

**Workforce Development Board
Full Board Meeting
Wednesday, May 28, 2025, 8:30 a.m.
500 Westridge Dr., Watsonville, CA 95076**

**500 Westridge Drive
Watsonville, CA 95076
(831) 763-8900**

The Chair called the meeting to order at 8:41 a.m., and a quorum was established. All participants attended in-person.

Board Members in Attendance

Bartels, Elyse
De La Garza, MariaElena
Detlefs, Peter
Diaz, Alma
Herrera-Mansir, Carmen
Holmquist-Gomez, Laura
Morse, Rob
Rodriguez, Annabelle
Roth, Shaz
Siegel, Carol
Sumano, Raymond
Van Den Heuvel, Casey
Vereker, Dustin

Board Members Absent

Ayyad, Alia
Delk, Marshall
Dodge, Daniel
Liebetrau, LeNae
Miller, Chris
Nagamine, Janet
Rodriguez, Francisco
Saavedra, Eric
Setzler, Katie
Shields, Bryan

Staff in Attendance

Diaz-Rivas, Brenda – WDB Associate Human Services Analyst
Gutierrez, Elizabeth – WDB Administrative Aide
Kieu, Nathan – WDB Business Services Manager
Paz-Nethercutt, Sara – WDB Sr. Human Services Analyst
Stone, Andy – WDB Director
Vaiz, Mary Lou – WDB Clerical Support

Guests

Council, Angela – Dientes
Dorsey, Denise – Department of Rehabilitation
Michael, Jack – Bay Area Community College Consortium
Munoz, Beatrice – SC County Office of Education – Sueños
Ortiz, Lupe – Dientes
Paynter, Michael – Employment Development Department
Ramos, Dave – SCC Veterans Memorial Building
Williams, Josh – BW Research

MEMBERS:

Rob Morse, Chair
Monterey Bay Epic Adventures

Elyse Bartels, Vice Chair
Business Owner

Alia Ayyad
Center for Employment Training

MariaElena De La Garza
Community Action Board

Marshall Delk
West Coast Community Bank

Peter Detlefs
County of Santa Cruz

Alma Diaz
Employment Development Department

Daniel Dodge
Cabrillo College Federation of Teachers

Felipe Hernandez
Fourth District Supervisor

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

Annabelle Rodriguez
Cabrillo College

Francisco Rodriguez
Monterey Bay Labor Council

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

Bryan Shields
Carpenters Local 646

Raymundo Sumano
Sumano's Bakery

Casey Van Den Heuvel
Sheet Metal Workers Local 104

Dustin Vereker
Discretion Brewing

DIRECTOR:
Andy Stone

Subject: Non-agenda Public Comment

Business Services Manager Kieu advised that the clicking sound from the chairs can be stopped by flipping the switch located at the top of the wheels.

Subject: Public Comment

No public comments were made.

Subject: Chairperson's Report

Chair Morse opened the meeting with roundtable introductions. He announced that the Workforce Development Board (WDB) will host a Summer School for Board members, designed to provide a refresher orientation and ensure members are aligned. Topics are still being developed, and members were encouraged to submit suggestions via email. Chair Morse also noted that achievement awards would be presented during the meeting, followed by a presentation from Josh Williams of BW Research. Vice Chair Bartels shared that she attended a previous Summer School session and gained a deeper understanding of WDB's work and terminology.

Subject: Workforce Achievement Awards

Director Stone presented two Achievement Awards:

1. **Employer of the Year Award** – Presented to Dientes Community Dental for their commitment to the local workforce, particularly for their dental assistant apprenticeship program which fosters a skilled and diverse team to provide quality care in the community.

2. **Community Champion Recognition Award** – Presented to Beatrice Munoz of the Sueños Program for over 20 years of dedicated service to Santa Cruz County youth, recognized for her kindness and approachability impacting more than 10,000 children.

Videos showcasing the award recipients were shared with the Board.

Subject: Block Consent Items 1-3

Action: It was moved to approve Items 1-3 as follows:

- **Item 1:** Approval of the March 19, 2025, and April 16, 2025, Full Board Meeting Minutes (with addition of Laura Holmquist-Gomez to the Nominating Committee on March 19 minutes, per member Siegel).
- **Item 2:** Acceptance of the PY 2024-2025 local Eligible Training Provider List (ETPL) monitoring report as drafted by WDB staff.
- **Item 3:** Approval of the WIOA Mandated Partner Memorandum of Understanding (MOU) renewal as drafted by staff and partners, authorization for the WDB Chair to sign on behalf of the Board, and direction for WDB staff to submit the MOU to the Santa Cruz County Board of Supervisors for final approval.

Status: Motion to Approve:	Felipe Hernandez
Seconded:	Casey Van Den Heuvel
Abstentions:	None

Opposed: None

Committee Action: All members voted in favor. The motion passed.

Subject: Action Items:

Item 4 – WIOA Program Year 2025-26 Budget

Director Stone presented a provisional “status quo” budget totaling \$3,844,934, pending the state’s budget release. Staff recommended allocating \$140,000 for On-the-Job Training (OJT) supporting apprenticeship programs, with employers eligible for up to \$10,000 per apprentice. The attached financial report was referenced.

