



**Workforce Investment Board
Executive Committee
1000 Emeline Ave., Santa Cruz
Wednesday, May 18, 2016, 8:30 a.m.**

18 W. Beach Street
Watsonville, CA 95076
(831) 454-4873
www.santacruzwb.com

MEMBERS:

Ron Slack, Chair
Fine Print Graphic Design
Carol Siegel, Vice Chair
Santa Cruz Seaside Company
Alan Aman, Chief Operating Officer
PAMF Santa Cruz
Alia Ayyad, Director
Center for Employment Training
Diane Berry-Wahrer, Supervisor
California Department of Rehabilitation
Greg Caput, Supervisor
Santa Cruz County Board of Supervisors
Jack Carroll, Chair, Career and Technical Education
Watsonville/Aptos Adult Education
Christina Cuevas, Program Director
Community Foundation of Santa Cruz County
VACANT
National Council on the Aging
MariaElena De La Garza, Executive Director
Community Action Board
Marshall Delk, Vice President
Santa Cruz County Bank
Elyse Destout, Owner
Photography by Elyse Destout
James Dion, Employment Program Manager
Employment Development Department
Cecilia Espinola, Director
Santa Cruz County Human Services Department
Andy Hartmann, Business Manager/Financial Secretary
IBEW Union, Local 234
Sean Hebard
Carpenters Local 505
Mark Hodges, Director, Regional Occupational Program
Santa Cruz County Office of Education
Dave Hood, President
First Alarm
Julie Lambert, Director, Finance & Human Resources
S. Martinelli and Company
Rob Morse, Manager
Pacific Gas and Electric Company
Rock Pfothenauer, Dean of Instruction, CEED
Cabrillo College
Francisco Rodriguez, President
PVFT Union, Local 1936
Howard Sherer, Chief Executive
Hutton Sherer Marketing
William Tysseling, Executive Director
Santa Cruz Area Chamber of Commerce
Andy Van Valer
SlingshotsV

DIRECTOR:
Andy Stone

The Chair called the meeting to order at 8:34 a.m., and a quorum was established.

Committee Members in Attendance

Destout, Elyse – Youth Council Chair
Hartmann, Andy – (Alt) Youth Vice Chair
Sherer, Howard – Prior Chair
Siegel, Carol – Vice Chair
Slack, Ron – Chair

Committee Members Absent

Morse, Rob – (Alt) Business Services Committee Vice Chair

Staff in Attendance

Stone, Andy – WIB Director
Zeller, Brenda – WIB Administrative Coordinator

Guests

Dion, Jim – Employment Program Manager, EDD
Rohlfing, Eileen – WIOA Regional Advisor, EDD
Ullestad, Sharolynn – Goodwill Central Coast

Subject: Call to Order/Welcome

Discussion: Chair Ron Slack called the meeting to order and welcomed members, staff, and guests.

Subject: Approval of Agenda

The agenda was approved with Director Andy Stone noting that Attachment 2 for Item A.3 was replaced due to an error.

Subject: Public Comment

There was no public comment.

Subject: Approval of April 6, 2016 Meeting Minutes

Discussion: There was no discussion.

Action: Approval of April 6, 2016 Meeting Minutes

Status: Motion to Approve: Carol Siegel
Motion Seconded: Howard Sherer
Abstentions: Elyse Destout, Andy Hartmann
Committee Action: All in favor, motion passed.

Subject: V. Consent Items:

C.1 – WIOA Partner Memorandum of Understanding

C.2 – SCCOE Draft Monitoring Report PY 15-16

C.3 – WIB Policies

Action: It was moved to approve Consent Items C.1 – C.3

Status: Motion to Approve: Carol Siegel
Motion Seconded: Elyse Destout
Abstentions: None
Committee Action: All in favor, motion passed.

VI. Administration Items:

A.1 – Data Dashboard

Director Andy Stone went over the Data Dashboard, noting that the budget data only included two quarters and that once third quarter invoices were processed the amount of budget expended would be about \$2.4 million.

A.2 – Strategic Plan Report (Action)

Director Andy Stone reviewed the goals for the WIB Strategic Plan for Program Years (PY) 2014-17 and gave an update on the status of each goal.

Action: It was moved to accept the WIB Strategic Plan Status Report as presented.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Andy Hartmann
Abstentions: None
Committee Action: All in favor, motion passed.

A.3 – WIOA Board Composition Update (Action)

Director Andy Stone presented two options for the new WDB composition.

Action: It was moved to go forward with the WDB Member Roster as presented in Attachment 2 and add language indicating the Board of Supervisors position can be filled with a BOS appointee.

