

**UNADOPTED MINUTES**

**Monterey County Workforce Development Board  
Executive Committee Meeting**

Via Teleconference

**Thursday, May 20, 2021**

**Members Present:** Erik Cushman (Chair), Paula Calvetti, Cesar Lara, and Mary Ann Leffel

**Staff Present:** Kristen Arps, Chris Donnelly, Flor Galvan, Jerry Hernandez, Elizabeth Kaylor, and Vanessa Kor

**Public Comment:** None

**Call to Order/Introductions:** Erik Cushman called the meeting to order at 8:33 a.m. and asked for introductions. A quorum was established.

**Changes to Agenda:** None

**Consent Calendar:**

1. **ACTION:** Consider approval of minutes from the Workforce Development Board 's Executive Committee meeting of March 18, 2021.

**A motion was made by Cesar Lara to approve the consent calendar item listed above, seconded by Paula Calvetti. ALL AYES**

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

1. Action: Consider and approve the appointment of Mark Faylor, representing Business, to the WDB for a three-year term, and that the Workforce Development Board forward the appointment to the Board of Supervisors for final approval.  
**A motion was made by Paula Calvetti to approve the appointment of Mark Faylor to the Workforce Development Board for a three-year term, seconded by Cesar Lara. ALL AYES**
2. Action: Consider and approve the appointment of Paul Weyant, representing Business, to the WDB for a three-year term, and that the Workforce Development Board forward the appointment to the Board of Supervisors for final approval.  
**A motion was made by Cesar Lara to approve the appointment of Paul Weyant to the Workforce Development Board for a three-year term, seconded by Paula Calvetti. ALL AYES**
3. Action: Authorize the Executive Director to work with the County of Monterey's Real Properties staff to negotiate a lease for additional space on the second floor at 344 Salinas Street, to forward the lease agreement to the full Board for approval, and then to forward the approved lease agreement to the Monterey County Board of Supervisors for final approval.  
**A motion was made by Mary Ann Leffel, to approve the Executive Director to work with the County of Monterey's Real Properties staff to negotiate a Lease Agreement for additional space at 344 Salinas Street, in Salinas, seconded by Cesar Lara. ALL AYES**
4. The Executive Director provided a report on the joint venture with Monterey Peninsula and Hartnell College. All parties have been meeting monthly to discuss the logistics of training opportunities offered to WIOA Participants. Also, discussion was held to fund a position to assist WIOA Participants with enrollment into the colleges and WIOA programs by July 1, 2021.
5. WDB staff reported that a Hospitality and Tourism Job Fair was held on May 13, 2021. A total of 118 individuals registered for the event. Out of the 118, a total of 63 individuals attended the event. A total of 25 companies participated with a total of 111 resumes downloaded and numerous follow-up appointments.
6. WDB staff provided an update on the CARES Small Business Relief Grant. A total of \$817,000 was disbursed to 107 small businesses in Monterey County. A third round of CARES Small Business Relief is currently available for small businesses in Hospitality, Tourism, Arts & Entertainment. A total of

\$840,000 will be disbursed to a minimum of 84 businesses. The maximum grant amount per business is \$10,000.

7. An update was provided by WDB staff and WIOA program providers on the WDB's Adult, Dislocated Worker, Youth programs with information and analysis on service provider performance during the period through April 30, 2021.
8. A report was provided by WDB staff on the formula and discretionary budget for program year 2021-22.
9. An update was provided by staff on implement a Continuous quality Improvement and integrated service model for Monterey County. The model will increase customer service satisfaction and enhance the quality of services to customers.
10. A report was provided by WDB staff on amendments to the Adult, Dislocated Worker, Youth and One-Stop Operator contracts for WIOA services providers.

**Adjournment:** Mr. Erik Cushman adjourned the meeting at 9:29 a.m.