

**WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County**

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Date: Thursday, May 5, 2016
Time: 8:00 a.m.
Location: Department of Social Services, 3433 S. Higuera Street, San Luis Obispo, Room 101

Present: Carl Dudley, Kirk Coviello, Pam Avila, James Brescia, Tony Hoffman, Louise Matheny, Grace Schoch-Manzano, Mark Simonin, Gil Stork, Courtney Taylor, Thomas Wood
Absent: Scott Black, Kristin Flynn, Verena Latona-Tahlman, Michael Manchak, Patrick McGuire, Karen O'Brien, Roy Monsibais
Guests: Allison Schiavo, Danielle Christensen
Staff: Leslie Kraut (County Counsel), Tammy Aguilera, Sarah Hayter, Marisol Garcia, Michael Coughlin

1. Call to Order and Introductions:

Chairperson Carl Dudley: called the meeting to order at 8:05 a.m. **Quorum.**

Chairperson Carl Dudley announce that Kevin Kuhn has retired from the Workforce Development Board (WDB) in April, noting that a card and award will be mailed to him in appreciation. Additionally, Chair Dudley announced that Thomas Wood will be retiring from the WDB on June 30, 2016 and thanked him for his service to the community, presenting him with a card and award in appreciation.

2. Public Comment:

Chair Dudley: opened the floor to public comment.

Gil Stork: speaks

The Board directed staff to include an item for Board Member Updates on future meeting agendas.

3. Presentations:

3.1 Brown Act Overview

Leslie Kraut (County Counsel) presented an overview of the Brown Act and how it pertains to the Workforce Development Board (WDB) and its committees. The presentation is available as an addendum to the agenda.

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

4. Consent Items:

4.1 Approval of the February 4, 2015 Minutes

The Board approves consent item 4.1.

Motion: Gil Stork

Second: James Brescia

Abstentions: None

Motion Passed Unanimously

5. Action/Information/Discussion:

5.1 Receive Update on the Website and Logo Changeover

Michael Coughlin (Staff) presented the item, which is available as part of the agenda. Additionally, Mr. Coughlin provided a handout, which is available as an addendum to the agenda, explaining the terminology and logos associated with San Luis Obispo County Workforce Development.

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

5.3 Discuss Possible Outreach Strategies

Sarah Hayter (Staff) presented the item, describing San Luis Obispo County Workforce Development's outreach efforts which include press releases, social media as well as working through the local chambers of commerce.

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

6. Reports:

- **Executive Committee (EC):** Chairperson Carl Dudley noted that the EC met on March 9, 2016 and April 20, 2016. The EC appointed Karen O'Brien as Chairperson of the Youth Committee; approved the appointments of Pam Avila, Scott Black, and James Brescia to Additional Workforce Development Board (WDB) seats; approved the Local Workforce Development Board Recertification; reviewed & approved the PY 15-16 WIOA Youth Services Contract Scope of Work and Budget with Eckerd Youth Alternatives, Inc.; and directed the administrative entity to commence contract negotiations and contract development for PY 16-17 Youth Service Provider. Chair Dudley noted that Henkel's & McCoy donated the Green Smart Services program to Eckerd Youth Alternatives, Inc.

Business Council (BC): BC Chair Pam Avila noted that the BC met on February 25, 2016. Items discussed included strategies to determine employer needs & address skills gaps, the human centered design process, and America's Job Center of California's Business Services.

Youth Committee (YC): Tammy Aguilera (Staff) noted that the YC had not met since the last Workforce Development Board meeting.

Central Coast Planning Region (CCPR): Tammy Aguilera (Staff) noted that the CCPR has selected Monterey County as the regional lead for grants. Additionally, the CCPR is currently working on Sling Shot funding and has identified the Healthcare Industry for regional and local engagement.

6.1 Administrative Entity Update

Tammy Aguilera (Staff) presented the report to the Board, which is available as part of the agenda.

6.2 WIB/EXEC Provider Performance Reports

- a) Receive AJCC Operator Report
- b) Receive Henkels & McCoy GreenSmart Youth Services Report

Tammy Aguilera (Staff) presented the reports to the Board which are available as part of the agenda.

7. Next Meeting:

August 4, 2016

8:00 – 10:00 AM

Department of Social Services 3433 South Higuera, Room 101, 1st Floor, San Luis Obispo, CA

8. Adjournment:

Chair Dudley: adjourned the meeting at 9:31 A.M.

I, Michael J. Coughlin, Administrative Support 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 Thursday, May 5, 2016 by the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, WDB Administrative Support

Dated: May 25, 2016