



SPECIAL WORKFORCE DEVELOPMENT BOARD MEETING AGENDA PACKET

Tuesday, April 8, 2025
9:00 a.m. - 11:00 a.m.

344 Salinas Street, Suites 205 & 206
Salinas, CA 93901

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 344 Salinas Street, Suite 101, Salinas, CA or visit our website at 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. 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 WDB staff at (831) 796-3505. TTY/CRS: Dial 711.

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 Board staff 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.



344 Salinas Street, Suite 101
Salinas, CA 93901

(831) 796-3331
www.montereycountywdb.org

WDB Members:

Erik Cushman,
WDB & Executive Chair

Cesar Lara,
WDB 2nd Vice Chair

Casey Van Den Heuvel
Denise Dorsey
Efrain Aguilera
Josh Metz
Mark Faylor
Michael Gutierrez
Paula Calvetti
Roger Gilbert
Supervisor Luis Alejo

Monterey County Special Workforce Development Board Meeting

Tuesday, April 8, 2025
344 Salinas Street, Suites 205 & 206, Salinas, CA 93901

AGENDA

CALL TO ORDER/ROLL CALL:	Erik Cushman, Chair
CHANGES TO AGENDA:	
PUBLIC COMMENT: <i>(Limited to 2 minutes per person)</i>	
DIRECTOR'S REPORT:	
<ul style="list-style-type: none"> California Workforce Association (CWA) Quarterly Director Meeting Update Workforce Innovation and Opportunity Act (WIOA) Reauthorization 	Chris Donnelly
CONSENT CALENDAR:	Erik Cushman
1. ACTION: Consider approval of minutes from the Monterey County Workforce Development Board (MCWDB) meeting of January 23, 2025.	Erik Cushman
2. ACTION: Concur with the Executive Committee's March 20, 2025 recommendation to approve the appointment of Alma Diaz, State of California Employment Development Department (EDD), representing Wagner-Peyser, to the MCWDB.	Erik Cushman
3. ACTION: Concur with the Executive Committee's March 20, 2025 recommendation to approve the reappointment of Mark Faylor, Peninsula Business Interiors, representing Business, to the MCWDB.	Erik Cushman
4. ACTION: Concur with the Executive Committee's March 20, 2025 recommendation to approve the appointment of Salvador Munoz, S. Munoz and Associates Architects, representing Business, to the MCWDB.	Erik Cushman
5. ACTION: Ratify the Executive Committee's March 20, 2025 recommendation to approve the submittal of the WIOA Application for Local Area Subsequent Designation and Local Board Recertification for Program Years (PY) 2025-27.	Erik Cushman
BUSINESS CALENDAR:	Erik Cushman
1. PRESENTATION: Staff will provide a demonstration of Transfr Virtual Reality (VR) goggles for VR career exploration.	Linda Avakian
2. ACTION: Approve the submittal of the WIOA Local and Regional Plans for 2025-28.	Elizabeth Kaylor
3. Update on MCWDB's 3rd Quarter expenditures.	Daisy Fernandez
4. Update on the Pajaro Business Relief Program.	Vanessa Kor
5. Discuss recent requests for corrective actions issued to Equus Workforce Solutions and Turning Point of Central California relating to their 2024-25 performance.	Pearl Sanchez
6. Discuss EDD's upcoming 2023-24 Local Area program, fiscal, and procurement monitoring, and internal program and fiscal monitoring of Equus and Turning Point for PY 2024-25.	Pearl Sanchez
7. Update from the MCWDB's One Stop Operator.	Elizabeth Alvarez
8. Update on WIOA Adult, Dislocated Worker, and Youth programs.	Melineh Kocharian Lourdes Luviano Michael Artalejo
9. Board members will provide updates on their workforce and business activities.	Individual Board Members
ANNOUNCEMENTS:	Erik Cushman



344 Salinas Street, Suite 101
Salinas, CA 93901

(831) 796-3331
www.montereycountywdb.org

WDB Members:

Erik Cushman,
WDB & Executive Chair

Cesar Lara,
WDB 2nd Vice Chair

Casey Van Den Heuvel
Denise Dorsey
Efrain Aguilera
Josh Metz
Mark Faylor
Michael Gutierrez
Paula Calvetti
Roger Gilbert
Supervisor Luis Alejo

SUBCOMMITTEE MEETINGS:
Executive: April 24, 2025

WDB MEETING:
June 18, 2025

ADJOURNMENT

Erik Cushman

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 344 Salinas Street, Suite 101, Salinas, CA, or visit our website at 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. 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 WDB staff at (831) 796-3331. TTY/CRS: Dial 711.

