

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

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Date: Thursday, May 2, 2019
Time: 8:00 a.m.
Location: 3433 S. Higuera Street, San Luis Obispo, Room 101

Present: Carl Dudley, Loreli Cappel, Josh Cross, Isiah Gomer, William Hills, Tony Hoffman, Suzanne Hosn, Patrick McGuire, William Ray, Mark Simonin, Charlissa Skinner, Colleen Bunch, Jennifer Stubs
Absent: James Brescia, Louise Matheny, Verena Latona-Tahlman, Mary Navarro-Aldana, Jill Stearns, Justin McIntire, Courtney Taylor,
Guests: Jennifer Huss, Allison Schiavo, Jenna Morton, Tammy Aguilera
Staff: Dawn Boulanger, Sarah Hayter, Michael Coughlin, Diana Marin, Ben Dore (County Counsel), Jenna Morton (County Counsel)

1. Call to Order and Introductions:

Chairperson Carl Dudley called the meeting to order at 8:02 a.m. **Quorum reached.**

2. Public Comment:

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

3. Consent Items:

3.1 Approve February 7, 2019 Minutes

The Board approves consent item 3.1

Motion: William Hills

Second: Tony Hoffman

Abstentions: None

Motion Passed Unanimously

4. Action Items:

4.1 Approve the Local Area Subsequent Designation and Local Board Recertification Request

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

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

The Board approves the Local Area Subsequent Designation and Local Board Recertification Request.

Motion: Isiah Gomer

Second: Jennifer Stubs

Abstentions: None

Motion Passed Unanimously

4.2 Review and Approve draft scope of work and draft budget for PY 19-20 WIOA America's Job Center of California (AJCC) Services Contract with Eckerd Youth Alternatives, Inc.

Sarah Hayter (Staff) presented the report to the Board which are available as part of the agenda.

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

The Board approves the draft scope of work and draft budget for PY 19-20 WIOA AJCC Services Contract with Eckerd Youth Alternatives, Inc.

Motion: Loreli Cappel

Second: Jennifer Stubs

Abstentions: None

Motion Passed Unanimously

5. Information/Discussion Items:

5.1 Receive and discuss Eckerd WIOA AJCC Services contract third quarter performance report

Sarah Hayter (Staff) presented the report to the Board which is available as part of the agenda.

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

5.2 Receive and discuss Eckerd WIOA Youth Services contract third quarter performance report

Sarah Hayter (Staff) presented the report to the Board which is available as part of the agenda.

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

5.3 Discuss WDB Grant Application Processes

Dawn Boulanger (Staff) presented the availability of grant opportunities to bring additional funding to the SLO County WDB. Requested thoughts on WDB Admin staff applying for additional funding opportunities. The board supported suggestion.

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

6. Reports:

- **6.1 a) Executive Committee (EC) Report:** Chairperson Dudley stated that the EC met on March 13, 2019 and April 24, 2019. On March 13, 2019 the EC reviewed Eckerd's AJCC contract and performance. Appointed Allison to Services & Strategies Committee. Directed and authorized Admin entity to commence contract negotiations concerning the AJCC with Eckerd for PY 2019-2020. Approved both WIOA Local and regional plan modifications for PY 2017-2020. On April 24, 2019 Appointed Alan McKean and Kevin Reeder to the Services and Strategies Committee. Approved the AJCC Hallmarks of Excellence. Approved the Draft Scope of Work/Budget for PY 2019-2020 WIOA Youth Services Contract with Eckerd Youth Alternatives, Inc. Approved the Local Policy on Transitional Jobs
- b) Business Council (BC):** EC Chairperson Isiah Gomer stated that the BC discussed LMI on Transportation Occupations at February 9th meeting. BC did not meet in April.
- c) Services & Strategies Committee (SSC):** Michael Coughlin (Staff) noted that the SSC has not met since last WDB meeting. Therefore, no report at this time.
- c) Staff Report:** Dawn Boulanger (Staff) mentioned that staff is currently working on updating the local and regional strategic plans.

6.2 Receive and Review Fiscal Agent's Budget Update

Dawn Boulanger (Staff) outlined the budget which is available as part of the agenda.

7. Board Member Updates:

Chair Dudley: opened the floor to updates from the Board membership.

Carl Dudley, Loreli Cappel, Josh Cross, Tony Hoffman, Suzanne Hosn, Patrick McGuire, William Ray, Mark Simonin, Jennifer Stubs, Charlissa Skinner, Colleen Bunch: speak.

8. Next Meeting:

August 1, 2019

8:00 – 10:00 AM

Department of Social Services 3433 South Higuera, Room 101, 1st Floor, San Luis Obispo, CA

9. Adjournment:

Chair Dudley: adjourned the meeting at 9:39 A.M.

I, Diana Marin, Clerk 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 Thursday, May 2, 2019 by the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, WDB Program Specialist

Dated: May 29, 2019