Chair Marshall Delk called the meeting to order at 3:02 pm, and a quorum was established. Members, staff and guests introduced themselves.

**Committee Members in Attendance**
Brady, Gerlinde  
Beyer, Casey  
Delk, Marshall - Chair  
Destout, Elyse – Vice Chair  
Mason, Barbara  
Morse, Rob  
Siegel, Carol  
Unitt, Rebecca – in for Bonnie Lipscomb, City of Santa Cruz

**Committee Members Absent**
Constable, Andy  
Friend, Tina  
Herlihy, Katie  
Huffaker, Matt  
Lipscomb, Bonnie

**Staff in Attendance**
Barr, Belinda- WDB Business Services Manager  
Gazza, Laurel – WDB Administrative Aide  
Stone, Andy – WDB Director

**Guests**
Burr Guthrie – Watsonville/Aptos/Santa Cruz Adult Education  
Amy Nama – Cabrillo College SBDC  
Amanda Winter – Career Center Operator  
Todd Livingston – Watsonville/Aptos/Santa Cruz Adult Education

**Subject: II. Public Comment**
There was no public comment.

**Subject: III. Service Provider Activity Reports**
Belinda Barr, Business Services Manager for Workforce Santa Cruz County gave an update on the final performance statistics from the Eckerd contract, which was not renewed for the PY2019/20. She stated that they were unable to fulfill all of their goals mainly due to staffing shortages. Amy Nama, from SBDC-Cabrillo College gave a report
on their latest performance statistics, mentioning that they had met 100% of their goals and had retained 61 jobs.

Subject: IV. Informational Item

I.1 – Labor Market Information

WDB Director Andy Stone noted that the local employment rate for June 2019 was 4.2%, below the year ago estimate of 4.4%.

Subject: V. Consent Items:

C.1 – Approval of Minutes from April 10, 2019 Meeting
C.2 – Committee Dashboard
C.3 – Business Services Financial and Performance Report
C.4 – Incumbent Worker Training Policy Update

Action: It was moved to approve the Consent Agenda Items

Status: Motion to Approve: Carol Siegel
        Motion Seconded: Rob Morse
        Abstentions: None
        Committee Action: All in favor, motion passed

Subject: VI. Administration Items:

A.1 – Business Services Redesign

Workforce Santa Cruz County Business Services Manager Belinda Barr introduced the idea for a Business Resource Network to be developed and implemented so that county businesses could have a single point of contact to find out how to navigate government processes needed to establish/maintain/grow their businesses. She gave an overview of how the process might work and invited feedback from committee members and direction on moving the process forward.

Action: It was moved to direct staff to proceed with the development of a Business Resource Network and seek volunteers to assist with implantation.

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

A.2 – CEDS Plan Update
WDB Director Andy Stone stated that the County CEDS Plan was last updated in 2015 and that it was now due for another update, to be good for the next 5 years and enable the county to qualify for grants. He also noted that in August of 2018 the BS/CEDS Committee approved a $35,000 contract to develop the next CEDS 5 Year Plan and $5000 for WDB staffing.

**Action:** It was moved to accept the PY 19/20 CEDS budget report/Plan Update.

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

**A.3 – Committee Member Jurisdictional Roundtable**

Committee members from various jurisdictions within the county gave updates on current and future building projects and challenges in their respective areas. General concerns were security at large crowd events, interest rates, and general financial picture for the future.

**Action:** None – Informational item only.

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**Subject: VII. Chairperson’s Report** – None given

Meeting adjourned at 4:42 p.m.

**Next Meeting:**
- Workforce Development Board Meeting
  - Wednesday, September 11, 2019 @ 8:30 a.m.
  - Seacliff Inn
  - 7500 Old Dominion Ct.
  - Aptos, CA 95003

- Business Services Committee Meeting
  - October 9, 2019 @ 3:00 pm
  - Sesnon House – Cabrillo College, Aptos