UNADOPTED MINUTES

Monterey County Workforce Development Board Meeting

America's Job Center of California, 344 Salinas Street, Suites 205 & 206, Salinas, CA 93901
Thursday, January 23, 2025

Members Present: Erik Cushman (Chair), Cesar Lara, Casey Van Den Heuvel, Denise Dorsey, Efrain Aguilera, Kimberly Schnader, Mark Faylor, Michael Gutierrez, Paula Calvetti, Roger Gilbert, and Supervisor Luis Alejo

Members Absent: Josh Metz

Staff Present: Pearl Sanchez, Elizabeth Kaylor, Daisy Fernandez, Vanessa Kor, and Linda Avakian

Public Comment: None

Call to Order/Introductions: Erik Cushman called the meeting to order at 9:05 a.m. and asked for introductions. A quorum was established.

Changes to Agenda: None

Consent Calendar:

1. **ACTION:** Consider approval of minutes from the Monterey County Workforce Development Board (MCWDB) meeting of November 14, 2024.
2. **ACTION:** Concur with the Executive Committee's January 16, 2025 recommendation to approve the appointment of Kimberly Schnader, representing Business, to the MCWDB for a three-year term, and that the MCWDB forward the appointment to the Board of Supervisors for final approval.
3. **ACTION:** Concur with the Executive Committee's January 16, 2025 recommendation to approve the following new policy:
 - 2025-04: WIOA Travel Reimbursement Policy
4. **ACTION:** Approval to submit CaliforniansForAll grant application to California Volunteers, Office of the Governor, for a 2025-26 Youth Service Corps grant.

A motion was made by Casey Van Den Heuvel to approve all items on the Consent Calendar, seconded by Paula Calvetti. ALL AYES. Motion passed.

Discussion or Review of Business Calendar Action Items:

1. **PRESENTATION:** Monterey Bay Drone, Automation, Robotics Technology (DART) initiative, presented by Andrea Pesce, Director of Industry Alliances for the Innovation & Business Engagement (IBE) Hub at UC Santa Cruz.
2. Finance Manager Daisy Fernandez provided an update on the MCWDB's 2nd Quarter expenditures for 2024-25.
3. Management Analyst Vanessa Kor provided an update on the Pajaro Business Relief Program.
4. Chair Erik Cushman provided an update on the recruitment of new Board members.
5. Administrative Services Manager Elizabeth Kaylor discussed Board Ethics Training and the Statement of Economic Interest (Form 700),
6. Vanessa Kor discussed the timeline for submittal of the 2025-28 Workforce Innovation and Opportunity Act (WIOA) Local and Regional Plans.
7. Vanessa Kor and Management Analyst Linda Avakian provided an update on WIOA Adult, Dislocated Worker, Youth and Business Services 2nd Quarter performance.
8. An update was provided by WIOA funding subrecipient representatives on the WDB's Adult, Dislocated Worker, and Youth programs.
9. Board members provided updates on their workforce and business activities

Adjournment: Mr. Erik Cushman adjourned the meeting at 11:06 a.m.



MEMORANDUM

TO: Workforce Development Board

FROM: Christopher Donnelly

SUBJECT: Approval of Appointment of Alma Diaz,
Representing Wagner-Peyser

DATE: April 8, 2025

RECOMMENDATION:

It is recommended that the Workforce Development Board concurs with the Executive Committee's March 20, 2025, approval of the appointment of Alma Diaz, State of California's Employment Development Department (EDD), representing Wagner-Peyser, to the Monterey County Workforce Development Board.

BACKGROUND:

Ms. Diaz, EDD's Salinas/Capitola Cluster Field Office Manager, has applied for membership to the full Workforce Development Board. Ms. Diaz will fill an unexpired Wagner-Peyser representative's term to expire on April 18, 2026.

The WDB bylaws state that members who are appointed to fill a vacancy shall serve until the normal expiration of the term of the vacant seat. A member can continue to serve until reappointment or replacement by the Board of Supervisors.

