

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

EXECUTIVE COMMITTEE MEETING MINUTES

Date: Thursday, May 7, 2020

Time: 8:00 AM – 10:00 AM

Location: Virtual Meeting via Zoom:

<https://slohealth.zoom.us/j/98147329904?pwd=OUplLdDITMWpMSFJ4VG1nMGdsaTNxQT09>

Present: Carl Dudley, Justin McIntire, Loreli Cappel, Louise Matheny, William Hills

Absent: Patrick McGuire, Isiah Gomer

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

Guest: Allison Schiavo, Tammy Aguilera, Dr. James Brescia, Dr. Jill Stearns, Mary Navarro-Aldana, Kirk Coviello

1. Call to Order:

Chair Carl Dudley: called the meeting to order at 8:06 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 April 8, 2020 Minutes

Motion: Loise Matheny

Second: William Hills

Abstentions: None

Motion Passed Unanimously

4. Action Items:

4.1 Review and Approve Draft Scope of Work and Budget for Program Year 2020-2021 America's Job Center of California (AJCC) Services Contract with Eckerd Youth Alternatives, Inc.

Sarah Hayter (Staff) presented the item which is part of the agenda. She reported that the Administrative Entity and Eckerd Connects have commenced contract negotiations for Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Rapid Response/Layoff aversion services through the America's Job Center of CA. During contract negotiations both parties agreed to a revision of the proposed funding streams and program allocations. The Rapid Response and Layoff Aversion programs will be removed from the Eckerd budget and scope of work and the Administrative Entity will retain the Rapid Response and Layoff Aversion programs and funding stream. Under this contract, Eckerd will provide all required elements of WIOA Title I Adult, Dislocated Worker, and Business Services throughout San Luis Obispo County. Eckerd will provide services through the comprehensive AJCC site in San Luis Obispo and via access points to services through partner locations. The program year 2020-21 contract includes enrollment goals of 90 active WIOA eligible participants. Of the 90 active individuals, Eckerd will enroll 38 new enrollments into WIOA Training services at an average cost of \$4,000 per training. The Administrative Entity recommends that following the Executive Committee's approval, the program year 2020-21 America's Job Center of California (AJCC) Services Contract with Eckerd Youth

Alternatives, Inc be presented to the County Board of Supervisors for final approval and award of contract.

Motion: William Hills
Second: Loreli Cappel
Abstentions: None

4.2 Review and Approve Draft Scope of Work and Budget for Program Year 2020-2021 WIOA Youth Services Contract with Eckerd Youth Alternatives, Inc.

Sarah Hayter (Staff) presented the item which is part of the agenda. Sarah shared that the Administrative Entity has commenced contract negotiations with Eckerd for the program year 2020-21 WIOA Youth Services Contract. Eckerd proposes to implement a flexible approach for service delivery by offering pathways for education and/or employment based on client need and identified during the assessments and development of individual services strategy. Youth may be referred for educational assistance or routed through an Accelerated Employment Path to rapidly employ youth. Eckerd has proposed stackable credentials for WIOA enrolled youth based on need and identified career pathway. The Administrative Entity recommends that following the Executive Committee's approval, the program year 2020-21 WIOA Youth contract with Eckerd Youth Alternatives, Inc. be presented to the County Board of Supervisors for final approval and award of contract.

Motion: Louise Matheny
Second: Loreli Cappel
Abstentions: None

4.3 Review and Approve Transfer of \$150,000 in 2019-20 WIOA Dislocated Worker Funds to WIOA Adult Funding Stream

Dawn Boulanger (Staff) presented the item which is part of the agenda. She stated that per EDD Workforce Services Directive (WSD) 15-23, local workforce boards can transfer 100% of funds between the WIOA Adult and WIOA Dislocated Worker funding streams. In program year 2019-20 San Luis Obispo (SLO) County received a slightly higher allocation in Dislocated Worker funds than Adult funds. With the continued low unemployment rates in the County, few individuals can meet the eligibility requirements for the Dislocated Worker eligibility. Adult eligibility requirements are slightly more flexible, and many of the customers served are eligible under this funding stream. Moving the funds to the Adult funding stream will allow for maximum flexibility to serve individuals in need of workforce services in SLO County. Dawn stated that upon the Executive Committee's approval, the County will submit a formal request to the local area's EDD regional advisor for approval of the transfer of funds. Then upon the Regional Advisor's approval, the funds will be transferred via a unilateral modification to the existing subgrant agreement.

Motion: Louise Matheny
Second: William Hills
Abstentions: None

5. Action Items:

5.1 Receive Update on PY 20-21 AJCC planned location move

Dawn Boulanger (Staff) reported that San Luis Obispo America's Job Center of CA (AJCC) is currently looking at moving its location from the Goodwill building located at 880 Industrial Way to a different site due to cost as the WIOA Title I allocations have seen a 10-11% decrease over the past few years. The planned move is expected to take place by 7/1/2020. The Administrative Staff and SLO County properties team are under negotiation for a lease at 3450 Broad Street in the Acacia Creek Business Park. She stated conversations with EDD about the move are still underway. EDD holds a separate lease with Goodwill. The new location site offers several units which will accommodate EDD and other potential partners as well.

6. Reports:

- 6.1 Chairman's Report:** Carl Dudley (Chair) reported that there has been a significant number of applications for the Payment Protection Program (PPP) business loans in the banking industry. Over 400 application have been processed statewide. Locally they have over ninety applications.
- 6.2 Staff Report:** Dawn Boulanger (Staff) reported that the San Luis Obispo County Workforce Development Board has applied for several funding opportunities including the National Dislocated Worker grant which has been approved. Grant amounts have not been announced.
- 6.3 Rapid Response Report:** Diana Marin (Staff) reported that since the COVID-19 related shelter-in-place order there have been 147 Rapid Responses, 40 WARNs received and approximately conducted have increased significantly. Diana noted that as of April 3rd there have been a total of 115 responses, 17 of which were WARNs. She also stated that State Unemployment Insurance claims have risen 370% as of the week ending March 28th.

7. Administrative Entity Updates:

- 7.1 Receive and Review Fiscal Budget Update:** Dawn Boulanger (Staff) reported on the Fiscal Budget which is was included as an addendum to the agenda.

8. Board Member Workforce Development Updates:

Chair Dudley: opened the floor to updates from the Executive Committee membership. Louise Matheny and Tammy Aguilera spoke.

9. Next Meeting:

June 10, 2020 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 9:11 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, May 7, 2020 by the Executive Committee of the Workforce Development Board of San Luis Obispo County.

Diana Marin, Executive Committee Clerk

Dated: May 11, 2020