

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

Thursday, November 12, 2009, 8:30 A.M.

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

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
Mary Ann Leffel ( <i>Chair</i> )	Business
Teresa Sullivan	Older Americans
Cesar Lara	Labor
Judith Profeta	Business
Michael Oprish	Business
Al Davis	Community Based Organization
Jim Nakashima	Housing
<b>MEMBERS ABSENT</b>	<b>REPRESENTING</b>
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
<b>OTHERS PRESENT</b>	<b>REPRESENTING</b>
Manley Bush	WIB Staff
Rosie Chavez	Turning Point
Wil Moore	Shoreline Workforce Development Services
Mary Concepcion	Arbor Career Center
Gloria Torrez	WIB Staff
Marleen Esquerria	WIB Staff
Lynda Dunn	OET Deputy Director
Harry Gamotan	OET
Doug Orlando	EDD

**CALL TO ORDER/INTRODUCTIONS:** Mr. Nakashima called the meeting to order at 8:49am. He welcomed those in attendance and called for introductions from those present. A quorum was established. Ms. Leffel took over the meeting at 8:52am.

**CHANGES TO THE AGENDA:** Ms Leffel approved one change to the agenda. Information item 6 update on expenditures and activities as of September 30, 2009 or 1<sup>st</sup> Qtr 2009-10. A handout was passed out for Item #5.

**PUBLIC COMMENT:** None.

**BUSINESS MEETING:**

**1. Action:** Approve the minutes of the October 8, 2009 Oversight Committee meeting.

**Motion:** There was a motion to approve the October 8, 2009 minutes by Mr. Oprish

**Second:** Mr. Lara

**Motion passed unanimously**

**2. Action: Approve the Final Monitoring Report for the California Gang Reduction, Intervention, and Prevention (CalGRIP) program for PY2008-09.**

Ms. Dunn announced that in January the Governor approved continuation of funds for the Calgrip program.

**Motion:** There was a motion to approve the CalGRIP monitoring report for PY2008-09 by Ms. Profeta.

**Second:** Mr. Oprish

**Motion passed unanimously**

**3. Action: Approve the Final Monitoring Report for the Disability Program Navigator (DPN) program for PY2008-09.**

Mr. Bush presented his final monitoring report as provided in the packet. His report found that OET is underserved in its demographic enrollments. The committee wanted to know what is the process is when there is a finding in the monitoring. Ms. Bush replied that draft report is sent out to OET and they have fifteen days to respond to any findings or observations. In this case Ms. Dunn requested an extension which was given to her, yet a response was not received. Ms. Dunn stated that she is working on her response and she disagrees with several items in the monitoring report. She will have a response by the next meeting. Ms. Bush added that since Ms. Dunn did not respond the report was made final. Any response will now be a response to the final report. Since no response has been given by Ms. Dunn on any of the monitoring reports, there was a discussion about carrying items 3, 4, 5, and 6 to the next Oversight Committee agenda. Ms. Dunn commented that the hand out given to the committee supports revision of the geographic policy and will be part of her response. Mr. Nakashima stated that the WIB needs to review the geographic goals and make any recommended changes. Ms. Esquerria commented that the next Planning Committee will address this issue. Ms. Sullivan requested that the committee be given a report on any changes that are made to the demographic and geographic goals.

**Motion:** There was a motion by Ms. Sullivan to carry the item to the next agenda to review Ms. Dunn's response.

**Second:** Ms. Leffel

**Motion passed unanimously**

**4. Action: Approve the Final OET Monitoring Report for the Veterans Apprenticeship program for PY2008-09**

*Motion: There was a motion to carry Action item 4, to the next agenda by Mr. Oprish.*

*Second: Mr. Lara*

*Motion passed unanimously*

**5. Action: Approve the Final OET Monitoring Report for Formula Youth Program for PY2009-09**

*Motion: There was a motion to carry Action item 5 to the next agenda by Mr. Oprish.*

*Second: Mr. Lara*

*Motion passed unanimously*

**6. Action; Approve the Final Monitoring Report for ARRA Youth program for PY2008-09**

*Motion: There was a motion to carry Action item 6 to the next agenda by Mr. Oprish.*