ATTACHMENTS:

Ms. Alma Diaz's application



344 Salinas Street, Suite 101 | Salinas, CA 93901

Monterey County Workforce Development Board (WDB) Membership Application

Name: Alma Diaz Date Submitted: 02/28/2025
Title: Salinas/Capitola Cluster Field Office Manager
Business/Organization Name: Employment Development Department -WSB, LA Coastal Division, ARU 045

Representation

Please select from one of the following categories that you represent: (*Federal Register Section 679.320*)

- | | |
|---|--|
| <input type="checkbox"/> Business | <input type="checkbox"/> Local Educational Entity |
| <input type="checkbox"/> Labor Organization | <input type="checkbox"/> Community-Based Organization |
| <input type="checkbox"/> Economic Development | <input checked="" type="checkbox"/> Wagner-Peyser |
| <input type="checkbox"/> Rehabilitation | <input type="checkbox"/> Chief Elected Official/Board of Supervisors |

Contact Information

Business/Organization Name: Employment Development Department -WSB, LA Coastal Division, ARU 045
City: Salinas State: California Zip code: 93901
Phone: [REDACTED] Fax: _____
Mobile: [REDACTED]
Email address: Alma.Diaz@edd.ca.gov
Website address: _____
Business license number: _____
City of residence: _____

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. Number of current employees: 20
2. Number of years with current business/organization: 15-Years
3. Number of years in business in Monterey County: 6-months
4. Please describe the nature of your business and your position: Capitola and Salinas EDD WSB LACD Field Office Manager

5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:
1. Santa Cruz WDB (membership approved, pending Oath) 2. California Workforce Connection (CWC) - LA Chapter, current position-Secretary (5 years)
-
6. Please list any professional award(s) or recognition you have received within the last 5 years:
Group award: CWC Region 2 Management Team Award 2023
-
7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:
Manage Wagner-Peyser programs, personnel and premises within the EDD Capitola/Salinas Cluster Workforce Services offices.
-

Monterey County WDB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WDB
See attached document
-
2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WDB, as applicable?
See attached document
-
3. Membership on the Monterey County WDB requires that each member attend a full WDB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes ☒ No ☐
4. Membership on the Monterey County WDB requires that each member serves on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes ☒ No ☐
5. Why do you wish to serve on the Monterey County WDB? (Describe in 100 words or less)
See attached document
-

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature: _____ Date: 02/28/2025



MEMORANDUM

TO: Workforce Development Board

FROM: Christopher Donnelly

SUBJECT: Approval of Reappointment of Mark Faylor,
Representing Business

DATE: April 8, 2025

RECOMMENDATION:

It is recommended that the Workforce Development Board concurs with the Executive Committee's March 20, 2025 approval of the reappointment of Mark Faylor, representing Business, to the Monterey County Workforce Development Board.

BACKGROUND:

Mr. Faylor, President and General Manager of Peninsula Business Interiors, has applied for membership to the full Workforce Development Board.

The WDB bylaws state that the term of membership for all WDB members shall be three years. The three-year limit was enacted with the approval of the original bylaws by the Board of Supervisors on June 23, 2015.

ATTACHMENTS:

Mr. Mark Faylor's application



344 Salinas Street | Salinas, CA 93901 | 831.796.6434 | www.montereycountywdb.org

Monterey County Workforce Development Board (WDB) Membership Application

(For your convenience, this application has been formatted in Microsoft Word with fill-in boxes.)

Name: Mark P. Faylor Date Submitted: 03/16/2021
Title: President & GM
Business/Organization Name: Peninsula Business Interiors

Representation

Please select from one of the following categories that you represent: (Federal Register Section 679.320)

- | | |
|--|--|
| <input type="checkbox"/> Transportation/Logistics | <input type="checkbox"/> Education |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Community Based Organization |
| <input type="checkbox"/> Agriculture & Wine Industry | <input type="checkbox"/> Labor Organization |
| <input type="checkbox"/> Healthcare | <input type="checkbox"/> Chief Elected Official / Board of Supervisor |
| <input type="checkbox"/> Hospitality & Tourism | <input checked="" type="checkbox"/> Local Business/Financial Community |

Contact Information

Business/Organization Address: 325 S. Main Street
City: Salinas State: CA Zipcode: 93901
Phone: [REDACTED] Fax: [REDACTED]
Mobile: [REDACTED]
Email address: mfaylor@pbifurniture.com
Website address: www.pbifurniture.com
Business license number: # [REDACTED]
City of residence: [REDACTED]

Questions

Please answer the following questions and attach any additional pages, if necessary:

- Number of current employees: 16
- Number of years with current business/organization: 15
- Number of years in business in Monterey County: 42
- Please describe the nature of your business and your position: PBI is a 42 yr. old Contract Office furniture dealership serving the counties of Monterey, Santa Cruz & San Benito here on the Central Coast. As President & GM I oversee the P&L and provide leadership for the continual growth of our company.
- Years in this industry: 15

6. Please list additional Board or Committee positions you currently hold and, the duration of each position.

Please see attached.

