

**WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County
EXECUTIVE COMMITTEE MEETING MINUTES**

Date: Wednesday, March 9, 2022

Time: 8:00 AM – 10:00 AM

Location: Virtually via Zoom

<https://slohealth.zoom.us/j/97886579213?pwd=ZU9rM2hUK3Z4OFQ1d3VRU2FrSDBUdz09>

Present: Isiah Gomer, William Hills, Justin McIntire, Verena Latona-Tahlman

Absent: None

Staff: Dawn Boulanger, Sarah Hayter, Diana Marin

Guest: Johnathan Zeigler, Christina Kuhn, Jennifer Campos, Vivian Estrada

1. Call to Order:

Chair Isiah Gomer: called the meeting to order at 8:01 A.M. **Quorum.**

2. Action Items:

2.1 Approve a resolution authorizing the Workforce Development Board to hold teleconferenced public meetings for an additional thirty-day period pursuant to AB-361

Isiah Gomer (chair) presented the item which is available as part of the agenda.

Motion: William Hills

Second: Justin McIntire

Abstentions: None

Motion Passed Unanimously

3. Public Comment:

Chair Gomer: opened the floor for public comment period without response.

4. Consent Items:

4.1 Approve the January 12, 2022 Minutes

4.2 Approve the Appointment of Angela Rayfield to the Business Council

The Board approves consent items 4.1 and 4.2

Motion: Justin McIntire

Second: Verena Latona-Tahlman

Abstentions: None

Motions Passed Unanimously

5. Action Items:

5.1 Approve Amendments to the 2022 WDB Calendar Year Meeting Schedule

Dawn Boulanger (staff) presented the item which is available as part of the agenda.

Motion: Justin McIntire

Second: Verena Latona-Tahlman

Abstentions: None

Motion Passed Unanimously

5.2 Approve PY 2021-22 WIOA Budget Revision

Dawn Boulanger (staff) presented the item which is available as part of the agenda. Ms. Boulanger stated that the item was regarding the approval of a system rebrand that was approved at the beginning of the fiscal year and that procurement has been completed and a vendor selected- Full Capacity Marketing, to provide the service. In addition to the system rebrand, Full Capacity Marketing will help with strategic outreach and recruitment, specifically targeted at the young adult community in SLO County.

Motion: Justin McIntire

Second: William Hills

Abstentions: None

Motion Passed Unanimously

5.3 Identify and Approve April 2022 Executive Committee Special Meeting Date

Sarah Hayter (staff) presented the item which is available as part of the agenda. Ms. Hayter identified 3 options and conversations ensued for alternative Special Meeting dates and times. The committee was reminded that the Special Meeting would take place in person at the Department of Social Services in San Luis Obispo and that a quorum would be needed to approve action items. The committee agreed that Thursday, April 7, 2022, at 9 am worked for all members.

Motion: Justin McIntire

Second: Verena Latona-Tahlman

Abstentions: None

Motion Passed Unanimously

6. Information/Discussion Items:

6.1 Receive Update on ARPA COVID-19 Small Business Grant

Dawn Boulanger (staff) presented the item informing committee members that the County of San Luis Obispo is moving forward with an American Rescue Plan Act (ARPA) funded COVID-19 Small Business Grant. It is a \$500,000 fund that will provide individual \$5,000 and \$10,000 grants for employers with 25 or fewer employees. Businesses can apply as of April 1st. The grant will be administered by the WDB admin team and Chamber of Commerce Business Services staff. More details and information will be available as soon as it is approved by the County of San Luis Obispo County Board of Supervisors.

Chair, Isiah Gomer: Speaks

7. Reports:

A. Chairman's Report: Isiah Gomer (chair) announced that the Employer Advisory Council had to cancel their last employer training due to low enrollments. He also stated that he has been invited to join the Cal Poly Workforce Development meeting. Chair Gomer will provide a report back to this board about those meetings.

