



**Workforce Development Board
Executive Committee
Watsonville Career Center, Room 2
Wednesday, November 3, 2021 8:30 a.m.**

18 W. Beach Street
Watsonville, CA 95076
(831) 763-8900
www.santacruzwb.com

NOTE: Due to the COVID-19 pandemic, and the directive of Governor Gavin Newsom in adjusting the Brown Act rules, public meetings will be allowed to be attended virtually until further notice. A public meeting room was made available for this meeting, but all participants chose to attend virtually, via Microsoft Teams.

The Chair called the meeting to order at 8:33 a.m., and a quorum was established. All participants attended virtually.

Committee Members in Attendance

Marshall Delk
Elyse Destout – Vice Chair
Rob Morse – Chair
Denise Moss
Carol Siegel

Committee Members Absent

Dustin Vereker

Staff in Attendance

Peter Detlefs – WDB Business Services Mgr.
Katy Chevalier – Program Manager
Lacie Gray – WDB Sr. Analyst
Elizabeth Gutierrez – WDB Admin Aide
Josie Montes - CWES Associate Analyst
Sara Paz-Nethercutt – WDB Sr. Analyst
Andy Stone – WDB Director
Adam Spickler – CCU Analyst
Marcy Villalobos – WDB Office Asst.

Guests

Vivian Estrada
Amanda Winter
Laura Holmquist-Gomez

Subject: Public Comment

None

Subject: Chairperson’s Report
Chair Rob Morse thanked Andy Stone and the WDB staff for their hard work.

MEMBERS:

Rob Morse, Chair
Pacific Gas and Electric Company

Elyse Destout, Vice Chair
Photography by Elyse Destout

Lamont Adams
IBEW Local 234

Alia Ayyad
Center for Employment Training

KatieSetzler
Palo Alto Medical Foundation

Christina Cuevas
Community Foundation of Santa Cruz County

MariaElena De La Garza
Community Action Board

Marshall Delk
Santa Cruz County Bank

Daniel Dodge
Cabrillo College Federation of Teachers

Yuko Duckworth
Employment Development Department

Candice Elliott
Fortress and Flourish

Sean Hebard
Carpenters Local 505

Carmen Herrera-Mansir
El Pajaro CDC

Laura Holmquist-Gomez
Five Star Catering

Todd Livingstone
Watsonville/Aptos/Santa Cruz Adult Education

Barbara Mason
Santa Cruz County Economic Development

Chris Miller
ScratchSpace, LLC

Janet Nagamine
Hikari Farms

Elisa Orona
Health Improvement Partnership of SC County

Shaz Roth
Pajaro Valley Chamber of Commerce
and Agriculture

Glen Schaller
Monterey Bay Central Labor Council, AFL-CIO

Carol Siegel
Santa Cruz Seaside Company

Dustin Vereker, Chief Beer Ambassador
Discretion Brewing

DIRECTOR:
Andy Stone

Subject: Action Items:

Item 1 – Findings Authorizing Teleconference Meetings

The committee was provided with information regarding Assembly Bill 361 authorizing teleconference meetings as a result of the continuing COVID-19 pandemic state of emergency and Health Officer recommendation for social distancing.

Action: It was moved to adopt findings pursuant to Assembly Bill 361 authorizing teleconference meetings as a result of the continuing COVID-19 pandemic State of Emergency and Health Officer recommendation for social distancing.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Marshall Delk
Abstentions: None

Committee Action All in favor, motion passed

Item 2 – Approval of the August 25, 2021 Meeting Minutes

Action: It was moved to approve the August 25,2021 Executive Committee meeting minutes.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Denise Moss
Abstentions: None

Committee Action All in favor, motion passed

Item 3 – WIOA Procurement Results/PY 22/23 Award Recommendations

Chair Rob Morse reviewed with the committee the results and award recommendations of the RFP for WIOA Career Center Operator, Adult/Dislocated Worker Program, Youth Services, and Layoff Aversion Services.