7. Please list any professional award(s) or recognition(s) you and/or your organization have received within the last 2 years:

Please see attached.

8. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:

Please see attached!

Letter of Recommendations

- If you are representing a labor organization, please include a letter of recommendation from the Central Labor Council affirming that you have been recommended, by popular vote, for a labor position on the Monterey County Workforce Investment Board.

References

Please answer the following questions and attach any additional pages, if necessary:

Business Reference:

Name: _____ Title: _____
Company: _____ Phone: _____

Personal Reference:

Name: _____ Phone: _____
Relationship: _____

Other Reference:

Name: _____ Phone: _____
Relationship: _____

Monterey County WDB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. How do you see yourself as a contributing member of the Board of Directors participating on the Monterey County Workforce Development Board (WDB)?

Please see attached

2. What experience in the areas of Fundraising, Budget analysis, Workforce policy development, Youth, knowledge of the Labor market, Vets, Apprentices, Grant Development and Community involvement or Linkages/Partnerships with educational agencies do you bring to the Monterey County WDB, as applicable?
- Do you have in interest in these areas for our community?
 - What interest you the most?

Please see attached.

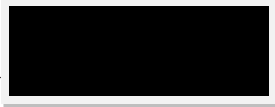
3. Membership on the Monterey County WDB requires that each member attend a full WDB meeting every two months, attend training sessions for board members and become an advocate for workforce development system. The time commitment for these activities ranges from a minimum of 2 to 4 hours per month. Can you make that time commitment? Yes ☒ No ☐
4. Membership on the Monterey County WDB requires that each member serve on a sub-committee. The time commitment for this activity ranges from a minimum of 1 to 2 hours per month. Can you make that time commitment? Yes ☒ No ☐
5. Why do you wish to serve on the Monterey County WDB? (Describe in 100 words or less)

Please see attached.

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature: _____



Date: _____

03/16/2021

Date received by Monterey
County: _____

Received by: _____

Monterey County Workforce Development Board Membership Application

Mark P. Faylor
President & GM
Peninsula Business Interiors

I have lived here in the Salinas Valley for the last 35 years, married to my lovely wife Janine, raising our 3 sons.

I spent 20 years in the local television broadcast industry as an AE, LSM, GSM from 1986-1993 and 13 years from 1994-2006 as President & GM running & operating our local FOX, CBS & Telemundo stations serving the tri-county area of the Central Coast. KCBA FOX 35, KION NewsChannel 5/46 & Telemundo 23.

Currently and for last 15 years, I have operated Peninsula Business Interiors as President & GM. I am responsible for P&L and continued growth of our company. In 2012, PBI received the Outstanding Small Business Award from the SVCC. In 2016, PBI received Monterey County Small Business of the Year Award.

- I'm a proud 28-year member & Past President of the downtown Salinas Rotary Club and received recognition in 2000, as District 5230's Outstanding President Award.
- I have played a key leadership role for the last 26 years in promoting & supporting our ACS Relay for Life Salinas.
- I am currently serving in my second term on the Board of Governors for the SVMH Foundation, as Vice Chair of Governance.
- Served 2 terms on Board of Directors for the SVCC from 1995-1997 & 2011-2014 & received recognition from the SVCC as Volunteer of the Year in 1996.
- Served on Board of Directors for the California International Airshow as Director of Fundraising & received Distinguished Service Award from CIA.
- For the last 4 years, I've worked with President/CEO's Pete Delgado, Dr. Steven Packer of SVMH & CHOMP & Taylor Farms President/CEO Bruce Taylor on "Science of Living Longer" Monterey County Blue Zone Project.

I wish to serve on the Monterey County WDB as I am confident in my ability to make a significant positive contribution. First and most importantly, I have fallen in love with this community. Over the course of my entire business career, my objective has always been to support our community and local business. My strengths in community involvement are my business relationships, fundraising, budget analysis & my relationships with all the leaders in our local media market, including current Monterey County WDB Chair Eric Cushman, who has supported every community event I have ever brought to his media publication's attention.



