



# **MONTEREY COUNTY WORKFORCE DEVELOPMENT BOARD AGENDA PACKET**

Wednesday, December 5, 2018  
11:30 a.m. – 1:30 p.m.

Soper Community Center  
220 Coe Avenue  
Seaside, CA 93955

Documents related to agenda items that are distributed to the WDB less than 72 hours prior to the meeting shall be available for public inspection at 1441 Schilling Place, North, Salinas, CA or visit our website at [www.montereycountywdb.org](http://www.montereycountywdb.org). Documents distributed to the WDB at the meeting by County staff will be available at the meeting; documents distributed to the WDB by members of the public shall be made available after the meeting. ALTERNATE AGENDA FORMATS: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the Secretary to the WDB at (831)796-6434.

## NOTICE TO THE PUBLIC

Members of the public who wish to address the Board should identify themselves and state their name for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand it to the designated Workforce Development Board staff member.

Copies of the agenda have been placed on the table near the door for your convenience.

The procedure for this meeting is as follows:

- The Committee Secretary will verify quorum; the Chair will read the opening remarks.
- Members of the public wishing to make a comment on an item that is not on the agenda will be given two (2) minutes each to comment.
- Workforce Development Board staff and/or Board Members will present recommendations for each action item on the agenda.
- Board members may ask questions of Workforce Development Board Staff and other Board Members.
- Members of the public wishing to make a comment on an agenda item will be given two (2) minutes each to comment.
- The Board may take action on any item designated as an action item.
- Workforce Development Board members may only discuss items listed on the Agenda pursuant to the "Brown Act." With respect to non-agenda items raised by the public, Workforce Development Board members may calendar them for a future meeting, may briefly respond, or may request clarification from the member of the public but, to remain in compliance with the Brown Act, they may not address non-agenda items raised by the public in a substantive or in-depth manner.



1441 Schilling Place, North  
Salinas, CA 93901

(831) 796-6434  
[www.montereycountywdb.org](http://www.montereycountywdb.org)

**WDB Members:**

*Erik Cushman,*  
WDB & Executive Chair

*Mary Ann Leffel,*  
WDB 1<sup>st</sup> Vice Chair

*Cesar Lara,*  
WDB 2<sup>nd</sup> Vice Chair

Al Davis  
Andy Hartmann  
Brian Turlington  
Cesar Lara  
Cresencio Diaz  
Harbhajan "Harvey" Dadwal  
Jay Donato  
Julia Belliard  
Kimberly Schnader  
Mary Adams  
Mimi Laurent  
Salvador Muñoz  
Sherry Farson  
Steve MacArthur  
Dr. Walter Tribley  
Wendy Brickman  
Wesley Van Camp  
Dr. Willard Clark Lewallen  
Yuko Duckworth

## Monterey County Workforce Development Board

Soper Community Center, 220 Coe Avenue, Seaside, CA 93955  
**Wednesday, December 5, 2018; 11:30 a.m.**

### AGENDA

<b>CALL TO ORDER/INTRODUCTIONS AND CHANGES TO AGENDA:</b>	
<b>MEMBERS OF THE PUBLIC MAY ADDRESS COMMENTS TO THE BOARD CONCERNING EACH AGENDA ITEM. THE TIMING OF PUBLIC COMMENT SHALL BE AT THE DISCRETION OF THE CHAIR</b>	Erik Cushman, <i>Chair</i>
<b>DIRECTOR'S REPORT:</b>	
<ul style="list-style-type: none"> <li>▪ Update on P2E Prison 2 Employment Initiative</li> <li>▪ Update on Regional &amp; Local Plans</li> <li>▪ Update on Request for Proposal for Adult and Dislocated Worker Services for PY 2019-20.</li> </ul>	Chris Donnelly
<b>CONSENT CALENDAR:</b>	
1. <b>ACTION:</b> Approve minutes from meeting of October 10, 2018.	Erik Cushman
2. <b>ACTION:</b> Approve meeting dates for the Workforce Development Board for Calendar Year 2019.	Erik Cushman
<b>BUSINESS CALENDAR:</b>	
1. <b>ACTION:</b> Authorize the Monterey County Workforce Development Board's Executive Committee to submit Local and Regional Plan Modifications to the State before the March 15, 2019 deadline.	Chris Donnelly
2. <b>PRESENTATION:</b> Update on the Council for Adult Experiential Learning's progress on the Healthcare Sector Partnership Plan for the coastal regional workforce development area.	Jade Arn
3. <b>WDB COMMUNITY AWARDS CEREMONY</b>	Chris Donnelly
4. <b>PUBLIC COMMENT:</b> The WDB will take public comment on matters not on the agenda but within the WDB's subject matter jurisdiction ( <i>Limited to 2 minutes per person</i> )	Erik Cushman
<b>ADJOURNMENT:</b>	Erik Cushman
<p>Documents related to agenda items that are distributed to the WDB less than 72 hours prior to the meeting shall be available for public inspection at 1441 Schilling Place, North, Salinas, CA or visit our website at <a href="http://www.montereycountywdb.org">www.montereycountywdb.org</a>. Documents distributed to the WDB at the meeting by County staff will be available at the meeting; documents distributed to the WDB by members of the public shall be made available after the meeting. This WIOA Title I financially assisted program or activity is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities. ALTERNATE AGENDA FORMATS: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may make these requests to the Secretary to the WDB at (831)796-6434</p>	

