



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.

Workforce Development Board-Executive Committee
Wednesday, February 26, 2025 @ 8:30am

Location: Workforce Santa Cruz County, Watsonville Career Center
500 Westridge Dr. – Career Center Classroom
Watsonville, CA 95076

Call to Order/Welcome

Non-agenda public comment

Chairperson's Report

Action Items (vote required):

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- 10.Planning for March 19, 2025, WDB Meeting..... 16

Report Items (no vote required):

- 11.WDB Plan and Updates 17-18
- 12.WDB Staff Updates..... 19

Adjournment

Next Meeting: Workforce Development Board
March 19, 2025 @8:30 am
Location: Workforce Santa Cruz County, Watsonville Career Center
500 Westridge Dr. – Community Room

Workforce Development Board-Executive Committee
May 7, 2025 @8:30 am
Location: Workforce Santa Cruz County, Watsonville Career Center
500 Westridge Dr. – Career Center Classroom

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Action Item 1: Approval of Meeting Minutes

(Action required) – Andy Stone

Recommendation

Approve the December 4, 2024 Executive Committee meeting minutes

Suggested motion

I move to approve the December 4, 2024 Executive Committee meeting minutes.



The Chair called the meeting to order at 8:34 a.m., and a quorum was established. All participants attended in-person.

Committee Members in Attendance

Delk, Marshall
Destout, Elyse
Morse, Rob
Siegel, Carol
Vereker, Dustin

Committee Members Excused

Adolfo, Tracey

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

Guests

Mitchell Jennifer-EDD, Employment Program Manager

Subject: Public Comment

None

Subject: Chairperson's Report

Chair, Rob Morse announced that the time together would be used for a discussion of future meeting planning for the year. Shared a safety tip about using ladders.

Subject: Action Items:

Item 1 – Approval of the September 25, 2024, Meeting Minutes

Action: It was moved to approve the September 25, 2024 Executive Committee meeting minutes.

Status: Motion to Approve: Marshall Delk
Motion Seconded: Dustin Vereker
Abstentions: Carol Siegel

MEMBERS:

Rob Morse, Chair
Monterey Bay Epic Adventures

Elyse Destout, Vice Chair
Photography by Elyse Destout

Alia Ayyad
Center for Employment Training

Annabelle Rodriguez
Cabrillo College

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

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

Committee Action: All in favor, motion passed.

Item 2 – Planning for Future WDB Meeting

WDB Director Andy Stone shared there are 3 meetings remaining this program year and will need to schedule a day and time for the Strategic Planning Retreat. Brenda Diaz Rivas spoke about the Strategic Planning Retreat, it will be approximately 3 hours.

Rob suggested a Doodle Poll to provide the following possible Retreat dates to WDB (Full board) Board members: April 16th, April 23rd, May 8th and May 14th. The final date and time will be provided to the Full Board to approve at the January 15th meeting.

Brenda Diaz Rivas spoke about Strategic Planning. New Ways to Work is the consultant selected to prepare a written strategic plan for the next 5 years. WDB Staff will be holding different community forums to provide community members an opportunity to share their insights on the workforce needs in our area.

Meeting Planning for Full Board Meeting:

Committee members expressed their interest in continuing with Board Member spotlights and include a spotlight for a WIOA contractor, and training provider. There will be two spotlights at each WDB Full Board meeting.

Committee discussed and agreed on a breakout session question: What are your challenges, concerns, and opportunities with your day-to-day work for the next 6 months.

Action: I move to direct staff to identify dates for the Strategic Planning Retreat, and include the following items for the January 15th WDB Full Board Meeting:

- Training and Education Spotlight
- Challenges and Opportunities break out session

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

Committee Action All in favor, motion passed.

Item 3 – WDB Plan and Updates (including the new CI Plan for 2025)

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

Goal 1: Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.

- This year Dientes is providing on the job training (OJT) cost reimbursement for general dental assistant's apprenticeships up to 10K per participant.
- The Strategic Planning Community Engagement forum will provide an opportunity for youth to advise the WDB on workforce development issues; New Ways to Work will put together a youth cohort to talk about workforce development issues.