MEMORANDUM

TO: Workforce Development Board

FROM: Christopher Donnelly

SUBJECT: Approval of Appointment of Salvador Munoz,
Representing Business

DATE: April 8, 2025

RECOMMENDATION:

It is recommended that the Workforce Development Board concurs with the Executive Committee's March 20, 2025 approval of the appointment of Salvador Munoz, representing Business, to the Monterey County Workforce Development Board.

BACKGROUND:

Mr. Munoz, S. Munoz and Associates Architects, has applied for membership to the full Workforce Development Board. Mr. Munoz will fill an unexpired Business representative's term to expire on June 21, 2025.

ATTACHMENTS:

Mr. Munoz's application



344 Salinas Street, Suite 101 | Salinas, CA 93901

Monterey County Workforce Development Board (WDB) Membership Application

Name: SALVADOR MUNOZ Date Submitted: 3/14/2025
Title: Architect
Business/Organization Name: S. Munoz Architects

Representation

Please select from one of the following categories that you represent: (*Federal Register Section 679.320*)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Business | <input type="checkbox"/> Local Educational Entity |
| <input type="checkbox"/> Labor Organization | <input type="checkbox"/> Community-Based Organization |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Wagner-Peyser |
| <input type="checkbox"/> Rehabilitation | <input type="checkbox"/> Chief Elected Official/Board of Supervisors |

Contact Information

Business/Organization Name: S. MUNOZ AND ASSOCIATES
City: SALINAS State: CA Zip code: 93901
Phone: [REDACTED] Fax: -
Mobile: [REDACTED]
Email address: munfris@hotmail.com
Website address: www.smunozarchitects.com
Business license number: [REDACTED]
City of residence: [REDACTED]

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

- Number of current employees: 2
- Number of years with current business/organization: 25
- Number of years in business in Monterey County: 30
- Please describe the nature of your business and your position: ARCHITECTURAL DESIGN, HISTORICAL RESTORATION

5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:

AIA AMERICAN INSTITUTE OF ARCHTECTS, AMAP ALLIANCE OF MONTEREY AREA PRESERVACIONISTS

6. Please list any professional award(s) or recognition you have received within the last 5 years:

2001-02

7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:

ARCHITECT APPLY AND UPDATE TRAINING ON FEDERAL, STATE, COUNTY AND CITY CODES, PUBLIC RELATIONS, PORTFOLIO MANAGMENT, DIRECTION AND ADMINISTRATION

Monterey County WDB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WDB

PARTICIPATE IN CARRER DAYS AT EDUCATIONAL INSTITUTIONS INCLUDING BUT NOT LIMITED TO HARTNELL COLLEGE TO PRESENT OPORTUNITIES TO THE WORKFORCE WITH APPLIED TECHNOLOGY AND SHARE HANDS-ON EXPERIENCE

2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WDB, as applicable?

YOUTH SERVICES, FORMER COLLEGE PROFESSOR, COMMUNITY INVOLVED PRACTICE, RELATIONS WITH DIFFERENT BOARDS AND INSTITUTIONS ACROSS COUNTY AND STATE LIKE HARTNELL COLLEGE, PLENTY KNOWLEDGE OF THE LABOR MARKET AND TREN

3. Membership on the Monterey County WDB requires that each member attend a full WDB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes ☒ No ☐

4. Membership on the Monterey County WDB requires that each member serves on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes ☒ No ☐

5. Why do you wish to serve on the Monterey County WDB? (Describe in 100 words or less)

I want to support workforce development by leveraging my experience in education, labor market trends, and community engagement. As a former professor and active professional, I understand job market challenges and collaborate with institutions to strengthen workforce programs. My goal

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature: _____ Date: 3-14-2025

MEMORANDUM

TO: Workforce Development Board

FROM: Christopher Donnelly

SUBJECT: Local Area Designation & Board Recertification

DATE: April 8, 2025

RECOMMENDATION:

It is recommended that the Workforce Development Board ratify the Executive Committee's March 20, 2025 approval of the Application for Local Area Subsequent Designation and Local Board Recertification for Program Years 2025-27 to be forwarded to the Board of Supervisors for the signature of the Chair.