Status: Motion to Approve: Andy Hartmann
Motion Seconded: Carol Siegel
Abstentions: None
Committee Action: All in favor, motion passed.

A.4 – WIOA WIB/WDB Ordinance & Bylaws (Action)

Director Andy Stone reviewed the timeline for getting the necessary approvals on the Ordinance and Bylaws and for submitting them to the state for Recertification. He also noted that the WIB Ordinance and Bylaws were two separate documents that are being combined for the WDB, but that there would be no major changes to the operation of the WDB.

Action: I move to approve the new proposed ordinance and bylaws for the Workforce Development Board, in keeping with the Workforce Investment and Opportunities Act, and to recommend them to the County Board of Supervisors for approval and submission to the state as part of the Recertification process. I approve staff making edits as may be needed and as prescribed by County Counsel prior to submitting the ordinance and bylaws to the Board of Supervisors.

Status: Motion to Approve: Howard Sherer
Motion Seconded: Elyse Destout
Abstentions: None
Committee Action: All in favor, motion passed.

A.5 – CEDS Committee Transition to Economic Development (Action)

Director Andy Stone explained that meeting management for the CEDS Committee would be transferring to the County Economic Development office since they are now fully staffed and the CEDS Committee is not a required part of the Workforce Investment Act nor the Workforce Investment Opportunity Act. He noted that there would be no change to how the CEDS Committee operates, and that the CEDS Committee had discussed this change at its May 4, 2016 meeting.

Action: I accept the report on the transition of the CEDS function, including meetings management, to the County Economic Development department.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Elyse Destout
Abstentions: None
Committee Action: All in favor, motion passed.

A.6 – WDB Officer Nominations PY 2016-17 (Action)

Former Chair Howard Sherer thanked the members of the Nominating Committee and members of the Executive Committee for their strategic help in determining the nominations. He then presented the slate of WDB Officer nominations.

Action: Approve the proposed slate of Officers of the Workforce Development Board and to forward to the WIB board for approval.

Status: Motion to Approve: Howard Sherer
Motion Seconded: Elyse Destout
Abstentions: None
Committee Action: All in favor, motion passed.

A.7 – Proposed WIOA Budget PY16/17 (Action)

Director Andy Stone presented the proposed budget, noting that all PY15/16 contracts would be continued. He stated that the amount included for carry-in was estimated, which is why the amount is larger this year than last year when they had the actual amount.

Action: Approve the proposed WIOA budget for PY 2016-17 and authorize staff to begin program planning and negotiations for the WIOA service providers and prepare contracts for approval by the Board of Supervisors.

Status: Motion to Approve: Howard Sherer
Motion Seconded: Carol Siegel
Abstentions: None
Committee Action: All in favor, motion passed.

A.8 – RFP Center/Program Services PY17/18 (Action)

Director Andy Stone informed the board that WIOA has a requirement that Career Center Operator (CCO) services must be procured, but that the CCO duties could be combined under one contractor with Adult/Dislocated Worker (A/DW) services. He stated that the Request for Proposal (RFP) for program year 2017-18 would combine the CCO, A/DW Program, and the Business

Services Representative Program so as to combine their functions and not leave the CCO isolated.

Action: Approve the RFP procurement and direct WIB staff to take the necessary steps to issue and implement the RFP with the appropriate time line for full contract implementation to begin with program year 2017/18.

Status: Motion to Approve: Andy Hartmann
Motion Seconded: Carol Siegel
Abstentions: Elyse Destout
Committee Action: All in favor, minus noted abstention, motion passed.

A.9 – Planning for June 8 WIB Meeting (Action)

Director Andy Stone led a discussion about items to include on the agenda for the June 8 WIB meeting, including a celebration for retiring WIB member Howard Sherer and all Consent Items and Administration Items from the May 18 Executive Committee Meeting except for Item A.9.

Action: Direct the WIB staff to include the following items in the June 8, 2016 WIB meeting agenda.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Elyse Destout
Abstentions: Howard Sherer
Committee Action: All in favor, motion passed.

VI. Chairperson's Report

WIB Chair Ron Slack thanked committee members and staff for attending.

Meeting adjourned at 10:18 a.m.

**Next Meeting: Executive Committee Meeting
Wednesday, August 3, 2016 @ 8:30 a.m.
1000 Emeline Street
Santa Cruz, CA 95060**

**Workforce Investment Board Meeting
Wednesday, October 26, 2016 @ 8:30 a.m.
Simpkins Swim Center
979 17th Ave.
Santa Cruz, CA 95062**