



**Workforce Development Board
Full Board Meeting
Watsonville Career Center
Wednesday, December 8, 2021 8:30 a.m.**

18 W. Beach Street
Watsonville, CA 95076
(831) 763-8900
www.santacruzwb.com

NOTE: Due to the COVID-19 pandemic, and the directive of Governor Gavin Newsom in adjusting the Brown Act rules, public meetings will be allowed to be attended virtually until further notice.

The Chair called the meeting to order at 8:32 a.m., and a quorum was established. All participants attended virtually.

Committee Members in Attendance

Adams, Lamont
Cuevas, Christina
Destout, Elyse – Vice Chair
Dodge, Daniel
Duckworth, Yuko
Elliott, Candice
Hebard, Sean
Herrera-Mansir, Carmen
Livingstone, Todd
Miller, Chris
Morse, Rob - Chair
Orona, Elisa
Roth, Shaz
Setzler, Katie
Siegel, Carol

Committee Members Absent

Ayyad, Alia
De La Garza, MariaElena
Delk, Marshall
Mason, Barbara
Holmquist-Gomez, Laura
Nagamine, Janet
Schaller, Glen
Vereker, Dustin

Staff in Attendance

Chevalier, Katy – EBSD Program Manager
Detlefs, Peter – WDB Business Services Manager
Gray, Lacie – WDB Sr. Analyst
Gutierrez, Elizabeth – WDB Admin Aide
Marquez, Irma – EBSD Director
Paz-Nethercutt, Sara – WDB Sr. Analyst
Stone, Andy – WDB Director
Villalobos, Marcy – WDB Clerical Support

Guests

Cortes, Claudia
Estrada, Vivian – EDD

MEMBERS:

Rob Morse, Chair
Pacific Gas and Electric Company

Elyse Destout, Vice Chair
Photography by Elyse Destout

Lamont Adams
Local IBEW234

Alia Ayyad
Center for Employment Training

Christina Cuevas
Community Foundation of Santa Cruz County

MaríaElena De La Garza
Community Action Board

Marshall Delk
Santa Cruz County Bank

Daniel Dodge
Monterey Bay Central Labor Council

Yuko Duckworth
Employment Development Department

Candice Elliott
Fortress and Flourish

Sean Hebard
Carpenters Local 505

Carmen Herrera-Mansir
El Pajaro Community Development Corp.

Laura Holmquist-Gomez
Five Star Catering

Todd Livingstone
Watsonville/Aptos/Santa Cruz Adult Education

Barbara Mason
Santa Cruz County Economic Development

Chris Miller
ScratchSpace, LLC

Elisa Orona
Health Improvement Partnership of SC County

Shaz Roth
Pajaro Valley Chamber of Commerce
and Agriculture

Glen Schaller
Monterey Bay Central Labor Council, AFL-CIO

Katie Setzler
Palo Alto Medical Foundation

Carol Siegel
Santa Cruz Seaside Company

Dustin Vereker
Discretion Brewing

DIRECTOR:
Andy Stone

Santa Cruz County Workforce Development supports the Community by cultivating economic vitality and assisting Jobseekers by creating programs to train, educate, and support the workforce to develop key and timely skills. We assist Business to secure the talent they need to thrive now, and into the future.

Moss, Denise
Munoz, Beatriz
Shands, Celina
Staley-Raatior, Desha
Winter, Amanda

Subject: Public Comment

There was no public comment.

Subject: Chairperson's Report

Chair Robert Morse gave recognition to WDB Sr. Analyst Sara Paz-Nethercutt for all her hard work behind the scenes with the WIOA program services and announced the retirement of board members Diane Berry-Wahrer and Yuko Duckworth.

Subject: Action Items:

Item 1 – Findings Authorizing Teleconference Meetings

The committee was provided with information regarding Assembly Bill 361 authorizing teleconference meetings as a result of the continuing COVID-19 pandemic state of emergency and Health Officer recommendation for social distancing.

Action: It was moved to adopt findings pursuant to Assembly Bill 361 authorizing teleconference meetings as a result of the continuing COVID-19 pandemic State of Emergency and Health Officer recommendation for social distancing.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Christina Cuevas
Abstentions: None

Committee Action All in favor, motion passed

Item 2 – Approval of Meeting Minutes

Action: It was moved to approve the May 26, 2021 and November 10, 2021 (Special Meeting) WDB Full Board meeting minutes.

Status: Motion to Approve: Todd Livingstone
Motion Seconded: Carol Siegel
Abstentions: Carmen Herrera-Mansir,
Sean Hebard,
Shaz Roth

Committee Action All in favor, motion passed

Item 3 – Operational Plan Update

WDB Director Andy Stone reported on the progress of each operational plan target and answered questions from board members.

Action: It was moved to adopt the WDB Director's Operational Plan update for PY 21-22.

