

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

**WORKFORCE DEVELOPMENT BOARD MEETING MINUTES**

**Date:** Thursday, February 4, 2021  
**Time:** 8:00 a.m.  
**Location:** Meeting held virtually via Zoom

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**Present:** Carl Dudley, Louise Matheny, Dr. James J. Brescia, Sally Ames, Loreli Cappel, Isiah Gomer, William Hills, Verena Latona-Tahlman, Justin McIntire, Patrick McGuire, Mark Simonin, Dr. Jill Stearns, Courtney Taylor  
**Absent:** Jennifer Stubbs  
**Guests:** Allison Schiavo, Tammy Aguilera, Gerard Acrement, Joaquin Torres-Maryea, Maria Kelly, Mellissa James, Kimberly Green, David Baldwin, Cesar Valladeras, Susan Mathers, Lisa Howe, Vivian Estrada  
**Staff:** Dawn Boulanger, Sarah Hayter, Leann Ross, Diana Marin

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**1. Call to Order and Introductions:**

**Chairperson Carl Dudley** called the meeting to order at 8:00 a.m. **Quorum reached.**

**2. Public Comment:**

**Chair Dudley:** Members of the public wishing to make a comment on specific item on the agenda as well as items not appearing on the agenda have been given time to do so prior to the virtual meeting. There was no public comment.

**3. Consent Items:**

**3.1** Approve August 6, 2020 Minutes

The Board approves consent item 3.1

Motion: Louise Matheny

Second: Loreli Cappel

Abstentions: None

**Motion Passed Unanimously**

**3.2** Approve Appointment of David Baldwin to the Workforce Development Board

The Board approves consent item 3.2

Motion: Louise Matheny

Second: Mark Simonin

Abstentions: None

**Motion Passed Unanimously**

**4. Action Items:**

**4.1** Review and Approve Local Area Subsequent Designation and Local Board Recertification  
Dawn Boulanger (Staff) presented the item, which is available as part of the agenda.

The Board approves the Local Area Subsequent Designation and Local Board Recertification as presented.

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

Motion: Loreli Cappel

Second: Louise Matheny

Abstentions: None

**Motion Passed Unanimously**

## **5. Presentations:**

### **5.1 EVC/REACH Integration – The Future of Workforce & Economic Development Partnership in SLO**

Maria Kelly from Economic Vitality Corporation (EVC) shared that EVC and Regional Economic Action Coalition (REACH) did joint presentations at both of their board meetings on how to move forward. It was unanimously decided to consolidate both boards under REACH to build an even greater organization for San Luis Obispo County and the region. This consolidation will preserve industry clusters such as AgTech/Agriculture, Manufacturing, Tech, Energy/Clean Tech, Aerospace and Defense, Building, Design and Construction and Healthcare/Life Sciences.

Melissa James from REACH, shared the parameters of the consolidation, how often committees and boards are meeting, their purpose, financial commitments and interaction with other bodies. For the EVC and now into the consolidated organization there is a round table of engagement, the leaders within the industry clusters coming together sharing insight and helping to shape strategy. The bringing together of industry within the cluster model will be something that continues to move forward so that those industry clusters are a thriving group. This group has been meeting for quite sometime advancing big issues related to housing and infrastructure and will continue to expand into a larger regional focus. Melissa share's they are very excited for the integration of staff and more people to help support this work.

**Chairperson Dudley: Speaks.**

**Dawn Boulanger- staff: Speaks.**

## **6. Information/Discussion Items:**

### **6.1 Receive Covid-19 Impacts on Local Labor Market**

Sarah Hayter (Staff) presented the item, which is available as part of the agenda.

**Chairperson Dudley: Speaks.**

**Justin McIntire – Chair Member: Speaks.**

### **6.2 Receive Quarter 1 and Quarter 2 AJCC Contract Performance Report**

Sarah Hayter (Staff) presented the item, which is available as part of the agenda.

**Chairperson Dudley: Speaks.**

**Justin McIntire – Chair Member: Speaks.**

**Tammy Aguilera- guest: Speaks.**

**Allison Schiavo- guest: Speaks.**

**David Baldwin- guest: Speaks.**

**Dawn Boulanger- staff: Speaks.**

### **6.3 Receive Quarter 1 and Quarter 2 Eckerd Youth Contract Performance Report**

Sarah Hayter (Staff) presented the item, which is available as part of the agenda.

**Chairperson Dudley: Speaks.**

**Tammy Aguilera- guest: Speaks.**

**Allison Schiavo- guest: Speaks.**

## **7. Reports:**

### **7.1**

**a) Executive Committee Report:** Chairperson Dudley reported that at the September Executive Committee meeting, the committee approved Amendments to the Workforce Development Board Conflict of Interest Codes and Local Workforce Development Bylaws. In October the committee approved a contract with Ventura County to accept SB1 training funds. Chairperson Dudley also reported at Decembers meeting the committee approved the update to WIOA AJCC One Stop System Partner MOU and Request to Procure Services for Local Plan Development and Coordination.

**b) Business Council Report:** Diana Marin (Staff) reported the Business Council has met three times since the last time reported out to the Workforce Development Board, those meetings being in August, October and December. Diana reported the council was presented with information on a grant that was released on behalf of the Workforce Development Board for small businesses. Since then it has been discussed to put out a Covid-19 Business Grant Survey for businesses of where they are healthwise since receiving grant funding. Diana also shared the council has been discussing Commercial License Prep Course training options and strategies for Rapid Response outreach. Diana asks members if they know of any layoffs or business closures to please let her know.

**c) Staff Report:** Leann Ross (Staff) shared update on annual 700 Form requirements and deadlines. Sarah Hayter (Staff) shared that the Workforce Services Resource Guide is finalized and available on sloworkforce.com. Diana Marin (Staff) reported that the results of the Small Business Grant averted 117 layoffs, in doing so assisting 21 businesses in San Luis Obispo County. Dawn Boulanger (Staff) shared staff is currently working with County Admin who is in discussions with Board of Supervisors working towards additional funds to keep this grant going. Dawn additionally shared updates on SB1 High Road Construction Careers Grant, in partnership with Building Construction Trade Council, SLO Partners, Santa Barbara and Ventura Counties to implement Pre-Apprenticeship program serving as a pipeline into the trade apprenticeship programs. Dawn shared updates on Prison to Employment Grant, Covid Supportive Services Grant, National Dislocated Worker Grant, High Road Greenhouse Gas Reduction Fund Grant to enhance the current SB1 grant, and High Road Training Partnerships Grant awarded to San Luis Obispo County Office of Education. Dawn additionally shared submitting first regional grant as a San Luis Obispo and Santa Barbara County region for regional plan and slingshot, the program design includes digital literacy, and basic computer skills training through the job center as well as expanding access to Wi-Fi and reliable internet through the county.

## **8. Administrative Entity Update:**

### **8.1 Receive and Review Fiscal Budget Update**

Dawn Boulanger (Staff) presented the item, which is available as addendum to the agenda.

### **8.2 Receive and Review Rapid Response Update**

Diana Marin (Staff) presented the item, which is available as part of the agenda.

## **9. Board Member Workforce Development Updates:**

**No updates were given.**

**10. Next Meeting:**

May 6, 2021

8:00 – 10:00 AM

Location: Zoom

**11. Adjournment:**

**Chair Dudley:** adjourned the meeting at 10:00 A.M.

I, Leann Ross, 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, February 4, 2021 by the Workforce Development Board of San Luis Obispo County.

Leann Ross, WDB Program Specialist

Dated: February 4, 2021