

**WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County
EXECUTIVE COMMITTEE MEETING MINUTES**

Date: Wednesday, March 8, 2017
Time: 8:00 AM – 10:00 AM
Location: America's Job Center of California, 880 Industrial Way, San Luis Obispo

Present: Carl Dudley, Pam Avila, Scott Black, Kirk Coviello, Louise Matheny
Absent: Patrick McGuire
Staff: Tammy Aguilera, Dawn Boulanger, Timothy Siler, Michael Coughlin
Guest: Jennifer Hus, Allison Schiavo

1. Call to Order:

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

2. Public Comment:

Chair Dudley: opened the floor to public comment.

Allison Schiavo: speaks

3. Consent Items:

3.1 Approve the Workforce Development Board (WDB) member appointment for submittal to the San Luis Obispo County Board of Supervisors

3.2 Approve of the January 11, 2017 Minutes

The Committee approves consent items 3.1 and 3.2.

Motion: Kirk Coviello

Second: Louise Matheny

Abstentions: None

Motion Passed Unanimously

4. Action Items:

4.1 Review and Approve San Luis Obispo County Workforce Development Board Local Plan for Program Years 2017-2020

Tammy Aguilera (staff) presented the item, which is available as part of the agenda. Ms. Aguilera noted that, upon approval of the WDB, the Local Plan will be submitted to the County Board of Supervisors for consideration and approval by no later than May 30, 2017.

Motion: Kirk Coviello

Second: Pam Avila

Abstentions: None

Motion Passed Unanimously

4.2 Review and Approve San Luis Obispo County Workforce Development Board Regional Plan for Program Years 2017-2020

Tammy Aguilera (staff) presented the item, which is available as part of the agenda. Ms. Aguilera noted that, upon approval of the WDB, the Local Plan will be submitted to the County Board of Supervisors for consideration and approval by no later than May 30, 2017.

Motion: Pam Avila

Second: Kirk Coviello

Abstentions: None

Motion Passed Unanimously

5. Reports:

Chairman's Report: Chair Dudley stated that he and Vice Chair Kirk Coviello are continuing to meet the WDB Director, Tammy Aguilera and WDB Program Manager, Dawn Boulanger monthly.

Business Council (BC): BC Chair Pam noted that the BC met on February 16, 2017 and received a follow up on the Business Survey and discussed the BC goals for Program Year (PY) 2016-2017. The BC will meet again on April 20, 2017.

Services and Strategies Committee (SSC): SSC Chair Scott Black noted that the SSC met on February 7, 2017. Items discussed included the proposed Community Survey and the Partner Agency Memorandum of Understanding (MOU). The March 7, 2017 meeting was cancelled.

Staff Report: Tammy Aguilera (staff) noted that Timothy Siler (staff) is no longer with Workforce Development and has returned to his original position at the Department of Social Services. Additionally, Ms. Aguilera stated the staff is working with various agencies to create a business engagement network with the hope of reducing duplication of effort between the agencies.

Rapid Response Report: Allison Schiavo (AJCC) noted that the Rapid Response Team have contacted 58 businesses between Cambria and Ragged Point to assess the business impacts of the Highway 1 closure. Additionally, Ms. Schiavo provided the Committee with a handout which is available as an addendum to the agenda.

6. Administrative Entity Updates:

6.1 Receive and Review Fiscal Agent's Budget Update

Tammy Aguilera (staff) presented the update to the Committee, which is available as part of the agenda.

7. Board Member Updates:

Chair Dudley: opened the floor to updates from the Committee membership.

Carl Dudley, Scott Black, Kirk Coviello and Louise Matheny: speak

8. Next Meeting:

Wednesday, April 05, 2017, 8:30am-9:30am
3563 Empleo Street
San Luis Obispo, CA

9. Adjournment:

Chair Dudley: adjourned the meeting at 8:50 A.M.

I, Michael Coughlin, Clerk of the Executive Committee of the Workforce Development Board of San Luis Obispo, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Wednesday, March 8, 2017 by the Executive Committee of the Workforce Development Board of San Luis Obispo County.

Michael Coughlin, Executive Committee Clerk

Dated: March 29, 2017