



**Workforce Development Board  
Executive Committee**  
Watsonville Career Center, Room 2  
Wednesday, November 3, 2021 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. 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 8:33 a.m., and a quorum was established. All participants attended virtually.**

**Committee Members in Attendance**

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

**Committee Members Absent**

Dustin Vereker

**Staff in Attendance**

Peter Detlefs – WDB Business Services Mgr.  
Katy Chevalier – Program Manager  
Lacie Gray – WDB Sr. Analyst  
Elizabeth Gutierrez – WDB Admin Aide  
Josie Montes - CWES Associate Analyst  
Sara Paz-Nethercutt – WDB Sr. Analyst  
Andy Stone – WDB Director  
Adam Spickler – CCU Analyst  
Marcy Villalobos – WDB Office Asst.

**Guests**

Vivian Estrada  
Amanda Winter  
Laura Holmquist-Gomez

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**Subject: Public Comment**

None

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**Subject: Chairperson’s Report**

Chair Rob Morse thanked Andy Stone and the WDB staff for their hard work.

**MEMBERS:**

**Rob Morse, Chair**  
Pacific Gas and Electric Company

**Elyse Destout, Vice Chair**  
Photography by Elyse Destout

**Lamont Adams**  
IBEW Local 234

**Alia Ayyad**  
Center for Employment Training

**KatieSetzler**  
Palo Alto Medical Foundation

**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

**Yuko Duckworth**  
Employment Development Department

**Candice Elliott**  
Fortress and Flourish

**Sean Hebard**  
Carpenters Local 505

**Carmen Herrera-Mansir**  
El Pajaro CDC

**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

**Janet Nagamine**  
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

**Carol Siegel**  
Santa Cruz Seaside Company

**Dustin Vereker, Chief Beer Ambassador**  
Discretion Brewing

**DIRECTOR:**  
Andy Stone

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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.

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Marshall Delk  
Abstentions:            None

Committee Action                      All in favor, motion passed

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**Item 2 – Approval of the August 25, 2021 Meeting Minutes**

**Action:** It was moved to approve the August 25,2021 Executive Committee meeting minutes.

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Denise Moss  
Abstentions:            None

Committee Action                      All in favor, motion passed

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**Item 3 – WIOA Procurement Results/PY 22/23 Award Recommendations**

Chair Rob Morse reviewed with the committee the results and award recommendations of the RFP for WIOA Career Center Operator, Adult/Dislocated Worker Program, Youth Services, and Layoff Aversion Services.

**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: Marshall Delk  
Motion Seconded: Carol Siegel  
Abstentions:            None

Committee Action                      All in favor, motion passed

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#### **Item 4 – Operational Plan Update**

WDB Director Andy Stone gave an update on the Operational Plan, which was approved at the September 16, 2020 WDB Full Board meeting and reviewed the progress for each of the three goals.

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

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Marshall Delk  
Abstentions: None

Committee Action All in favor, motion passed

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#### **Item 5 – AJCC Certification Continuous Improvement Plan**

WDB Sr. Analyst Sara Paz-Nethercutt reviewed with the committee 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 status 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: Denise Moss  
Abstentions: None

Committee Action All in favor, motion passed

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#### **Item 6 – WDB Equity Training and Special Meeting – November 10, 2021**

WDB Director Andy Stone shared that the WDB Equity Work Group would like the committee to consider a special meeting on November 10, 2021 for the purpose of equity training for all WDB members. The November 10, 2021 meeting, *Why Equity in Workforce Development?*, will be the first of a series of trainings.

**Action:** It was moved to direct the WDB staff to schedule a special meeting of the Workforce Development Board on November 10, 2021, for the purpose of equity training, and take additional actions needed to provide equity training to staff and partner organizations.

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Denise Moss

Abstentions: None  
Committee Action All in favor, motion passed

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### **Item 7 – WDB December 8, 2021 Meeting Planning**

WDB Director Andy Stone shared that for the December 8, 2021 WDB meeting Celina Shands with Full Capacity Marketing will present on *How to Better Utilize Board Members Both for their Gain and the Board*, and asked for any suggestions on other topics of interest.

**Action:** It was moved to direct that the WDB staff include the following items in the December 8, 2021 WDB Full Board meeting agenda.

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

Committee Action All in favor, motion passed

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**Subject: Report Items:**

### **Item 8 – WDB Staff Updates**

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included briefing the committee on the recruitment for more FIRE project participants, the local Lean Continuous Improvement Initiative which now has a quarterly group in addition to its monthly group, and spoke on the Out-of-School Expenditure Waiver that was approved by the Department of Labor. WDB Business Manager Peter Detlefs spoke on Business Services including updates on the marketing and career services webpage by Full Capacity Marketing, the Business Resource Network, and the outcome 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 the committee updates on the Prison to Employment project and the SB1 Pre-apprenticeship Training Grant which has served three cohorts with 55 enrollees and 45 completions. The fourth training cohort is expected to start in January 2022 with 100 people on the waiting list.

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

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**Subject: Information Items:**

### **Item 9 – Contractor Activity Reports**

Contractor activity reports were provided to the committee and WDB Sr. Analyst Sara Paz-Nethercutt noted that the data is through end of the last program year.

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

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**Subject: Committee Member Announcements:**

Committee member Carol Siegel announced that she joined the board for the Your Future is Our Business.

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**Meeting adjourned at 9:30 a.m.**

**Next Meeting: Executive Committee Meeting  
Wednesday, March 2, 2022 @ 8:30 am  
Watsonville Career Center, Room 2  
\*\*Virtual Attendance via Microsoft Teams\*\***