

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

EXECUTIVE COMMITTEE MEETING MINUTES

Date: Wednesday, September 11, 2019
Time: 8:00 AM – 10:00 AM
Location: 3433 South Higuera Room 356, San Luis Obispo, CA

Present: Carl Dudley, Isiah Gomer, Loreli Cappel, Justin McIntire
Absent: Louise Matheny, William Hills, Patrick McGuire
Staff: Dawn Boulanger, Sarah Hayter, Diana Marin Leann Ross
Guest: Jenny Huss, Allison Schiavo

Opening Discussion Item – Loreli Cappel (WDB Executive Committee Member), Justin McIntire (WDB Executive Committee Member), Dawn Boulanger (Staff) and Sarah Hayter (Staff) report out on CWA Meeting of the Minds Conference

1. Call to Order:

Chair Carl Dudley: called the meeting to order at 8:07 A.M. **Quorum.**

2. Public Comment:

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

3. Consent Items:

3.1 Approve the June 12, 2019 Minutes

Motion: Loreli Cappel
Second: Isiah Gomer
Abstentions: None
Motion Passed Unanimously

4. Action Items:

4.1 Review and Approve Incumbent Worker Training Policy

Sarah Hayter (Staff) presented the item which is part of the agenda. The Committee approved the Incumbent Worker Training Policy. Committee asked that Policy be taken to full Workforce Development Board for further discussion and to promote implantation of policy.

Motion: Isiah Gomer
Second: Justin McIntire
Abstentions: None
Motion Passed Unanimously

5. Information Items:

5.1 Receive notification regarding procurement of WIOA AJCC services provider for program year 2020-2021

Sarah Hayter (Staff) presented the item and explained that the WIOA AJCC services provider procurement for program year 2020-21 will be going out fall of 2019. Sarah

asked the committee members if they would like the potential service provider bidders to present to the committee and invite full WDB members to attend as due to timing presentations would not align with full WDB meeting dates. The committee agreed to have bidders present. WDB staff to check with County Council to ensure that confidentiality is not an issue. The selected service provider would start July of 2020.

6. Reports:

6.1 Chairman's Report: Carl Dudley (Chair) reported that on 6/12/19 Executive Committee reviewed and approved the WIOA MOU and appointed an Ad-Hoc committee for the AJCC procurement. The Ad-Hoc committee met on 8/20 and assessed the options for procurement of AJCC services. Due to limited funding, the committee determined that the most feasible option is to continue to include all funding and WIOA service components in a single contract (Adult, Dislocated Worker, Rapid Response and Layoff Aversion funds all into one single contract). The procurement is anticipated for release in Fall 2019 for July 1, 2020 service implementation. On August 1, 2019 the Workforce Development Board (WDB) met and approved the re-appointment of Carl as Chair; Louise as Vice-Chair as well as the appointment of Kirk Coviello to Business Council. The WDB also reviewed and approved fiscal year 2019-20 local area budget and found that there has been an almost 10% reduction in funds annually over the past 3 years. The WDB will seek grant funding and other options to diversify budget funding streams as well as better alignment with the CalWORKS and CalFresh Employment & Training funding and services. The 2019-20 budget includes a significant investment in direct services to the community via a \$100,000 increase in the AJCC contract. This results in a notable decrease in DSS Operating and WDB Set-Aside budgets.

6.2 Staff Report: Dawn Boulanger (Staff) reported that there 4 upcoming grants and grant opportunities which include SB1, the Prison to Employment Initiative, AB 1111 as well as Slingshot 2.0.

6.3 Rapid Response Report: Diana Marin (Staff) reported on Program Year (PY) 2018-19 Rapid Responses. Diana noted that nearly half of response were for the Retail Industry and all, but 1 Rapid Responses were closures. 46 total Rapid Responses in PY 2018-19

7. Administrative Entity Updates:

7.1 Receive and Review Fiscal Budget Update: Dawn Boulanger reported on the Fiscal Budget which is part of the agenda.

8. Board Member Workforce Development Updates:

No updates reported.

9. Next Meeting:

October 9, 2019 at 8:00 a.m.
Department of Social Services
3433 South Higuera Street, Room 101, San Luis Obispo

9. Adjournment:

Chair Dudley: adjourned the meeting at 9:17 A.M.

I, Diana Marin, 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, September 11, 2019 by the Executive Committee of the Workforce Development Board of San Luis Obispo County.

Diana Marin, Executive Committee Clerk

Dated: September 11, 2019