*Second: Mr. Lara*

*Motion passed unanimously*

**7. Information: Review Local Workforce Investment Area budget & One-Stop operational costs for PY2008-09 & PY2009-10.**

Ms. Dunn stated that the 2009-10 plan to actual numbers reflect the first three months of this year. Mr. Nakashima wanted to know if Ms. Dunn had gone to the Board of Supervisors with her administrative plan for the ARRA funds. Ms. Dunn stated that the administrative plan is a state plan. Mr. Nakashima noted that the ARRA funds do not appear to have created the jobs for the money that is being spent. Ms. Dunn replied that OET has been monitored by the state and federal government, as well as the county single auditor with no discrepancies or findings. Ms. Sullivan asked if the monitors were looking at formula funding or ARRA funding, Ms. Dunn replied that they reviewed ARRA funding. Mr. Oprish commented that staff salaries and benefits seemed high and cost per participant seemed low this year. Ms. Dunn replied that before the end of the year the numbers will reflect the full picture and that cost per participant is low due to the increase in enrollments from 300 served last year to nearly 3000 this year.

**8. Information: Presentation of MIS and fiscal reports for WIA Title I Adult Subcontractors for PY 2009-10.**

Ms. Esquerra noted that her report is from September 30. Ms. Leffel wanted to know if the concentration of money spent is for recruitment. Ms. Chavez noted recruitment of participates and employers is the most important. Mr. Moore stated that 60% of their money goes to recruitment. Ms. Concepcion stated that for Arbor 40% is for recruitment. Ms. Sullivan asked about OJT opportunities. Ms. Chavez responded that for Turning Point the numbers are down, mostly due to the fact that their target population is individuals with convictions. Mr. Moore added that Shoreline and Arbor also serve people with convictions.

**9. Information: Discussion regarding the services and activities of Shoreline's Adult Program for PY 2009-10.**

Mr. Moore reported that since the report was printed he has increased is enrollments by 6, Shoreline now has 37 OJT's. Mr. Moore recognized the advantages of being recipients of the CNA grant and the SET grant. They have used the funds from these grants to hire new staff and pay salaries. He asked committee members to refer businesses that need employees. Ms. Esquerra asked Mr. Moore to send her an email that includes information on the SET grant. Mr. Moore asked that the WIB review the geographic policy that is currently in force. Ms. Leffel added that the geographic policy should be on the next Planning Committee agenda. Mr. Moore added that a change in the policy will allow the sub-contractors the opportunity to serve those that most need the services. The committee asked for clarification on the goal of the target populations. Mr. Moore replied that all the sub-contractors are expected to serve a certain population of people.

**10. Information: Discussion regarding the services and activities of Arbor's Adult Program for PY 2008-09.**

Ms. Concepcion reviewed the report provided and noted that she has two more OJT's pending. Ms. Leffel suggested that Arbor attend Sun Street Center meetings. Mr. Nakashima commented that Arbor's enrollments are low, especially in underserved geographic area.. The committee agreed that Ms. Concepcion needs to change her marketing campaign, in order to meet her geographic goals.

**11. Information: Discussion regarding the services and activities of Turning Point's Adult Program for PY 2008-09.**

Ms. Chavez reviewed the report submitted in the agenda. She added that enrollments in South County have increased partly because staff has been able to go out and recruit in underserved areas by closing the office periodically. Turning Point is experimenting with the benefits of this approach. In response to Ms. Leffel's question, Ms. Chavez responded that her office has three employees. She commented that she previously was unable to attend meetings at Sun Street Center due to confidentiality issues. Ms. Leffel suggested that the sub-contractors make flyers and post them in busy locales.

**ANNOUNCEMENTS OF EVENTS OR SERVICES:**

Ms. Esquerra announced that the sub-contractors are working to have WorkKeys by December. Ms. Leffel added that the Monterey Business council will have there annual gala on February 6, 2010 at the Inn at Spanish Bay.

**ADJOURNMENT:**

**Motion: There was a motion to adjourn the meeting by Ms Leffel**

**Second: Mr. Oprish**

**Ms. Leffel adjourned the meeting at 9:50.**