



**Workforce Development Board
Executive Committee
1000 Emeline Ave., Santa Cruz
Wednesday, May 1, 2018, 8:30 a.m.**

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

The Chair called the meeting to order at 8:34 a.m., and a quorum was established.

Committee Members in Attendance

Delk, Marshall
Destout, Elyse
Morse, Rob – Vice Chair
Siegel, Carol – Chair

Committee Members Absent

Hartmann, Andy
Slack, Ron

Staff in Attendance

Chevalier, Katy – CalWORKS Program Mgr.
Gazza, Laurel – WDB Administrative Aide
Paz-Nethercutt, Sara – WDB Sr. Analyst
Stone, Andy – WDB Director

Guests

Yuko Duckworth – EDD
Racy Ming - Racy Ming and Associates LLC
Sharolynn Ullestad – WFSCC Goodwill

Subject: Call to Order/Welcome

Discussion: Chair Carol Siegel called the meeting to order and welcomed staff and guests, who made brief introductions.

Subject: Approval of Agenda

Action: It was moved to approve the May 1, 2018 Agenda.

Status:

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

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

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

Christina Cuevas, Program Director
Community Foundation of Santa Cruz County

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

Andy Hartmann, Business Manager/
Financial Secretary
IBEW Union, Local 234

Sean Hebard
Carpenters Local 505

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

Katie Borges, Human Resources Director
Palo Alto Medical Foundation

Barbara Mason,
Economic Development Coordinator
Santa Cruz County Economic Development

Francisco Rodriguez, President
PVFT Union, Local 1936

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

Ron Slack, Owner
Fine Print Graphic Design

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

Andy Van Valer, Founder
SlingShotSV

Dustin Vereker, Chief Beer Ambassador
Discretion Brewing Company

DIRECTOR:
Andy Stone

Subject: Public Comment

There was no public comment, however Goodwill Central Coast's Sharolynn Ullestad mentioned the grand opening of local business Bright Visions Solar.

Subject: Approval of February 7, 2018 Meeting Minutes

Discussion: Chair Carol Siegel called for the February 7, 2018 minutes to be approved.

Action: It was moved to approve the February 7, 2018 Meeting Minutes.

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

Subject: V. Consent Items:

- C.1 – Data Dashboard**
- C.2 – Common Measure Performance PY 2017-18 Q2**
- C.3 – Draft Monitoring Reports**
- C.4 – WDB and Committee Meeting Calendar**
- C.5 – Strategic Plan Report**

Discussion: WDB Sr. Analyst Sara Paz-Nethercutt gave an explanation of the Draft Monitoring Reports and its criteria for item C.3.

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

Subject: VI. Administration Items:

A.1 – AJCC Certification – Hallmarks of Excellence (Action)

Guest speaker Racy Ming, of Racy Ming and Associates gave the committee members an overview of the process and steps of assessing and certifying a job center as an AJCC, and the results of the Workforce Santa Cruz County AJCC certification review. Committee member Marshall Delk asked if a response could be formulated to address correcting the findings and what could be done to improve problem areas.

Action: It was moved to approve the AJCC Hallmarks of Excellence certification, as outlined and authorized the WDB Chair to sign the AJCC Certification for the Hallmark of Excellence.

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

A.2 – NAWB Conference Report (Discussion only)

Committee members who attended the 2018 National Association of Workforce Boards Conference in Washington DC gave a brief summary of their experiences and shared success stories. Chair Carol Siegel and Vice Chair Rob Morse expressed the need to connect with unions and training groups; and to connect with more regional opportunities.

A.3 – WDB Member Recruitment Update

Members of the WDB Board discussed possible recruitment options for the 3 business vacancies that currently exist on the board. Director Andy Stone stated that since the last Executive Committee meeting there have been 2 new Board members confirmed, Dustin Vereker from Discretion Brewing Company, and Bryce Root, of the Root Group (final confirmation May 8).

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

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

A.4 – WDB Officer Nominations PY 2018-19

Director Andy Stone discussed the attachment document showing that the proposed slate of officers would be the same as for PY 2017-18.

Action: It was moved to approve the proposed slate of officers for the Workforce Development Board and to forward to the WDB Board for final approval.

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

A.5 – February 2018 WDB Meeting Planning

Director Andy Stone and board members discussed and considered possible options for action, presentation and discussion items for the May 30, 2018 full board meeting, and mentioned that most will be consent items. There was also mention of a presentation from BW Research and Chair Carol Siegel suggested showcasing a business at the upcoming meeting.

Action: It was moved to direct that the WDB staff include the discussed items for the May 30, 2018 WDB meeting agenda.

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

A.6 – EDD Capitola Site

Director Andy Stone reviewed a request from the Employment Development Department (EDD) asking for a communication from the WDB position regarding the necessity for establishing or maintaining an America's Job Center of California (AJCC) in Capitola. EDD had requested a letter that specifies that the WDB does not plan to establish an AJCC in Capitola and that it is in agreement that the AJCC should be closed and staff relocated to the comprehensive AJCC in Watsonville. The draft letter attached in the agenda materials indicated that the WDB understands the need to close the Capitola site, but stopped short of offering approval.

Action: The Board decided not to take action on this item.

VII. Chairperson's Report

No report was given, however Chair Carol Siegel thanked members, guests, and staff for attending and stated she looked forward to the May 30th full board meeting.

Meeting adjourned at 10:32 a.m.

**Next Meeting: Executive Committee Meeting
TBD**

**Workforce Development Board Meeting
Wednesday, May 30, 2018 @ 8:30 a.m.
Best Western Seacliff Inn
7500 Old Dominion Ct.
Aptos, CA 95003**