The Chair called the meeting to order at 8:35 a.m., and a quorum was established.

**Committee Members in Attendance**
Delk, Marshall – Business Services Committee Chair
Destout, Elyse – Youth Council Chair
Siegel, Carol – Chair
Slack, Ron – Prior Chair

**Committee Members Absent**
Hartmann, Andy – (Alt) Youth Vice Chair
Morse, Rob – Vice Chair
Van Valer, Andy – (Alt) Business Services Committee Vice Chair

**Staff in Attendance**
Stone, Andy – WDB Director
Zeller, Brenda – WDB Administrative Coordinator

**Guests**
Ullestad, Sharolynn – Workforce Santa Cruz County

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**Subject:** Call to Order/Welcome

**Discussion:** Chair Carol Siegel called the meeting to order and asked staff and guests to introduce themselves.

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**Subject:** Approval of Agenda

**Action:** It was moved to approve the April 5, 2017 Agenda.

**Status:**
- Motion to Approve: Ron Slack
- Motion Seconded: Marshall Delk
- Abstentions: None
- Committee Action: All in favor, motion passed.

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**Subject:** Public Comment

There was no public comment.
Subject: Approval of February 1, 2017 Meeting Minutes

Discussion: Chair Carol Siegel called for the February 1, 2017 minutes to be approved.

Action: It was moved to approve the February 1, 2017 Meeting Minutes.

Status: Motion to Approve: Marshall Delk  
Motion Seconded: Ron Slack  
Abstentions: None  
Committee Action: All in favor, motion passed.

Subject: V. Consent Items:

C.1 – WIOA Program Monitoring PY 2016-17 GCC, SRSN, SBDC  
C.2 – 2017-20 WIOA Local and Regional Plans

Discussion: Director Andy Stone summarized the information contained in the WIOA Program Monitoring Reports, pointing out two findings. Board Members asked about the planned performance numbers versus the actual numbers and asked if that was a concern. Andy Stone explained that the planned numbers had been raised for this year and that Goodwill Central Coast’s numbers are in line with their normal performance. They are working to make changes to bring the numbers up. Andy Stone also explained that Cabrillo’s expenditures were low because they are historically late in invoicing, but that WDB Senior Analyst Sara Paz-Nethercutt is not concerned that the money will not be spent by program year end.

Status: Motion to Approve: Ron Slack  
Motion Seconded: Marshall Delk  
Abstentions: None  
Committee Action: All in favor, motion passed.

Subject: VI. Administration Items:

A.1 – Data Dashboard

Director Andy Stone presented the Data Dashboard, noting that the unemployment rate was down from the rate one year ago. He also gave a brief overview of the budget and carryover amounts.

A.2 – Strategic Plan Report Update (Action)

Director Andy Stone reviewed the goals for the WIB/WDB Strategic Plan for Program Years (PY) 2014-17 and gave an update on the status of each goal. He noted that the Proposition 39 Pre-Apprenticeship Program was in its finishing stages; the next step for the Slingshot Health Improvement
Partnership is to develop an agreement between counties to sustain the program; and the Tech Partnership would be holding an initial phone conference in April.

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

**Status:**
- Motion to Approve: Elyse Destout
- Motion Seconded: Ron Slack
- Abstentions: None
- Committee Action: All in favor, motion passed.

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**A.3 – Update on One-Stop Operator Services Procurement (Action)**

Director Andy Stone gave an update on the new timeline for procuring a One-Stop Operator and stated that the Request for Proposal (RFP) for WIOA Adult, Dislocated Worker and Youth program services would be released in the Fall. He reminded board members that the current contract with Goodwill Central Coast (GCC) to provide Adult and Dislocated Worker services was extended by one year to allow time to conduct another procurement.

**Action:** It was moved to accept the report on the One-Stop Operator Procurement and authorize the WDB staff to develop a Purchase Order with the successful bidder on the One-Stop Operator Procurement.

**Status:**
- Motion to Approve: Marshall Delk
- Motion Seconded: Ron Slack
- Abstentions: None
- Committee Action: All in favor, motion passed.

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**A.4 – WDB Member Recruitment Update (Action)**

Director Andy Stone gave a status update on efforts to recruit new WDB members, noting that there are currently four Local Business vacancies. Committee members discussed local businesses that might have staff interested in becoming WDB members.

**Action:** It was moved to accept the WDB Member Recruitment Update and direct WDB staff to take any actions indicated.

**Status:**
- Motion to Approve: Elyse Destout
- Motion Seconded: Marshall Delk
- Abstentions: None
- Committee Action: All in favor, motion passed.

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**A.5 – WDB Officer Nominations PY 2017-18 (Action)**

Director Andy Stone explained the process for nominating WDB officers and asked prior Chair Ron Slack to lead the Nominating Committee.
**Action**: It was moved to develop a WDB Officer Nominating Committee and develop a Slate of Candidates for election at the WDB’s June 2017 meeting.

**Status**: Motion to Approve: Marshall Delk  
Motion Seconded: Ron Slack  
Abstentions: None  
Committee Action: All in favor, motion passed.

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**A.6 – NAWB Conference Report**

Director Andy Stone and committee members Carol Siegel, Ron Slack, and Marshall Delk shared their experiences from the National Association of Workforce Boards (NAWB) Conference. After hearing various boards discuss the merits of operating as a non-profit at NAWB, committee members asked for information on the advantages and disadvantages of becoming a non-profit.

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**VII. Chairperson’s Report**

WDB Chair Carol Siegel thanked committee members and staff for attending.

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Meeting adjourned at 10:01 a.m.

**Next Meeting:**  
Executive Committee Meeting  
Wednesday, May 3, 2017 @ 8:30 a.m.  
1000 Emeline Street  
Santa Cruz, CA 95060

Workforce Development Board Meeting  
Wednesday, June 7, 2017 @ 8:30 a.m.  
Simpkins Swim Center  
979 17th Ave.  
Santa Cruz, CA 95062