



**Workforce Development Board  
Executive Committee  
Sesnon House – Cabrillo College  
6500 Soquel Drive, Aptos, CA 95003  
Wednesday, November 13, 2019, 8:30 a.m.**

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900  
[www.santacruzwb.com](http://www.santacruzwb.com)

**The Chair called the meeting to order at 8:30 a.m., and a quorum was established.**

**Committee Members in Attendance**

Delk, Marshall  
Destout, Elyse  
Morse, Rob  
Moss, Denise  
Siegel, Carol – Chair

**Committee Members Absent**

Slack, Ron

**Staff in Attendance**

Chevalier, Katy – WTW Program Manager  
Gazza, Laurel – WDB Administrative Aide  
Gray, Lacie – WDB Sr. Analyst  
Paz-Nethercutt, Sara – WDB Sr. Analyst  
Stone, Andy – WDB Director

**Guests**

Duckworth, Yuko – Employment Development Department  
Mason, Shelby – Goodwill Central Coast

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**Subject: Public Comment**

There was no public comment.

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**MEMBERS:**

Carol Siegel, Chair  
Santa Cruz Seaside Company

Rob Morse, Vice Chair  
Pacific Gas and Electric Company

Alia Ayyad, Director  
Center for Employment Training

Diane Berry-Wahrer, Supervisor  
California Department of Rehabilitation

Katie Borges, Human Resources Director  
Palo Alto Medical Foundation

Todd Livingstone, Assistant Director  
Career and Technical Education  
Watsonville/Aptos Adult Education

Christina Cuevas, Governing Board Trustee  
Cabrillo College

MariaElena De La Garza,  
Executive Director  
Community Action Board

Marshall Delk, Vice President  
Santa Cruz County Bank

Elyse Destout, Owner  
Photography by Elyse Destout

Yuko Duckworth,  
Employment Program Manager  
Employment Development Department

Candice Elliott, Principal Consultant  
Fortress and Flourish

Carmen Herrera-Mansir  
Director, El Pajaro CDC

Sean Hebard  
Carpenters Local 505

Mark Hodges, Director,  
Regional Occupational Program  
Santa Cruz County Office of Education

Barbara Mason,  
Economic Development Coordinator  
Santa Cruz County Economic Development

Chris Miller, Founder  
ScratchSpace, LLC

Elisa Orona, Director  
SC Health Improvement Partnership

Glen Schaller, Political Coordinator  
Monterey Bay Central Labor Council, AFL-CIO

Bryce Root, Founder Owner  
The Root Group

Shaz Roth, Executive Director & CEO  
Pajaro Valley Chamber of Commerce

Dustin Vereker, Chief Beer Ambassador  
Discretion Brewing Company

**DIRECTOR:**  
Andy Stone

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**Subject: III. Consent Items:**

- C.1 – Approval of August 28, 2019 Meeting Minutes**
- C.2 – Data Dashboard**
- C.3 – Contractor Activity Reports (thru Q4 PY 18/19)**
- C.4 – AJCC Hallmarks of Excellence Action Plans**
- C.5 – PY 19/20 WIOA Budget**

Committee members

**Action:** It was moved to approve the Consent Agenda

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Rob Morse  
Abstentions: None  
Committee Action: All in favor, motion passed.

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**Subject: IV. Administration Items:**

**A.1 – Strategic Plan Report Update**

WDB Director Andy Stone gave current updates on the status of the goals for Workforce Santa Cruz County, that were outlined in the last Strategic Plan Update.

**Action:** It was moved to approve the WDB Directors' Operational Plan update for PY 19-20

**Status:** Motion to Approve: Rob Morse  
Motion Seconded: Elyse Destout  
Abstentions: None  
Committee Action: All in favor, motion passed.

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**A.2 – Mid-Year Program Monitoring PY 18-19**

Director Andy Stone noted that at the last Executive Committee meeting, the members had asked for an update regarding the progress that had been made since the last monitoring report update. WDB Senior Analyst Sara Paz-Nethercutt recapped the local case management audit that she performed, where she reviewed 8 randomly selected cases and had found 4 concerns. It was suggested that a local Case Management Policy be implemented for contractor Goodwill Central Coast. Committee member Rob

Morse asked if there was a way a monthly report out could be done, in dashboard form, to get monthly updates on the issues in question.

**Action:** It was moved to approve the monitoring report as provided by WDB staff.

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Elyse Destout  
Abstentions: None  
Committee Action: All in favor, motion passed.

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### **A.3 – WDB Member Recruitment Update**

WDB Director Andy Stone advised the committee that the Board currently had the following vacancies: 1 Business Sector vacancy, and 2 Labor vacancies. Current Board membership stands at 22. He encouraged the committee members to recruit new Business Sector member candidates.

**Action:** It was moved to accept the WDB Member Recruitment Update.

**Status:** Motion to Approve: Rob Morse  
Motion Seconded: Marshall Delk  
Abstentions: None  
Committee Action: All in favor, motion passed.

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### **A.4 – WDB Meeting Planning**

Director Andy Stone stated that Robert Meyer, from Employment Training Partnership (ETP) would be the speaker at the December 5, 2019 WDB meeting. Chair Carol Siegel requested that there be time allotted for a Board member to speak and highlight their business.

**Action:** It was moved to direct that the WDB staff include the above mentioned items in the December 5, 2019 meeting agenda.

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Rob Morse  
Abstentions: None  
Committee Action: All in favor, motion passed.

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## **VI. Chairperson's Report**

No report given.

**Meeting adjourned at 9:48 a.m.**

**Next Meeting:      Workforce Development Board Meeting  
December 5, 2019 @ 8:30 am.  
Seacliff Inn, Seacliff Room  
7500 Old Dominion Court  
Aptos, CA 95003**

**Executive Committee Meeting  
March 4, 2020 @ 8:30 am  
Seson House, Cabrillo College  
6500 Soquel Drive  
Aptos, CA 95003**