



**Workforce Development Board
Executive Committee**
Watsonville Career Center, Computer Lab 1
Wednesday, May 1, 2024 8:30 a.m.

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

The Vice-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 – *Vice Chair*
Morse, Rob - *Chair*
Siegel, Carol

Committee Members Absent

Vereker, Dustin

Staff in Attendance

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

Guests

Reushel-DiVirgilio, Suzette – WDB Board Member
Dodge, Daniel – 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
Cabrillo College Board of Trustees

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

Chair Rob Morse announced that the Executive Committee meetings will be held at the new South County office located at 500 Westridge Drive in Watsonville. It was also noted that the agenda for Full Board meetings will include consent items.

Subject: Action Items:

Item 1 – Approval of the February 28, 2024 Meeting Minutes

It was noted to correct the spelling of Committee member Marshall Delk's first name on the motion approval for agenda item 4 on page 4.

Action: It was moved to approve the February 28, 2024 Executive Committee meeting minutes.

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

Committee Action

All in favor, motion passed

Item 2 – Eligible Training Provider Draft Monitoring Report PY 23/24

Associate Human Services Analyst, Brenda Diaz-Rivas stated that the following six ETPL vendors were monitored for PY 23/24: Cabrillo College, Center for Employment Training (CET), Micheal's Transportation Services (MTS), Santa Cruz County Office of Education (SCCOE), Truck Driving Institute (TDI), and Watsonville/Aptos/Santa Cruz Adult Education (WASCAE). Of the six vendors monitored, TDI and WASCAE had area of concerns and have been resolved. Reports were provided to the committee.

Action: It was moved to accept the PY 23/24 local ETPL monitoring report as directed by WDB staff.

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

Committee Action

All in favor, motion passed

Item 3 – Proposed WDB Meeting Calendar PY 24/25

The proposed meeting calendar was provided to the committee for review and approval.

Action: It was moved to approve the proposed WDB Meeting Calendar for PY 24/25

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

Committee Action

All in favor, motion passed

Item 4 – WDB Officer Nominations PY 24/25

Carol Siegel shared that she met with Nominating Committee members: Marshall Delk, Suzette Reuschel-DiVirgilio, Carmen Herrera-Mansir, and Chris Miller to discuss potential officers. The proposed slate of candidates was announced to the committee.

Action: It was moved to approve the proposed Slate of 2024-25 Officer Candidates.

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

Committee Action

All in favor, motion passed

Item 5 – WDB May 22, 2024 Meeting Planning

It was mentioned that the agenda for Full Board meetings will include consent items and WIOA Achievement Awards will be presented to the following: 1 business, 1 community partner, 2 Adult, and 2 Youth. Members shared ideas on how Board member spotlights should be held which included a panel and/or a template with questions to be asked. Committee member, Marshall Delk suggested a Q & A and volunteered to facilitate. A

presentation by Josh Williams will be presented on the State of the Workforce followed by a 10-minute breakout session to reflect on the State of the Workforce Report.

Action: It was moved to direct that the WDB staff include the following items in the May 22, 2024 WDB meeting agenda: a Consent agenda, a Board member spotlight panel hosted by Marshall Delk and a State of the Workforce Report by Josh Williams and if time allows a breakout session to share reflections on the State of the Workforce Report.

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

Committee Action All in favor, motion passed

Subject: Report Items:

Item 6 – Plan Updates

Progress on each Operational Plan targets were provided to the committee. Some highlights included:

Associate Human Services Analyst Brenda Diaz-Rivas stated that a community engagement plan will be shared with members at the July retreat.

Business Services Manager Nathan Kieu mentioned he will be meeting with Cabrillo College to discuss plans for an entrepreneurship training program.

No action, report item only.

Item 7 – WDB Staff Updates

Updates provided by Sr. Human Services Analyst Sara Paz-Nethercutt included:

1. America's Job Center of California (AJCC) Certification Process & Timeline
 - Report was provided through Q3. It was mentioned that a waiver was received for the affiliate location in Capitola. Board meeting moved to September to allow time to complete certification process. Certification good for 3 years.
2. WIOA Youth Individual Training Account (ITA) Policy
 - Currently in the process of drafting a policy for WIOA Youth training program. Total of \$50k for Youth training with an approved ETPL vendor for an industry in high demand. Individuals can receive up to \$10k. Program is geared to out-of-school youth ages 16-24. It was mentioned that all training funds have been committed for the current program year and 174 individuals are on a wait list. This policy will help remove some of the Youth on the wait list.

Updates provided by Business Services Manager Nathan Kieu included:

1. Business Services Survey Implementation
 - Employer satisfaction survey provided in all AJCC locations. Survey sent out two weeks ago.
2. Dientes Apprenticeship Update
 - Partnering with Santa Cruz County Office of Education for an apprenticeship training with Dientes. Starting pay during training will be \$18/hr and will increase to \$24/hr after graduation.
3. Santa Cruz County Small Business Summit

- To be held at Cabrillo College on May 3, 2024.

No action, report item only.

Item 8 – WIOA Final Local Performance PY 2022

Sr. Human Services Analyst, Sara Paz-Nethercutt, shared that all performance measures were met and performance goals were negotiated with the State.

No action, report item only.

Subject: Committee Member Announcements:

Announcement made by Daniel Dodge on his experience working with Unions.

Meeting adjourned at 10:00 a.m.

**Next Meeting: WDB Executive Committee Meeting
TBD**