

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

**WORKFORCE DEVELOPMENT BOARD MEETING MINUTES**

**Date:** Wednesday, November 2, 2016  
**Time:** 8:00 a.m.  
**Location:** 3563 Empleo Street, San Luis Obispo, Conference Room 1

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**Present:** Carl Dudley, Kirk Coviello, Pam Avila, Scott Black, James Brescia, Tony Hoffman, Verena Latona-Tahlman, Louise Matheny, Michael Manchak, Mark Simonin, Gil Stork, Courtney Taylor

**Absent:** Patrick McGuire, Suzanne Parker,

**Guests:** Allison Schiavo, Danielle Christensen

**Staff:** Tammy Aguilera, Dawn Boulanger, Michael Coughlin

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**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 Workforce Innovation and Opportunity Act (WIOA) Program Year (PY) 16-17 Performance Measures**

Tammy Aguilera presented an overview of the new Workforce Innovation and Opportunity Act (WIOA) Title 1 Performance Indicators. 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 August 4, 2016 Minutes

**4.2** Approve Workforce Development Board (WDB) member appointments for submittal to the San Luis Obispo County Board of Supervisors

**4.3** Approve Appointments of Allison Schiavo, Danielle Stock, and Deanna Strachan-Wilson to the Services and Strategies Committee

The Board approves consent items 4.1, 4.2 and 4.3.

Motion: Gil Stork

Second: Louise Matheny

Abstentions: None

**Motion Passed Unanimously**

**5. Action/Information/Discussion:**

**5.1 Review and Approve Draft Scope of Work and Budget for PY 16-17 WIOA Rapid Response Services Contract with Goodwill Central Coast**

*Please Note: Due to members & staff being on call for a scheduled disaster drill, Item 5.1 was moved ahead of Item 3.1 to ensure quorum for the vote.*

Dawn Boulanger (Staff) presented the item, which is available as part of the agenda; noting that upon approval, the program year (PY) 16-17 WIOA Rapid Response contract with Goodwill Central Coast will be presented to the County Board of Supervisors for final approval and award of the contract.

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

The Board approves the draft scope of work and budget for PY 16-17 WIOA Rapid Response services contract with Goodwill Central Coast.

Motion: Scott Black

Second: Gil Stork

Abstentions: None

**Motion Passed Unanimously**

**5.2 Receive Appointment Notice of Scott Black to Services & Strategies Committee Chairperson**

Chair Dudley notified the committee that he has appointed Scott Black as the Chairperson of the newly formed Services & Strategies Committee

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

**6. Diablo Canyon - Discussion:**

**Member Michael Manchak:** lead the discussion, outlining the local area's efforts to mitigate the adverse impacts related to the planned closure of Diablo Canyon. *Please Note: this will be a regular item on all upcoming Workforce Development Board meeting agendas.*

**7. Reports:**

**7.1 Executive Committee (EC):** Chairperson Carl Dudley stated that the EC met on October 12, 2016 noting that the September 14, 2016 meeting was cancelled. The EC reviewed the PY 15-16 performance results and approved the selection committee's recommendation for vendor selection and directed the staff to commence contract negotiations and contract development for the PY 16-17 Rapid Response Services Provider. Additionally, Chair Dudley announce the retirements of Kristen Flynn, Grace Schoch-Manzano and Roy Monsibais and requested assistance from the WDB in recruiting new Members.

**Business Council (BC):** BC Chair Pam Avila noted that the BC met on August 18, 2016 and October 31, 2016. Items discussed included the results of the Business Outreach Questionnaire and an update of the Business Council's goals for PY 15-16 as well as possible goals for PY 16-17.

**Central Coast Planning Region (CCPR) & Staff Report:** Tammy Aguilera (Staff) noted that the CCPR had conducted the first Slingshot Convening in the Local Area which was on the Healthcare industry cluster.

**7.2 Administrative Entity Update**

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

**7.3 WDB/EXEC Provider Performance Reports**

- a) Receive AJCC Operator Report
- b) Receive Eckerk Youth Services Report

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

**8. Board Member Updates:**

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

**Carl Dudley, Scott Black, James Brescia, Mark Simonin, and Gil Stork:** speak.

**9. Next Meeting:**

February 2, 2017

8:00 – 10:00 AM

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

**10. Adjournment:**

**Chair Dudley:** adjourned the meeting at 9:43 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 Wednesday, November 2, 2016 by the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, WDB Administrative Support

Dated: November 21, 2016