

ADOPTED
Minutes of the Monterey County Workforce Investment Board
Oversight Committee Meeting
 Wednesday, September 15, 2010, 8:30 A.M.
Monterey County Business Council, 1732 Fremont Boulevard, Suite 200, Seaside, CA 93955

MEMBERS PRESENT	REPRESENTING
Mary Ann Leffel (<i>Chair</i>)	Business
Teresa Sullivan	Older Americans
Dr. Phoebe Helm	Economic Development/Education
Al Davis	Community Based Organization
Lupe Palacio	Community Based Organization
Brian Turlington	Business
Larry Silva	Business
Judith Profeta	Business
Ken Scherpinski	Labor Organizations
Loyanne Flinn	Acting WIB Executive Director, Ex-Officio Member
MEMBERS ABSENT	REPRESENTING
Teresa Sullivan	Older Americans
Cesar Lara	Labor Organizations
OTHERS PRESENT	REPRESENTING
Rosie Chavez	Turning Point
Veronica Tamayo	Shoreline Workforce Development Services
Ruben Garcia	EDD
Harry Gamotan	OET
Lynda Dunn	OET
Rod Powell	OET
Timothy Jones	Turning Point
Manley Bush	WIB Staff
Marleen Esquerra	WIB Staff
Gloria Torrez	WIB Staff

CALL TO ORDER/INTRODUCTIONS:

Ms. Profeta called the meeting to order at 8:48am. She welcomed those in attendance and called for introductions. A quorum was established.

CHANGES TO THE AGENDA: There was one change to the agenda regarding Informational Item 5. Ms. Dunn presented the committee members two handouts: 1) Fiscal update on expenditures and enrollments and 2) OET Newsletter. The handouts were approved by the committee for distribution.

PUBLIC COMMENT: NONE.

BUSINESS MEETING:

1. Action: Approve the minutes of the August 12, 2010 Oversight Committee meeting.

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

Second: Mr. Silva

Motion Passed Unanimously

2. Action: Approve the Final Monitoring report for OET Fiscal and Procurement review conducted by EDD Compliance Review Division for PY2008-09.

Ms. Flinn reviewed the report as provided in the packet. Ms. Dunn stated that OET did not provide a corrective action plan for one of the findings. She added that the finding was missing inventory items that were later found. She noted that OET's fiscal operations have improved their inventory tracking.

In response to Mr. Silva's question, Ms. Dunn replied that money obligated by OET is posted and the state doesn't always capture the information in a timely manner. She added that the expenditures were reconciled and accepted by the state. Furthermore, Ms. Flinn replied that the findings will remain open until the state comes back. Ms. Dunn noted that a date has not been set yet.

Motion: Ms. Helm moved to accept the action, as stated.

Second: Mr. Davis

Motion Passed Unanimously

3. Action: Approve the Final Monitoring report for OET Disability Program Navigator (DPN) for PY 2009-10.

Mr. Bush reviewed the report as provided in the packet. He stated that although OET has increased their enrollments they are still underserved in terms of their disabled demographics. Mr. Bush noted that the current goal requirement of 16% was determined by data from the 2000 Census. He noted that the present goals will be reviewed when the 2010 Census data is released. In response to Ms. Leffel's question, Mr. Bush replied that once OET staff identifies an individual with disabilities they are directed to the DPN. He acknowledged that job seekers are hesitant to disclose any disability that they might have for fear they would jeopardize their opportunity to secure employment. Ms. Helm commented that Hartnell College has a disability program and she will provide the contact name to OET. In response to Ms. Leffel's question, Ms. Dunn replied that they have worked with Interim to receive referrals.

After review of the budget for the grant, Mr. Silva requested further information on staff salaries and hours worked. He also requested a report on job placements and retention. Ms. Flinn commented that the state will provide a retention rate at the end of the year. Mr. Silva commented that the job placements are what he would like to receive. Mr. Scherpinski commented that part of the services provided by the subcontractors' is to prepare the individual for the workforce. Mr. Silva stated that he would like to ensure that money is prioritized for participants more than staff salaries. Ms. Dunn explained that the Disability Program Navigator provides services to the individuals with disabilities through referrals to the One-Stop or partner agencies that are equipped to help customers secure employment.

