



**Workforce Development Board
Executive Committee**
Watsonville Career Center, Computer Lab 1
Wednesday, November 1, 2023 8:30 a.m.

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

The Chair called the meeting to order at 8:35 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

Diaz-Rivas, Brenda – Associate Human Services Analyst
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

Dodge, Daniel - WDB Board member
Reushel-DiVirgilio, Suzette - WDB Board member

MEMBERS:

- Rob Morse, Chair**
Monterey Bay Epic Adventures
- 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
- Peter Detlefs**
County of Santa Cruz
- 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
- Suzette Reushel-DiVirgilio**
Health Improvement Partnership of Santa Cruz County
- Shaz Roth**
Pajaro Valley Chamber of Commerce and Agriculture
- Eric Saavedra**
Watsonville/Aptos/Santa Cruz Adult Education
- KatieSetzler**
Palo Alto Medical Foundation
- Carol Siegel**
Santa Cruz Seaside Company
- Raymundo Sumano**
Sumano's Bakery
- Dustin Vereker**
Discretion Brewing
- DIRECTOR:**
Andy Stone

Subject: Public Comment

None.

Subject: Chairperson's Report

Introductions were made by staff and committee members.

Subject: Action Items:

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

Action: It was moved to approve the August 16, 2023 Executive Committee meeting minutes.

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

Committee Action All in favor, motion passed

Item 2 – WIOA Transfer of Dislocated Worker funds to Adult Grant

WDB Director Andy Stone stated that due to high demand for enrollments in the WIOA Adult program services, the WDB requests a transfer of funds from the Dislocated Worker program to cover scholarships. This will meet all current obligations.

Action: It was moved to authorize staff, including directing the WDB Director to sign, to send a budget modification request to the state to move WIOA funds to WIOA Adult services.

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

Committee Action All in favor, motion passed

Item 3 – WDB December 6, 2023 Meeting Planning

Committee members expressed their interest in holding a breakout session to connect with other Board members. Chair Rob Morse recommended holding a 20 minute session.

Action: It was moved to direct that the WDB staff include the following items in the December 6, 2023 WDB meeting agenda: to review last meetings discussion and encourage another 20 minute breakout session, topic to be determined by Chair and Vice Chair.

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

Committee Action All in favor, motion passed

Subject: Report Items:

Item 4 – Operational Plan Update

WDB Director Andy Stone reviewed the operational goals with committee members. Some highlights included:

Goal 1:

- In the process of leading a foster youth partner workgroup. Committee member, Tracey Adolfo expressed interest and will connect with Sr. Human Services Analyst Sara Paz-Nethercutt.
- Need to find an accredited program to offer entrepreneurship training. Committee member Elyse Destout mentioned a QuickBooks training program so business owners can learn to manage their finances.
- A new Associate Analyst, Brenda Diaz-Rivas, has been hired and will be taking lead on developing a launching a new public engagement process to inform the WDB's annual planning.

Goal 2:

- Business Services Manager, Nathan Kieu has started outreach to construction businesses to identify opportunities for new sector partnerships and workforce development programs.

Goal 3:

- The WDB has selected client success stories to create videos to be shared at the March 20, 2023 Full Board meeting.
- WDB Director requested volunteers to connect with new Board members. Committee member, Elyse Destout suggested the WDB create a new Board member checklist. Chair, Rob Morse recommended holding an hour introduction meeting for new Board members.

No action, report item only.

Item 5 – WDB Staff Updates

WDB Business Services Manager, Nathan Kieu, provided updates which included:

- Economic Forecast - tentative date February 15, 2023. Looking into booking a speaker for the event.
- State of the Workforce – BW Research will focus on construction, tech startup, and on AI. A rough draft to be ready in January.
- Construction Outreach Event – Business Services Manager, Nathan Kieu, reached out employers but has not received any responses. He plans on attending the Trades & Construction Career Expo on November 15, 2023 to connect with employers.
- Rapid Response – received WARN notice. A total of 56 employees holding greenhouse jobs will be affected at Kitayama Brothers. Rapid Response will be scheduled for early to mid December.

No action, report item only.

Subject: Information Items:

Item 6 – AJCC Certification Continuous Improvement Plan

WDB Sr. Analyst Sara Paz-Nethercutt shared highlights which included: the business services indicators launched due to our new Business Services Manager. Capitola Career Center will be merging to the new site, located on Westridge Drive. The County of Santa Cruz negotiated with Santa Cruz Metro to add a bus stop at this new location.

No action, information item only.

Subject: Committee Member Announcements:

None.

Meeting adjourned at 10:04 a.m.

**Next Meeting: WDB Executive Committee Meeting
Wednesday, February 28, 2023 @ 8:30am**