Meeting Minutes

The Chair called the meeting to order at 8:35 AM, and a quorum was established. All participants attended in-person.

Board Members in Attendance

Ayyad, Alia

Bartels, Elyse - Vice Chair

Morse, Rob - Chair

Siegel, Carol

Vereker, Dustin

Board Members Absent

Adolfo, Tracey

Staff in Attendance

Diaz-Rivas, Brenda - WDB Associate Human Services Analyst

Gutierrez, Elizabeth - WDB Administrative Aide

Paz-Nethercutt, Sara - WDB Sr. Human Services Analyst

Stone, Andy - WDB Director

Vaiz, Mary Lou - WDB Clerical Support

1. Call to Order / Welcome
   The meeting was called to order.

2. Non-agenda public comment
   None

3. Chairperson's Report

Chair Rob Morse announced he will be absent from the May 20, 2026 meeting. Vice Chair Elyse Bartels will facilitate the meeting.

Board members who attended the National Association of Workforce Boards conference in March shared updates and key takeaways from the event.

4. Action Items (Vote Required):

   a. Approval of the Minutes: February 4, 2026

Action: A motion was made to approve the February 4, 2026, Executive Committee meeting minutes.

Status: Motion to Approve: Elyse Bartels

Motion Seconded: Dustin Vereker

Objections: None

Abstention: Carol Seigel

Committee Action: Motion carried

b. Proposed WDB Meeting Calendar 2026

Chair Rob Morse announced that the Workforce Development Board (WDB) meeting calendar will transition to a January–December calendar year schedule rather than the previous July–June program year cycle.

Action: A motion was made to recommend that the Full Workforce Development Board (WDB) approve the proposed WDB Meeting Calendar for the remainder of the 2026 calendar year.

Status: Motion to Approve: Elyse Bartels

Motion Seconded: Carol Siegel

Objections: None

Abstentions: None

Committee Action: Motion carried unanimously

c. Eligible Training Provider Draft Monitoring Reports PY25/26

Brenda Diaz-Rivas reported that local monitoring had been completed for six training vendors. No findings were identified, and one area of concern was addressed.

Committee members discussed and clarified the monitoring process and requirements.

Action: A motion was made to recommend that the Full WDB accept the PY 2025-2026 local Eligible Training Provider List (ETPL) monitoring report as drafted by WDB staff.

Status: Motion to Approve: Carol Siegel

Motion Seconded: Elyse Bartels

Objections: None

Abstentions: None

Committee Action: Motion carried unanimously

d. Workforce Innovation and Opportunity Act Local Policy: Revised ETPL Policy

Brenda Diaz-Rivas reported that the WIOA ETPL Local Policy was revised to align with the most recent state directive guidance.

Updates include:

- Performance data and Registered Apprenticeship Programs will now be reviewed by the state every two years rather than annually.
- Training providers without WIOA-enrolled students during the program year will now have an opportunity to explain the lack of enrollment before removal from the ETPL.
- The requirement for training providers to complete the Implement Training Provider Assurances Form and Business Letter has been removed.

Action: A motion was made to recommend that the Full WDB approve the WIOA ETPL policy revision as drafted by WDB staff.

Status: Motion to Approve: Dustin Vereker

Motion Seconded: Elyse Bartels

Objections: None

Abstention: Alia Ayyad

Committee Action: Motion carried

e. Proposed WIOA Budget PY26/27

Andy Stone reported that the proposed PY 2026–2027 budget is provisional and based on PY 2025–2026 funding levels plus expected carry-in funds. He noted that $140,000 is recommended for apprenticeship programs. Final allocations will be presented at the first meeting of the next program year in September.