Goal 2: Santa Cruz County businesses have the talent needed to thrive now and into the future.

- WDB applied for an Opportunity Young Adult Career Pathway Program grant to allow Joby Aviation to provide paid work experience for young adults.
- The State of the Workforce Report will include information on the following:
 - career pathways in the healthcare and hospitality sectors;
 - career pathways that lead to entrepreneurship opportunities

Goal 3: Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.

- Engage the board and the community to create a new Workforce Santa Cruz County strategic plan.
- The State of the Workforce Report will be presented at the May 28th WDB Full Board meeting. There will be a written version and video on the 2025 State of the Workforce Report.

No action, report item only.

Item 4 – WDB Staff Updates

WDB Business Services Manager, Nathan Kieu updates:

- Comprehensive Economic Development Strategy (CEDS)Update- Working with Josh Williams to put together. Will be finalized around May or June 2025.
- Rapid Response- There will be a Job Fair held on 12/12/2024 at 500 Westridge Dr for the workers laid off from Monterey Mushrooms. Approximately 500 workers will be laid off.

WDB Associate Human Services Analyst, Brenda Diaz-Rivas updates :

- James Irvine Foundation Workforce Capacity Fund was approved by the Board of Supervisors on November 19, 2024. The 2-year grant amount is \$450K for Human Center Design, Racial Equity, and Programmatic policy review.
- Community Engagement- Brenda is informing different community organizations locally to inform them about basic career services offered with WIOA.

No action, report item only.

Item 5 – Labor Market Information Update

Business Services Manager, Kieu, Nathan provided LMI data provided by the state (EDD). A chart was shared that shows the historical unemployment rate trends for Santa Cruz County.

No action, report item only.

Item 6 – Local Area Negotiated WIOA Performance Goals PY 2024-2026

WDB Director Andy Stone shared the final negotiated performance goals for the Adult, Dislocated Worker, and Youth programs for 2024-2026 and provided a chart that demonstrated the goals for each performance measure.

No action, report item only.

Subject: Committee Member Announcements:

None.

Meeting adjourned at 9:55 a.m.

**Next Meeting: WDB Executive Committee Meeting
Wednesday, February 26, 2025 @ 8:30am**

DRAFT

Action Item 2: WIOA Regional Plan 2025-2028

(Action required) – Lacie Gray / Andy Stone

Recommendation

Accept the WIOA Regional Plan for 2025-28 and submit it to the Santa Cruz County Board of Supervisors for final consideration.

Background

The State of California Employment Development Department (EDD) released guidance on developing the four-year Regional and Local Plans for Program Years (PY) 2025-2025, (July 1, 2025 - June 30, 2028), on December 20, 2024, via EDD Directive Number: WSD24-09.

The Monterey County Workforce Development Board (WDB), as a member of the North Central Coastal Region (which also includes Santa Cruz and San Benito County WDBs), developed a Four-Year Regional Plan as required under the Workforce Innovation and Opportunity Act (WIOA) of 2014. As outlined under WIOA Section 106, Regional Plans provide a roadmap for alignment of resources and investments to meet specific outcomes within the 15 Regional Planning Units (RPU). Regional Plans are used to articulate how RPUs will build intentionality around industry sector engagement, drive workforce development outcomes across multiple jurisdictions, and expand on-ramps to career pathways for individuals who experience barriers to employment. The Monterey County WDB hired a consultant to develop the Regional Plan. The consultant collected data and input from a variety of sources including research reports, interviews, and meetings as part of the development of the Regional Plan.

Santa Cruz County worked with its regional partners to develop the Plan draft. A regional public session was held on January 15, 2025 (and a virtual session was held on January 16, 2025). The Regional Plan was released for review and public comment on February 14, 2025, and closes on March 17, 2025. The Plan will be published on the WDB Publications page: <https://santacruzhumanservices.org/WorkforceSCC/SantaCruzWDB/Publications>.