Action: It was moved to approve the provisional WIOA budget for PY 2025-26, including a dedicated allocation of \$140,000 from the Adult and Dislocated Worker training services for On-the-Job Training (OJT) supporting apprenticeships.

Status: Motion to Approve: Elyse Bartels
 Seconded: Casey Van Den Heuvel
 Abstentions: None
 Opposed: None

Committee Action: All members voted in favor. The motion passed.

Item 5 – Proposed WDB Meeting Calendar PY 25/26

Chair Morse presented the proposed meeting calendar, encouraged members to respond to invitations promptly, and invited attendance at Executive Committee meetings.

Action: It was moved to recommend that the Full Workforce Development Board approve the proposed WDB Meeting Calendar for Program Year 2025-2026.

Status: Motion to Approve: MariaElena De La Garza
 Seconded: Carol Siegel
 Abstentions: None
 Opposed: None

Committee Action: All members voted in favor. The motion passed.

Item 6 – WDB Officer Nominations PY 25/26

Member Siegel reported that the Nominating Committee included MariaElena De La Garza, Marshall Delk, Dustin Vereker, and Laura Holmquist-Gomez. Four candidates were considered for two At-Large Executive Committee seats: Alia Ayyad, Marshall Delk, Bryan Shields, and Dustin Vereker. Statements were provided by members Vereker and Ayyad (read by member Siegel). No floor nominations were made. A written ballot was conducted.

Action: It was moved to conduct a ballot vote to elect two At-Large WDB members to the Executive Committee for Program Year 2025–2026, and to appoint the two candidates receiving the highest number of recorded votes. I further move to approve the uncontested slate of Officer and Executive Committee candidates as presented.

Vote Result: Highest votes received by members Ayyad and Vereker.

Status: Motion to Approve: Felipe Hernandez
Seconded: MariaElena De La Garza
Abstentions: None
Opposed: None

Committee Action: All members voted in favor. The motion passed.

Subject: Report Items:

Item 7 – Workforce Development Board Plan Updates

1. Directors Operational Plan Update:

Director Stone reviewed the Operational Plan Status Report for PY 2024-25, providing updates on the following goals:

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

- Update: The Board provided operational targets to identify strategies for expanding apprenticeship opportunities in Santa Cruz County, engaging with youth, and conducting a community strategic session with NWTW.

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

- Update: Three targets were identified: (1) opportunities to implement strategies supporting the emerging drone automation technology sector; Joby is developing a maintenance technician apprenticeship program at the Watsonville Airport, (2) develop and publish career pathways in the healthcare and hospitality sectors, and (3) career pathways entrepreneurship opportunities will be included in the upcoming State of the Workforce Report.

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

- Update: All engagement sessions for the Strategic Plan have been completed, and a draft is currently being developed, with the plan expected to be forthcoming in July 2025.

2. AJCC Continuous Improvement Plan PY23/24 Q4

Refer to the attachment provided.

Action: No action taken; this was a report item only.

Item 8 - Workforce Development Board Staff Updates

Business Services Manager Kieu provided updates:

- **State of the Workforce Video:** Collaboration with Josh Williams of BW Research, to be released in June.
- **Comprehensive Economic Development Strategy (CEDs):** Public comment phase underway; report available online and at the Career Center.

- **SBDC Small Business Summit:** WDB was title sponsor; BSM Kieu promoted WDB services, resulting in employer meetings.
- **Joby Apprenticeship Program:** Budget to support 8 apprentices via OJT funds.

Associate Human Services Analyst, Diaz-Rivas, provided updates:

- **ETPL Vendor Status:** Seek client feedback. If vendor is not compliant, they can be removed from our ETPL.
- **WDB Strategic Plan 2025-2030:** Draft in progress; feedback process and final draft planned for September 24, 2025, for Full Board approval.
- **James Irvine Foundation Workforce Capacity Fund:** Partnering with Civic Makers. Upon contract approval work will begin. Racial equity bid released with proposals due soon.

Action: No action was required; this was a report item only.

Item 9 – WIOA Final Local Performance PY 2023

Director Stone reviewed final performance metrics for PY 2023, noting all goals were met.

Action: No action was required; this was a report item only.

Subject: Presentation Items:

State of Workforce Report

Josh Williams, President and Founder of BW Research, delivered a presentation on the State of the Workforce.

Action: No action taken, informational item only.

Subject: Committee Member Announcements:

Director Stone acknowledged this as the last meeting of the year and expressed appreciation for the WDB staff's efforts.

Meeting adjourned at 10:31 a.m.

Next Meetings: Workforce Development Board – Executive Committee
Wednesday, July 16, 2025 @ 8:30 – 11:30 a.m.

Location: Career Center - 500 Westridge Dr., Watsonville, CA 95076

Workforce Development Board – Executive Committee
Wednesday, August 27, 2025 @ 8:30 a.m.

Location: Career Center - 500 Westridge Dr., Watsonville, CA 95076

Workforce Development Board – Full Board
Wednesday, September 24, 2025 @ 8:30 a.m.

Location: Community Room - 500 Westridge Dr., Watsonville, CA 95076