BACKGROUND:

In accordance with Section 106 and 107 of the Workforce Innovation and Opportunity Act (WIOA), the Monterey County Workforce Development Board (WDB) is applying, as an Existing Local Area, for Subsequent Local Area Designation and Local Board Recertification. Continued receipt of WIOA funding is conditioned upon continuing certification as a Local Area Workforce Development Board.

The State of California Employment Development Department (EDD) issued a directive on January 16, 2025, to provide the policies and procedures regarding the request for Local Board recertification under WIOA. The directive contains state-imposed requirements, as well as federal requirements. If the Monterey County WDB's request for Subsequent Local Area Designation and Local Board Recertification is approved by the California Workforce Development Board (CWDB), the Local Board's recertification is effective July 1, 2025, through June 30, 2027.

DISCUSSION:

After the period for which a Local Area was initially designated, WIOA Section 106 calls for a subsequent designation process and requires the Governor to approve a request for subsequent designation from a Local Area if the area performed successfully, sustained fiscal integrity, and engaged in the regional planning process.

WIOA Section 107 provides criteria for the recertification of Local Boards. Specifically, it requires the Governor to certify one Local Board for each Local Area in the state once every two years. In order to be recertified, the Local Board must meet the WIOA membership requirements, must have met or exceeded performance accountability measures, and must have achieved sustained fiscal integrity.

As it would not be possible for all workforce development boards (WDBs) to obtain the approval and signature of the Chief Elected Official (here, the Board of Supervisors) by the April 7, 2025, deadline, the CWDB has allowed these WDBs to provide a copy of the Local Area Subsequent Designation and Local Board Recertification without the signature of the Chief Elected Official by the deadline, with an explanation for the missing signature and a likely date by which CWDB will receive it. Local areas will not receive full subsequent designation status until a signed application is received by the CWDB.

NEXT STEPS:

If the Application for Local Area Subsequent Designation and Local Board Recertification is approved by the Workforce Development Board, it will be forwarded to the Monterey County Board of Supervisors for approval and subsequently to the CWDB.

Demonstration of Transfr Virtual Reality Goggles for Career Exploration

Management Analyst Linda Avakian will provide a demonstration of Transfr Virtual Reality (VR) goggles for virtual career exploration.

MEMORANDUM

TO: Workforce Development Board

FROM: Christopher Donnelly

SUBJECT: Approve 2025-28 Local and Regional Plans

DATE: April 8, 2025

RECOMMENDATION:

It is recommended that the Monterey County Workforce Development Board approves the 2025-28 WIOA Local and Regional Plans to be forwarded the Board of Supervisors and the California Workforce Development Board.

BACKGROUND:

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 (CWDB) 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.

California’s economy is rebounding and shifting back to pre-pandemic conditions. However, the pandemic-induced recession exacerbated and compounded long-standing disparities and economic inequities. Although some workers have benefited from higher wages due to a tightening of the labor market, inflation has placed more pressure on already stretched-thin, low-income families. The CWDB recognizes that this set of regional and local plans were developed while the state’s economy and labor market continue to recover, and that goals, strategies, and objectives developed at this time may require adjustment in the future.

DISCUSSION:

As outlined in WIOA § 106, regional plans provide a roadmap for the alignment of resources and investments to meet specific outcomes within the 15 RPU’s and articulate how the RPU’s will build intentionality around industry sector engagement, drive workforce development outcomes across multiple jurisdictions, and expand on-ramps to career pathways for individuals who experience barriers to employment.

The primary areas of focus in the Regional Plan are:

- The region’s process to communicate industry workforce needs to supply-side partners;
- The region’s policies to support equity and improve job quality;
- The region’s work to advance the economic prosperity of shared target populations of interest; and

- The region's process to deploy shared resources to provide services, training, and education to meet the needs of shared target populations.

The main purpose of the Local Plan 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 developed under the direction of the RPU and with the goals of the State Plan.

The primary areas of focus for the Local Plan are:

- WIOA core and required partner coordination, including the process to coordinate services and resources identified in the WIOA Partner MOU and the policies to ensure access to services provided through the one-stop service delivery system, including remote areas, through technology and other means;
- State strategic partner coordination, including coordination with County Health and Human Services agencies, local child support agencies, veterans' services, and community-based organizations who serve individuals who are English language learners, foreign-born, and/or refugees; and
- WIOA Title 1 coordination, including (a) the preparation, training, and development of frontline staff to effectively respond to participant needs; and (b) a description of the type and availability of adult and youth workforce investment activities in the Local Area.

