

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

Date: Tuesday, January 10, 2017
Time: 2:00 P.M.
Location: California Department of Rehabilitation
3220 South Higuera Street, Suite 102, San Luis Obispo, CA 93401

Present: Scott Black, Maria Flores-Jimenez, Allison Schiavo, Danielle Stock
Absent: Deanna Strachan-Wilson
Guests: Abby Lassen
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.

Abby Lasson: Speaks

3. Consent Items:

3.1 Approve the December 6, 2016 Minutes

The Committee approves consent item 3.1.

Motion: Allison Schiavo

Second: Danielle Stock

Abstentions: None

Result: Motion Passed Unanimously

4. Information/Discussion/Action Items:

4.1 Review and Approve the Services & Strategies Committee Charter

Dawn Boulanger (Staff) presented with the final version of the Committee Charter, which is available as an addendum to the agenda.

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

The Committee approves the Services & Strategies Committee charter.

Motion: Danielle Stock

Second: Maria Flores-Jimenez

Abstentions: None

Result: Motion Passed Unanimously

4.2 Discuss Services & Strategies Committee Outreach

Chair Black presented with a draft version of a membership recruitment letter, which is available as an addendum to the agenda, requesting input from the Committee. Additionally, Chair Black requested assistance from the Committee Members in identifying and recruiting new perspective members.

Chair Black: opened the floor to public comment.

Abby Lasson: Speaks

4.3 Discuss the Community Survey Questions

Chair Black presented a draft version of a questionnaire, which is available as an addendum to the agenda, requesting feedback from the Committee. The Committee recommended changes to the

questionnaire and requested that an updated version be brought before the Committee at the next meeting.

Chair Black: opened the floor to public comment.

Abby Lasson: Speaks

5. Committee Member Updates:

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

Scott Black, Maria Flores-Jimenez, Allison Schiavo, and Danielle Stock: speak

6. Next Meeting:

February 7, 2017 at 2:00 P.M.

America's Job Center of California

880 Industrial Way, San Luis Obispo, CA 93401

7. Adjournment:

Chair Black: adjourned the meeting at 3:02 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, January 10, 2017 by the Youth Committee of the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, Workforce Development Administrative Support

Dated: January 30, 2017