



**Workforce Development Board
Executive Committee
Watsonville Career Center, Room 2
Wednesday, November 2, 2022 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. A public meeting room was made available for this meeting, but all participants chose to attend virtually, via Microsoft Teams.

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

Committee Members in Attendance

Brooks, Yvette
Delk, Marshall
Destout, Elyse – Vice Chair
Morse, Rob – Chair
Siegel, Carol
Vereker, Dustin

Committee Members Absent

None

Staff in Attendance

Chevalier, Katy – Program Manager
Gutierrez, Elizabeth – WDB Admin Aide
Paz-Nethercutt, Sara – WDB Sr. Analyst
Stone, Andy – WDB Director
Villalobos, Marcy – WDB Office Assistant

Guests

Estrada, Vivian
Liebetrau, LeNae
Winter, Amanda

MEMBERS:

Rob Morse, Chair
Pacific Gas and Electric Company

Elyse Destout, Vice Chair
Photography by Elyse Destout

Alia Ayyad
Center for Employment Training

Christina Cuevas
Community Foundation of Santa Cruz County

MariaElena De La Garza
Community Action Board

Marshall Delk
Santa Cruz County Bank

Daniel Dodge
Cabrillo College Federation of Teachers

Sean Hebard
Carpenters Local 505

Carmen Herrera-Mansir
El Pajaro CDC

Laura Holmquist-Gomez
Five Star Catering

LeNae Liebetrau
Department of Rehabilitation

Todd Livingstone
Watsonville/Aptos/Santa Cruz Adult Education

Chris Miller
ScratchSpace, LLC

Janet Nagamine
Hikari Farms

Shaz Roth
Pajaro Valley Chamber of Commerce
and Agriculture

Glen Schaller
Monterey Bay Central Labor Council, AFL-CIO

KatieSetzler
Palo Alto Medical Foundation

Carol Siegel
Santa Cruz Seaside Company

Dustin Vereker
Discretion Brewing

DIRECTOR:
Andy Stone

Subject: Public Comment

None

Subject: Chairperson’s Report

Chair, Rob Morse, gave an update on the hiring progress to fill the Business Services Manager vacancy by the next Full Board meeting in December and spoke about the future of in-person meetings in 2023.

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: Marshall Delk
Abstentions: None

Committee Action All in favor, motion passed

Item 2 – Approval of the August 24, 2022 Meeting Minutes

It was noted that a correction be made on page 9 of the draft minutes to correct the name of the next meeting from WDB Full Board to Executive Committee.

Action: It was moved to approve the August 24, 2022 Executive Committee meeting minutes.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Elyse Destout
Abstentions: None

Committee Action All in favor, motion passed

Item 3 – Operational Plan Update

WDB Director Andy Stone reviewed the operational plan targets for PY 22-23.

Goal 1: WDB Director Andy Stone reported that the Construction Pre-Apprenticeship classes scheduled at the Rountree Facility have been postponed due to the resignation of the instructor; the WDB has contracted with the Santa Cruz County Office of Education to fill this position by February. He also mentioned that the Executive Committee will review the WIOA adult program income eligibility requirements, currently at 250% of the poverty level, at the next scheduled meeting on March 1, 2023.

Goal 2: Andy shared that the WDB has contracted with Full Capacity Marketing to develop a tool for members to use when asked about WDB services; a draft to be available for review at the next Executive Committee meeting. He informed the committee that WDB staff is exploring a \$500 supportive service for micro business owners that meet WIOA eligibility requirements and will be partnering with the Small Business Development Center and El Pajaro CDC.

Goal 3: Andy stated that the WDB is to hold a roundtable to identify strategies to help address the lack of affordable childcare, date to be determined. At the September 14, 2022 WDB meeting a roundtable was held to discuss housing insecurities. A pro-housing letter of support is being drafted by Dr. Robert Ratner from the Housing for Health Division from the WDB to local elected officials outlining the need of workforce housing. He also spoke on the County-wide initiative, A Santa Cruz Like Me, to collect data from all its boards and commissions to ensure they reflect the community they serve and mentioned that a survey will be going out to WDB members in early 2023.

Action: It was moved to accept the WDB Director's Operational Plan update for PY 22-23.

