



VISION: The Workforce needs of employers and job seekers in San Luis Obispo County are met.

Workforce Development Board
Services & Strategies Committee Meeting Agenda

Date: Tuesday, January 8, 2019
Time: 2:00 PM – 3:30 PM
Location: 3563 Empleo Street, San Luis Obispo (Corner of Empleo & Granada).

MEMBERS:

Carl Dudley
Chairperson Pro Tem
Pacific Western Bank

Maria Flores-Jimenez
Department of
Rehabilitation

Jenny Hart
Department of
Social Services

Angella Holmes
Department of
Social Services

Grace McIntosh
Community Action
Partnership of SLO

Donna Moreno
Eckerd Workforce
Development

Mia Ruiz
Cuesta College

Danielle Skipper
NCI Affiliates, Inc.

- 1. Call to Order and Introduction Dudley
2. Public Comment
3. Consent Items: Dudley
3.1 Approve the November 13, 2018 Minutes
3.2 Approve Services & Strategies Committee Meeting Schedule for 2019
4. Presentation:
4.1 211 Website Overview
- Monica Anderson, United Way SLO
5. Action/Information/Discussion:
5.1 Discuss Integration of Job Seeker Resource Guide to 211 Website
-Information/Discussion Item
5.2 Review and Approve Staff and Participant Surveys
-Action Item
6. Committee Member Workforce Development Updates
7. Next Meeting:
Tuesday, March 12, 2019 at 2:00pm
3563 Empleo Street, San Luis Obispo, CA
8. Adjournment

Public Comment: Members of the public may address the committee on items appearing on the agenda. The public may also address items of interest to the committee which are within the jurisdiction of the WDB. However, in compliance with Government Code section 64954.3(a), the committee shall take no action on any item not appearing on the agenda. Speakers are asked to limit their remarks to a maximum of three minutes.

This WIOA Title I - financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. California Relay Service 711 or 1-800-735-2922 (English) 1-800-855-3000 (Spanish).

**WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County**

SERVICES & STRATEGIES COMMITTEE MINUTES (Draft)

Date: Tuesday, November 13, 2018
Time: 2:00 P.M.
Location: Department of Social Services, 3563 Empleo Street, San Luis Obispo

Present: Scott Black, Jenny Hart, Grace McIntosh, Mia Ruiz, Donna Moreno
Absent: Maria Flores-Jimenez, Angella Holmes, Danielle Skipper
Guests: None
Staff: Dawn Boulanger, Sarah Hayter, Michael Coughlin

1. Call to Order:

Chair Scott Black: called the meeting to order at 2:00 P.M.

2. Public Comment:

Chair Black: opened the floor to public comment without response.

3. Consent Items:

- 3.1 Approve the February 13, 2018 Minutes
- 3.2 Approve the March 13, 2018 Minutes

4. Information/Discussion/Action Items:

4.1 Review Staff and Participant Surveys for Implementation

Dawn Boulanger (staff) presented the updated Workforce Services Staff and Participant Surveys, which are available as part of the agenda, requesting input from the committee as to content.

Chair Black: opened the floor to public comment without response

4.3 Discuss Job Seeker Resource List

Dawn Boulanger (staff) presented the discussion item, requesting input from the Committee as to recommended job seeker needs for the resource list to focus on.

Chair Black: opened the floor to public comment without response

4.3 Discuss the Role of Services and Strategies Committee

Dawn Boulanger (staff) presented the discussion item, outlining the role of the Services & Strategies Committee as well as requesting feedback as to how the Committee could better serve the said role.

Chair Black: opened the floor to public comment without response

5. Committee Member Updates:

Chair Black: opened the floor to updates from the Committee membership.

Scott Black, Jenny Hart, Grace McIntosh, Donna Moreno: speak

6. Next Meeting: Tuesday, January 8, 2019 at 2:00pm - 3563 Empleo Street, San Luis Obispo, CA

7. Adjournment:

Chair Black: adjourned the meeting at 3:08 P.M.

I, Michael J. Coughlin, Clerk of the Workforce Development Board of San Luis Obispo, and its committees, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Tuesday, November 13, 2018 by the Services & Strategies Committee of the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, Workforce Development Program Specialist

Dated: November 30, 2018

**Workforce Development Board
Services & Strategies Committee
Consent Item
January 8, 2019**

AGENDA ITEM NUMBER: 3.2

ITEM: Approve Services & Strategies Committee Meeting Schedule for 2019

ACTION REQUIRED:

It is requested that the Services & Strategies Committee of the Workforce Development Board formalize the calendar year schedule.

SUMMARY NARRATIVE:

Below is the proposed meeting schedule for the Services & Strategies Committee:

The Services & Strategies Committee will meet on the second Tuesday of odd months (January, March, May, July, September and November) at 2:00 pm for one and a half hours.

January 8
March 12
May 14
July 9
September 10
November 12

The Services & Strategies Committee will meet at the Department of Social Services in the city of San Luis Obispo.

BUDGET/FINANCIAL IMPACT:

No current fiscal impact

STAFF COMMENTS:

Dawn Boulanger, Director of San Luis Obispo County Workforce Development, recommends the adoption and approval of the 2019 calendar year schedule for the Services & Strategies Committee.



