

UNADOPTED MINUTES

**Monterey County Workforce Development Board
Executive Committee Meeting
Via Teleconference
Thursday, August 19, 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, Vanessa Kor, and Susan Marscellas

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 May 20, 2021.
A motion was made by Mary Ann Leffel to approve the consent calendar item listed above, seconded by Cesar Lara. ALL AYES

Discussion or Review of Business Calendar Action Items:

1. The Chair provided a report on his meeting with Dr. Raul Rodriguez, President of Hartnell College and David Martin, President of Monterey Peninsula College. Hartnell College has uploaded several training programs onto the State's Eligible Training Provider List (ETPL). Monterey Peninsula college is currently uploading training programs for approval. Both colleges are estimating that each college will have 16 training programs on the State's ETPL. The WDB will have an office at Monterey Peninsula College's Satellite location. Future meetings will be held to follow up on the collaboration with the colleges.
2. The America's Job Center of California (AJCC) in Salinas is now open for in-person appointments Monday through Friday from 10:00 a.m. – 4:00 p.m. The AJCC will host orientations on Tuesday from 10:00 – 11:30 a.m. and workshops on Thursdays from 2:00 – 3:30 p.m. The AJCC Marina Satellite location is open Monday through Friday; 8:30 a.m. – 5:00 p.m. by in-person appointments. Safety procedures are in place and follow the current County of Monterey policy and guidance directives.
3. The One-Stop Operator reported on the Continuous Quality Improvement (CQI) process that will bring together the Workforce Development Board and all subcontractors to develop and implement comprehensive changes in how the WDB delivers services. The four teams are meeting frequently to develop processes. A customer satisfaction survey is also being completed by customers to provide feedback on their experiences.
4. An update was provided by WDB staff concerning the performance-based outcomes and templates used for tracking performance of the WDB's subcontractors.
5. An update was provided by WDB staff and WIOA funding subrecipient representatives on the WDB's Adult, Dislocated Worker, and Youth Programs for PY 2021-22 with information and analysis on service provider performance.
6. The Business Services team provided an update of the services recently provided. The team is currently working on following up with small business grant awardees and applicants to provide any additionally desired assistance. A successful job fair took place in July. The team continues to post jobs onto the WDB's website and provide specialized recruitments.
7. An update was provided on all previous rounds of the Small Business Relief Program. A total of 290 small businesses in Monterey County were awarded grants up to \$10,000 each, for a total of \$2,715,000. This grant provided small businesses with assistance during the turbulence caused by the COVID-19 pandemic.

8. An update was provided on the Community Health Worker (CHW) Training Program. The Workforce Development Board is providing funding for a 144-hour training program that will help address the health care disparities within Monterey County. Monterey Peninsula College will be providing the training. The WDB is collaborating with Montage Health, Salinas Valley Memorial Hospital, Doctors on Duty, and Taylor Farms to provide a 5-week, 40-hour internship.
9. An update was provided on the first two cohorts of the SB-1 Pre-Apprenticeship program in partnership with the Monterey/Santa Cruz Building and Construction Trades Council. The first class was completed on July 5, 2021. A total of 37 participants had enrolled, with 33 participants completing the program. The second class was geared to high school graduates and at-risk youth. A total of 15 participants enrolled with 14 completing the program. The program is 144 hours and offered Monday through Friday at 40 hours per week, and will provide certifications in OSHA, CPR, First Aid, and the MC-3 Curriculum.

Adjournment: Mr. Erik Cushman adjourned the meeting at 10:30 a.m.