Status: Motion to Approve: Marshall Delk
Motion Seconded: Elyse Destout
Abstentions: None

Committee Action All in favor, motion passed

Item 4 – Local WIOA Monitoring Policy

The WIOA local monitoring policy was provided to the committee for review and approval. WDB Sr. Analyst Sara Paz-Nethercutt reported that there were no changes to the local monitoring procedure and that the WIOA local monitoring policy is in line with the Workforce Services Directive 22-02.

Action: It was moved to accept the WIOA local monitoring policy.

Status: Motion to Approve: Carol Siegel
Motion Seconded: Elyse Destout
Abstentions: None

Committee Action All in favor, motion passed

Item 5 – WDB December 7, 2022 Meeting Planning

A group discussion was held and it was agreed that the topic for the December 7, 2022 WDB meeting will be addressing the lack of affordable childcare.

Action: It was moved to direct that the WDB staff include addressing the lack of affordable childcare in the December 7, 2022 WDB meeting agenda.

Status: Motion to Approve: Elyse Destout
Motion Seconded: Carol Siegel
Abstentions: None

Committee Action All in favor, motion passed

Subject: Report Items:

Item 6 – CAO Initiatives Update

WDB Director Andy Stone provided a brief presentation on the two initiatives led by the County Administrative Officer's office. A Santa Cruz Like Me: survey results collected from the County's boards and commissions was shared with the committee. Some key findings were: under representation of South County in boards and commissions; critical under representation of renters; critical under representation based on race, ability, and age; critical over representation of college graduates; and optional participation and limited responses. 2023-2025 Operational Plan Update: the committee was provided with a link to the presentation for review and feedback.

Action: No action taken, report item only.

Item 7 – WDB Staff Updates

WDB Sr. Analyst Sara Paz-Nethercutt provided results from the state's EDD WIOA program monitoring results for PY 2020-21 which included two findings: the Advisement of Participant Rights Form has been updated with State and Federal appeal components; and a finding on the date of validation by the contracted service provider.

WDB Director Andy Stone mentioned interviews were held for the Business Services Manager position and anticipates the position to be filled by the next WDB meeting.

Andy also reported on the Regional Projects and Grants and shared that the ARPA funded pre-apprenticeship programs will start in early 2023 through Watsonville/Aptos/Santa Cruz Adult Education and with Santa Cruz County Office of Education; and the Prison to Employment 2.0 grant application was submitted and expect to receive a response by December.

EBSB Program Manager Katy Chevalier spoke on the Eviction Prevention and Rental Support Program for CalWORKs participants which has a maximum lifetime assistance limit of \$7500 per household and shared that in the County assisted with \$107,000 in 2021 and \$251,000 to-date in 2022; and also shared that the COVID Good Cause Status for CalWORKs participants continues due to the extended Public Health Emergency and answered questions from members regarding participation requirements.

Action: No action taken, report item only.

Item 8 – Local Area Negotiated WIOA Performance Goals PY 2022-2024

WDB Director Andy Stone shared the final negotiated performance goals for the Adult, Dislocated Worker, and Youth programs for 2022-23 and 2023-24 and provided a chart that demonstrated the goals for each performance measures. He mentioned the performance goals are higher than the prior years. WDB Sr. Analyst Sara Paz-Nethercutt stated that actual performance levels were provided at the May 2022 board meeting and all state targets were successfully met and also spoke briefly about the Statistical Adjustment Model (SAM) which factors in data on local economic conditions and the populations served during the program year. Vivian Estrada, EDD Regional Advisor, answered questions regarding the process if performance goals are not met which could include a corrective action plan. Andy added that if performance goals are not met on a repeated basis the board could lose its certification and a potential merger with other areas.

Action: No action taken, report item only.

Subject: Information Items:

Item 9 – AJCC Certification Continuous Improvement Plan PY 22/23 Update

WDB Sr. Analyst Sara Paz-Nethercutt gave a brief overview the AJCC Certification Continuous Improvement (CI) Plan and a copy of the CI plan was provided to the committee. Amanda Winter, Career Center Operator, shared information about a new monthly webinar between partners to familiarize themselves with each other's programs.

Action: No action taken, informational item only.

Subject: Committee Member Announcements:

None.

Meeting adjourned at 9:38 a.m.

**Next Meeting: WDB Executive Committee Meeting
Wednesday, March 1, 2023 @ 8:30 am
Location TBD (In-Person meeting)**