

WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County
(Formerly Known as the Workforce Investment Board)
BUSINESS COUNCIL MINUTES

Date: Tuesday, October 20, 2015
Time: 9:00 a.m.
Location: Department of Social Services, 3433 South Higuera Street, 1st Floor, Room 101

Present: Pam Avila, Dawn Hinchman, Chuck Jehle, Allison Schiavo, Verena Latona-Tahlman, Thomas Wood
Excused: John Cascamo, Phillip Koziel, Kevin Kuhn,
Guests: None
Staff: Dawn Boulanger, Sarah Hayter, Michael Coughlin

1. Call to Order:

Chair Pam Avila: called the meeting to order at 9:03 A.M. **Quorum.**

2. Public Comment:

Chair Avila: opened the floor to public comment without response.

3. Consent Items:

- 3.1** Approval of August 18, 2015 Minutes
Motion: Thomas Wood
Second: Chuck Jehle
Abstentions: None
Motion Passed Unanimously

4. Information/Discussion/Action Items:

4.1 Discussion of New Members for the Business Council

Sarah Hayter (Staff) presented the item, which is available as part of the agenda. Ms. Hayter recommended the addition of 2 or 4 more members to the Business Council (BC), prioritizing subject-matter experts from the identified Industry Clusters of Opportunity (Building, Design, and Construction; Specialized Manufacturing; Health Services; and Energy) for membership.

Chair Avila: opened the floor to public comment without response.

Chair Avila directed staff to develop recruitment materials and tasked the BC to begin recruiting perspective members. In order to streamline the recruitment process the Council recommended that Chair Avila nominate perspective members on behalf of the BC and forward the nominations to the Workforce Development Board (WDB) Executive Committee for appointment at the December 9, 2015 meeting.

4.2 Discussion and Development of Business Council Goals for PY 15-16

Sarah Hayter (Staff) presented the item and provided a chart tracking the progress of the BC goals, which is available as an addendum to the agenda. Additionally, Ms. Hayter provided a handout describing the impact of the Workforce Innovation and Opportunity Act (WIOA) on the BC, which is available as an addendum to the agenda.

Chair Avila: opened the floor to public comment without response.

4.3 Discussion of next steps for Identified Areas of Focus

Sarah Hayter (Staff) presented the item, which is available as part of the agenda, describing the previously identified "next steps" and requested input regarding any additional next steps for the identified industries of focus.

Chair Avila: opened the floor to public comment without response.

5. Next Meeting:

Chair Avila directed staff to change the start time of the December 15, 2015 meeting to 8:30 A.M.
December 15, 2015
Department of Social Services
3433 S. Higuera Street, First Floor, Room 101
San Luis Obispo, CA

6. Adjournment:

Chair Avila: adjourned the meeting at 10:26 A.M.

I, Michael J. Coughlin, Administrative Support Clerk of the Workforce Development Board of San Luis Obispo, and its committees, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Tuesday, October 20, 2015 by the Business Council of the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, Workforce Development Administrative Support

Dated: November 2, 2015