



VISION: The Workforce needs of employers and job seekers in San Luis Obispo County are met.

### Workforce Development Board Services & Strategies Committee Meeting Agenda

**Date:** Tuesday, January 10, 2016  
**Time:** 2:00 PM – 3:30 PM  
**Location:** California Department of Rehabilitation  
3220 South Higuera Street, Suite 102, San Luis Obispo, CA 93401

**MEMBERS:**

**Scott Black, Chair**  
Department of Rehabilitation

**Maria Flores-Jimenez**  
Department of Rehabilitation

**Allison Schiavo**  
Goodwill Central Coast / AJCC

**Danielle Stock**  
Eckerd Workforce Development

**Deanna Strachan-Wilson**  
Transitions Mental Health Association

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- 1. **Call to Order and Introduction** *Black*
  - 2. **Public Comment**
  - 3. **Consent Items:** *Black*
    - 3.1 Approve the December 6, 2016 Minutes
  - 4. **Action/Information/Discussion:**
    - 4.1 Review and Approve the Services & Strategies Committee Charter *Black*  
- *Action Item*
    - 4.2 Discuss Services & Strategies Committee Outreach *Black*  
- *Discussion Item*
    - 4.3 Discuss the Community Survey Questions *Black*  
- *Discussion Item*
  - 5. **Committee Member Updates**
  - 6. **Next Meeting:**  
February 7, 2017 at 2:00 P.M.  
Location to Be Discussed
  - 7. **Adjournment**

**Public Comment:** Members of the public may address the committee on items appearing on the agenda. The public may also address items of interest to the committee which are within the jurisdiction of the WDB. However, in compliance with Government Code section 64954.3(a), the committee shall take no action on any item not appearing on the agenda. Speakers are asked to limit their remarks to a maximum of three minutes.

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

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

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

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**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

## **HANDOUTS DISTRIBUTED AT THE MEETING**

**Review and Approve the Services & Strategies Committee Charter**