A proposed plan development and submittal timeline was provided to the WDB for its meeting of January 23, 2025. Listening sessions to gain input from local stakeholders were held on January 23 and 31, and February 10 and 16. The plan documents were posted on the WDB's website for public review and comment from March 3 through April 2, 2025. A verbal update will be provided at the meeting regarding any public comments that were received by the deadline.

Update on MCWDB's 3rd Quarter Budget and Expenditures

Overview of Expenditures

This memo provides insight on expenditures under the Workforce Innovation and Opportunity Act (WIOA) for the Monterey County Workforce Development Board (MCWDB) across its Adult, Dislocated Worker, and Youth programs for the third quarter of Fiscal Year 2024-25.

As of February 28, 2025, total expenditures recorded from July 1, 2024, through February 28, 2025, and imported from the County of Monterey Advantage Financial System into the internal WDB financial system (MIP), amount to **\$3,716,296**, allocated as follows:

- **Adult Program:** \$1,853,064
- **Dislocated Worker (DW) Program:** \$966,772
- **Youth Program:** \$896,459

An updated budget sheet will be provided to the Board at its meeting on April 8, 2025.

Update on Pajaro Small Business Assistance Program

As of April 1, 2025, the MCWDB has issued a total amount of \$2,168,372 to 60 businesses, with most having requested both phases while others only requested one. Phase 1 (storefront - 85,000 maximum; home-based - \$5,000) is for reimbursement of lost and/or damaged inventory, equipment, and revenue while Phase 2 (storefront - \$15,000 maximum) funds beautification projects to repair and enhance the interior and exterior appearance of a business's building. There are 19 businesses that will be moving forward for final approval this month or still haven't submitted required documentation and have been given a deadline. The remaining 13 businesses have been put on hold for several reasons including: being a residential landlord; continuous lack of response; located outside of the pre-identified evacuation and flood zones.

	# Applications	# Approved	# In Follow-Up / Pending Approval	# On Hold
Phase 1 + 2	58	<u>Both Phases</u> 33 <u>Phase 2 Only;</u> <u>Pending Phase 1</u> 10 <u>Phase 2 Only;</u> <u>Withdrew Phase 1</u> 3	6	6
Phase 1 Only	32	12	13	7
Phase 2 Only	2	2	0	0
Total	92	60	19	13

	Amount Requested	Amount Approved	Pending Review / Approval
Phase 1	\$6,398,573	\$1,505,713	\$3,106,265
Phase 2	\$843,290	\$662,659	\$168,000
Total	\$7,241,863	\$2,168,372	\$3,274,265

Below is a breakdown of the accrued expenses:

Phase 1	\$1,505,713
Phase 2	\$662,659
Admin	\$207,234
Total Spent	\$2,375,606
Amount Remaining	\$1,624,394

2024-25 Requests for Subrecipient Corrective Actions

The Monterey County Workforce Development Board (MCWDB) reviews subrecipient program and fiscal information each month and Workforce Innovation and Opportunity Act (WIOA) performance each quarter to ensure that contract goals are being met as part of its oversight responsibilities for WIOA funding. In addition to these ongoing reviews, MCWDB has contracted with Brennan Workforce Consulting (BWC) to identify potential concerns and address them ahead of the State monitoring scheduled for the week of April 21, 2025.

On February 21, 2025, the MCWDB provided a request to Equus Workforce Solutions' North County Youth program for corrective action(s) relating to program enrollments and placements in employment in the MCWDB's priority sectors. The request specified a deadline of March 21, 2025 to provide a plan to address these issues.

On February 26, 2025, the MCWDB provided a request to Equus' Adult and Dislocated Worker program for corrective action(s) relating to Individual Training Accounts (ITAs) based on the discrepancies identified by BWC, including incorrect and incomplete information, late ITA submittals, and paperwork with numerous errors being submitted to the MCWDB's fiscal unit. The request specified a deadline of March 12, 2025 to provide a plan to address these issues.

On March 4, 2025, the MCWDB provided a request to Turning Point of Central California's South County Youth program for corrective action(s) relating to placements in employment in the MCWDB's priority sectors. The request specified a deadline of April 4, 2025 to provide a plan to address these issues.

