



**Workforce Development Board  
Full Board Meeting  
Watsonville Career Center  
Wednesday, May 25, 2022 8:30 a.m.**

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900  
[www.santacruzwb.com](http://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 8:35 a.m., and a quorum was established. All participants attended virtually.**

**Committee Members in Attendance**

Ayyad, Alia  
Destout, Elyse – Vice Chair  
Herrera-Mansir, Carmen  
Liebetrau, LeNae  
Livingstone, Todd  
Miller, Chris  
Morse, Rob - Chair  
Nagamine, Janet  
Orona, Elisa  
Roth, Shaz  
Schaller, Glen  
Setzler, Katie  
Siegel, Carol  
Vereker, Dustin

**Committee Members Absent**

Adams, Lamont  
Cuevas, Christina  
De La Garza, MariaElena  
Delk, Marshall  
Dodge, Daniel  
Elliott, Candice  
Hebard, Sean  
Holmquist-Gomez, Laura

**Staff in Attendance**

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

**Guests**

Baxter, Stephen  
Benson, Elissa  
Brown, David  
Burrafato, Alan  
Diaz-Rivas, Brenda  
Cantu, Felix  
Chance, Eli  
Cortes, Claudia  
Estrada, Vivian  
Mears, Haley  
Moskalyk, Andriy  
Moss, Denise

**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

**Candice Elliott**  
Fortress and Flourish

**Sean Hebard**  
Carpenters Local 505

**Carmen Herrera-Mansir**  
El Pajaro Community Development Corp.

**Laura Holmquist-Gomez**  
Five Star Catering

**LeNae Liebetrau**  
Department of Rehabilitation

**Todd Livingstone**  
Watsonville/Aptos/Santa Cruz Adult Education

**Chris Miller**  
ScratchSpace, LLC

**Janet Nagimine**  
Hikari Farms

**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.*

Munoz, Beatriz  
Pena, Valerie  
Williams, Josh  
Winter, Amanda

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**Subject: Public Comment**

There was no public comment.

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**Subject: Chairperson's Report**

WDB Chair Rob Morse thanked board members for their commitment to the Workforce Development Board.

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**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.

<b>Status:</b>	Motion to Approve:	Todd Livingstone
	Motion Seconded:	Elyse Destout
	Abstentions:	None

Committee Action	All in favor, motion passed
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**Item 2 – Approval of Meeting Minutes**

**Action:** It was moved to approve the March 30, 2022 WDB Full Board meeting minutes.

<b>Status:</b>	Motion to Approve:	Carol Siegel
	Motion Seconded:	Elyse Destout
	Abstentions:	Alia Ayyad

Committee Action	All in favor, motion passed
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**Item 3 – Operational Plan Update**

WDB Director Andy Stone reported that the operational targets are on track to be completed for the year and gave a report on the progress of each plan including: the new Workforce Santa Cruz County webpage, [www.workforcescc.com](http://www.workforcescc.com) which includes a link to WIOA orientation videos and information and a guide to the services offered; the launch of Workforce Santa Cruz County Facebook and LinkedIn pages; launched first expanded pre-apprenticeship program with Watsonville/Aptos/Santa Cruz Adult Ed on May 16, 2022; a presentation on remote and hybrid work by Gensler was provided at the March 30, 2022 WDB meeting; special Executive Committee meeting to be held on July 22, 2022 to establish equity goals and operational targets for next year; Behind Every Employer Santa Cruz County, an online resource that links businesses to workforce and economic development resources; State of the Workforce report to be provided by BW Research on May 25, 2022.

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

**Status:** Motion to Approve: Alia Ayyad  
Motion Seconded: LeNae Liebetrau  
Abstentions: None

Committee Action All in favor, motion passed

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#### **Item 4 – WIOA Re-Contracting Cabrillo Student Resource & Support Network PY22/23**

WDB Sr. Analyst Sara Paz-Nethercutt presented to the WDB Full Board the Cabrillo College Student Resource and Support Network (SRSN) re-contracting recommendation allocation of \$120,000 for PY 22/23 for support services to WIOA students.

**Action:** It was moved to accept the PY 22/23 Cabrillo Student Resource & Support Network re-contracting recommendation and direct staff to move forward with contract negotiations upon receipt of approvals.

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Carmen Herrera-Mansir  
Abstentions: None

Committee Action All in favor, motion passed

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#### **Item 5 – WIOA PY 21/22 Contractor Local Program Monitoring**

WIOA local monitoring drafted reports were provided to the WDB Full Board for WIOA contracted services for PY 21/22 for: Winter Works, LLC; Goodwill Central Coast (GCC); Santa Cruz County Office of Education (SCCOE); Cabrillo Small Business Development Center (SBDC); and Cabrillo Student Resource & Support Network (SRSN).