Next Steps

The WIOA Regional Plan for 2025-28 will be submitted to the State of California Employment Development Department for consideration (in tandem with the WIOA Local Plan for 2025-28), to meet the April 27, 2025 deadline, before being submitted Board of Supervisors for consideration. The Regional Plan (in tandem with the Local Plan) must be submitted to the State by April 27, 2025. Due to timing considerations, the state is allowing for the submission of the Regional (and Local) Plan to the state prior to the Chief Local Elected Official (BOS) signature.

Suggested motion

I move to approve that the WDB Chair be authorized to sign the Regional Plan, that the Plan be forwarded to the state to meet the April 27, 2025, deadline, subsequently be forwarded to the Board of Supervisors for final approval and signature.

Action Item 3: WIOA Local Plan 2025-2028

(Action required) – Lacie Gray / Andy Stone

Recommendation

Accept the WIOA Local Plan for 2025-28 and submit it to the Santa Cruz County Board of Supervisors for final consideration.

Background

The State of California Employment Development Department (EDD) released guidance on developing the four-year Regional and Local Plans for Program Years (PY) 2025-2029 (July 1, 2025 - June 30, 2028), on December 20, 2024, via EDD Directive Number: WSD24-09.

As outlined in WIOA Section 108, Local Plans provide an action plan for operationalizing the roadmap laid out in the Regional Plan by describing how individuals access services through the America's Job Center of CaliforniaSM (AJCC) system. Local Plans are used to articulate how Local Boards will coordinate with local partners to ensure person-centered service-delivery. In addition to the federal planning requirements, WIOA indicates that Regional and Local Plans should be consistent with the vision and goals of the State Plan.

The Local Plan was prepared in accordance with the requirements and planning guidance provided by the State of California, including the mandated public notice, public comment and review period. The Draft Local Plan was released, February 14, 2025, including formally opening the public comment period. Public forums were held Community Engagement Forums for Local Plan:

- Job Seekers (North and South County) - January 29th, 2025 @ Career Center Classroom, 500 Westridge Dr.
- CBO's - January 30th, 2025 @ Career Center Classroom, 500 Westridge Dr.
- Education and Training - January 30th, 2025 @ Career Center Classroom, 500 Westridge Dr.
- Employers (Virtual via TEAMS) - February 3rd, 2025

The public comment period closes March 16, 2025. The Local Plan must be submitted to the State by April 27, 2025. Due to timing considerations, the state is allowing for the submission of the Local (and Regional) Plan to the state prior to the Chief Local Elected Official (BOS) signature.

The proposed Local Plan may be viewed at this link: <https://bit.ly/4gN725F> or by visiting www.santacruzwdb.com under Reports and Publications. Submit comments (subject line "SCC WIOA Local Plan Comments") to Lacie.Gray@santacruzcounty.us.

Next Steps

The WIOA Local Plan for 2025-28, in tandem with the WIOA Regional Plan for 2025-28, will be submitted to the State of California Employment Development Department in accordance with the deadline of April 27, 2025, and subsequently forwarded Santa Cruz Board of Supervisors for consideration and signature.

Suggested motion

I move to authorize the WDB chair to sign the WIOA Local Plan, authorize staff to forward the Local Plan to the state to meet the April 27, 2025 deadline, and subsequently forward the Plan to the Board of Supervisors for final approval and signature (as allowed by the state).

Action Item 4: Local Area Subsequent Designation and WDB Board Recertification 2025-2027

(Action required) – Andy Stone

Recommendation

Designate the WDB Executive Committee to review and approve the Local Area Subsequent Designation and Local Board Recertification application for 2025-2027; allow staff to make any necessary updates to the document on behalf of the Workforce Development Board and submit it to the Chief Local Elected Official (CLEO) and state for approval.

Background

On January 16, 2025, Employment Development (EDD) Workforce Service Division released Directive WSD 24-10 instructing local areas to submit applications for local area subsequent designation and WDB recertification.

Santa Cruz County Workforce Development Board Subsequent Designation and Local Board Recertification are critical components of the Local Workforce Development Board's continued eligibility to receive WIOA funding and provide workforce development services to job seekers, youth and businesses in our community and region. In order for a Local Area to request subsequent designation and a Local Workforce Development Board to request recertification, the Local Board Chair and CLEO must complete and sign the Local Area Subsequent Designation and Local Board Recertification Application for PY 2025-27.

