

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

EXECUTIVE COMMITTEE MINUTES

Date: Wednesday, January 08, 2014
Time: 8:30 AM
Location: Business and Career One-Stop, 880 Industrial Way, 3rd Floor Conf. Room, SLO

Present: Carl Dudley, Louise Matheny, Patrick McGuire, Grace Schoch-Manzano
Excused: Kirk Coviello
Staff: Reva Bear, Chenoa Wilkerson, Susan Hoffman, Lee Collins, Tracy Schiro, Felipe Gonzalez
Guest: Kathy Marcove (Goodwill), Bill Barker (Goodwill), Matthew Green (Cuesta), Jenn Kirn (Cuesta), John Collins (Goodwill), Chris Cronan (WIB Youth Council), Charlotte Johnson (Henkels & McCoy), John Rubin (Henkels & McCoy), Veronica Orozco (EDD), Celena Malarkey (WIB Youth Council Youth Rep), Dan Cano (LINK), Jessica Thomas (WIB Youth Council-SLOCOE), Chris Dowler (SLCUSD)

Call to Order:

Chair Carl Dudley called the meeting to order at 8:30 A.M. **Quorum.** Introductions were made by all in attendance.

Public Comment:

Clarification was made by the Executive Committee regarding when public comments could be made regarding concerns about agenda item 3.2. John Collins thanked the Executive Committee for moving the meeting to 8:30 A.M.

Action/Information/Discussion:

3.1 Approval of the December 11, 2013 Minutes.

Motion: Louise Matheny
Second: Grace Schoch-Manzano
Motion Passed Unanimously

3.2 1) Accept Selection Committee's recommendation to accept Henkels and McCoy's WIA Youth Services proposal and 2) Direct the Administrative Entity to commence negotiations and development and to present the contract to the Board of Supervisors for execution.

Discussion of the Action was commenced with the Staff Report given by Lee Collins of DSS explaining the selection committee's process in which the Henkels and McCoy proposal was selected out of the two RFP's presented as the more responsive of the two. A side by side comparison of the two proposals was included in the meeting's agenda from the Evaluation Committee that convened on November 21st, 2013. This committee consisted of two youth council members and an unrelated member of the Department of Social Services. The evaluation supported the proposal submitted by Henkels and McCoy unanimously. Patrick McGuire explained the concerns that were discussed in the Youth Council Meeting leading up to this WIB meeting and the implications that could occur if the action to accept Henkels and McCoys proposal were to be passed. The action item was then opened to public comment where members from the LINK, Cuesta College, the Youth Council, representatives of Henkels and McCoy, and other community partners voiced their opinions and concerns ranging from budget review and carryover funds to the pros and cons of passing the action item and its affect to the current provider. After the public comments were heard, the executive committee gave their final thoughts on the matter and put the issue to a vote.

Motion: Louise Matheny
Second: Grace Schoch-Manzano
Motion Passed 3:1 Vote in Favor

3.3 **Review Update to Eligible Training Provider List (ETPL)**

Chenoa Wilkerson of DSS presented on the updates to the ETPL module that is currently located on EDD's website. She explained that as part of the updates to the ETPL module, all new and existing training providers will be required to register in CalJOBS as a new provider and enter their own program data. Providers will be required address any technical concerns to EDD. In addition to the module change, the California Workforce Investment Board or CWIB will be adopting performance metrics that will measure the success of the publicly funded training programs. Included in this meeting's agenda was a list of the criteria the training programs must comply with, a list of the implications this new procedure will bring about, and a timeline for the update. Questions regarding the implementation process were voiced and answered by members of DSS.

Reports

Chairman's Report: Carl Dudley spoke of a meeting held in December between Dr. Gil Stork, Matthew Green, Jenn Kirn, Lee Collins, Tracy Schiro, and Reva Bear and commented that one of the outcomes of the meeting was that once a month, a meeting would occur between DSS and Cuesta College to discuss progress and concerns not regarding policy. Set up and scheduling of the meetings was designated to Matthew Green and those meetings he assured would be organized.

One-Stop Leadership Report: Grace Schoch-Manzano reported that the One-Stop Leadership committee would be meeting on January 13th and implementing a new procedure for action items and discussions and would have a more thorough report for the next Executive Committee meeting.

Youth Council Report: Patrick McGuire reported that the last Youth Council meeting did not reach quorum. The following meeting will take place February 19th where the idea of the Youth Service Award will be discussed at greater length.

Business Council Report: Due to a scheduling conflict, the business Council meeting was rescheduled but the council is currently looking into work keys, doing a labor market report based on EDD's data that will benefit members who want to learn more about economic and labor market information that the Business Council can share.

Public Comment: Matthew Green thanked all members for their efforts in the update of the ETPL Module.

One-Stop Operator Reports:

- 4.1 – Operator's (Goodwill) financial summary was reviewed and discussed.
- 4.2 – Operator's Performance Report was reviewed and discussed.
- 4.3 – Operator's Youth Report was reviewed and discussed.

Administrative Entity Updates

- 4.4 – Fiscal Agent's Budget Update was reviewed and discussed.

Next Executive Meeting: March 12, 2014
 8:30 a.m.
 Business and Career One-Stop
 880 Industrial Way, 3rd Floor Conference Room
 San Luis Obispo, CA

Meeting adjourned at 9:49 a.m.