**UNADOPTED**

**Monterey County Workforce Development Board**  
 Monterey Adult School, 1295 La Salle Avenue, Seaside, CA  
**Wednesday, October 10, 2018**

**Members Present:** Erik Cushman (Chair), Mary Ann Leffel, Paula Calvetti, Andy Hartmann, Cesar Lara, Cresencio Diaz, Harbhajan Dadwal, Jay Donato, Mary Adams, Mimi Laurent, Salvador Munoz, Sherry Farson, Steve MacArthur, Dr. Walter Tribley, Wendy Brickman, and Dr. Willard Lewallen

**Members Absent:** Al Davis, Brian Turlington, Kimberly Schnader, Wesley Van Camp, and Yuko Duckworth

**Staff Present:** Chris Donnelly, Flor Galvan, Ruben Trujillo, Korey Woo, Susan Marscellas, Elizabeth Kaylor, Jerry Hernandez, Laura Kershner, Vanessa Kor, and Javier Vanga

**Public Comment:** None

**Call to Order/Introductions:** Mr. Cushman called the meeting to order at 8:42 a.m. and asked for introductions. A quorum was established.

**Changes to Agenda:** None

**Consent Calendar:**

1. ACTION: Approve minutes from meeting of April 4, 2018.
2. ACTION: Approve minutes from meeting of June 20, 2018.
3. ACTION: Consider the August 1, 2018 Executive Committee's recommendation to appoint Julia Belliard, Executive Director of Agricultural Personnel Management, representing Business, to the Workforce Development Board for a three-year term, with a recommendation to be forwarded to the Board of Supervisors for approval.
5. ACTION: Consider the August 1, 2018 Executive Committee's recommendation to approve the Request for Proposals Selection Committee's choice of a contractor, Pat Davis Design Group, Inc., to design and host the Monterey County Workforce Development Board's website and the Coastal Region Workforce Development Board's website.
6. ACTION: Consider the August 1, 2018 Executive Committee's recommendation to approve the Request for Qualifications Selection Committee's choice of five (5) contractors, listed below, for provision of in-person workshops and online training to One-Stop participants and forward contractor agreements to the Board of Supervisors for approval
  - Advanced Computer Training Schools, Inc.
  - Dynamic Workforce Solutions, LLC
  - Monterey Adult School
  - New York Wired for Education, Inc.
  - Treehouse Island, Inc.

**A motion was made by Mary Ann Leffel to approve the Consent Calendar Action Items #1, 2, 3, 5 and 6, seconded by Cesar Chavez. ALL AYES**

**Erik Cushman pulled Item #4 for further discussion.**

4. ACTION: Consider the August 1, 2018 Executive Committee's recommendation to reappoint Andy Hartman, representing Labor, to the Workforce Development Board for a three-year term, with a recommendation to be forwarded to the Board of Supervisors for approval.

**A motion was made by Mary Ann Leffel to approve Consent Action Item #4, seconded by Mary Adams. ALL AYES**

**Discussion or Review of Business Calendar Action Items:**

1. ACTION: Conduct an election to select the Chair of the Workforce Development Board for a two-year term to commence October 10, 2018.

**Erik Cushman was nominated by Walter Tribley, seconded by Mary Adams. ALL AYES**

2. ACTION: Conduct an election to select the 1<sup>st</sup> Vice-Chair of the Workforce Development Board for a two-year term to commence October 10, 2018.

