



**Workforce Development Board  
Full Board Meeting  
Watsonville Career Center  
Wednesday, September 14, 2022 8:30 a.m.**

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900  
[www.santacruzwb.com](http://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.**

**The Chair called the meeting to order at 8:34 a.m., and a quorum was established. All participants attended virtually.**

**Committee Members in Attendance**

Ayyad, Alia  
Cuevas, Christina  
De La Garza, MariaElena  
Destout, Elyse – Vice Chair  
Dodge, Daniel  
Hebard, Sean  
Herrera-Mansir, Carmen  
Holmquist-Gomez, Laura  
Livingstone, Todd  
Morse, Rob - Chair  
Setzler, Katie  
Vereker, Dustin

**Committee Members Absent**

Delk, Marshall  
Liebetrau, LeNae  
Miller, Chris  
Nagamine, Janet  
Roth, Shaz  
Schaller, Glen  
Siegel, Carol

**Staff in Attendance**

Chevalier, Katy – EBSD Program Manager  
Detlefs, Peter – WDB Business Services Manager  
Gray, Lacie – WDB Sr. Analyst  
Gutierrez, Elizabeth – WDB Admin Aide  
Paz-Nethercutt, Sara – WDB Sr. Analyst  
Stone, Andy – WDB Director  
Villalobos, Marcy – WDB Clerical Support

**Guests**

Cantu, Felix  
Chance, Eli  
Chavez, Brenda  
Cortes, Claudia  
Munoz, Beatriz  
Orona, Elisa  
Padilla, Paz  
Pena, Valerie  
Ratner, Robert  
Valladares, Cesar

**MEMBERS:**

**Rob Morse, Chair**  
Pacific Gas and Electric Company

**Elyse Destout, Vice Chair**  
Photography by Elyse Destout

**Alia Ayyad**  
Center for Employment Training

**Christina Cuevas**  
Community Foundation of Santa Cruz County

**MariaElena De La Garza**  
Community Action Board

**Marshall Delk**  
Santa Cruz County Bank

**Daniel Dodge**  
Monterey Bay Central Labor Council

**Sean Hebard**  
Carpenters Local 505

**Carmen Herrera-Mansir**  
El Pajaro Community Development Corp.

**Laura Holmquist-Gomez**  
Five Star Catering

**LeNae Liebetrau**  
Department of Rehabilitation

**Todd Livingstone**  
Watsonville/Aptos/Santa Cruz Adult Education

**Chris Miller**  
ScratchSpace, LLC

**Janet Nagimine**  
Hikari Farms

**Shaz Roth**  
Pajaro Valley Chamber of Commerce  
and Agriculture

**Glen Schaller**  
Monterey Bay Central Labor Council, AFL-CIO

**Katie Setzler**  
Palo Alto Medical Foundation

**Carol Siegel**  
Santa Cruz Seaside Company

**Dustin Vereker**  
Discretion Brewing

**DIRECTOR:**  
Andy Stone

*Santa Cruz County Workforce Development supports the Community by cultivating economic vitality and assisting Jobseekers by creating programs to train, educate, and support the workforce to develop key and timely skills. We assist Business to secure the talent they need to thrive now, and into the future.*

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**Subject: Public Comment**

Former WDB member, Elisa Orona, thanked the WDB for the opportunity to serve on the full board.

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**Subject: Chairperson's Report**

None.

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**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: Christina Cuevas  
Motion Seconded: Elyse Destout  
Abstentions: None

Committee Action All in favor, motion passed

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**Item 2 – Approval of Meeting Minutes**

**Action:** It was moved to approve the May 25, 2022 WDB Full Board meeting minutes.

**Status:** Motion to Approve: Dustin Vereker  
Motion Seconded: Sean Hebard  
Abstentions: None

Committee Action All in favor, motion passed

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**Item 3 – Operational Plan Update**

WDB Director Andy Stone reviewed the proposed operational plan and targets for PY 2022-2023 and addressed questions from board members regarding operational targets for goal 2: *Identify Strategies to Support Entrepreneurs with WIOA Funding and Develop Additional Pre-apprenticeship Opportunities* and goal 3: *Identify Strategies to Help Address the Lack of Affordable Childcare*.