Action: It was moved to accept the award recommendations from the PY 2022-23 Procurement and authorize the WDB Staff to enter into contract negotiations with the recommended vendors for PY 22-23.

Status: Motion to Approve: Marshall Delk
Motion Seconded: Carol Siegel
Abstentions: None

Committee Action All in favor, motion passed

Item 4 – Operational Plan Update

WDB Director Andy Stone gave an update on the Operational Plan, which was approved at the September 16, 2020 WDB Full Board meeting and reviewed the progress for each of the three goals.

Action: It was moved to adopt the WDB Director's Operational Plan update for PY 21-22.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Marshall Delk
Abstentions: None

Committee Action All in favor, motion passed

Item 5 – AJCC Certification Continuous Improvement Plan

WDB Sr. Analyst Sara Paz-Nethercutt reviewed with the committee the AJCC Certification Indicator Continuous Improvement Plan, which is the final step in the State's process, and stated that the plan will be presented to the WDB Full Board on a quarterly basis with the status of each item.

Action: It was moved to approve the AJCC Certification Indicator Continuous Improvement Plan as written and authorize the WDB staff to submit to the EDD Regional Advisor by the December 31, 2021 deadline.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Denise Moss
Abstentions: None

Committee Action All in favor, motion passed

Item 6 – WDB Equity Training and Special Meeting – November 10, 2021

WDB Director Andy Stone shared that the WDB Equity Work Group would like the committee to consider a special meeting on November 10, 2021 for the purpose of equity training for all WDB members. The November 10, 2021 meeting, *Why Equity in Workforce Development?*, will be the first of a series of trainings.

Action: It was moved to direct the WDB staff to schedule a special meeting of the Workforce Development Board on November 10, 2021, for the purpose of equity training, and take additional actions needed to provide equity training to staff and partner organizations.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Denise Moss

Abstentions: None
Committee Action All in favor, motion passed

Item 7 – WDB December 8, 2021 Meeting Planning

WDB Director Andy Stone shared that for the December 8, 2021 WDB meeting Celina Shands with Full Capacity Marketing will present on *How to Better Utilize Board Members Both for their Gain and the Board*, and asked for any suggestions on other topics of interest.

Action: It was moved to direct that the WDB staff include the following items in the December 8, 2021 WDB Full Board meeting agenda.

Status: Motion to Approve: Marshall Delk
Motion Seconded: Elyse Destout
Abstentions: None

Committee Action All in favor, motion passed

Subject: Report Items:

Item 8 – WDB Staff Updates

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included briefing the committee on the recruitment for more FIRE project participants, the local Lean Continuous Improvement Initiative which now has a quarterly group in addition to its monthly group, and spoke on the Out-of-School Expenditure Waiver that was approved by the Department of Labor. WDB Business Manager Peter Detlefs spoke on Business Services including updates on the marketing and career services webpage by Full Capacity Marketing, the Business Resource Network, and the outcome of the Downtown Santa Cruz Walkabout Job Fair that was held on September 24, 2021. WDB Sr. Analyst Lacie Gray gave updates on Regional Projects/Grants and gave the committee updates on the Prison to Employment project and the SB1 Pre-apprenticeship Training Grant which has served three cohorts with 55 enrollees and 45 completions. The fourth training cohort is expected to start in January 2022 with 100 people on the waiting list.

Action: No action taken, informational item only.

Subject: Information Items:

Item 9 – Contractor Activity Reports

Contractor activity reports were provided to the committee and WDB Sr. Analyst Sara Paz-Nethercutt noted that the data is through end of the last program year.

Action: No action taken, informational item only.

Subject: Committee Member Announcements:

Committee member Carol Siegel announced that she joined the board for the Your Future is Our Business.

Meeting adjourned at 9:30 a.m.

**Next Meeting: Executive Committee Meeting
Wednesday, March 2, 2022 @ 8:30 am
Watsonville Career Center, Room 2
Virtual Attendance via Microsoft Teams**