



**Workforce Development Board  
Full Board Meeting  
Seacliff Inn Aptos  
7500 Old Dominion Ct, Aptos  
Wednesday, April 5, 2023 8:30 a.m.**

Item 1 Attachment

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900  
[www.workforcesccc.com](http://www.workforcesccc.com)

**The Chair called the meeting to order at 8:58 a.m., and a quorum was established. All participants attended in person.**

**Committee Members in Attendance**

Ayyad, Alia  
Cuevas, Christina  
Delk, Marshall  
Destout, Elyse – Vice Chair  
Herrera-Mansir, Carmen  
Miller, Chris  
Morse, Rob - Chair  
Roth, Shaz  
Siegel, Carol

**Committee Members Absent**

De La Garza, MariaElena  
Dodge, Daniel  
Hebard, Sean  
Holmquist-Gomez, Laura  
Liebetrau, LeNae  
Nagamine, Janet  
Setzler, Katie  
Schaller, Glen  
Vereker, Dustin

**Staff in Attendance**

Paz-Nethercutt, Sarah – WDB Sr. Human Services Analyst  
Stone, Andy – WDB Director  
Villalobos, Marcy – WDB Clerical Support

**Guests**

Adolfo, Tracey  
Burrafato, Alan – EDD  
Dorsey, Denise – Department of Rehabilitation  
Winter, Amanda – Career Center Operator

**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**  
Monterey Bay Central Labor Council

**Sean Hebard**  
Carpenters Local 505

**Carmen Herrera-Mansir**  
El Pajaro Community Development Corp.

**Laura Holmquist-Gomez**  
Five Star Catering

**LeNae Liebetrau**  
Department of Rehabilitation

**Chris Miller**  
ScratchSpace, LLC

**Janet Nagimine**  
Hikari Farms

**Shaz Roth**  
Pajaro Valley Chamber of Commerce  
and Agriculture

**Glen Schaller**  
Monterey Bay Central Labor Council, AFL-CIO

**Katie Setzler**  
Palo Alto Medical Foundation

**Carol Siegel**  
Santa Cruz Seaside Company

**Dustin Vereker**  
Discretion Brewing

**DIRECTOR:**  
Andy Stone

*Santa Cruz County Workforce Development supports the Community by cultivating economic vitality and assisting Jobseekers by creating programs to train, educate, and support the workforce to develop key and timely skills. We assist Business to secure the talent they need to thrive now, and into the future.*

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**Subject: Public Comment**

There was no public comment.

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**Subject: Chairperson’s Report**

Chair Rob Morse asked WDB staff, members, and guests to introduce themselves.

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**Subject: Action Items:**

**Item 1 – Approval of Meeting Minutes**

**Action:** It was moved to approve the December 7, 2022 WDB Full Board meeting minutes.

**Status:** Motion to Approve: Christina Cuevas  
 Motion Seconded: Alia Ayyad  
 Abstentions: Chris Miller

Committee Action All in favor, minus abstention, motion passed

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**Item 2 – WIOA PY23/24 Recontracting**

WDB Sr. Analyst Sara Paz-Nethercutt shared recontracting recommendations for PY 23/24 WIOA services which include keeping the current service providers as listed: WinterWorks, Amanda Winter, for Career Center Operator services; Goodwill Central Coast for WIOA Adult/Dislocated Worker program services; Santa Cruz County Office Education / Sueños for WIOA Youth program services; and Cabrillo College Student Resources and Support Network for WIOA participant support services.

**Action:** It was moved to accept the PY 23/24 re-contracting recommendations, allow Executive Committee of this Board the final authority over allocation amounts and direct staff to move forward with contract negotiations.

**Status:** Motion to Approve: Elyse Destout  
 Motion Seconded: Carol Siegel  
 Abstentions: Alia Ayyad and Christina Cuevas

Committee Action All in favor, minus abstentions, motion passed

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**Item 3 – Local Priority of Service & Wait List Policy Revision**

WDB Sr. Analyst Sara Paz-Nethercutt requested approval of the policy revision to the WIOA local Priority of Service policy to increase the poverty guideline criteria from 250% up to 300% allowing individuals earning up to \$18/hr to become eligible for WIOA program services. WDB Director Andy Stone and Sara Paz-Nethercutt answered questions regarding the WIOA program from Board members.

**Action:** It was moved to approve the revised Local Priority of Service & Wait List Policy, incorporating the 300% poverty guidelines for WIOA eligibility to be effective July 1, 2023, as recommended by WDB staff.

**Status:** Motion to Approve: Carol Seigel  
 Motion Seconded: Elyse Destout  
 Abstentions: Alia Ayyad

Committee Action All in favor, minus abstention, motion passed

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**Item 4 – WDB Officer Nominations PY 23/24**

WDB Director Andy Stone shared that it is time to nominate officers for the following positions: WDB Chair; WDB Vice Chair; Chair of the Business Services/CEDS Committee; Vice Chair of the Business Services/CEDS Committee; Chair of the Career Services Committee; and Vice Chair of the Career Services Committee. Board member Carol Siegel will Chair the Nominating Committee. Board members that expressed interest were Marshall Delk, Christina Cuevas, Chris Miller, and Alia Ayyad. Board member Carmen Herrera-Mansir asked if a job description was available; Andy Stone informed the Board that the description would be sent out to everyone via email. Carol Siegel asked current Chairs and Vice Chairs to reach out to her no later than Monday, April 10, 2023 to let her know if they are still interested in holding their current seat.