**Action:** It was moved to accept the WDB Director's Operational Plan update for PY 22-23.

**Status:** Motion to Approve: MariaElena De La Garza  
Motion Seconded: Daniel Dodge  
Abstentions: None

Committee Action All in favor, motion passed

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**Item 4 – WIOA Fiscal Year 2022-23 Budget**

WDB Director Andy Stone shared the WIOA budget for PY 2022-23 and gave an overview of each of the program's allocations and answered questions from board members including inquiries pertaining to rapid response funding.

**Action:** It was moved to accept the WIOA budget for PY 2022-23.

**Status:** Motion to Approve: MariaElena De La Garza  
Motion Seconded: Dustin Vereker  
Abstentions: None

Committee Action All in favor, motion passed

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**Item 5 – Eligible Training Provider List (ETPL) Draft Monitoring and Subsequent Eligibility Report**

ETPL monitoring reports were provided to the board. WDB Sr. Analyst Lacie Gray gave an overview on the ETPL monitoring requirements and shared that there were no findings for the five ETPL vendors monitored.

**Action:** It was moved to approve the ETPL monitoring reports as drafted by WDB staff.

**Status:** Motion to Approve: Carmen Herrera-Mansir  
Motion Seconded: Sean Hebard  
Abstentions: Alia Ayyad, Todd Livingstone, Christina Cuevas

Committee Action All in favor, minus abstentions, motion passed.

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**Item 6 – Eligible Training Provider List (ETPL) 2021-22 Annual Report**

The ETPL 2021-22 annual report was presented to the board detailing information on each vendor's performance, ITA expenditures, and total number of enrollments. WDB Sr. Analyst Lacie Gray answered questions from board members regarding funding, immigration status requirements, and demographics.

**Action:** It was moved to accept the annual ETPL report for PY 2021-22.

**Status:** Motion to Approve: Dustin Vereker  
Motion Seconded: Sean Hebard  
Abstentions: Alia Ayyad, Todd Livingstone, Christina Cuevas

Committee Action All in favor, minus abstentions, motion passed.

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**Subject: Information Items:**

**Item 7 – AJCC Certification Continuous Improvement Plan PY 21/22 Update**

The Continuous Improvement Plan for quarter 4 progress was provided to the board. WDB Sr. Analyst Sara Paz-Nethercutt gave a brief overview of the mandated AJCC Certification Continuous Improvement Plan and stated the purpose of the Continuous Improvement Plan is to ensure that the AJCC's deliver a better experience and continuously improve services for job seekers, workers, and employers.

**Action:** No action taken, informational item only.

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**Subject: Report Items:**

**Item 8 – WDB Staff Updates**

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included information on the WDB Lean Initiative which has six new staff participating in the Community of Champions meetings; the WIOA Memorandum of Understanding (MOU)

approved by the Board of Supervisors on August 23, 2022; improvements made to the Workforce website; and the Out-of-School Youth waiver approved by the Department of Labor.

WDB Director Andy Stone shared that WDB is actively recruiting to fill the vacant position of Business Services Manager that was previously held by Peter Detlefs.

WDB Sr. Analyst Lacie Gray shared information on the SB1 Tri-County Apprenticeship program; ARPA funding for pre-apprenticeship programs with Watsonville/Aptos/Santa Cruz Adult Education and Santa Cruz County Office of Education; and an update on the Prison to Employment 2.0 grant application to serve justice involved individuals.

**Action:** No action taken, informational item only.

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#### **Item 9 – Panel Discussion**

A panel consisting of representatives from the Housing Authority of the County of Santa Cruz, Community Action Board – Watsonville Works Program, and the County of Santa Cruz - Housing for Health Division to discuss housing issues and employment challenges in Santa Cruz County.

**Action:** No action taken, informational item only.

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**Subject: Committee Member Announcements:**

None.

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**Meeting adjourned at 10:34 a.m.**

**Next Meeting: Workforce Development Board Meeting  
Wednesday, December 7, 2022 @ 8:30 am**