

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

**EXECUTIVE COMMITTEE MEETING MINUTES**

**Date:** Wednesday, September 9, 2020

**Time:** 8:00 AM – 10:00 AM

**Location:** Virtual Meeting via Zoom

<https://slohealth.zoom.us/j/92815946570?pwd=eEtXaUFQMnBpdHk5eGxRSWlmRnRvdz09>

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**Present:** Carl Dudley, Louise Matheny, Loreli Cappel, Isiah Gomer, William Hills, Patrick McGuire, Justin McIntire

**Absent:** None

**Staff:** Dawn, Boulanger, Sarah Hayter, Leann Ross, Diana Marin

**Guest:** Tammy Aguilera, Allison Schiavo

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**1. Call to Order:**

**Chair Carl Dudley:** called the meeting to order at 8:01 A.M. **Quorum.**

**2. Public Comment:**

**Chair Dudley:** requested playback of public comment from open comment period without response.

**3. Consent Items:**

**3.1 Approve the July 8, 2020 Minutes**

Motion: Louise Matheny

Second: Loreli Cappel

Abstentions: None

Motion Passed Unanimously

**4. Action Items:**

**4.1 Approve Updates to Conflict of Interest Codes**

Dawn Boulanger (staff) presented item which is part of the agenda. The Committee approved the updates to Conflict of Interest Codes.

Motion: Louise Matheny

Second: William Hills

Abstentions: None

Motion Passed Unanimously

**4.2 Approve Updates to Local Workforce Development Board Bylaws to Reflect Changes to Sub-Committee Structure**

Sarah Hayter (staff) presented item which is part of the agenda. The Committee approved the updates to Workforce Development Board Bylaws.

Motion: William Hills

Second: Louise Matheny

Abstentions: None

Motion Passed Unanimously

## **5. Discussion Items:**

### **5.1 Receive and Review Draft Workforce Services Guide**

Sarah Hayter (staff) presented the item which is part of the agenda.

**Chairperson Dudley: Speaks.**

**Loreli Cappel – Committee Member: Speaks.**

### **5.2 Discuss Workforce Services Directive (WSD) 20-01, WIOA Regional Planning Units**

Dawn Boulanger (staff) reported that the State Workforce Development Board identified Regional Planning Units (RPU) as a means to disseminate regional funds and encourage regional collaboration throughout the state on workforce and economic development issues. The state reassessed their labor market analysis using the EDD labor market data looking at commute patterns and shared industry structure, this data showed there was more of a connection between San Luis Obispo County and Santa Barbara County than the current larger RPU which included Santa Cruz and Monterey Counties. Workforce Services Directive (WSD) 20-01 WIOA Regional Planning Unit was finalized August 28, 2020 separating the current regional planning unit into two regions South Central Coast RPU, and North Central Coast RPU. South Central Coast RPU consisting of Santa Barbara and San Luis Obispo Counties and North Central Coast RPU consisting of Santa Cruz, Monterey and San Benito Counties.

**Patrick McGuire- Committee Member: Speaks.**

**Chairperson Dudley: Speaks.**

## **6. Reports:**

**6.1 Chairman's Report:** Carl Dudley (Chair) reported that EVC is looking for a new Executive Director. EVC voted to bring in interim Executive Director Maria Kelly. Maria Kelly will be acting Executive Director through December. Chair Dudley shared the Downtown Association is looking at how it will work out with so many vacancies downtown and what can be done to promote downtown with safe social distancing.

**6.2 Staff Report:** Dawn Boulanger (Staff) reported moving forward with implementation of regional grant SB1 pre-apprenticeship program into the building and construction trades. Aiming for January for first cohort to be kicked off in our three-county region. Looking at restructuring with more cohorts but in smaller groups due to Covid. There is a current cohort happening right now through the SLOPartners apprenticeship grant providing the MC3 multi craft core curriculum. Completion of this guarantees you an interview with the buildings and construction trades in Ventura, Santa Barbara and San Luis Obispo Counties.

Sarah Hayter (Staff) reports the job center has reopened as of September 7, at their new location 3450 Broad Street suite 103. Recommends checking out the new location. Appointments are being scheduled for in person services, remote services are being offered as well over the phone and via Zoom.

**Chairperson Dudley: Speaks.**

**Allison Schiavo- guest: Speaks**

**William Hills- Committee Member: Speaks**

**6.3 Rapid Response Report:** Diana Marin (Staff) reported closures and layoffs are still happening, more closures than layoffs. As of July 1<sup>st</sup> there have been four WARN Notices. 1 of every 3 responses had been in the Accommodation and Food industry as well as 1 of every 3 is in the city of San Luis Obispo. If anyone knows of any businesses that are struggling, looking at layoffs or closures please reach out to our new workforce email [sloworkforce.co.slo.ca.gov](mailto:sloworkforce.co.slo.ca.gov). As of right now there are 2,400 less jobs than there was this time last year.

**7. Administrative Entity Updates:**

7.1 **Receive and Review Fiscal Budget Update:** Dawn Boulanger (Staff) reported on the Fiscal Budget which is included in agenda.

**8. Board Member Workforce Development Updates:**

**Chair Dudley:** opened the floor to updates from the Executive Committee membership.

**Loreli Cappel: Speaks.**

**9. Next Meeting:**

October 14, 2020 at 8:00 a.m.

Location: To be determined.

**9. Adjournment:**

**Chair Dudley:** adjourned the meeting at 9:05 A.M.

I, Leann Ross, Clerk of the Executive Committee of the Workforce Development Board of San Luis Obispo, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Wednesday July 8, 2020 by the Executive Committee of the Workforce Development Board of San Luis Obispo County.

Leann Ross, Executive Committee Clerk

Dated: September 10, 2020