

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

Wednesday, January 19, 2011 – 8:30am  
 Shoreline Conference Center & Chapel  
 249 10<sup>th</sup> Street, Marina, CA 93908

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
Erik Cushman, <i>Chair</i>	Business
Joanne Webster	Business
Diana Carrillo	Migrant Seasonal Farm Worker
Mary Ann Leffel	Business
Cesar Lara	Labor Organizations
Dave Potter	WIA Programs
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Robert Weakley	Business
David Bernahl	Business
Tony Aniello	Business
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Cathy Leon	Turning Point
Doug Orlando	EDD
Harry Gamotan	OET
Marleen Esquerra	WIB Staff
Manley Bush	WIB Staff
Gloria Torrez	WIB Staff

**CALL TO ORDER/INTRODUCTIONS:** Mr. Cushman called the meeting to order at 8:43am. He welcomed those in attendance and called for introductions. A quorum was established.

**CHANGES TO THE AGENDA:** A change was made to the agenda to delete Action Item #8, Consider and approve the One Stop Operators Memorandum of Understanding was deleted since it was previously approved.

**PUBLIC COMMENT:** None

**1. Action: Approve the minutes of the December 15, 2010, WIB Executive Committee meeting**

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

**Second:** Ms. Webster

**Motion Passed Unanimously**

**2. Information: Review of the WIB composition and Program Year (PY) 2010-11 member attendance record.**

Ms. Webster reviewed the composition of the board. She added that Mr. Jim Nakashima and Ms. Linda Coyne have retired therefore; they will no longer be a part of the WIB. She stated that after reviewing the composition of the WIB, their representation is not mandated; therefore we are not seeking new representatives. Mr. Cushman stated that there are still some business vacancies that need to be filled. He continued to say that he would like the Executive Committee members to nominate people to the board. Ms. Flinn stated that we are working on a letter with the Central Labor Council to retain an agreed upon number of representatives.

**3. Action: Accept the resignation of Youth Council member Mr. Andre Chapman, representing employers or organizations with experience in youth activities.**

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Mr. Potter

**Motion Passed Unanimously**

**4. Action: Consider and approve the appointment of Ms. Ginger Pierce, representing human services and special interest and expertise in youth policy, for a two-year term on the WIB's Youth Council**

**Motion:** Ms. Leffel motioned to accept the action as stated.

**Second:** Mr. Potter

**Motion Passed Unanimously**

**5.Action: Consider and approve the appointment of Ms. Nelda Escamilla, representing employers or organizations with experience in youth activities, for a two-year term on the WIB's Youth Council.**

**Motion:** Ms. Webster motioned to accept the action as stated.

**Second:** Mr. Potter

**Motion Passed Unanimously**

**6.Action: Concur with the January 13, 2011 Planning Committee action to approve WIB policies #2011-01 - Lower Living Standard Income Level (LLSIL) and Poverty Guidelines for 2010, #2011-02- Priority of Service and Economic Self-Sufficiency, and #2011-03 Tiered Service Levels - Core Intensive and Training.**

Ms. Esquerro reviewed the policies, as provided in the packet. She stated that currently there are training funds available. She continued to say that by June there will be a priority of service established for people who are most in need. She added that this includes veterans, disabled, recipients of public assistance, and low income individuals. She stated that she worked with OET staff and they were pleased with the new policies since it facilitates determination of eligibility. Ms. Leffel stated that since the new policies would allow the subcontractors to offer supportive services to clients in need, without offering them training, the reporting could be skewed. Ms. Flinn replied that the reporting template would be altered to show how many participants received supportive services.

**Motion:** Ms. Webster motioned to accept the action as stated.

**Second:** Mr. Potter

**Motion Passed Unanimously**

**7.Action: Concur with the January 13, 2011 Planning Committee action to approve the development and issuance of new Request for Proposals (RFP) for Workforce Investment Act (WIA) Title I adult and youth program subcontracts, scheduled to commence July 1, 2011.**

Ms. Esquerro provided the committee with an overview of the Youth and Adult RFPs. She stated that the RFP will require the bidders to collaborate. She continued to say that a matrix of potential partners will be posted on the WIB website. She stated that the lead agency will need to have a minimum of three years experience working with WIA. She continued to say that the release of the RFP's is scheduled February 10<sup>th</sup>, 2011. In response to Mr. Cushman's question, Ms. Esquerro stated that the RFP's are currently being reviewed by Contracts and Purchasing. Ms. Leffel stated there is a demand for satellite One-Stops. Mr. Gamotan stated that OET was successful in recruiting participants from previously underserved geographic areas by utilizing the mobile One-Stop. The committee stated that having a accessible and current calendar of services locations would be crucial to the success satellite and mobile One-Stop operations.

**Motion:** Ms. Webster motioned to accept the action as stated.

**Second:** Mr. Potter

**Motion Passed Unanimously**

**9.Information: Update regarding the WIB Monitoring schedule for PY 2010-11.**

Mr. Bush reviewed the monitoring dates. He invited the committee members to attend the monitoring. Mr. Cushman requested that Mr. Bush send out an email of monitoring dates and times.

**10. Information: Update on the submission of the Local Plan Modification of the Monterey County WIB's five-year plan to the State of California for PY 2010-11.**

Ms. Flinn stated that there have been only minor modifications from the report that was approved by the WIB in July 2010. She continued to say that all of the ARRA money will be expended by the end of June.

**11. Information: Update on the Governor's California Gang Reduction, Intervention and Prevention (CalGRIP) Initiative for PY 2010-11 and solicitation for proposals.**

Ms. Flinn reviewed the grant information as provided in the packet. She stated that the WIB currently has a collaborative CalGRIP grant with OET, Turning Point, and Rancho Cielo. She continued to say that the grant will end in March. She stated that Mr. Bush, will begin monitoring the grant by the end of the month.

Ms. Flinn stated that OET will submit a new CalGRIP proposal, in collaboration with various organizations. In response to Mr. Cushman's question, Ms. Flinn stated that OET will be the lead agency. Because the Community Alliance for Safety and Peace is an important connection to the goals of this grant, Ms. Leffel suggested moving the full WIB meeting date since it conflicts with CASP. Ms. Flinn stated that WIB staff will work on surveying board members for possible dates.

**12. Information: Discussion and review of the WIB Strategic Plan.**

Ms. Flinn stated the plan is for the next WIB meeting will focus on education.

**13. Information: Discussion and update on the Economic Development Department.**

Mr. Potter stated that they are drafting a job description for the Economic Development/WIB Director. He continued to say that the County has hired a recruitment firm. He anticipates that the recruitment will be out by February.

He stated that the County has received positive feedback from the community regarding the establishment of the new department. He continued to say that they are still working on recruiting community leaders for the Board of Supervisors Economic Development Sub Committee. Mr. Potter commented on all the great opportunities for collaborative projects between the WIB, its partners, and the Redevelopment and Housing department. Mr. Cushman requested that Mr. Jim Cook make a presentation on the transition plan at the full WIB or at an Executive Committee meeting.

**ANNOUNCEMENTS:** Ms. Leffel stated that she is work with the group to bring a software company to King City.

**Motion:** Mr. Lara moved to adjourn the meeting.

**Second:** Ms. Webster

**Motion Passed Unanimously**

**Mr. Cushman adjourned the meeting at 9:22am**