

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

SERVICES & STRATEGIES COMMITTEE MINUTES

Date: Tuesday, January 8, 2019
Time: 2:00 P.M.
Location: Department of Social Services, 3563 Empleo Street, San Luis Obispo

Present: Carl Dudley, Angella Holmes, Grace McIntosh, Donna Moreno, Mia Ruiz, Danielle Skipper
Absent: Maria Flores-Jimenez, Jenny Hart
Guests: Rebecca Winkleman, Monica Anderson
Staff: Dawn Boulanger, Sarah Hayter, Michael Coughlin

Please Note: Due to Services & Strategies Committee Chairperson Scott Black's retirement for the Workforce Development Board (WDB), Carl Dudley, WDB Chairperson served as Chair Person Pro Tem.

1. Call to Order:

Chair Pro Tem Dudley: called the meeting to order at 2:03 P.M. – **Quorum**

2. Public Comment:

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

3. Consent Items:

3.1 Approve the November 13, 2018 Minutes

The Committee approves consent item 3.1.

Motion: Grace McIntosh

Second: Danielle Skipper

Abstentions: None

Result: Motion Passed Unanimously

3.2 Approve the March 13, 2018 Minutes

The Committee approves consent item 3.2.

Motion: Danielle Skipper

Second: Grace McIntosh

Abstentions: None

Result: Motion Passed Unanimously

4. Presentations:

4.1 211 Website Overview

Rebecca Winkleman, Community Action Partnership (CAPSLO) and Monica Anderson, United Way of San Luis Obispo, facilitated the presentation. Handouts and Slides from the presentation are available as an addendum to the agenda.

5. Information/Discussion/Action Items:

5.1 Discuss Integration of Job Seeker Resource Guide to 211 Website

Dawn Boulanger (staff) presented the item, requesting input from the committee as to the possibility of the Services & Strategies Committee working to update workforce related services listed on the 211 Website in lieu of creating a separate Job Seeker Resource Guide.

Chair Pro Tem Dudley: opened the floor to public comment without response

5.2 Review and Approve Staff and Participant Surveys

Michael Coughlin (staff) presented the revised draft Workforce Services Staff and Participant Surveys, which are available as part of the agenda packet.

Chair Pro Tem Dudley: opened the floor to public comment without response

The Committee approves and directs staff to distribute both the Staff Survey and the Participant Survey

Motion: Grace McIntosh

Second: Grace McIntosh

Abstentions: None

Result: Motion Passed Unanimously

6. Committee Member Updates:

Chair Pro Tem Dudley: opened the floor to updates from the Committee membership.

Mia Ruiz: speaks and provided the Committee with a handout, which is available as an addendum to the agenda.

7. Next Meeting: Tuesday, March 12, 2019 at 2:00pm - 3563 Empleo Street, San Luis Obispo, CA

8. Adjournment:

Chair Pro Tem Dudley: adjourned the meeting at 3:08 P.M.

I, Michael J. Coughlin, Clerk of the Workforce Development Board of San Luis Obispo, and its committees, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Tuesday, January 8, 2019 by the Services & Strategies Committee of the Workforce Development Board of San Luis Obispo County.

Michael J. Coughlin, Workforce Development Program Specialist

Dated: January 30, 2019