

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

EXECUTIVE COMMITTEE MINUTES

Date: Wednesday, June 17, 2015
Time: 8:00 AM
Location: America's Job Center of California, 880 Industrial Way, San Luis Obispo

Present: Kirk Coviello, Louise Matheny, Patrick McGuire
Excused: Carl Dudley, Grace Schoch-Manzano
Staff: Reva Bear, Dawn Boulanger, Sarah Hayter, Marisol Garcia, Leslie Kraut, Michael Coughlin
Guest: David Ryal, Kathy Marcove, Danielle Christensen

1. Call to Order:

In Chair Carl Dudley's absence Vice-Chair Louise Matheny assumed the position of Chairperson Pro Tem.

Vice-Chair Louise Matheny: called the meeting to order at 8:05 A.M. **Quorum.**

2. Public Comment:

Vice-Chair Matheny: opened the floor to public comment without response.

3. Consent Items:

3.1 Approve the April 8, 2015 Minutes

Motion: Patrick McGuire
Second: Kirk Coviello
Abstentions: None
Result: Motion Passed Unanimously

4. Information/Discussion/Action Items:

4.1 **Receive Amended Henkels & McCoy PY 14-15 Youth Contract Scope of Services and Budget**

Dawn Boulanger (Staff) presented the informational item, which is available as part of the agenda, noting that this update represents a finalized version of the budget which was approved by the Executive Committee on January 14, 2015.

Vice-Chair Matheny: opened the floor to public comment without response.

4.2 **Review and Approve PY 15-16 America's Job Center of CA (AJCC) Operator Contract in the amount of \$776,638 for Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Rapid Response Services**

Ms. Boulanger presented the action item, which is available as part of the agenda, highlighting the changes to the funding, staffing and service delivery model of the AJCC for PY 15-16. Additionally Ms. Boulanger noted that, upon approval, the PY 15-16 AJCC Operator Contract will be presented to the County Board of Supervisors on July 7, 2015 for final approval and award of the contract.

Vice-Chair Matheny: opened the floor to public comment without response.

The Committee recommends that staff compile geographical data on AJCC customers to ensure that the services are provided and the local needs are being met county-wide.

The Committee approves the PY 15-16 AJCC Operator Contract Scope of Work and Budget.

Motion: Kirk Coviello

Second: Patrick McGuire

Abstentions: None

Result: Motion Passed Unanimously

4.3 Review and Approve PY 15-16 Local Area Budget for Workforce Services in the amount of \$1,962,872

Reva Bear (Staff) presented the action item, which is available as part of the agenda, providing an overview of the proposed budget as well as explaining the changes to the budget for PY 15-16. Additionally, Ms. Bear noted that, upon approval, the funds will be added to the County's budget as part of the WIOA PY 15-16 subgrant approval process set for the Executive Committee's approval at a future meeting.

Vice-Chair Matheny: opened the floor to public comment without response.

The Committee approves the proposed PY 15-16 WIOA Formula funds local area budget.

Motion: Patrick McGuire

Second: Kirk Coviello

Abstentions: None

Result: Motion Passed Unanimously

5. Reports:

Chairman's Report: Due to Chair Dudley's absence this item was set aside.

Committee Reports:

Youth Council (YC): Patrick McGuire (Member) stated that the YC met on June 10, 2015 but did not reach quorum. Items discussed included the upcoming WIOA "*Bridges Out Of Poverty for Youth*" Conference. Member McGuire noted that the YC has been dissolved and will be replaced by the WIOA Youth Committee. The first meeting date for the WIOA Youth Committee is still to be determined.

Business Council (BC): Kirk Coviello (Member) noted that the BC met on Tuesday, June 16, 2015 and focused on examining Labor Market Information (LMI) Data to select an industry of focus for the BC. Ms. Bear noted that the BC nominated a new Vice-Chair but was unable to nominate a new Chairperson. Member Coviello stated that the next meeting is scheduled for Tuesday, August 18, 2015 at 9:00 am.

Administrative Entity Updates:

5.1 Receive and Review Fiscal Agent's Budget Update

In Lee Collin's absence, Ms. Bear presented the update to the Committee.

6. Next Meeting:

July 8, 2015
8:00 a.m.
America's Job Center of California
880 Industrial Way, 3rd Floor Conference Room
San Luis Obispo, CA

7. Adjournment:

Vice-Chair Matheny: adjourned the meeting at 9:28 A.M.

I, Michael J. Coughlin, Administrative Support Clerk of the Workforce Investment Board of San Luis Obispo, and its committees, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Wednesday, June 17, 2015 by the Executive Committee of the Workforce Investment Board of San Luis Obispo County.

Michael J. Coughlin, WIB Administrative Support

Dated: June 24, 2015