At its' May 3, 2023, this committee previously reviewed and approved the 2023-2025 application with the WDB chair signing on May 17, 2023 for a local area designation and WDB (board) recertification expiring June 30, 2025.

Subsequent Designation and Recertification of Local Workforce Development Boards will be effective July 1, 2025 for a two-year period, ending June 30, 2027. Applications are due to EDD no later than April 07, 2025.

The Local Area Subsequent Designation and Local Board Recertification application for 2025-2027 can be found here: <https://bit.ly/4ba9WA3>

Suggested motion

I move to authorize the WDB Executive Committee to review and approve the Local Area Subsequent Designation and Board Recertification application which will be effective July 1, 2025 through June 30, 2027; Authorize/Allow staff to make any necessary updates to the application/document between now and submission to the Board of Supervisors and state to meet the April 7, 2025 deadline; allow the chair of the WDB to sign on behalf of the board, and Authorize staff to subsequently forward the application to the Board of Supervisors for final approval and signature.

Action Item 5: Local Policy Revisions & New Program Services Policies

(Action required) – Sara Paz-Nethercutt, Nathan Kieu

Recommendation

Accept the Workforce Innovation and Opportunity Act (WIOA) local policy revisions and new program services policies.

Background

From time to time, Workforce Innovation and Opportunity Act (WIOA) local policies need to be updated. The following local policies require revisions:

1. 16-02, rev. 2, Adult/Dislocated Worker (A/DW) Individual Training Account (ITA) Policy [logo change; typos corrected; new references to: use of CalJOBS data validation, Advanced Individual Fund Tracking (AIFT) system; WIOA Recovery of WIOA Tuition & Training Refunds local policy; WIOA performance]
2. 16-04, rev.2, A/DW Supportive Services Policy [logo change; typos corrected; new references to use of CalJOBS AIFT system]
3. 20-01, rev.1, WIOA Co-enrollment Policy [logo change; typos corrected]
4. 20-02, rev.1, A/DW Transitional Job Policy [logo change; typos corrected; new references to use of CalJOBS AIFT system]
5. 23-01, rev.1, National Dislocated Worker Grant Policy [typos corrected; new reference to local Selective Service policy]
6. 24-01, rev.1, A/DW Incentive Policy [remove reference to Workforce Achievement Award as an incentive]
7. 19-01, rev.1, Youth Eligibility Policy [logo change; typos corrected; defined basic skills deficient]
8. 19-02, rev.1, Youth Supportive Services Policy [logo change; typos corrected]
9. 19-03, rev.1, Youth Incentive Policy [logo change; typos corrected; new references to use of CalJOBS AIFT system]
10. 19-04, rev.3, Youth Work Experience (WEX) Policy [typos corrected; update reference to California minimum wage; add information on the WEX agreement]
11. 18-05, rev.2, Incumbent Worker Policy

To ensure WIOA compliance new program services policies are developed and include:

1. 25-01 WIOA Adult/Dislocated Worker Follow-up Policy

The link to view the policies is found here: <https://bit.ly/432clW4>

Next Steps

Revisions and the new policy will go in effect upon approval by the Workforce Development Board at its March 19, 2025 meeting.

Suggested motion

I move to approve the revised local policies, and the new program services policies, as recommended by WDB staff.

Action Item 6: Re-contracting PY25/26 WIOA Services

(Action required) – Sara Paz-Nethercutt

Recommendation

Accept re-contracting recommendation and authorize the Workforce Development Board (WDB) Staff to proceed with next steps in the contract execution. It is recommended WIOA contractors continue with the current service providers as follows:

- Goodwill Central Coast (GCC) for WIOA Adult/Dislocated Worker program services
- Santa Cruz County Office of Education (SCCOE) for WIOA Youth program services, otherwise referred to as Sueños.

Background

As you may recall, the WIOA contracts listed above are currently completing year three (3) of a potential four (4) year contract cycle from the last procurement award process.