**Mary Ann Leffel was nominated by Cesar Lara, seconded by Salvador Munoz. ALL AYES**

3. ACTION: Conduct an election to select the 2<sup>st</sup> Vice-Chair of the Workforce Development Board for a two-year term to commence October 10, 2018  
**Cesar Lara was nominated by Jay Donato, seconded by Cresencio Diaz. ALL AYES**
4. ACTION: Consider and approve the Request for Proposal Selection Committee's choice of provider of WIOA Title I Youth Services, in North Monterey County and the Monterey Peninsula, Arbor E&T dba ResCare Workforce Services, for October 1, 2018 through June 30, 2019.  
**A motion was made by Mary Ann Leffel to consider and approve the Request for Proposal Selection Committee's choice of provider of WIOA Title I Youth Services in North Monterey County and the Monterey Peninsula, Arbor E&T dba ResCare Workforce Services, for October 1, 2018 through June 30, seconded by Water Tribley. ALL AYES**
5. ACTION: Consider and approve an agreement with the California Workforce Association for consultant services to be provided by CSI Works for the Prison2Employment Initiative Grant.  
**A motion was made by Cesar Lara to approve the agreement with the exception that the contract with CWA for consulting services does not exceed 10%, seconded by Walter Tribley. Nays: Erik Cushman and Mary Ann Leffel. 14-2-0**
6. Discuss timeline/calendar of events for issuance of a Request for Proposal for WIOA Title I Adult and Dislocated Worker Services for PY 2019-20.  
**The Board members discussed the timeline/calendar of events for issuance of a Request for Proposal for WIOA Title I Adult and Dislocated Worker Services for PY 2019-20.**
7. Update on the July and August 2018 performance of Monterey County Department of Social Services, provider of Adult, Dislocated Worker and Youth Services, and on July and August 2018 performance of Turning Point of Central California, provider of Youth Services in South Monterey County.  
**The Board received an update on the July and August 2018 performance of Monterey County Department of Social Services, provider of Adult, Dislocated Worker and Youth Services, and on July and August 2018 performance of Turning Point of Central California, provider of Youth Services in South Monterey County.**
8. Update on One-Stop Operator, ResCare Workforce Services and Activities.  
**The Board received an update on the One-Stop Operator, ResCare Workforce Services and Activities.**
9. Review the WDB membership composition, attendance and discuss recruitment of members.  
**The Board reviewed the WDB membership composition, attendance and discussed recruitment of members.**
10. Update on WDB Board Workforce & Business Activities.  
**The Board received an update on WDB Workforce & Business Activities.**

**Adjournment:** Mr. Cushman requested to adjourn the meeting at 10:23 a.m.

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# MEMORANDUM

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**TO:** WORKFORCE DEVELOPMENT BOARD

**FROM:** CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

**SUBJECT:** APPROVE MEETING DATES FOR THE WORKFORCE DEVELOPMENT BOARD FOR CALENDAR YEAR 2019.

**DATE:** DECEMBER 5, 2018

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**RECOMMENDATION:**

Approve the following Meeting Dates for the Workforce Development Board for calendar year 2019.

**January 2019 to December 2019**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	6		3		5		7		2		4

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# MEMORANDUM

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**TO:** WORKFORCE DEVELOPMENT BOARD

**FROM:** CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

**SUBJECT:** AUTHORIZATION OF WORKFORCE DEVELOPMENT BOARD'S EXECUTIVE COMMITTEE TO SUBMIT LOCAL AND REGIONAL PLAN MODIFICATIONS TO THE STATE BEFORE THE MARCH 15, 2019 DEADLINE

**DATE:** DECEMBER 5, 2018

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**RECOMMENDATION:**

It is recommended that the Monterey County Workforce Development Board authorizes its Executive Committee to submit local and regional plan modifications to the State prior to the March 15, 2018 deadline.

**BACKGROUND/INFORMATION:**

Under WIOA, a biennial update of regional and local plans is required to ensure that plans remain current and account for "changes in labor market and economic conditions or in other factors affecting the implementation of the local plan" (29 U.S. Code § 3123). The California Workforce Development Board (State Board) has also made changes to the State Plan which require that Local Boards update their plans to keep them consistent with the policy direction of the State Plan.

The primary purpose of the local plan modification is to facilitate access to education and training services for those who want and need them. At the local level, clients will access regional sector pathways: the services of WIOA mandated/core partner programs that are designed with human-centered focus and are aligned, coordinated and integrated to best serve jobseekers. The local level system provides the access points for the delivery of supportive services through the core partners. The local plan must be shaped by all the required partners and stakeholders, and it must align with the regional plan modifications developed under the direction of the Regional Planning Unit (RPU) and with the goals of the State Plan modifications.

The primary areas of concern to be covered are:

- Services to the re-entry population;
- Services to those receiving CalFresh and CalFresh Employment and Training activities;
- Services to non-custodial parents with child support orders;
- Serving those with Intellectual and Developmental Disabilities through Competitive Integrated Employment; and
- Conditions and processes for robust stakeholder engagement during the regional and local plan modification process.

