

**Workforce Development Board  
Executive Committee  
500 Westridge Dr, Watsonville CA 95076  
Wednesday, November 5, 2025 8:30 a.m.**

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

**MEMBERS:**

**Rob Morse, Chair**  
Monterey Bay Epic Adventures

**Elyse Bartels, Vice Chair**  
Business Owner

**Alia Ayyad**  
Center for Employment Training

**Kristen Brown**  
Santa Cruz Chamber of Commerce

**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

**Annabelle Rodriguez**  
Cabrillo College

**Francisco Rodriguez**  
Monterey Bay Labor Council

**Shaz Roth**  
Pajaro Valley Chamber of Commerce  
and Agriculture

**Katie Setzler**  
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

**The Chair called the meeting to order at 8:40 a.m., and a quorum was established. All participants attended in-person.**

**Committee Members in Attendance**

Adolfo, Tracey  
Ayyad Alia  
Morse, Rob  
Siegel, Carol  
Vereker, Dustin

**Committee Members Excused**

Bartels, Elyse

**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  
Vaiz, Mary Lou Vaiz – WDB Clerical Support

**Guests**

None

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**Subject: Non-agenda Public Comment**  
No public comments were received.

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**Subject: Chairperson's Report**

Chair Morse reported that equity and inclusion efforts are underway.

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**Subject: Action Items:**

**Item 1 – Approval of the August 27, 2025 Executive Meeting Minutes**

**Action:** It was moved to approve the August 27, 2025 Executive Committee meeting minutes.

**Status:** Motion to Approve: Carol Siegel  
Motion Seconded: Dustin Vereker  
Oppositions: None  
Abstentions: None

**Committee Action:** Motion passed unanimously.

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**Item 2 – WIOA Program Services Procurement Results/PY2026/27 Award Recommendations**

It was reported that the Workforce Development Board (WDB) collaborated with the County’s General Services Department (GSD) to conduct the RFP procurement process. Contracts allow for a one-year term with three optional one-year renewals, for a total of four possible years.

**Procurement Results Certified by GSD:**

- **Service Area 1 - Adult, Dislocated Worker Program Services:** Goodwill Central Coast
- **Service Area 2 - Youth Services:** Santa Cruz County Office of Education

**Action:** It was moved to recommend that the Full Workforce Development Board accept the award recommendations from the Procurement and authorize WDB Staff to enter into contract negotiations with the recommended vendors for PY 26-27.

**Status:** Motion to Approve: Carol Seigel  
 Motion Seconded: Dustin Vereker  
 Oppositions: None  
 Abstentions: None

**Committee Action:** Motion passed unanimously.

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**Item 3 – Workforce Innovation & Opportunity Act Local Policies: New/Revised Fiscal Policies**

Revisions were proposed for the following program and fiscal policies:

1. **16-01, rev. 4 – Adult/Dislocated Worker (A/DW) Priority of Service and Wait List Policy**
  - Updates to implement Veterans Priority of Service per EDD Directive WSD24-15.
2. **Fiscal 25-01 – Property Management, Inventory Control, and Disposition Policy**
3. **Fiscal 25-02 – Payroll and Time Distribution Policy**
4. **Fiscal 25-03 – Audits and Audit Resolution Policy**

It was also noted that there were no findings during State monitoring.

**Action:** It was moved to recommend that the Full Workforce Development Board approve the WIOA revised local program services and fiscal policies, as drafted by staff.

**Status:** Motion to Approve: Carol Siegel  
 Motion Seconded: Dustin Vereker  
 Oppositions: None  
 Abstentions: None

**Committee Action:** Motion passed unanimously.

#### Item 4 – WDB December 3, 2025 Meeting Planning

The Executive Committee agreed to include the following on the December 3, 2025 WDB meeting agenda:

- A panel of three board members
- A breakout session

**Action:** It was moved that the WDB staff include a panel of board members and a breakout session in the December 3, 2025 meeting agenda.

**Status:** Motion to Approve: Carol Siegel  
 Motion Seconded: Alia Ayyad  
 Oppositions: None  
 Abstentions: None

**Committee Action:** Motion passed unanimously.

#### Item 5 – Plan Updates

##### 1. Operational Plan Update:

Progress was reviewed for the three strategic priorities:

1. **Job Quality & Economic Mobility:** increasing access to living-wage jobs.
2. **Employer & Small Business Engagement:** strengthening connections with local employers.
3. **Skills Gaps & Training Alignment:** ensuring training matches high-demand occupations.

##### 2. AJCC Continuous Improvement Plan 2025–2027 (Q4 Update):

Available at: <https://bit.ly/3JnKj5C>

**Action:** None; report item only.

#### Item 6 – Workforce Development Board Staff Updates

##### WIOA Career Services Report – Presented by Sara Paz-Nethercutt:

##### 1. Regional Equity and Recovery Partnerships (RERP):

- Partnership grant concluded
- 30 Enrollees

##### 2. Prison to Employment (P2E) Grant:

- Funding unchanged
- Board of Supervisors approved extension through next year
- Program expected to exceed enrollment goals

##### 3. Local WIOA Contractor Monitoring:

- Monitoring activities are underway

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

**1. The James Irvine Foundation - Public Workforce Capacity Grant**

- In-person showcase scheduled for January 2026
- James Irvine Foundation providing \$43,000 in support of Human Centered Design

**Action: None; report item only.**

**Meeting adjourned at 10:00 a.m.**

**Next Meetings:**

**Workforce Development Board**  
**December 3, 2025 @ 8:30 am**  
**Location: 500 Westridge Dr. – Community Room**

**Workforce Development Board – Executive Committee**  
**February 4, 2026 @ 8:30 am**  
**Location: 500 Westridge Dr. – Career Center Classroom**