Ms. Profeta asked how many years participants are tracked after exit. Ms. Dunn commented that they are tracked for 3 quarters after exit. Ms. Profeta commented that it would be beneficial to track individuals past 3 quarters. She noted that it would be interesting to see if the participants come back for services. Mr. Powell stated that OET staff has tried many ways to encourage individuals to stay in contact, but sometimes the participant moves or they don't return phone calls. He stated that the best way to find out if participants are employed is when the state releases the Base Wage data; however the data is delayed by at least six months. Mr. Scherpinski suggested that participants sign a contract stating that they will provide OET with an update of their employment status. Mr. Powell replied that they sign waivers so that OET can get that information. Ms. Flinn commented under WIA we are a customer choice system and rely on participants input and continued engagement.

The committee expressed their concern about the employment wage that participants are receiving. In response to Ms. Profeta's question, Ms. Flinn replied that participants are assessed and provided information and services to assist them in their chosen career path.. Mr. Powell stated that the state mandates what salary they expect participants to earn. He added that OET is in compliance with state requirements.

In response to Mr. Turlington's question, Ms. Flinn stated the WIB Disability Advisory Committee had merged with agencies that serve people with disabilities in Monterey County. She added since both committees were working on similar projects the merging of the two allows for more collaborative and efficient activities.

Motion: Ms. Profeta moved to accept the action, as stated.

Second: Mr., Scherpinski

Motion Passed Unanimously

4. Information: Presentation of MIS and Fiscal reports for WIA Title I Adult Subcontractors for PY 2009-10 and PY2010-11.

Ms. Esquerra reviewed the report as provided in the packet. She added that the report is only for the subcontractors. Ms. Leffel commented that the committee has asked for a similar report from OET. Ms. Esquerra stated that OET has drafted a report form that includes more information than previous reports. Ms. Esquerra commented that the subcontractors serve a targeted population that benefits from the expertise of partner agencies. Ms Esquerra commented that creative technology will added as an industry cluster.

5. Information: Discussion and review regarding the services and activities of OET and the One-Stop Operation for PY2010-11.

Ms. Dunn provided the committee with handouts. She reviewed a report and a newsletter of OET activities. In response to Mr. Silva's question, Ms. Flinn replied that OET was able to hire more employees based on need and the availability of ARRA funds. Ms. Dunn stated that they will be reducing staff in the upcoming weeks. Ms. Dunn asked the committee to provide her with feedback on the report provided; she added that she can change the report to include available information the committee members request. In response to Mr. Schepinski's question, Ms. Dunn replied that the funding is not specific to any geographic location.

One highlight of the newsletter was the mobile career center. In response to Ms. Leffel's question, Ms. Dunn replied that the calendar for the mobile career center is available on the WIB website. Ms. Flinn asked for the committee members support to move the subcontractor reports to the beginning of the agenda because they are generally quick and then the organization representatives can choose to stay for the rest of the agenda or apply their time to implementing their contracts.

6. Information: Discussion and review regarding the services and activities of Shoreline's Adult Program for PY2010-11.

Ms. Tamayo reviewed the report as provided in the packet. In response to Ms. Leffel's question Ms. Tamayo, replied that the job placements in South County are mostly retail. Ms. Tamayo added that by the end of September the number of clients enrolled in TANF will increase significantly.

7. Information: Discussion and review regarding the services and activities of Turning Point's Adult Program for PY2010-11.

Mr. Jones reviewed the report as provided in the packet. He noted that Turning Point is now tracking individuals who come in for services but do not come in for on the job training. He noted that 21 individuals received services like job search assistance and help with their resume.

Ms. Chavez stated that Turning Point has been administrating the WorkKeys pre-assessment and 90% of the participants are receiving certificates. She added that the participants are proud of their scores once they receive them.

ANNOUCEMENTS: Ms. Leffel announced the Best Places to Work event which will be held on September 24 at Tarp's Restaurant. She stated that information for the event will be forwarded to Ms. Torrez who will send out the information to the committee. She also announced that CSUMB and the Monterey Business Council have been awarded a grant. Due to this partnership the Monterey Business Council will be relocating to the CSUMB campus in November 2010. Mr. Bush informed the committee member that Thursday, November 11, 2010 will be a holiday and ask the committee members to select a date for the next OS meeting date. The committee unanimously chose Wednesday, November 10, 2010.

ADJOURNMENT:

Motion: There was a motion to adjourn the meeting by Mr. Davis

Second: Ms. Profeta

Ms. Leffel adjourned the meeting at 10:35