with the One-Stop logo. He added it would be equipped with laptops, and desks. Mr. Cushman recommended that OET purchase the van in Monterey County. Ms. Dunn stated that OET is getting quotes from different vendors. She continued to say that they are researching the cost of purchasing a new van versus revamping an old one. Mr. Bernahl recommended that Ms. Dunn research whether there might be mobile vans that are already equipped. Ms. Leffel requested a report on the probability of the van's success. Mr. Bernahl stated that if the van is purchased a strategic plan must be developed beforehand.

9. Information: Review and discuss the draft Memorandum of Understanding between the Monterey County Workforce Investment Board and the One Stop Operators.

Mr. Cushman stated that the Planning Committee meeting had reviewed the MOU but not approved it. Mr. Bernahl recommended that the MOU be reviewed by legal counsel. Ms. Leffel commented that she is pleased that we are following procedure required by the State. Ms. Flinn stated that there have been MOU's with each of the operators that met the State's requirements, but she is also pleased that this MOU is moving forward. Mr. Cushman asked that the committee provide him with feedback. Ms. Leffel and Ms. Webster commented that they were pleased with the document. Mr. Bernahl commented that he would like the document to showcase the role of the WIB in the One-Stops.

10. Information: Discussion regarding scheduling a joint meeting with the Santa Cruz County WIB Executive Committee

Ms. Flinn stated the Santa Cruz WIB Executive Committee would like to meet with the Monterey County's Executive Committee. She added that it would be less than a quorum and the discussion would be on how the different counties can work together. The committee expressed their interest in attending. Ms. Flinn stated that an email will be circulated with possible dates.

11. Information: Update on the technical assistance review of Work Experience and On-the-Job Training activities.

Ms. Flinn stated that OET has draft occupational guidelines for work based training. She added that once the State monitor provides feedback on the guidelines, WIB staff will draft a policy for the consideration by the WIB.

Ms. Leffel stated that she would like all participants to take WorkKeys test before a work based or classroom training is made available to them. She added that data from Pennsylvania indicates that when participants take WorkKeys they have a higher job retention rate.

12. Information: Discussion regarding a disAbility Advisory Committee suggestion to recognize workforce partners serving the 'hardest-to-serve'.

Ms. Flinn reported that the DAC would like to host an event to recognize partners serving the hardest to serve population which includes veterans, ex-offenders, and people with disabilities. The committee commented that they would like the Community Outreach Committee to work on this project. Mr. Bernahl commented that this would be an opportunity to promote the work of the WIB.

13. Information: Discussion regarding the recruitment efforts and reappointment of members serving on the Monterey County WIB.

Ms. Flinn stated that he WIB currently has 5 business vacancies. Ms. Leffel stated that she two applications. The committee expressed interest in having a representative from the agricultural industry. Ms. Flinn added that there is also a vacancy in Labor and Post Secondary Education. Mr. Bernahl requested that the committee have some suggestions for possible representatives by the next meeting.

ANNOUNCEMENTS OF EVENTS OR SERVICES: Ms. Leffel announced that on April 19, 2010 there will be a partners meeting for WorkKeys. She added that April 23, 2010 is the regional economic forum. She added that the Public-Private Partnership Awards applications are on the MSBC website. She also asked the committee members to join her on March 25, 2010 to discuss solar power ordinance at the County the Board of Supervisors Alternative Energy and Environment sub-committee. Mr. Bernahl announced the upcoming Pebble Beach Food and Wine Event. Mr. Cushman announced that on March 29, 2010 the Monterey County Weekly in collaboration with EDD will be hosting a community job fair.

ADJOURNMENT:

Motion: Mr. Cushman motioned to adjourn the meeting.

Second: Ms. Webster

Motion Passed Unanimously

Mr. Bernahl adjourned the meeting at 9:54am