

**WORKFORCE INVESTMENT BOARD  
of San Luis Obispo County**

**EXECUTIVE COMMITTEE MINUTES**

**Date:** Thursday, October 20, 2011  
**Time:** 3:30 PM  
**Location:** Business and Career One-Stop, 880 Industrial Way, 3<sup>rd</sup> Floor Conf. Room, SLO

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**Present:** Betty Baker, Kirk Coviello, Louise Matheny, Carl Dudley and Claire Clark  
**Excused:** Karen Woodling and Patrick McGuire  
**Staff:** Nick Schultz (WIB Director), Tracy Buckingham (DSS), Reva Gonzales (DSS), Rochelle Miller (DSS) and Julie Stevens (DSS)  
**Guest:** Kathy Marcove (Goodwill)

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**Call to Order**

Chair Betty Baker called the meeting to order at 3:32 PM.

**Public Comment**

No public comment

**Consent Items:**

Approval of August 4, 2011 and August 26, 2011 Meeting Minutes

Motion made to approve minutes

**Motion:** Carl Dudley

**Second:** Louise Matheny

**Motion Passed Unanimously**

**Action/Discussion Items:**

**ACTION:** Motion to Approve participation and develop an agreement for a Multi –Sector National Emergency Grant (NEG) with South Bay WIB.

Rochelle Miller reported that San Luis Obispo County WIB has been asked to participate in the National Emergency Grant with the South Bay (Torrance/Hawthorne area) Workforce Investment Board in the amount of \$318,318.00. Twenty counties in southern, central, and northern California are participating in the grant received from the Department of Labor, to provide re-training, career development, and supportive services for up to 5,887 workers recently dislocated from employment. Enrollment of participants must take place by Dec. 30, 2011; grant expires March 17, 2013; estimated date the contract will go before the San Luis Obispo County Board of Supervisors will be November 15, 2011.

**Motion:** Carl Dudley

**Second:** Kirk Coviello

**Motion Passed Unanimously to go before the full WIB**

**ACTION:** Approval of Workforce Investment Act (WIB) Local Plan

Reva Gonzales reported the WIA Local Plan is modified annually and outlines strategic areas of funding use; the modification process includes a 30-day public review and comment period which opened on July 22, 2011 and ended on August 21, 2011. The Admin Entity recommends the Executive Committee approve the local plan modification and authorize staff to submit the modification plan to the San Luis Obispo County Board of Supervisors for its concurrence and/or modification approval on behalf of the full WIB, on Nov. 15, 2011.

Motion to Approve Local Plan on behalf of the full WIB

**Motion:** Betty Baker

**Second:** Claire Clark

**Motion Passed Unanimously**

**ACTION:** Approval of New Member Application of Kevin Kuhn

Nick Schultz reported he met with Kevin Kuhn, the CEO of Sunbank, in Paso Robles which is a manufacturing employer in San Luis Obispo County. Nick toured the facility and discussed the WIB with Kevin.

Motion to Approve Kevin Kuhn's membership application to the San Luis Obispo County Board of Supervisors for their approval on behalf of the full WIB.

**Motion:** Carl Dudley

**Second:** Louise Matheny

**Motion Passed Unanimously**

### **Information Items:**

#### Committee Reports

**FORC** – Carl Dudley reported on the September meeting in which Bill Barker of Shoreline gave a very detailed report; he was asked to give this report at every meeting and it be a standing agenda item. It was suggested Bill Barker could present the same report to the Executive Council. To ensure attendance at future FORC meetings, Carl would like to stress the use of the conference call in to have quorums but Admin Entity will still need to provide a conf. room as per the Brown Act.

**One Stop Leadership** – Nick Schultz reported for Karen Woodling; Kathy Marcove gave year end reports and a presentation on the drive to achieve core enrollments at the Oct. 17 meeting; are exceeding projections; discussed legislation updates and federal funding decisions.

**Youth Council** – Nick Schultz and Reva Gonzales reported for Patrick McGuire on the Youth Council Oct. 12 meeting. Discussed RFP, subcommittee formed and will meet on Oct. 25 to discuss on how the Youth Council can advise. Membership discussion and lack of quorum issues were also discussed; suggestion from the Executive Committee was to consider meeting quarterly.

**Policy and Program Committee** – Louise Matheny reported the Policy and Program Committee has shifted its focus to be involved in the RFP process; Louise and Julianna met with Nick to discuss the process. Paso Robles job fair had a little more than 300 participants, lower number than before, this year's participants were much more professional and prepared compared to last year. Focus next spring will be a job fair in South County; Nick inquired on a way to track participants' success in landing a job from a job fair, suggestions were considered; Reva will discuss with Peggy Ayers to inquire with local areas on what machines they are using.

**Outreach/Branding** – Kirk Coviello deferred to Claire Clark.

**Employment Demand Services** – Claire Clark reported the committee had met on Oct. 17 and discussed the legislation updates; because the committee is so small it may change the committee structure to combine with Outreach with Kirk and Claire co-chairing, since both committees have common purposes. The committee came up with new initiatives: Employers, there is a need to connect with them a different way than has been done before, to make them aware of the One-Stops.

### **Future Agenda Items/New Business:**

**Next Executive Meeting:** December 14, 2011  
8:00 – 9:00 AM  
Business and Career Center One-Stop  
880 Industrial Way, 3<sup>rd</sup> floor, San Luis Obispo, CA

**Meeting adjourned at 4:21 PM**