

**WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County
SERVICES & STRATEGIES COMMITTEE MINUTES**

Date: Tuesday, December 6, 2016
Time: 2:00 P.M.
Location: 3563 Empleo Street, San Luis Obispo, 93401 - Conference Room 1

Present: Scott Black, Maria Flores-Jimenez, Danielle Stock, Allison Schiavo, Deanna Strachan-Wilson
Excused: None
Guests: None
Staff: Dawn Boulanger, Timothy Siler, Michael Coughlin

1. Call to Order:

Chair Scott Black: called the meeting to order at 2:00 P.M.

2. Public Comment:

Chair Black: opened the floor to public comment without response

3. Information/Discussion/Action Items:

3.1 Discussion of Services & Strategies Committee Roles, Responsibilities and Membership

Dawn Boulanger (Staff) presented an overview and brief history of the Workforce Development Board (WDB) and its newly formed Services and Strategies Committee (SSC); describing the vision, purpose, and membership requirements of the SSC. Additionally, Ms. Boulanger requested feedback from the Committee regarding prospective members.

Chair Black: opened the floor to public comment without response.

3.2 Discussion of Services & Strategies Committee Charter

Dawn Boulanger (Staff) presented with a draft version of the Committee Charter, which is available as an addendum to the agenda, requesting input from the Committee.

Chair Black: opened the floor to public comment without response.

3.3 Discussion of Services & Strategies Committee Meeting Schedule

Chair Black requested feedback from the Committee regarding the schedule for future meetings. The Committee recommended meeting monthly over the next few months before reverting to a schedule of bimonthly meetings on the first Tuesday of even months. It was also recommended that Services & Strategies Committee Meetings be held on a rotating schedule at various partner locations throughout San Luis Obispo County.

Chair Black: opened the floor to public comment without response.

4. Next Meeting:

January 10, 2016 at 2:00 P.M.
California Department of Rehabilitation
3220 South Higuera Street, Suite 102, San Luis Obispo, CA 93401

5. Adjournment:

Chair Black: adjourned the meeting at 2:54 P.M.

I, Michael J. Coughlin, Clerk of the Workforce Development 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 Tuesday, December 6, 2016 by the Youth Committee of the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, Workforce Development Administrative Support

Dated: December 28, 2016