**Action:** It was moved to form a Nominating Committee, appoint Carol Siegel as Chair, and direct the Committee to develop a Slate of Candidates to be presented to the Executive Committee on May 3, 2023, with final appointment at the WDB's May 24, 2023 meeting.

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Christina Cuevas  
Abstentions: None

Committee Action All in favor, motion passed

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**Item 5 – Prohousing Designation Letter**

WDB Director Andy Stone presented the draft letter to the Board which is intended to raise awareness about the Prohousing Designation Program developed by the California Department of Housing and Community Development. If approved, the letter will be sent to local elected officials including City Council and County Board of Supervisors member.

**Action:** It was moved to approve the draft Prohousing Designation Letter and direct staff to send a copy to each local City Council and County Board of Supervisors member.

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Christina Cuevas  
Abstentions: None

Committee Action All in favor, motion passed.

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**Item 6 – Local Area Subsequent Designation and Local Board Recertification**

WDB Director Andy Stone informed the Board that Local Area Subsequent Designation and Local Board Recertification is due to the state by June 30, 2023 in order for the WDB to continue to be eligible to receive WIOA funding to provide workforce development services. He shared that currently the Board has seven vacancies that need to be filled and mentioned the Board could use more members from South County.

**Action:** It was moved to authorize the WDB Executive Committee to review and approve the Local Board Subsequent Designation and Recertification (once completed) which will be effective July 1, 2023 through June 30, 2025; Authorize staff to forward the Plan to the state to meet the May 19, 2023, deadline; and Authorize staff to subsequently forward the Plan to the Board of Supervisors for final approval and signature.

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

Committee Action All in favor, motion passed.

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**Subject: Report Items:**

**Item 7 – Operational Plan Update**

WDB Director Andy Stone provided an update on the Operational Plan's progress. Some highlights included:

Goal 1: The first construction pre-apprenticeship class for justice-involved individuals was held at the Rountree Facility and had eight participants successfully complete the program

and mentioned the program is working on launching another class before the end of calendar year.

The WDB received approval by the Board at today's April 5, 2023 Full Board meeting to revise WIOA income eligibility levels to ensure they are appropriate with the current level of inflation.

Goal 2: In partnership with Watsonville/Aptos/Santa Cruz Adult Education, the WDB was able to provide a pre-apprenticeship training program, in the building and construction trades, to justice-involved individuals at the Rountree Facility and held a graduation ceremony on March 10, 2023.

Full Capacity Marketing currently working on developing a handout to provide to Board members to use to promote workforce services.

WDB staff looking into revising current policy to support eligible micro-business owners with \$500 supportive services payments.

Goal 3: The WDB held a roundtable at the December 7, 2022 Full Board meeting on the issue of affordable childcare and is assisting the Santa Cruz County Office of Education with childcare workforce report.

At the September 14, 2022 Full Board meeting the WDB held a roundtable to discuss the lack of affordable housing and has drafted a Pro-Housing letter for review and approval by the Board (approval received at today's April 5, 2023 Full Board meeting).

A County survey was conducted to examine the diversity of the WDB and a report will be provided at a future meeting. It was noted that some of the Board members did not recall seeing an email from the County asking to participate in the survey.

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

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### **Item 8 – WDB Staff Updates**

WDB Sr. Analyst Sara Paz-Nethercutt shared that the WDB applied for the National Dislocated Worker Grant of \$300k to assist with clean-up from the January storms. There are ten positions available to fill and will be paying \$25/hr for Park Maintenance Workers. Participants will also receive \$1500 supportive services payments. Recruitment will be posted on social media and also through the State Parks department.

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

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### **Item 9 – WIOA Local/Regional Plan Update**

WDB Director Andy Stone gave a brief overview on the WIOA Regional and Local Plan and a draft of the plan was provided to the Board.

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

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### **Item 10 – NAWB Forum Attendee Report**

WDB Director Andy Stone, WDB Sr. Analyst Sara Paz-Nethercutt, Chair Rob Morse, and Vice Chair Elyse Destout attended the National Association of Workforce Boards Forum in Washington D.C. on March 26, 2023 and provided report outs from the event. Some highlights included the impact of starting youth mentorship as early as middle school, trends such as increasing remote access to in-person services and the positive effect on community relations by applying a dignity first approach.

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

**Subject: Information Items:**

**Item 11 – Update AJCC Certification Continuous Improvement Plan PY 22/23 Q2**

WDB Sr. Analyst Sara Paz-Nethercutt stated that the CI plan provided to the Board is updated through Q2 and that the plan is valid for three years.

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

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**Subject: Committee Member Announcements:**

Board member Carmen Herrera-Mansir shared that FEMA support is available for those affected by the floods. Board member Carol Siegel mentioned that the Santa Cruz Beach Boardwalk is looking to hire a Commercial Property Manager.

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**Meeting adjourned at 10:24 a.m.**

**Next Meeting: Workforce Development Board Meeting  
Wednesday, May 24, 2023 @ 8:30 am**