**Action:** It was moved to accept the PY 21/22 local program monitoring reports as drafted by WDB staff.

**Status:** Motion to Approve: Dustin Vereker  
Motion Seconded: Todd Livingstone  
Abstentions: Alia Ayyad

Committee Action All in favor, motion passed

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#### **Item 6 – WDB Officer Nominations PY 22/23**

WDB Director Andy Stone presented the proposed slate of candidates to the WDB Full Board. Chair and Vice Chair positions will remain the same for the WDB Full Board, Executive Committee, and Business Services/CEDS Committee. Yvette Brooks from Your Future is Our Business will step in as the new Vice Chair for the Career Services Committee.

**Action:** It was moved to approve the proposed Slate of 2022-23 Officer Candidates.

**Status:** Motion to Approve: Elisa Orona  
Motion Seconded: LeNae Liebetrau  
Abstentions: None

Committee Action All in favor, motion passed

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### **Item 7 – Proposed WDB Meeting Calendar 22/23**

Proposed WDB meeting dates for PY 22/23 were presented to the WDB Full Board.

**Action:** I move to approve the proposed WDB Meeting Calendar for PY 22/23.

**Status:** Motion to Approve: Alia Ayyad  
Motion Seconded: LeNae Liebetau  
Abstentions: None

Committee Action All in favor, motion passed

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### **Item 8 – WIOA Memorandum of Understanding Renewal**

WDB Sr. Analyst Sara Paz-Nethercutt informed the WDB Full Board of the WIOA Memorandum of Understanding (MOU) renewal process which must be renewed every three years and will expire June 30, 2022. The MOU provides information on how partners work together to create a unified service delivery system for shared customers as well as a cost sharing agreement for affiliate sites.

**Action:** It was moved to authorize the WDB staff to complete the MOU renewal process and authorize the WDB Chair to sign the MOU on behalf of the Board.

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Dustin Vereker  
Abstentions: Alia Ayyad

Committee Action All in favor, motion passed

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**Subject: Information Items:**

### **Item 9 – AJCC Certification Continuous Improvement Plan PY 21/22 Update**

WDB Sr. Analyst Sara Paz-Nethercutt gave a brief overview the mandated AJCC Certification Continuous Improvement Plan and a provided a copy of the plans 3<sup>rd</sup> quarter progress which included: building remote access, a paperless initiative, and a queuing system so customers do not have to wait in line. The purpose of the Continuous Improvement Plan is to ensure that the AJCC's deliver a better experience and continuously improve services for job seekers, workers, and employers.

**Action:** No action taken, informational item only.

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### **Item 10 – WIOA PY 20/21 Local Performance Scores**

WDB Sr. Analyst Sara Paz-Nethercutt shared the WIOA performance scores provided by the state for Adult, Dislocated Worker, and Youth measures and answered questions by board members. She also mentioned that the state is requiring the Local Areas to achieve a score of 50% or higher for Employment Rate 2<sup>nd</sup> Quarter After Exit and Median Earnings.

**Action:** No action taken, informational item only.

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**Subject: Report Items:**

**Item 11 – WDB Staff Updates**

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included an overview on a new pilot project supported by EDD, CalASSIST, a referral platform to enable cross referrals between partners; and informed the WDB Full Board that the FIRE project for Santa Cruz County ended early on April 30, 2022 and unspent allocations were redirected to other counties. WDB Sr. Analyst Lacie Gray gave updates on the Prison to Employment grant which ended in March and served a total of 11 justice involved women; the SB1 pre-apprenticeship trade program meant to increase the number of qualified candidates for apprenticeship across all trades, increase the diversity of apprenticeship candidates, and increase retention rate. WDB Business Services Manager Peter Detlefs shared updates on the Business Services webpage, which now includes the agendas and minutes, events, training opportunities, and a publications page.

**Action:** No action taken, informational item only.

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**Item 12 – Presentation**

A presentation by Josh Williams from BW Research was provided to the WDB Full Board on the 2022 State of the Workforce Report.

**Action:** No action taken, informational item only.

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**Subject: Committee Member Announcements:**

Member Carol Siegel welcomed Yvette Brooks to the Career Services Committee.

**Meeting adjourned at 10:15 a.m.**

**Next Meeting: Workforce Development Board Meeting  
Wednesday, September 14, 2022 @ 8:30 am**