B. WIOA Services Addressing Barriers to Employment: Christina Kuhn (guest) shared that the AJCC has had an increase in foot traffic. There has also been an increase in interest from young individuals. Transportation appears to be an issue for youth participants, so staff has been meeting them where they are. There is an increased interest in in-person meetings. The new Business Services staff has been working with a second chance employer and has had success with placing a justice-involved individual. The AJCC has been working with WDB staff and Cuesta College to develop a youth-focused Job Fair to help the youth in the community identify their employment and training options. Ms. Kuhn also stated that they have seen an increase in adult participants who are looking to train or re-train and participate in local training IT and commercial driver programs. EDD is now co-located at the AJCC. Lastly, Ms. Kuhn stated that Sarah Hayter (staff) connected AJCC staff with Jeff from the Safe Parking Program, and AJCC staff have visited the site and have had 6 individuals inquire about the WIOA Adult program.

Chair, Isiah Gomer: Speaks

Member, Justin McIntire: Speaks.

Staff, Dawn Boulanger: Speaks

- C. Staff Report:** Dawn Boulanger (staff) reported that the Executive order that allowed the WDB and committees to meet virtually will expire as of 3/31/2022. Ms. Boulanger stated that a virtual option is still available, but that the location of all virtual attendees would need to provide their location and it would need to be posted to the public. Ms. Boulanger asked if in-person attendance would be an issue for members. Committee members stated that in-person meetings would not be an issue for this committee. Ms. Boulanger mentioned that this may be more of an issue for full board members so multiple locations, North County, SLO, and South County might be beneficial for the membership. Chair Gomer stated that he thought the central location should be kept for now until locations are secured. Ms. Boulanger also mentioned to the committee that Eckerd and the WDB would be hosting a Motivational Interviewing Workshop on March 30th at the Madonna Inn to offer human services professionals training on how to better engage the community. She also mentioned the upcoming Board Member Retreat which will include leadership training by TAD Grants. The event is happening on March 25th at the Ventana Grill in Pismo Beach. Lastly, Ms. Boulanger mentioned that the CWA WORKCON Conference is happening in San Diego in May. Sarah Hayter (staff) mentioned that the Youth RFP is open, and the bidder's conference just took place on March 8, 2022. Submissions are due by 3 PM on March 25th. The selection recommendations will be brought forth to this committee at the next meeting. Ms. Hayter mentioned that staff is also working on filling the MIS vacant position soon. Ms. Boulanger reminded the committee that the 4th SB1 cohort of the regional (SLO, Santa Barbara, and Ventura Counties) Building and Construction Trades Pre-apprenticeships starts today. The WDB is also partnering with SLO Partners, and possibly Santa Cruz and Santa Barbara County WDBs on a DAS Grant to enhance and create local apprenticeship programs. Lastly, the WDB staff is working on applying for a Regional Equity and Recovery Partnership Grant. That grant will involve, SLO and Santa Barbara WDS, Cuesta College, Allan Hancock College, and Santa Barbara City College to develop short-term training in in-demand occupations.

9. Administrative Entity Updates:

- 9.1 Receive and Review Fiscal Budget Update: Sarah Hayter (Staff) reported on the Fiscal Budget which is available as part of the agenda.**

Member, Justin McIntire: Speaks

9.2 Receive and Rapid Response Report: Diana Marin (staff) reported on Rapid Response which is available as part of the agenda.

Chair, Isiah Gomer: Speaks

Staff, Dawn Boulanger: Speaks

Member, Justin McIntire: Speaks

Member, William Hills: Speaks

10. Board Member Workforce Development Updates:

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

Verena Latona-Tahlman (member) stated that the Cannon Corporation has seen an increase in applicants for their open positions, but they still have several openings. She also stated that COVID cases have decreased.

Isiah Gomer (chair) shared that Paso Robles Waste and Recycle has one open position. He also stated that the business impacted greatly by COVID earlier this year.

11. Next Meeting:

April 7, 2022 at 9:00 A.M.

Location: 3433 S. Higuera Street- Room 101, San Luis Obispo, CA 93401

9. Adjournment:

Chair Gomer: adjourned the meeting at 9:14 A.M.

I, Diana Marin, Clerk of the Executive Committee of the Workforce Development Board of San Luis Obispo County, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Wednesday, March 9, 2022, by the Executive Committee of the Workforce Development Board of San Luis Obispo County.

Diana Marin, Executive Committee Clerk

Dated: March 14, 2022