Contractor	PY24/25 Allocation	Recommended PY25/26 Allocation
GCC	\$712,500	\$712,500
SCCOE	\$760,000	\$760,000
TOTAL		\$1,472,500

*Includes career center services only; excluding the following grant allocations: RERP; P2E

Although the Employment Development Department (EDD) has not yet released the Workforce Innovation and Opportunity Act (WIOA) Allocations for Program Year 2025-26 for the Adult, Dislocated Worker (DW), Rapid Response and Youth funding sources, *final contractor allocations will be based upon overall state funding levels*. At this time, a status quo budget is expected.

It is recommended that the Executive Committee of this Board have final authority over allocation amounts. Negotiations on the scope of work with the service goals and the budgets will be completed with services continuing as of July 1, 2025 according to the County's continuing contract agreements process.

Next Steps

WDB Staff will enter into contract negotiations with above referenced contractors for PY 25/26 for the recommended allocations upon receipt of approvals.

Suggested motion

I move to accept the PY 25/26 re-contracting recommendations, allow Executive Committee of this Board the final authority over allocation amounts and direct staff to move forward with contract negotiations upon receipt of approvals.

Action Item 7: WIOA PY 24/25 Contractor Local Program Monitoring

(Action required) – Sara Paz-Nethercutt

Recommendation

Accept the PY 24/25 local program monitoring reports as drafted by WDB staff.

Background

WDB Staff monitored the following contracted services for program year 2024/2025 and drafted reports. The link to view the drafted reports is found here: <https://bit.ly/3QpU9DW>

1. Goodwill Central Coast (GCC)
2. Santa Cruz County Office of Education (SCCOE)

The monitoring includes the following:

- Contract Questionnaire: covers work environment, program and site accessibility, administrative requirements, staffing requirements, grievance, and program operations.
- Financial Questionnaire: covers fiscal management, program income, cost allocation, facilities and property, and audit.
- Program Operations: covers contractor specific operations, assessment, service delivery, and specific services.
- Case File Review: covers required WIOA service documentation of a sample percentage of randomly chosen participant files.
- Participant Questionnaire: asks about services and recommendations from the randomly chosen participants, services important to the customer, and overall satisfaction with services on a 1-10 scale.
- Financial Sampling: A fiscal sampling review was conducted by Ernesto Esparza and Misha Maccoll, HSD Accountants for all programs. This is an annual review of program fiscal records.

Next Steps

WDB staff next steps include the following:

- Implement the Corrective Action Plan as outlined (GCC)
- Apply the internal protocols as developed. (GCC, SCCOE)
- Review during contract negotiations for PY 25/26 (GCC, SCCOE)
- Review at the next annual monitoring visit. (GCC, SCCOE)

Suggested motion

I move to accept the PY 24/25 local program monitoring reports as drafted by WDB staff.

Action Item 8: WIOA Program Services Procurement

(Action required) – Sara Paz-Nethercutt

Recommendation

Accept the Workforce Innovation and Opportunity Act (WIOA) local procurement timeline to issue a Request for Proposals on July 14, 2025.

Background

The Workforce Innovation and Opportunity Act (WIOA) requires the program services be procured every four years. As you may recall, the Workforce Development Board (WDB) approved the last Adult, Dislocated Worker and Youth services procurement for contracts effective for PY 2022-2026. The PY 25/26 re-contracting with the current contracted service providers (Goodwill Central Coast for Adult and Dislocated Worker program services and Santa Cruz County Office of Education for Youth program services) is the final contract year of that award.

Next Steps

For WIOA compliance, it is recommended that the following service areas be procured in the PY 2025/26 program year for newly awarded services to begin with program year 2026/2027 and contract renewals for up to three (3) additional years:

Service Area 1: Adult & Dislocated Worker, Rapid Response program services

Service Area 2: Youth services

A time line for the development and release of the Request For Proposal (RFP) for the procurement of aforementioned WIOA program services is attached for review and approval by this committee. The RFP is expected to be released at the July 14, 2025 with the final award decision to be presented to the WDB at a future meeting later in the 2025 calendar year.

