

ADOPTED

Minutes of the EXECUTIVE COMMITTEE Meeting

November 16, 2011 8:00am
Monterey County Weekly Conference Room
668 Williams Avenue, Seaside, CA 93955

Members Present: Erik Cushman (Chair), Joanne Webster, Anthony Aniello, Mary Ann Leffel, Diana Carrillo, Dave Potter, Cesar Lara and Loyanne Flinn (Acting WIB Executive Director, Ex-Officio Member)

Members Absent: Robert Weakley, David Bernahl

Others Present: Jim Cook, Wil Moore, Rosie Chavez and Rod Powell

Staff Present: Manley Bush, Marleen Esquerra, Flor Galvan and Stephanie Shonley

CALL TO ORDER/INTRODUCTIONS: Mr. Cushman called the meeting to order at 8:12am. He welcomed those in attendance and called for introductions. A quorum was established.

CHANGES TO THE AGENDA: Ms. Flinn requested that information item #10 be removed as County Counsel Kay Reimann requested changes be made. Once changes are made and approved by County Counsel the WIB Bylaws will be brought back before the Executive Committee for approval.

PUBLIC COMMENT: Mr. Cushman welcomed everyone to the Monterey County Weekly office and offered the office as a possible permanent location for future Executive Committee meetings.

1. **Action: Approve the minutes of the September 29, 2011, Monterey County Workforce investment Board (WIB) Executive Committee meeting.**
Motion: Ms. Webster motioned to accept the minutes as stated.
Second: Mr. Aniello
Motion Passed Unanimously
2. Information:
3. **Action: Consider and approve the resignation of Maggie Melone-Echiburu, representing Business from the MCWIB.**
Motion: Ms. Webster motioned to accept action as stated.
Second: Mr. Lara
Motion Passed Unanimously
4. **Action: Approve the monitoring schedule for Program year 2011-12 WIA Title I Adult, Dislocated Worker, Rapid Response and Youth Programs and Special Discretionary Grant Projects.**
Motion: Ms. Carillo motioned to accept action as stated.
Second: Ms. Webster
Motion Passed Unanimously
5. **Action: Review and approve the final monitoring report for the Office for Employment Training's Adult and Dislocated Worker Programs for PY 2010-11.**
Motion: Ms. Webster motioned to accept action as stated.
Second: Mr. Potter
Motion Passed Unanimously
6. **Action: Review and approve the final monitoring report for the Office for Employment Training's Rapid Response Program for PY 2010-11.**
Motion: Ms. Leffel motioned to accept action as stated.
Second: Ms. Webster

Motion Passed Unanimously

7. **Action: Review and approve the final monitoring report for the California Gang Reduction Intervention and prevention (CalGRIP) Program for PY 2009-10.**

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

Second: Ms. Webster

Motion Passed Unanimously

8. **Action: Consider and approve the final WIB On-the-Job Training (OJT) policy.**

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

Second: Mr. Lara

Motion Passed Unanimously

9. **Information: Consider and approve the Draft WIB Annual Report.** Ms. Shonley briefly discussed the Annual Report. The Annual Report will include the purpose/role of the WIB and the WIB's 5-year Strategic Plans. It will also include information regarding funding, grants and performance trends. She encouraged the committee to provide feedback.

11. **Information: Discussion and review of the draft WIB Agenda.** WIB staff is currently working on obtaining a location. We should have a location by November 19, 2011.

ANNOUNCEMENTS: Ms. Leffel announced a Fifth Annual Higher Education & Research Leadership Summit on December 2, 2011 at the Monterey Marriott. The next Economic Development Committee meeting is scheduled for December 12, 2011 at the Monterey Conference Center.

ADJOURNMENT: Mr. Cushman adjourned the meeting at 9:19am