

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

EXECUTIVE COMMITTEE MINUTES

Date: Wednesday, October 08, 2014
Time: 8:30 AM
Location: America's Job Center of California, 880 Industrial Way, 3rd Floor Conf. Room,
San Luis Obispo

Present: Carl Dudley, Louise Matheny, Patrick McGuire, Grace Schoch-Manzano
Excused: Kirk Coviello
Staff: Sarah Hayter, Dawn Boulanger, Reva Bear, Dustin Ensign
Guest: John Collins (Goodwill), Charlotte Johnson (Henkels & McCoy), Danielle Christensen (Henkels & McCoy), Allison Schiavo (Goodwill)

1. Call to Order:

Chair Carl Dudley called the meeting to order at 8:32 A.M. **Quorum.**
Grace Schoch-Manzano arrived at 8:36 AM, full attendance.

2. Public Comment:

John Collins reported that they received a \$20,000 grant from PG&E and beginning 11/1/2014 are participating in the employment program in conjuncture with CalWORKS.

John Collins also announced that he will be retiring from Goodwill Industries on 1/31/2015.

3. Consent Items:

3.1 Approval of the September 10, 2014 Minutes

3.2 Approval of WIB Local Policies; 41-08 Apprenticeship Coordination and 42-08 Handling and Protection of Personally Identifiable Information (PII).

Motion: Louise Matheny

Second: Patrick McGuire

Motion Passed, Kirk Coviello abstained as he had not read the minutes.

Consent items were Motioned, Seconded and Passed together.

4. Presentation:

4.1 Regional Economic Analysis (REA) Presentation by (EDD Labor Market Consultant Emerson Figueroa)

Emerson Figueroa explained industry clusters and how to analyze the data for shaping program direction. Industry Clusters are groups of associated business industries. REA data covers the top 10 Industry Clusters in our region. The top 3 clusters in our region are Hospitality and Tourism, Retail, and Agriculture.

The REA provides data on many areas of economic growth including, new jobs (based on need/growth), top occupations by education level, skill requirements, work activities, related occupations, employer demand, etc.

Emerson Figueroa explained that their data is compiled through surveys completed by EDD, employee payroll (quarterly) and job postings. EDD combines all the different data sets to provide the product. Council Members inquired about the placement of certain professions within clusters like Tool and Maintenance Repair being in the Hospitality and Tourism cluster. Emerson explained that it is based on how employers classified their openings.

Emerson explained that the product can be developed for each local WIB and specific cluster information can be requested.

Emerson Figueroa's full presentation is available on the sloworkforce.com website located in the Agenda Packet for the 10/08/2014 Executive Committee meeting.

5. Information/Discussion/Action Items:

5.1 Approve PY 13-14 Carryover Funds Recommendation

Reva Bear explained the carryover from previous year. Last year was an anomaly in regards to money left on the table. DSS was not fully staffed; staffing vacancies/transitions of contractor staff, travel was not fully utilized by the WIB; Rapid Response vendors not meeting their goals, etc.

DSS is asking for a portion of the carryover funds to be used for training on the new CalJOBS program, WIOA training, etc. For Goodwill: additional training, staff, economic analysis, and operating costs to keep 5 Cities AJCC open through June 2015.

Patrick McGuire expressed concern over budget cuts and why carryover funds were not being used to keep 5 Cities AJCC open past June 2015. Carl Dudley wanted to discuss alternatives to keeping 5 Cities AJCC open past June 2015. It was explained that PY 13-14 carryover funds must be spent by June 30th 2015.

John Collins explained the additional funds from CalWORKS may support keeping the center open. John also explained the volume of people served and proposed to consider keeping the center open upon seeing what comes with implementation of WIOA. Goodwill is exploring possible satellite offices, virtual workshops and other remote service delivery strategies.

Patrick McGuire pointed out the cost to keep the center open is far less than the cost to reopen it.

5.2 PY 13-14 Fiscal and Procurement Results

Dawn Boulanger reported that through the Program Year 2013-14 State Fiscal and Procurement Monitoring, San Luis Obispo County WIB was issued a finding for disallowed costs in the amount of \$40,000 in WIA Rapid Response funds that were awarded to the Economic Vitality Corporation (EVC) for the EVC Economic Strategy Project. The State concluded that the work performed by EVC did not benefit the WIA program. The funds are ordered to be paid back using non-federal funding sources. It was the determination of San Luis Obispo County that DSS Social Services Realignment Funds would be used to pay back the \$40,000. Reva Bear advised to be more cautious with ensuring federal WIA funds spent demonstrate a direct connection to workforce services as detailed in the WIA and the potential consequences of decisions made be considered.

Chairman's Report: Chair Dudley spoke on the annual audit review of Goodwill Industries indicating the results showed good fiscal practices and the review was concluded with no major findings.

Committee Reports:

One-Stop Leadership Report: Nothing to report.

Youth Council Report: Nothing to report. Upcoming meeting 10/8/2014 at 4:00 PM

Business Council Report: Nothing to report. Upcoming meeting 10/20/2014

Administrative Entity Updates

6.1 Lee Collins, not present.

6.2 Sarah Hayter reported on the drought survey. Several have been received and outreach is in progress to have more completed.

6. Next Executive Meeting: December 10, 2014
8:30 a.m.
America's Job Center of California
880 Industrial Way, 3rd Floor Conference Room
San Luis Obispo, CA

7. Meeting adjourned at 10:17 a.m.