Suggested motion

I move to approve the procurement RFP timeline and direct WDB staff to take the necessary steps to issue and implement the RFP with the appropriate timeline for full contract implementation to begin with program year 2026/27.

WIOA Procurement Timeline 2025 for PY 2026/2027

1. Adult, Dislocated Worker

2. Youth

Date	Benchmark	WHO?
2025		
January 2025	-WDB staff work with General Services Purchasing Department (GSD) to establish timelines and review County Procurement process	WDB
February 26, 2025	Executive Committee Meeting-approval issuance of RFP -RFP Timeline Considered; -Request authority to make minor adjustments to RFP language to improve effectiveness; Evaluation criteria to remain unchanged -Contract renewal for final PY25/26: Youth (SCCOE); A/DW (GCC); -Purchase Order for PY 25/26 for One-Stop Operator	WDB
March 19, 2025	Full WDB Meeting- approval issuance of RFP	WDB
May	Final RFP due to GSD	WDB→ GSD
June	Form RFP Review Committee	WDB
July 14, 2025	Release RFP	GSD
July 14, 2025	1 st Ad released Sentinel, Register Pajaronian, WDBs websites	GSD
July 21, 2025	2 nd Ad released Sentinel, Register Pajaronian, WDBs websites	GSD
July 30, 2025	Pre-proposal conference from 1-3pm (Bidders Conference) virtually	GSD
August 5, 2025	Additional questions (following pre-proposal conference) due to GSD by 5pm	WDB
August 8, 2025	GSD sends Answers via email & WDB posts notice advising to inquire about Q&A through GSD	GSD
September 30, 2025	Proposals Due by 2:00 PM @ GSD– Bid opening; electronic submittal	GSD
October 14, 2025	Rating sheets due to GSD from Review Committee	GSD
October 17, 2025	Conference call with Review Committee & final recommendation made on awardee(s), if necessary	GSD
October 25, 2025	Notify Respondents of tentative award	GSD
November 5, 2025	Executive Committee Meeting Approve RFP Review Committee Funding Recommendation	WDB
December 3, 2025	Full WDB Meeting-Approve RFP Review Committee Funding Recommendation	WDB
December 2025- March 2026	Contract Negotiations and Development begin	WDB→CCU
May 13, 2026	Board of Supervisors letter to recommend award <u>and</u> approval of contract(s) for PY 26-27- 1st BOS memo 4/1-CCU 4/8-EBSD Director 4/15-Fiscal 4/22-HSD 4/29-AMS(CAO)	WDB
May 13, 2026	Notify Respondents	WDB
July 1, 2026	New Contract(s) Implemented	WDB

Action Item 9: WDB Officer Nominating Committee PY 25/26

(Action required) – Andy Stone

Recommendation

Appoint a nominating committee to recommend a slate of WDB Officer Candidates for PY 2025/2026.

Background

Each year, the Workforce Development Board's (WDB) Nominating Committee recommends a slate of officers to fill the Workforce Development Board's elected leadership positions for the upcoming program year.

The current officers for Program Year 2024-25 (July 1, 2024 through June 30, 2025) are: Chair – Rob Morse; Vice Chair – Elyse Destout; Tracey Adolfo; Marshall Delk; Carol Siegel; Dustin Vereker.

The WDB has a Nominating Committee process which calls for its members to be appointed by the Executive Committee and Workforce Development Board. The composition of the Nominating Committee may include the following listed below:

- The immediate past Chair, and one member from the Executive Committee.
- Two at-large members from the WDB membership.
- At least one member from the prior year's Nominating Committee membership.

Last years' Nominating Committee consisted of the following WDB members: Carol Siegel, Marshall Delk, Suzette Reuschel-DiVirgilio, Carmen Herrera-Mansir and Chris Miller.

The Nominating Committee shall return to this committee's May 7, 2025 meeting with a slate of candidates. Then, from the written Nominating Process:

“Executive Committee presents recommended slate of Officers to the Board plus all other nominations before the WDB at the May Board meeting and recommends that nominations be closed. The WDB then votes on a closed written ballot for any contested positions. For positions that are uncontested, a voice vote may be taken. If there are no contested positions the slate may be voted upon in its entirety as a single vote”.