2023-24 State of California Employment Development Department and 2024-25 Internal Local Area Monitoring

On January 10, 2025, the Monterey County Workforce Development Board (MCWDB) was notified that the State's Employment Development Department (EDD) will conduct an on-site monitoring review of MCWDB's programmatic, fiscal, and procurement systems associated with the Workforce Innovation and Opportunity Act (WIOA) during the week of April 21, 2025. The primary focus will be the WIOA Adult and Dislocated Worker program, with an additional area of focus relating to implementation of priority of service to veterans and their eligible spouses.

On March 3, 2025, MCWDB's contracted monitoring services provider, Brennan Workforce Consulting (BWC), sent out letters to Equus Workforce Solution's WIOA Adult/Dislocated Worker and North County Youth programs, and to Turning Point of Central California's South County WIOA Youth program, to notify them of the initial internal monitoring overview meeting with BWC that took place on March 11, 2025. BWC has provided monitoring guides and related documents for Equus and Turning Point to complete, and site visits are being arranged with Equus and Turning Point for each service location to ensure availability of staff for interviews.

Update from Monterey County Workforce Development Board's One Stop Operator

One Stop Operator (OSO) Elizabeth Alvarez of Equus Workforce Solutions will provide an update on 2024-25 OSO activities with a focus on Continuous Quality Improvement (CQI) and Customer Satisfaction.

Update on Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth Program Activities

Adult and Dislocated Worker (ADW) Program:

The Severe Winter Storms program is funded by a National Dislocated Worker Grant (NDWG) for disaster recovery to repair the damage caused by the 2022-23 winter storms in Monterey County. For the last few weeks, the Severe Winter Storms crew has focused most of its efforts at Asilomar State Park, continuing to repair and restore the coastal fence and remove downed trees and other debris. The crew works closely together to undertake the tasks to be accomplished, with some participants repairing or restoring the fence and others clearing debris and digging along the fence lines to stabilize the area for the fence posts. The crew also performed similar work at the Point Lobos State Park. Three participants have recently completed their program and have each provided 1,000 hours of work toward restoring Monterey County's parks.



The Adult/Dislocated Worker team has met its enrollment goal for the Prison to Employment (P2E) 2.0 program, with 12 participants enrolled. Currently, two participants are taking truck driver training, and a third participant has already completed the training and is working at Moss Landing Harbor as a Class A driver. Seven participants have secured employment, with most of them working in MCWDB's priority industry sectors, including transportation and hospitality.

Youth Programs:

WIOA Green Cadre

The newest WIOA Green Cadre cohort started its program on Monday February 24, 2025. The cohort is composed of 23 diverse participants from all areas of Monterey County, with seven participants identifying as females. The first three weeks of training were dedicated to team building and bolstering soft skills, including robust training in financial literacy and accessing career pathways. The participants then focused on the missions of addressing Climate Control

and Food Insecurity throughout Monterey County. The Green Cadre is continuing its partnership with California State Parks, the City of Monterey, the Food Bank for Monterey County, and the Resource Conservation District of Monterey County.



On March 6, 2025, the Green Cadre participants were recognized for their “Outstanding Contributions to the Community” by the California Parks and Recreation Society for their work with the City of Monterey.

The Green Cadre is interested in participating in the State of California’s Climate Action Counts campaign, which invites all Californians to take the pledge to combat climate change. The California Volunteers website provides 10 priority actions that supporters can take:

1. Reduce waste
2. Compost food scraps
3. Support local farmers
4. Green your ride (walk, bike, public transit, carpool, zero-emission vehicle)
5. Get planting (trees, native plants, community gardens)
6. Be disaster ready
7. Save energy, water, and money
8. Discover nature
9. Tell a friend
10. Get connected

The entire Green Cadre cohort has registered to take the pledge and plans to focus on four priority actions: reducing waste, composting food scraps, planting trees and gardens, and saving energy, water and money. The Cadre has already started addressing waste and planting, and on Friday April 25, 2025, the Cadre will participate with the City of Monterey in an Earth Day event to help educate the community.

Job and Resource Fairs

The WIOA Youth programs are partnering with the Monterey Adult School and the City of Soledad for upcoming youth and young adult job and resource fairs. These partnerships will provide an opportunity for youth customers to meet with hiring employers and obtain information on resources to address their needs.

Update on Board Members' Workforce and Business Activities

Board members will provide updates relating to their workforce and business activities.