



**Workforce Development Board
Executive Committee
Watsonville Career Center, Room 2
Wednesday, August 24, 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 8:35 a.m., and a quorum was established. All participants attended virtually.

Committee Members in Attendance

Brooks, Yvette
Destout, Elyse – Vice Chair
Morse, Rob – Chair
Siegel, Carol

Committee Members Absent

Delk, Marshall
Vereker, Dustin

Staff in Attendance

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

Guests

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, thanked WDB Director Andy Stone and staff for all their hard work.

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 May 4, 2022 Meeting Minutes

Action: It was moved to approve the May 4, 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 that were developed from the operational planning meeting in July and welcomed new Executive Committee member Yvette Brooks.

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

Status: Motion to Approve: Elyse Destout
Motion Seconded: Yvette Brooks
Abstentions: None

Committee Action All in favor, motion passed

Item 4 – WIOA Fiscal Year 2022-23 Budget

WDB Director Andy Stone reviewed the financial report and provided a breakdown on each of the expenditure categories.

Action: It was moved to accept the WIOA budget for PY 2022-23.

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

Committee Action All in favor, motion passed

Item 5 – Eligible Training Provider List (ETPL) Draft Monitoring and Subsequent Eligibility Report

WDB Sr. Analyst Lacie Gray gave a brief overview of the State's yearly monitoring and subsequent eligibility requirements. The five ETPL vendors monitored were: Cabrillo College, Michael's Transportation Service, Santa Cruz County Office of Education, Truck Driver Institute, and Watsonville/Aptos/Santa Cruz Adult Education. There were no findings;

however, one program was removed as the State now requires one full program year (July 1 through June 30) of performance metrics to report.

Action: It was moved to accept the PY 21/22 local program monitoring reports as drafted by WDB staff.

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

Committee Action All in favor, motion passed

Item 6 – Eligible Training Provider List (ETPL) 2021-22 Annual Report

WDB Sr. Analyst Lacie Gray gave a brief overview of the WIOA training program. ETPL performance reports by training vendor, top five vendors in terms of enrollment, and top five vendors in terms of Individual Training Account expenditures were provided to the committee.

Action: It was moved to accept the annual ETPL Report for PY 2021-22

Status: Motion to Approve: Carol Siegel
Motion Seconded: Yvette Brooks
Abstentions: None

Committee Action All in favor, motion passed

Item 7 – WDB September 14, 2022 Meeting Planning

WDB Director Andy Stone stated that a panel will be presenting at the September 14, 2022 WDB Full Board meeting to discuss Housing and Workforce Development and opened the opportunity for committee members to add any additional items to the agenda. Panelists would include representatives from Housing for Health, Watsonville Works, and the Housing Authority of Santa Cruz County.

Action: It was moved to direct that the WDB staff include the Housing and Workforce Development item in the September 14, 2022 WDB meeting agenda.

Status: Motion to Approve: Yvette Brooks
Motion Seconded: Carol Siegel
Abstentions: None

Committee Action All in favor, motion passed

Subject: Report Items:

Item 8 – WDB Staff Updates

WDB Sr. Analyst Sara Paz-Nethercutt gave updates on WIOA Career Services which included speaking on the WDB Lean Initiative; the WIOA Memorandum of Understanding (MOU) that was presented to the Board of Supervisors on August 23, 2022; the addition of the “Get Started” page on the WorkforceSCC website; and the WIOA Out-of-School waiver for PY 22/23.

WDB Director Andy Stone mentioned the recruitment for Peter Detlefs replacement for Business Services Manager will close on Friday, August 22nd.

WDB Sr. Analyst Lacie Gray provided information on the SB1 regional pre-apprenticeship grant in the construction trades and shared that the last cohort had 18 graduates on August 17, 2022. Board members expressed interest in attending graduations in the future. Lacie also spoke on the American Rescue Plan Act funding of pre-apprenticeship programs at Watsonville/Aptos/Santa Cruz Adult Education and at the Santa Cruz County Office of Education and shared that the WDB applied for the Prison to Employment 2.0 grant with Monterey and San Benito Counties.

Action: No action taken, informational item only.

Subject: Information Items:

Item 9 – AJCC Certification Continuous Improvement Plan PY 21/22 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.

Action: No action taken, informational item only.

Subject: Committee Member Announcements:

Vice Chair Elyse Destout shared that Your Future is Our Business is looking for volunteers to mentor students at Diamond Technology Institute.

Meeting adjourned at 9:49 a.m.

**Next Meeting: WDB Executive Committee Meeting
Wednesday, November 2, 2022 @ 8:30 am
Virtual Attendance via Microsoft Teams**