A timeline for the regional and local plan modifications, as well as for the Prison to Employment Initiative, is included as an attachment to this memo. The plan modifications are due to the State on March 15, 2019. The next meeting of the Monterey County Workforce Development Board is scheduled for February 6, 2019; however, the attached timeline provides the start of a 30-day Public Comment period on January 31, 2019 which ends on March 1, 2019. Because public comments must be incorporated into the regional and local plans prior to submittal, staff requests that the Board authorizes its Executive Committee to conduct a special meeting to review and submit the local and regional plan modifications to the State prior to the March 15, 2018 deadline.

**ATTACHMENT:**

Regional – Local Plan Modification/Prison to Employment Planning Timeline



## Regional – Local Plan Modification/Prison to Employment Planning Timeline

Action Required	Person Responsible	Date Due
Regional/Local Plan due to State WDB	Jessica	March 15, 2019
Signed Regional/Local Plan due to Jessica	Flor	March 11, 2019
Regional/Local Plan approved by the County Board of Supervisors	Flor/Chris	March 12, 2019
Regional/Local Plan approved by Executive Committee	Chris/Flor	Special Meeting March 6, 2019
End of 30-Day Public Comment period	Central Coast WDBs	March 1, 2019
Regional Prison to Employment (P2E) Grant application date	CSI Works – Local WDBs	February 15, 2019
Start of 30 Day Public Comment period	Central Coast WDBs	January 31, 2019
Final draft of Regional and Local Plan	Central Coast WDBs	January 28, 2019
First draft of Regional/Local Plan	Consultant/Jessica	January 7, 2019
Community Meetings: Regional/Local/P2E	Consultants	November/December 2018
<ul style="list-style-type: none"> <li>• English language learners/refugees</li> </ul>	Adult Schools – Salinas/Monterey	November 30, 2018
<ul style="list-style-type: none"> <li>• Child Support Services</li> </ul>	County of Monterey Child Protective Services	November 27, 2018
<ul style="list-style-type: none"> <li>• CalFresh</li> <li>• Self-assessment on implementation of regional workforce goals</li> <li>• Competitive Integrated Employment for those with disabilities</li> <li>• Community engagement, local workforce services</li> </ul>	Partner Programs: <ul style="list-style-type: none"> <li>• Department of Social Services</li> <li>• Community Partners</li> <li>• Department of Rehabilitation</li> <li>• Community Partners</li> </ul>	November 16, 2018
<ul style="list-style-type: none"> <li>• P2E Re-entry planning</li> </ul>	CSI – John Rubin	November 15, 2018 Castroville/Santa Maria
Consultant on board for Local/Regional Plan modifications	WDB Staff	October 31, 2018
Identify Community Partners	WDB Staff	October 2018

# MEMORANDUM

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**TO:** WORKFORCE DEVELOPMENT BOARD

**FROM:** CHRISTOPHER DONNELLY, EXECUTIVE DIRECTOR

**SUBJECT:** RECEIVE AN UPDATE ON COUNCIL FOR ADULT EXPERIENTIAL LEARNING'S PROGRESS ON THE HEALTHCARE SECTOR PARTNERSHIP PLAN FOR THE COASTAL REGIONAL WORKFORCE DEVELOPMENT AREAS

**DATE:** DECEMBER 5, 2018

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**INFORMATION:**

Jade Arn, Director, Workforce and Economic Development, Council for Adult and Experiential Learning, will provide an update on the progress of the Healthcare Sector Partnership Plan.



**2018**

**AWARDS CEREMONY**

BOARD MEETING BEGINS / LUNCH .....	<i>Erik Cushman</i>
INTRODUCTION .....	<i>Christopher Donnelly</i>
WELCOME FROM SUPERVISOR .....	<i>Mary Adams</i>
BUSINESS AWARDS .....	<i>Paula Calvetti</i>
COMMUNITY PARTNER AWARDS .....	<i>Dr. Willard Lewallen</i>
ADULT AND YOUTH AWARDS .....	<i>Cesar Lara</i>
CLOSING REMARKS .....	<i>Erik Cushman</i>



**2018**

**AWARDS CEREMONY**

SPECIAL THANKS TO

Erik Cushman (*Monterey County Weekly*)

Andy Hartmann (*International Brotherhood of Electrical Workers Local 234*)

Jay Donato

AWARD RECIPIENTS

*Business*

Beefy Boys Jerky Co.

Monterey-Salinas Transit

Salinas Valley Solid Waste Authority

*Community Partner*

Luis Silva, Goodwill Central Coast

Kristen Arps, Salinas Valley Adult Education Consortium

*Adult*

Harold Dorsey

*Youth*

Javonne Douglas

Leticia Sandoval

Keith Urabe