Status: Motion to Approve: Christina Cuevas
Motion Seconded: Lamont Adams
Abstentions: Carmen Herrera-Mansir

Committee Action All in favor, motion passed

Item 4 – Eligible Training Provider List (ETPL) Draft Monitoring and Subsequent Eligibility Report

WDB Sr. Analyst Lacie Gray gave an overview of the Eligible Training Provider List (ETPL) program monitoring process and subsequent eligibility review. She informed the board that there were four ETPL vendors monitored, none of which had any formal findings but there were some recommendations. Lacie then answered questions from board members regarding programs being removed from the ETPL list, such as QuickBooks training, that did not meet program requirements.

Action: It was moved to approve the ETPL monitoring reports as drafted by the WDB staff.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Sean Hebard
Abstentions: None

Committee Action All in favor, motion passed

Item 5 – Eligible Training Provider List (ETPL) PY 2020-21 Annual Report

WDB Sr. Analyst Lacie Gray reviewed the Eligible Training Provider List (ETPL) annual report with the committee. She mentioned that last year in 2020 there were 185 people in training and \$484,869 training dollars spent.

Action: It was moved to accept the annual ETPL report for PY 2020-21

Status: Motion to Approve: Christina Cuevas
Motion Seconded: Lamont Adams
Abstentions: None

Committee Action

All in favor, motion passed

Item 6 – WIOA Fiscal Year 2021-22 Budget

WDB Director Andy Stone gave a brief overview on the WIOA financial report chart and answered questions asked by the board members.

Action: It was moved to accept the WIOA budgets for PY 2020-21 and 2021-22

Status: Motion to Approve: Carol Siegel
Motion Seconded: Sean Hebard
Abstentions: None

Committee Action

All in favor, motion passed

Item 7 – WIOA Procurement Results/PY 22/23 Award Recommendations

WDB Sr. Analyst Sara Paz-Nethercutt reviewed with the board the results and award recommendations of the RFP for WIOA Career Center Operator, Adult/Dislocated Worker Program, Youth Services, and Layoff Aversion Services. She also shared that the bidder, Equus Workforce Solutions, who was offered the award for Service Area 1 One-Stop Operator declined the award. The WDB recommends awarding Service Area 1 to incumbent contractor Amanda Winter, dba Winter Works LLC.

Action: It was moved to accept the award recommendations from the PY 2022-23 Procurement and authorize the WDB Staff to enter into contract negotiations with the recommended vendors for PY 22-23.

Status: Motion to Approve: Lamont Adams
Motion Seconded: Daniel Dodge
Abstentions: None

Committee Action

All in favor, motion passed

Item 8 – AJCC Certification Continuous Improvement Plan

WDB Sr. Analyst Sara Paz-Nethercutt reviewed with the board the AJCC Certification Indicator Continuous Improvement Plan, which is the final step in the State's process, and stated that the plan will be presented to the WDB Full Board on a quarterly basis with the progress of each item.

Action: It was moved to approve the AJCC Certification Indicator Continuous Improvement Plan as written and authorize the WDB staff to submit to the EDD Regional Advisor by the December 31, 2021 deadline.

Status: Motion to Approve: Carol Siegel

Motion Seconded: Lamont Adams

Abstentions: None

Committee Action

All in favor, motion passed

Subject: Report Items:

Item 9 – WDB Staff Updates

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included briefing the board on the recruitment for more FIRE project participants, the local Lean Continuous Improvement Initiative which included two new projects: 1) increase the Customer Satisfaction Survey return rate and 2) decrease the incentive payment time frame, she spoke on the Out-of-School Expenditure Waiver that was approved by the Department of Labor, and lastly the local public library initiative which the WDB was awarded \$20,000 to assist with providing another access point for job seekers. WDB Business Manager Peter Detlefs spoke on the success of the Downtown Santa Cruz Walkabout Job Fair that was held on September 24, 2021. WDB Sr. Analyst Lacie Gray gave updates on Regional Projects/Grants and gave updates on the SB1 Pre-apprenticeship Training Grant which has served three cohorts with a total of 45 graduates. The fourth training cohort is expected to start in January 2022 and spoke on the Prison to Employment project which has served 8 justice involved individuals to date. WDB Director Andy Stone introduced the County of Santa Cruz new Director of Employment and Benefits Services Division Irma Marquez.

Action: No action taken, informational item only.

Item 10 – Contractor Activity Reports

Reports outlining each workforce services contractor's financial, federal, and contract performance were provided to the board.

Action: No action taken, informational item only.

Subject: Information Item:

Item 11 – Presentation by Full Capacity Marketing

A presentation on the topic *Repositioning the Board for High-Value & Engagement* was presented to the board by Celina Shands, Founder/CEO at Full Capacity Marketing.

Action: No action taken, informational item only.

Meeting adjourned at 10:06 a.m.

**Next Meeting: Workforce Development Board Meeting
Wednesday, March 30, 2022 @ 8:30 am**