

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

EXECUTIVE COMMITTEE MINUTES

Date: Wednesday, June 20, 2012
Time: 8:00 AM
Location: Business and Career One-Stop, 880 Industrial Way, 3rd Floor Conf. Room, SLO

Present: Carl Dudley, Claire Clark, Kirk Coviello, Patrick McGuire, Louise Matheny,
Excused: Julianna Winninghoff, Biz Steinberg, Bruce Ray, Lee Collins
Staff: Susan Hoffman, Reva Bear (DSS), Nick Schultz and Sandra Hernandez (DSS)
Guest: Tracy Schiro (DSS, for Lee Collins), Michael Manchak (EVC), Christine Rogers (EVC), Kathy Marcove (Goodwill), Matthew Green (Cuesta), Jenn Kirn (Cuesta), John Collins (Goodwill), Bill Barker (Goodwill)

Call to Order:

Chair Carl Dudley called the meeting to order at 8:00 A.M.

Public Comment:

Kathy Marcove informed the board that she would be attending the first of two cross training sessions with the Paso Robles Library. Expected to attend would be eight (8) library staff and six (6) One-Stop staff. Kathy congratulated the members of EVC who were present at the meeting, on their clusters project award. Carl Dudley asked about the progress of the Integrated Services System, and was assured by Kathy that it was going well and that the first all staff training had been completed.

Consent Items:

- 3.1 Approval of the April 11, 2012 Minutes.
Corrections to the minutes reflected the incorrect date of completion on the actions items. Correct date is June 30, 2013

Motion: Claire Clark
Second: Kirk Coviello
Motion Passed Unanimously

Presentations:

Michael Manchak and Christine Rogers presented an overview of the Economic Vitality Corporation (EVC) and the role it plays in the San Luis Obispo Community (handout given to board and attached.)

Action/Discussion Items:

Carl Dudley recused himself from discussion and voting on Item 4.1 and 4.5 (conflict of interest) Item 4.1 moved to the bottom of the agenda and the board opened discussion for item 4.2.

4.1 Administrative Entity requests Executive Committee on behalf of the Full WIB to approve the selection of the Economic Vitality Corporation (EVC) as the vendor to provide Business Outreach services and authorize development and execution of an agreement with EVC in the amount of \$33,895. Funds for these services will come from the PY 12-13 WIA Rapid Response funds. All services will be completed by June30, 2013.

4.2 Administrative Entity requests Executive Committee on behalf of the Full WIB to approve the selection of Goodwill Industries as the vendor to provide Rapid Response services and authorize the development and execute of an agreement with Goodwill in the amount of \$33,895.

Carl Dudley opened for Public Discussion on 4.2. Michael Manchak expressed concern that the allotted amount, a 50/50 split for item 4.1 and 4.2 would not be enough to deliver the expected product from EVC. John Collins agrees to the split stating that they would be more efficient and frugal while awaiting funds from carry over funds.

Motion made to approve this agreement and direct staff to come back with proposal for future needs.

Motion: Patrick McGuire

Second: Kirk Coviello

Motion Failed: Claire Clark and Louise Matheny opposed. Patrick McGuire and Kirk Coviello for. Further discussion ensued.

Motion made to approve original amounts and direct staff to come back with future needs.

Motion: Patrick McGuire

Second: None

Motion did not have a second. Further discussion ensued.

Chair calls a 5 minute recess. 9:55 – 10:00 am

County Counsel asks the board to give direction to staff. Board wishes to discuss item 4.1 and 4.2 together.

Motion is made to modify item 4.1 and amend the funded amount to \$49,999 with the balance remaining \$17,791 going to item 4.2.

Motion: Claire Clark

Second: Kirk Coviello

Motion withdrawn. Discussion continued on modification of item 4.1 and 4.2.

Motion is made to modify item 4.1 and amend the funded amount to \$49,999 with the balance remaining \$17,791 going to item 4.2.

Motion: Louise Matheny

Second: None

Motion pulled. Discussion continued regarding sending item 4.1 and 4.2 back to committee.

Motion made to accept item 4.1 exactly as presented on the agenda.

Motion: Patrick McGuire

Motion pulled. Discussion continued.

Motion made to send item 4.1 and 4.2 back to committee for modification.

Motion: Patrick McGuire

Motion Pulled. Discussion continued.

Motion made to approve Action Item 4.1 and 4.2 together as presented to the board with no modification.

Motion: Patrick McGuire

Second: Louise Matheny

Motion Passed Unanimously

4.3 Administrative Entity requests authorization to develop, negotiate and execute participation in a National Emergency Grant (NEG) application for additional dislocated worker funding to address layoffs in the local workforce investment area (LWIA). Presently the local area is experiencing an increase in layoff activity.

Motion: Louise Matheny

Second: Claire Clark

Motion Passed Unanimously

4.4 The Administrative Entity proposes a draft plan for the use of PY 2011-2012 carry over funds and anticipates sharing the final carryover numbers and its recommendation for allocation at the September 12, 2012 Executive Committee Meeting.

- Approximately \$15,000 in additional youth, adult and dislocated worker funds for continued subscription to the Virtual One-Stop (VOS) system.
- Approximately \$20,000 in adult, youth and dislocated worker funds for the message and content development services provided by (iii) Design (contract ends October 2012).
- A minimum of \$36,000 in youth funds to Goodwill for pass through to Cuesta for work experience wages for 10 youth during July and August 2012 and staffing (subcontract with County Office of ED staff) for services to in-school youth.

Motion: Patrick McGuire

Second: Louise Matheny

Motion Passed Unanimously

4.5 Administrative Entity requests funding and authorization to develop and execute and agreement with Economic Vitality Corporation (EVC) in the amount of \$40,000 from PY 12-13 WIA Rapid Response funds to continue implementation of the countywide Economic Strategy. This activity informs layoff aversion strategies. All services will be completed by June 30, 2013.

Motion: Louise Matheny

Second: Claire Clark

Abstained: Carl Dudley

Motion Passed Unanimously

Finance and Operations Reports/Receive and Review:

- 5.1 Fiscal Agent's budget was reviewed. Board requests breakdown of set-aside money for review at next meeting
- 5.2 One-Stop Operator's (Goodwill) financial summary was reviewed and discussed.
- 5.3 Youth Provider's (Cuesta) monthly report was not reviewed or discussed.

Committee Reports:

Employment Demand Services/Outreach & Branding - None

One-Stop Leadership - None

Policy and Program Committee - None

Youth Council - None

Future Agenda Items/New Business:.

Next Executive Meeting: September 12, 2012
8:00 – 9:00 AM
Business and Career Center One-Stop
880 Industrial Way, 3rd floor
San Luis Obispo, CA

Meeting adjourned at 10:50 AM