Action: A motion was made to recommend that the Full WDB approve a provisional WIOA budget of $5,001,838 for PY 2026-27, based on PY 2025-26 funding levels, 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: Carol Siegel

Motion Seconded: Elyse Bartels

Objections: None

Abstentions: None

Committee Action: Motion carried unanimously

f. WDB Meeting Planning: May 20, 2026

Action: A motion was made to direct that the WDB staff include the following items in the May 20, 2026 meeting agenda:

1. Workforce Achievement Awards
2. State of the Workforce Report with Josh Williams

Status: Motion to Approve: Elyse Bartels

Motion Seconded: Carol Siegel

Objections: None

Abstentions: None

Committee Action: Motion carried unanimously

5. Report Items (No Vote Required):

a. Proposed Slate of WDB Officer Candidates PY26/27

Carol Siegel reported that the nominating group met, voted, and agreed upon a proposed slate of officer candidates to present to the full Board for final approval.

The nominating group included:

- Carol Siegel
- Dustin Vereker
- Kristin Brown
- Laura Holmquist-Gomez

b. Operational Plan and Continuous Improvement Plan Updates PY25/26

1. Operational Plan Update

Andy Stone reported that all goals have been met. Board member Kristin Brown has been facilitating monthly industry sector roundtables. Previous sessions focused on the healthcare and education sectors, and upcoming discussions will focus on finance, insurance, and real estate sectors.

c. Staff Updates

Director’s Update — Andy Stone

1. James Irvine Foundation

Andy Stone reported that the organization advanced to round two of the application process for $1 million in funding.

Some ideas of the initiative are:

- Education and tools for leaders and elected officials to engage businesses in ways that benefit lower-income communities.
- Community benefit agreements connected to development projects.
- Local hiring commitments.
- Childcare trust development for employees.
- Potential affordable housing contributions.

The initiative would focus on the Pajaro and Salinas Valleys and include community engagement, education, and marketing components.

Additional efforts include expanding human-centered design approaches to address challenges related to CalFresh and Medi-Cal work requirements in the Pajaro Valley. The initiative aims to convene businesses, government agencies, and community organizations to help residents retain benefits while transitioning to living-wage employment.

2. Legislative Update

Andy Stone reported that staff will continue monitoring updates related to the Stronger Workforce for America Act of 2026.

WIOA Career Services — Sara Paz-Nethercutt

1. WIOA Program Services Procurement: Sara Paz-Nethercutt reported that the required four-year procurement process for program services is almost completed with contracts going before the Board of Supervisors on May 19, 2026 for approval.
2. WIOA Section 188 Nondiscrimination and Equal Opportunity Monitoring State monitoring conducted by the Employment Development Department (EDD) is currently underway. Staff will report back on any findings.

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

1. James Irvine Foundation - Public Workforce Capacity Fund: Brenda Diaz-Rivas reported that Human Centered Design is in phase two. Each team is completing a survey and a prototype showcase will be held at the end of May utilizing what they have learned.
2. Community Engagement: Staff are collaborating with community-based organizations and county partners to participate in mandatory training for Benefits Representatives regarding CalFresh work requirements. Staff will provide information about WDB and WIOA services available to participants.

d. WIOA Final Local Performance Scores PY24/25

Sara Paz-Nethercutt reported that the preliminary report released on January 30, 2026 was presented because the final scores became available the previous day and EDD will be

publishing the final scores.

The Santa Cruz Local Area exceeded all locally negotiated WIOA federal performance measures. Performance goals are negotiated every two years, and updated goals for the upcoming cycle will be negotiated later this year. Additional updates will be provided at the full Board meeting.

6. Adjournment

The meeting adjourned at 10:24 am.

a. Next Workforce Development Board Meeting: May 20, 2026 @ 8:30 am
Location: 500 Westridge Dr. (Community Room), Watsonville

b. Next Executive Committee Meeting: TBD @ 8:30 am
Location: 500 Westridge Dr. (Career Center Classroom), Watsonville

c. Accessibility

The County of Santa Cruz does not discriminate on the basis of disability, and no person shall, by reason of a disability, be denied the benefit of the services, programs, or activities. This meeting is located in an accessible facility. If you are a person with a disability and require special assistance in order to participate in the meeting, please call (831) 763-8900 (TDD/TTY- 711) at least 72 hours in advance of the meeting in order to make arrangements. Persons with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those affected, please attend the meeting smoke and scent free.