Next Steps

Establish a nominating committee to recommend a proposed slate of WDB Officer Candidates for Year 2025-26 (July 1, 2025 through June 30, 2026) who will be presented for final appointment at the May 28, 2025 WDB meeting. Changes and additional nominations may be made from the floor.

Suggested motion

I move to form a WDB Officer Nominating Committee and recommend a Slate of Candidates for Election at the WDB's May 28, 2025 meeting.

Action Item 10: WDB March 19, 2025 Meeting Planning

(Action required) - Andy Stone

Background

At this meeting, the Executive Committee will consider if it would like to add any additional agenda items to the March 19, 2025 WDB Full Board meeting agenda.

Suggested motion

I move to direct that the WDB staff include the following items in the March 19, 2025 WDB meeting agenda.

Report Item 11: Workforce Development Board Plan Updates

(No vote required) – Andy Stone

Background

Director's Operational Plan Update:

On October 30, 2024 the WDB approved the WDB Director's Program Year (PY) 2024-25 Operational Plan which lays out the specific actions for the program year designed to ensure that the board's priorities are met. The attached scorecard represents the proposed PY 2024-25 goals and action steps.

The WDB Director's Operational Plan incorporates the goals referenced below:

Operational Goals for Workforce Santa Cruz County

Goal 1: Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.

Goal 2: Santa Cruz County businesses have the talent needed to thrive now and into the future.

Goal 3: Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.

Next Steps

The WDB Director will report on the plans' progress at each Workforce Development Board meeting.

**Item 11 Attachment - Workforce Development Board of Santa Cruz County
OPERATIONAL PLAN STATUS REPORT Program Year (PY) 2024-2025**

	<i>Status</i>	<i>2024-25 Operational Targets</i>	<i>YTD</i>
<u>Goal 1</u> Jobseekers have the competitive skills to earn a sustainable wage with opportunities for career pathways.	✓	<ul style="list-style-type: none"> • Identify and implement strategies to expand apprenticeship opportunities in Santa Cruz County • Provide youth with a forum to advise the board on youth workforce development issues. 	<p>Providing Dientes with On-the-Job training support for Dental Assistant Apprentices.</p> <p>Conducted a youth engagement session as part of the strategic planning process.</p>
<u>Goal 2</u> Santa Cruz County businesses have the talent needed to thrive now and into the future.	✓	<ul style="list-style-type: none"> • Identify opportunities and implement strategies for the WDB to support the emerging drone automation and robotics technology sector • Develop and publish career pathways in the healthcare and hospitality sectors • Identify career paths that lead to entrepreneurship opportunities 	<p>Applied for grant to provide young adults with work experience opportunities with Joby Aviation.</p> <p>Reports on healthcare and hospitality careers to be included in State of the Workforce report.</p> <p>Identifying career paths to entrepreneurship in State of the Workforce report.</p>
<u>Goal 3</u> Santa Cruz County Workforce Development supports community partners to positively impact the region's economic vitality.	✓	<ul style="list-style-type: none"> • Engage the board and the community to create a new Workforce Santa Cruz County strategic plan • Draft and release the 2025 State of the Workforce Report 	<p>Community engagement is underway. Special board meeting scheduled for April 16.</p> <p>Project kicked off in November to be completed in May.</p>

✓ on track to meet planned target for the year

✗ not on track to meet planned target for the year

Report Item 12: Workforce Development Board Staff Updates

(No vote required)

WIOA Career Services – Sara Paz-Nethercutt:

1. WIOA Mandated Partner Memorandum of Understanding updates to 2022 version

Business Services- Nathan Kieu:

1. State of the Workforce Update
2. CEDs Update
3. CCBERT – Meeting Here
4. Santa Cruz County Skilled Trades Day Event

Community Engagement/Eligible Training Provider List (ETPL) – Brenda Diaz-Rivas:

1. WDB Strategic Plan 2025-2030
2. James Irvine Foundation Workforce Capacity Fund
3. ETPL Annual Monitoring PY24-25