



**Workforce Development Board  
Executive Committee  
Watsonville Career Center, Room 2  
Wednesday, August 16, 2023 8:30 a.m.**

18 W. Beach Street  
Watsonville, CA 95076  
(831) 763-8900

The Chair called the meeting to order at 8:32 a.m., and a quorum was established. All participants attended in-person.

**Committee Members in Attendance**

Adolfo, Tracey  
Delk, Marshall  
Destout, Elyse  
Morse, Rob  
Siegel, Carol

**Committee Members Absent**

Vereker, Dustin

**Staff in Attendance**

Gutierrez, Elizabeth – WDB Administrative Assistant  
Kieu, Nathan – Business Services Manager  
Paz-Nethercutt, Sara – WDB Sr. Analyst  
Stone, Andy – WDB Director  
Villalobos, Marcy – WDB Office Assistant

**Guests**

Becerra, Ivan

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**Subject: Public Comment**

None.

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**Subject: Chairperson’s Report**

Chair, Rob Morse stated that July 21, 2023 Executive Committee meeting was a success and potential topics to be included in future Full Board meetings were identified.

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**Subject: Action Items:**

**Item 1 – Approval of the July 21, 2023 Meeting Minutes**

Committee member, Marshall Delk, noted that last names were not listed for the committee members that approved the motion for agenda item 3 on page 4; last names added were added to the minutes for the July 21, 2023 Executive Committee meeting.

**Action:** It was moved to approve the July 21, 2023 Executive Committee meeting minutes.

**MEMBERS:**

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

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

**Alia Ayyad**  
Center for Employment Training

**Felix Cantu**  
Employment Development Department

**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

**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

**Ray Sumano**  
Sumano Bakery

**Dustin Vereker**  
Discretion Brewing

**DIRECTOR:**  
Andy Stone

**Status:** Motion to Approve: Marshall Delk  
Motion Seconded: Elyse Destout  
Abstentions: Carol Siegel

Committee Action All in favor, minus abstention, motion passed

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**Item 2 – WDB Director’s Operational Plan Update**

WDB Director Andy Stone reviewed the proposed operational targets set for PY 2023-24.

Goal 1:

- Identify strategies to better connect current and former Foster Youth to Workforce Development Services.
- Add an entrepreneurship training option for WIOA eligible clients; item was moved forward from PY 2022-23.
- Develop and launch a new public engagement process to inform the WDB’s annual planning

Goal 2:

- Conduct outreach to construction businesses and identify opportunities for new sector partnerships and programs.
  - WDB Director, Andy Stone mentioned that Cabrillo has expanded their construction courses and is offering them once again at the Watsonville campus.
- Host a county-wide economic forecast event
  - WDB Director, Andy Stone met with committee members Marshall Delk and Dustin Vereker to go over ideas and planning for the economic forecast event.

Goal 3:

- Increase awareness of Workforce Santa Cruz County services by creating new videos highlighting client and business success stories
  - WDB Director, Andy Stone announced that the WDB is working with Suenos and Goodwill to gather success stories from businesses and clients to include a video. Committee member, Carol Siegel recommended using Watsonville Academy as she has used them for prior filming needs.
- Develop a WDB member orientation process that connects new appointees with experienced board members
  - WDB Director Andy Stone mentioned he would like Executive Committee members to mentor new Board members.
- Draft and release the 2024 State of the Workforce
  - This year the report will focus on the construction industry.

**Action:** It was moved to accept the WDB Director’s Operational Plan update for Program Year 2023-2024.

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

Committee Action All in favor, motion passed

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**Item 3 – WDB Fiscal Year 2023-24 Budget**

WDB Director, Andy Stone reviewed the current service providers and shared that Amanda Winter will no longer be providing the One-Stop Operator services and is currently out for bid.

**Action:** It was moved to accept the WIOA budget for PY 2023-24.

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

Committee Action All in favor, motion passed

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#### **Item 4 – Eligible Training Provider List Draft Monitoring Report**

WDB Director, Andy Stone gave a brief overview of the ETPL monitoring process. He stated there were no monitoring findings but there was concerning feedback from WIOA participants that is being addressed with the vendors. WDB Sr. Analyst, Sara Paz-Nethercutt shared the process for obtaining feedback from clients. Goodwill representative, Ivan Becerra added that he created a spreadsheet to track clients who have completed the program in order to follow up by requesting feedback.

**Action:** It was moved to approve the ETPL 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

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#### **Item 5 – Revision to Local WIOA Youth Work Experience Policy**

WDB Sr. Analyst, Sara Paz-Nethercutt informed the committee the wages for youth ages 18-24 increased to \$18.50 an hour.

**Action:** It was moved to accept the revision to the WIOA local youth WEX policy.

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

Committee Action All in favor, motion passed

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#### **Item 6 – WDB September 20, 2023 Meeting Planning**

WDB Director Andy Stone shared the potential topics to discuss at the next Full Board Meeting, which included:

- New Board Members Orientation and Training
- Construction Trades
- Economic Forecast Event
- State of the Workforce Report
- Greater Market Awareness/Community Awareness
- Entrepreneurship Training
- Foster Youth

Chair, Rob Morse shared that at the next Board meeting there will be a breakout session for Board members to discuss challenges and opportunities.

**Action:** It was moved to direct that the WDB staff include a breakout session for discussion on Challenges and Opportunities in the September 20, 2023 WDB Meeting agenda.

**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 – Workforce Development Board Staff Updates**

WDB Sr. Analyst Sara Paz-Nethercutt announced that the WDB released a procurement for One-Stop Operator services.

Business Services Manager, Nathan Kieu informed the committee that the WDB will not move forward with the Behind Every Employer platform but instead will look into revamping the WorkforceSCC website. The WDB received a total of 11 referrals while using the platform.

He also shared that he met with committee members Marshall Delk and Dustin Vereker to plan the Economic Forecast event. The location for the event will be between north and mid county with a tentative date of Feb 15<sup>th</sup>. Possibly reach out to the UCSC economic professor to be a speaker. Committee members shared their thoughts for the event which included food, sponsorships, and to provide usable information.

WDB Director, Andy Stone shared that construction pre-apprenticeship class scheduled at the Rountree Correctional facility was put on hold due to the funding for the American Rescue Plan Act (ARPA) not being put in the budget or PY 2023-24.

He also mentioned that the Prison to Employment program, grant of \$77,000, will serve 6 justice involved individuals for PY 2023-24.

**No action, report item only.**

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**Item 8 – Eligible Training Provider List (ETPL) 2022-23 Annual Report**

WDB Director, Andy Stone reviewed the ETPL annual report, top schools, top expenditures, and demographic. Committee member, Marshal Delk asked if the committee could be provided with feedback from WIOA participants. WDB Director Andy Stone replied that feedback would be provided with videos from students sharing their experience.

**No action, report item only.**

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**Item 9 – AJCC Certification Continuous Improvement Plan**

WDB Sr. Analyst Sara Paz-Nethercutt reviewed the final status report for last PY 2022-23.

**No action, report item only.**

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**Subject: Committee Member Announcements:**

Committee member Carol Siegel shared that the Santa Cruz Beach Boardwalk has job openings for a Talent Acquisition Manager and a Recruiter – Community Engagement.

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**Meeting adjourned at 9:58 a.m.**

**Next Meeting: WDB Executive Committee Meeting  
Wednesday, November 1, 2023 @ 8:30am**