



**Workforce Development Board  
Executive Committee  
Watsonville Career Center, Room 2  
Wednesday, May 4, 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. 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 8:32 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**

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

**Guests**

Eli Chance  
Amanda Winter

---

**Subject: Public Comment**

None

---

**Subject: Chairperson's Report**

None

---

**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.

**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

**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

**Candice Elliott**  
Fortress and Flourish

**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

**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

**KatieSetzler**  
Palo Alto Medical Foundation

**Carol Siegel**  
Santa Cruz Seaside Company

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

**DIRECTOR:**  
Andy Stone

**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 March 2, 2022 Meeting Minutes**

**Action:** It was moved to approve the March 2, 2022 Executive Committee meeting minutes.

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

Committee Action All in favor, motion passed

---

### **Item 3 – Operational Plan Update**

WDB Director Andy Stone gave the latest updates on each of the goals. Topics included the addition of a publications page to the new Workforce website; the launch of an expanded pre-apprenticeship program with Watsonville/Aptos/Santa Cruz Adult Ed; the new online resource, Behind Every Employer Santa Cruz County; and the 2022 State of the Workforce report which will be presented at the May 25, 2022 Full Board meeting.

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

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

Committee Action All in favor, motion passed

---

### **Item 4 – WIOA Re-Contracting Cabrillo Student Resource & Support Network PY 22/23**

WDB Sr. Analyst Sara Paz-Nethercutt presented to the committee the Cabrillo College Student Resource and Support Network (SRSN) re-contracting recommendation allocation of \$120,000 for PY 22/23 and answered questions regarding allocations and expenditures.

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

Committee Action All in favor, motion passed

---

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

Drafted reports were provided to the committee 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: Carol Siegel  
Motion Seconded: Marshall Delk  
Abstentions: None

Committee Action All in favor, motion passed

---

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

The Nominating Committee Chair, Carol Siegel, gave a report on the slate of candidates for PY 22-23 which will be presented for election at the WDB May 25, 2022 meeting. She also thanked WDB members Alia Ayyad, Marshall Delk, and Elisa Orona for volunteering their time to the committee.

**Action:** It was moved to approve the proposed slate of 2022-23 Officer Candidates, to be presented for election at the WDB May 25, 2022 meeting.

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

Committee Action All in favor, motion passed

---

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

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

**Action:** It was moved to approve the proposed WDB meeting calendar for PY 22/23.

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

Committee Action All in favor, motion passed

---

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

WDB Sr. Analyst Sara Paz-Nethercutt informed the committee 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: Marshall Delk  
Motion Seconded: Elyse Destout  
Abstentions: None

Committee Action

All in favor, motion passed

---

### **Item 9 – WDB May 25, 2022 Meeting Planning**

WDB Director Andy Stone shared that a presentation on the updated State of the Workforce Report will be presented by Josh Williams at the May 25, 2022 full board meeting and opened up the opportunity for the committee to add any additional items to the agenda.

**Action:** It was moved to direct that the WDB staff include the updated State of the Workforce Report in the May 25, 2022 WDB meeting agenda.

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

Committee Action

All in favor, motion passed

---

**Subject: Report Items:**

### **Item 10 – WDB Staff Updates**

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included an overview on a new pilot project by EDD, CalASSIST, which is a referral platform to enable cross referrals between partners; and informed the committee that the FIRE project for Santa Cruz County would be ending early. WDB Director Andy Stone gave updates on the Prison to Employment program which ended in March and served a total of 11 justice involved women; he shared that the SB1 pre-apprenticeship program had 19 participants complete the program in April and will receive their MC3 certificates, OSHA card, and CPR certification in May. WDB Business Services Manager Peter Detlefs shared information on the success of the Business Summit that was hosted in downtown Santa Cruz.

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

---

### **Item 11 – WIOA PY 20/21 Local Performance Scores**

WDB Sr. Analyst Sara Paz-Nethercutt shared the WIOA performance scores provided by the state. 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.

---

**Subject: Information Items:**

**Item 12 – AJCC Certification Continuous Improvement Plan**

WDB Sr. Analyst Sara Paz-Nethercutt gave a brief overview the AJCC Certification Continuous Improvement Plan and a copy of the plans 3<sup>rd</sup> quarter progress was provided to the committee.

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

---

**Subject: Committee Member Announcements:**

None.

---

**Meeting adjourned at 9:43 a.m.**

**Next Meeting: WDB Full Board Meeting  
Wednesday, May 25, 2022 @ 8:30 am  
\*\*Virtual Attendance via Microsoft Teams\*\***