

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

EXECUTIVE COMMITTEE MINUTES

Date: Wednesday, April 09, 2014
Time: 8:30 AM
Location: America's Job Center of California, 880 Industrial Way, 3rd Floor Conf. Room,
San Luis Obispo

Present: Louise Matheny, Patrick McGuire, Grace Schoch-Manzano
Excused: Carl Dudley, Kirk Coviello
Staff: Reva Bear, Susan Hoffman, Dustin Ensign, Felipe Gonzalez, Dawn Boulanger
Guest: Kathy Marcove (Goodwill), Jenn Kirn (Cuesta), John Collins (Goodwill), Charlotte Johnson (Henkels & McCoy), John Rubin (Henkels & McCoy), David Ryal (Henkles & McCoy),

Call to Order:

Vice Chair Louise Matheny called the meeting to order at 8:30 A.M. **Quorum.**

Public Comment:

John Collins thanked the Executive Committee and Department of Social Services for the opportunity to attend National Association of Workforce Boards Conference in late March. Mr. Collins told the committee he would draft a report of his experience and information he received and submit it to the WIB at the next full WIB meeting.

Action/Information/Discussion:

3.1 Approval of the January 8, 2014 Minutes.

Motion: Patrick McGuire
Second: Grace Schoch-Manzano
Motion Passed Unanimously

3.2 1) Approval of Plan to distribute costs for rebrand the One-Stop

Reva Bear gave a narrative on the process of the rebranding the Business and Career One-Stop to America's Job Center of California. The plan was originally discussed and voted upon by the One-Stop Leadership committee and the narrative included the distribution of costs. Patrick McGuire voiced his concern regarding the use of Rapid Response funds but was assured by Ms. Bear that costs were properly allocated.

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

Reports

Chairman's Report: In the absence of Chair Carl Dudley, Vice Chair Matheny raised the question if the monthly meeting that was supposed to be held between Dr. Gil Stork, Matthew Green, Jenn Kirn, Lee

Collins, Tracy Schiro, and Reva Bear had occurred to discuss progress and concerns not regarding policy. Set up and scheduling of the meetings was designated to Matthew Green but Ms. Bear reported that the meeting had yet to take place. Vice Chair Matheny also reported that the South County Job fair was going to be held May 5, 2014 at the South County Regional Center.

Manager's Report: Ms. Bear reported that there were currently 8 vacancies within the WIB and 4 referrals have been submitted for potential members. Ms. Bear also spoke briefly regarding her experience at the National Association of Workforce Boards or NAWB Conference and information that would assist the WIB and its subcommittees to run more effective meetings. Other information shared included using Labor Market Data to have an inroad with businesses and how that would help the WIB make more data driven decisions. A notice was going to be sent to WIB members regarding the California Workforce Association Spring Conference and that the WIB Set-Aside Budget could afford to send two members on April 22-24, so any interested members were urged to contact her as soon as possible. Ms. Bear also shared that the WIB is part of a Work Ready Community Initiative in collaboration with Workkeys and ACT. Members of the Monterey Business council will be presenting at the next Business Council meeting. Lastly, Ms. Bear reported that the WIB website is still undergoing revisions to make information more accessible, relevant, and organized. The hope is to have the website ready if not by the May full WIB meeting, then by the June Executive Committee meeting.

One-Stop Leadership Report: Grace Schoch-Manzano reported that the One-Stop Leadership committee has restructured how they hold their meetings to allow for a more efficient communication and participation. Member Schoch-Manzano also spoke on concerns regarding the rebranding budget and credited the Employer Advisory Council for assisting in the cost distribution process. Lastly, it was reported that there had been a lack of presence from the Department of Rehabilitation at the One-Stop and Member Schoch-Manzano shared that starting in April, a representative from the Department of Rehabilitation would be making visits to the One-Stop.

Youth Council Report: Patrick McGuire reported that the last Youth Council met quorum. The primary topic of discussion at the meeting was regarding the conceptualizing of a Youth Services Award that could be given to employers who provide youth in the county with opportunities through their businesses and organizations. An ad hoc committee comprised of members and participants of the Youth Council will meet to discuss feasibility and qualification criteria for the award and Member McGuire assured the Executive committee, no steps would be taken on the matter without presentation to the WIB first.

Business Council Report: Ms. Bear reported that the Business Council would be meeting on April 15, 2014 and would be discussing WorkKeys and Labor Market Data. The Business Council meeting would also have a guest presentation from members of the Work Ready Communities Initiative to discuss implementation of WorkKeys in our local area.

One-Stop Operator Reports:

4.1 – Operator's (Goodwill) financial summary and performance summary was reviewed and discussed. Mr. Collins voiced concerns regarding the requirements the State has put forth for providers to qualify for the Eligible Training Provider List or (ETPL). There is also a need for On-The-Job training and a need to find employers who are willing to participate in OJT. With regards to the Operator's Youth report, Mr. Collins stated that program monitoring was a success with little corrective action that needed to be taken. A mistake was made regarding the issuing of a letter for fiscal monitoring and Mr. Collins assured the committee that the mistake would be

rectified for future instances. Jenn Kirn shared some successes that were had during the Program monitoring and that the Youth One-Stop was showcased on KSBY news.

Administrative Entity Updates

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

Next Executive Meeting: June 11, 2014
8:30 a.m.
America's Job Center of California
880 Industrial Way, 3rd Floor Conference Room
San Luis Obispo, CA

Meeting adjourned at 9:12 a.m.