

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

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Date: Thursday, August 4, 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, Scott Black, Verena Latona-Tahlman, Louise Matheny, Grace Schoch-Manzano, Suzanne Parker, Mark Simonin, Gil Stork, Courtney Taylor, **Tony Hoffman**

Absent: James Brescia, Kristin Flynn, **Tony Hoffman**, Michael Manchak, Patrick McGuire, Roy Monsibais

Guests: Allison Schiavo, Danielle Christensen, Sarah Asbury, Susan Mathers, Justin McIntire

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 8:00 a.m. **Quorum.**

2. Public Comment:

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

3. Presentations:

3.1 Apprenticeship 101

Corinna Pereira (California Division of Apprenticeship Standards) presented an overview of apprenticeships, describing the benefits and requirements of implementing an apprenticeship program. The presentation is available as part of the agenda and the handouts are available as an addendum to the agenda.

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

3.2 The Do's and Don'ts of Hiring an Individual with a Disability

Scott Black and Justin McIntire (Department of Rehabilitation) presented an overview of answers to common questions faced by employers when hiring persons with disabilities. The presentation and handouts are available as an addendum to the agenda.

Chair Dudley: opened the floor to public comment.

Allison Schiavo: speaks.

4. Consent Items:

4.1 Approval of the May 5, 2016 Minutes

The Board approves consent item 4.1.

Motion: Gil Stork

Second: Kirk Coviello

Abstentions: None

Motion Passed Unanimously

5. Action/Information/Discussion:

5.1 Receive and Approve Updates and Technical Corrections to the Workforce Development Board Bylaws Consistent with the Workforce Innovation and Opportunity Act (WIOA)

Tammy Aguilera (Staff) presented the item, which is available as part of the agenda; noting that, upon approval from the Workforce Development Board, the revised bylaws will be submitted to the Board of Supervisors for final approval. Additionally, Ms. Aguilera provided presentation slides which are available as an addendum to the agenda.

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

The Board approves the recommended updates and technical corrections to the Workforce Development Board Bylaws.

Motion: Gil Stork

Second: Kirk Coviello

Abstentions: None

Motion Passed Unanimously

6. Reports:

- **Executive Committee (EC):** Chairperson Carl Dudley noted that the EC met on June 8, 2016 noting that the July 13, 2016 meeting was cancelled. The EC approved the appointment of Suzanne Parker to the Workforce Development Board (WDB); Approved a draft of the PY16-17 WIOA Youth Services Contract Scope of Work and Budget; Approved a draft of the PY16-17 WIOA AJCC Operator Contract Scope of Work and Budget; Approved the WIOA One-Stop System Partner Memorandum of Understanding (MOU); And approved the PY 16-17 Local Area Budget for Workforce Services in the amount of \$2,009,475.

Business Council (BC): BC Chair Pam Avila noted that the BC met on June 26, 2016. Items discussed included the development of a Business Outreach Questionnaire and an update of the Slingshot Initiative.

Central Coast Planning Region (CCPR): *Item was held over due to time constraints.*

Staff Report: Marisol Garcia (Staff) and Sarah Hayter (Staff) provided a presentation which is available as an addendum to the agenda.

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 ~~Eckerk Eckerd~~ Youth Services Report

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

7. Board Member Updates:

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

Carl Dudley, Scott Black, Louise Matheny, Grace Schoch-Manzano, Suzanne Parker, Mark Simonin, and Gil Stork: speak.

8. Next Meeting:

November 3, 2016

8:00 – 10:00 AM

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

9. Adjournment:

Chair Dudley: adjourned the meeting at 10:03 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, August 4, 2016 by the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, WDB Administrative Support

Dated: September 1, 2016