Participant Survey

1) Where do you look for job openings?

- | | |
|------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Craigslist | <input type="checkbox"/> Newspaper |
| <input type="checkbox"/> SLOjobs.com | <input type="checkbox"/> CalJOBS |
| <input type="checkbox"/> Sanluisobispo.com (Tribune) | <input type="checkbox"/> LinkedIn |
| <input type="checkbox"/> Monster.com | <input type="checkbox"/> Glassdoor.com |
| <input type="checkbox"/> Career Builder.com | <input type="checkbox"/> Indeed.com |
| <input type="checkbox"/> Snagajob.com | <input type="checkbox"/> Non-Profit or Government Job Center |
| <input type="checkbox"/> Visit Employers Directly | <input type="checkbox"/> For-Profit Staffing/Temp Agencies |
| <input type="checkbox"/> Other: _____ | |

2) What resources do you use in obtaining a job?

- | | |
|-------------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Department of Social Services Office | <input type="checkbox"/> America's Job Center of California |
| <input type="checkbox"/> Department of Social Services Job Center | <input type="checkbox"/> Department of Rehabilitation |
| <input type="checkbox"/> Pathpoint | <input type="checkbox"/> Achievement House/NCI Affiliates |
| <input type="checkbox"/> Eckerd Connects | <input type="checkbox"/> Goodwill |
| <input type="checkbox"/> Veterans Services | <input type="checkbox"/> For-Profit Staffing/Temp Agencies |
| <input type="checkbox"/> Community Action Partnership of SLO | <input type="checkbox"/> None |
| <input type="checkbox"/> Other: _____ | |

3) Where do you go for employment preparation?

(Resume Building, Interviewing Skills, Training, Workshops, Interview Attire, etc.)

- | | |
|-------------------------------------------------------------------|-------------------------------------------------------------|
| <input type="checkbox"/> Department of Social Services Office | <input type="checkbox"/> America's Job Center of California |
| <input type="checkbox"/> Department of Social Services Job Center | <input type="checkbox"/> Department of Rehabilitation |
| <input type="checkbox"/> Pathpoint | <input type="checkbox"/> Achievement House/NCI Affiliates |
| <input type="checkbox"/> Eckerd Connects | <input type="checkbox"/> Goodwill |
| <input type="checkbox"/> Veterans Services | <input type="checkbox"/> For-Profit Staffing/Temp Agencies |
| <input type="checkbox"/> Community Action Partnership of SLO | <input type="checkbox"/> None |
| <input type="checkbox"/> Other: _____ | |

4) What additional support would help you get a job?

- | | |
|-----------------------------------------------------|-----------------------------------------------------------|
| <input type="checkbox"/> Resume Help | <input type="checkbox"/> Interview/Work Clothing |
| <input type="checkbox"/> Computerized Job Search | <input type="checkbox"/> Labor Market Information |
| <input type="checkbox"/> Career Coaching | <input type="checkbox"/> Help with Individuals Background |
| <input type="checkbox"/> Job Leads | <input type="checkbox"/> Interview Prep |
| <input type="checkbox"/> Workshops | <input type="checkbox"/> Work Experience |
| <input type="checkbox"/> Mentoring/Tutoring | <input type="checkbox"/> Training |
| <input type="checkbox"/> Skills/Aptitude Assessment | <input type="checkbox"/> Education |
| <input type="checkbox"/> Other: _____ | |

Thank You for Completing This Survey

This section is for the agency administering the participant survey.

Please Return To: The Workforce Development Board - Administrative Support - wibadmin@co.slo.ca.us
wibadmin@co.slo.ca.us Questions: 805-781-1908

Staff Survey

1. What agency do you work for?

- Government Agency

 Community-Based Organization
 Staffing Agency
 Other: _____

2. Does your agency provide employment training services?

- Yes

 No

If Yes – which services do you provide?

- Skills/Aptitude Assessment

 Career Coaching
 Case Management

 Occupational Skills Training
 Counseling

 Work Experience/Internships
 On the Job Training

 Supportive Services
 Other: _____

3. Where do you refer individuals looking for work?

- Department of Social Services

 America's Job Center of California
 Community Action Partnership of SLO

 Department of Rehabilitation
 Pathpoint

 Achievement House/NCI Affiliates
 Eckerd Connects

 Goodwill
 Veterans Services

 For-Profit Staffing/Temp Agencies
 For-Profit Job Posting Websites (SLOJobs.com, Indeed, Craigslist, etc.)
 Other: _____

4. What employment training services are your participants most often in need of/requesting?

- Resume Help

 Interview/Work Clothing
 Computerized Job Search

 Labor Market Information
 Career Coaching

 Help with Individuals Background
 Job Leads

 Interview Prep
 Workshops

 Work Experience
 Mentoring/Tutoring

 Training
 Education
 Other: _____

5. What are the most common unmet needs you hear about related to obtaining employment?

- Job Search

 Interview Preparation
 Interview Clothes

 Career Coaching
 Labor Market Information

 Skills Assessment
 Other: _____