



MEETING MINUTES

Lake Advisory Subcommittee

Thursday, December 6, 2018
9:00 A.M.-10:30 A.M.

Meeting Location
Woodland Community College
Lake County Campus Room 150
15880 Dam Rd. Extension
Clearlake, CA 95422

CALL TO ORDER

I.	<p>A. Call to Order & Introductions</p> <p>Subcommittee Vice Chair, Annette Lee, called the meeting to order at 9:10 a.m.</p> <p>Members Present: Vice Chair, Annette Lee, Kelly Cox, Greg Folsom, Margaret Silveira, Wilda Shock, Mary Sharlow and Judy Kanavle</p> <p>Members Absent: Monica Rosenthal, Paul Castro, Michelle Scully and Rebecca Southwick</p> <p>Workforce Alliance Staff Present: Business Engagement Representative, Stacey Caico and Taylor Swain, Fiscal</p> <p>Guests: Erika Barrish, Christy Gard and Candy De Los Santos.</p> <p>Teleconference: Bruce Wilson, WANB Executive Director and Racy Ming, Chief Strategist of Ming & Associates</p>
	<p>B. Public Comment: None</p>

CONSENT CALENDAR

These matters typically include routine financial or administrative **action items** requiring a vote.
Any item will be discussed separately at the request of any person. Items are approved with one single motion

II.	<p>Chair Lee opened the Consent Calendar for discussion.</p> <p>A. Approval of September 6, 2018 Meeting Minutes (Attachment A)</p> <p>Motion made to approve the Consent Calendar with the following corrections to the September 6, 2018 meeting minutes: Annette Lee's correct title is Vice Chair, not Chair. J. Kanavle's title needs to be changed. Eyler needs to be changed to Dr. Eyler. Cox reported Rebecca Southwick needs to be added to the group listing and noted as absent from the September 6th meeting. A motion was made by Wilda Shock to accept the changes. M/S: Kelly Cox</p> <p>Motion carried: 5-2 AYES: Annette Lee, Kelly Cox, Greg Folsom, Margaret Silveira, and Wilda Shock Nays: None Abstentions: Judy Kanavle and Mary Sharlow Absent: Monica Rosenthal, Paul Castro, Michelle Scully and Rebecca Southwick</p>
-----	---

REGULAR CALENDAR

III.	<p>A. Local Strategic Plan Modification (Action)</p> <p>Racy Ming of Ming & Associates reported out that the State is requiring all local areas update their strategic plans. The State provided detailed direction, identifying 4 different target populations:</p> <ol style="list-style-type: none"> 1. Workforce services for clients of child support agencies (non-custodial parents), 2. Workforce services for English Languages Learners/refugees/the foreign born 3. Strategies to support competitive integrated employment for those with developmental or intellectual disabilities 4. Workforce services for recipients of CalFRESH
------	---

Outreach efforts have started, and meetings are taking place throughout the Region. There will be Community listening sessions and meetings with partner agencies. The draft will be posted for 30 days for public comment. It will be submitted to the state on March 15th.

Open discussion- Judy Kanavle asked what the outcome was of the discussions around ESL students? She wasn't available the day of the call and she wants to be certain Lake and Mendocino Counties are represented in collecting that data. Racy Ming offered to schedule another follow up meeting with Judy Kanavle, including the Mendo Lake Adult Career Education, Director, Christy Perdoncelli-Smith.

Vice Chair, Annette Cox open the floor for public comment.

Public comments: None

B. Review and Accept 1st Quarter Program Report (Action) (Attachment B)

Committee reviewed attached reports. Bruce Wilson explained this is a predictor report, shared quarterly to assist the contract providers and to ensure goals are on target. Lake is looking good at 25% of the year. He wants at least 80% of Exits resulting in successful outcomes. All 1st quarter exits have been good. Training costs indicate what has been spent in the first quarter. Training is a little behind but not a concern at this time.

Open discussion- Annette Lee offered to continue to assist with referrals to the WIOA Program and suggested a more in-depth conversation about how Advisory Committee members can assist the program in meeting their training goals.

Public Comment: Candy Del Los Santos noted normally MPIC doesn't have an issue meeting their training mandate. The report doesn't reflect invoices that have come in. Candy also noted leverage is not included in this report. Christy Gard reported the Medical Assistant and CNA training offered by LCOE didn't generate enough customers last round. Christy Gard is working with LCOE to get more seats filled in the training courses offered. Judy Kanavle asked where she can find which Mendocino College classes are WIOA Program eligible. Approved training providers are listed on the Eligible Training providers List within Cal JOBS. Ideal trainings supported by WIOA, are short term trainings, ideally within a program year. Bruce Wilson shared Napa College has been successful with "stackable credentials." Annette Lee reported that is a common practice that Community Colleges are moving towards. Judy Kanavle and Annette Lee expressed an interest to coordinate the trainings offered at the local Community Colleges, that can be supported by WIOA. A group meeting was suggested by Annette Lee, including college counselors together with CareerPoint staff. Christy Gard offered to set that meeting up on the MPIC continuous improvement meeting schedule. Christy Gard will work directly with Annette Lee and Judy Kanavle. Christy Gard invited committee members to attend the next CareerPoint Partnership meeting the fourth Friday of each month, stating "this is a great opportunity to share information and learn what is going on in in the Career Center."

A motion was made by Margaret Silveira to accept the 1st quarter Program Report. M/S: Kelly Cox

Motion carried: 7-0

AYES: Annette Lee, Kelly Cox, Greg Folsom, Margaret Silveira, Wilda Shock, Judy Kanavle and Mary Sharlow

Nays: None

Abstentions:

Absent: Monica Rosenthal, Paul Castro, Michelle Scully and Rebecca Southwick

C. Butte County Fire Assistance (Action)

Responding to the devastation in Butte County, Bruce Wilson and Candy Del Los Santos have been speaking with the Director of the One Stop in Butte County. They need assistance with providing Disaster Unemployment services and support in their Career Center. Many Butte staff have been affected themselves and additional manpower is needed. Bruce Wilson has asked the State to use Fire funds to find and serve 30 fire impacted individuals from Lake and Mendocino Counties. WANB has additional Fire funds to send staff volunteers to Butte County to offer support to the One Stop. Currently there is not a budget in place. Mr.

	<p>Wilson is looking for approval to continue the discussion around using Fire 2017 funds to support Butte County. MPIC, Inc. staff from Lake and Mendocino counties have volunteered to help.</p> <p>Public Comment: Candy Del Los Santos reported she has a trip to Butte County planned tomorrow to see what is needed. The conversations are to assist in the Career Center, greet customers, assist with Cal JOBS registration and filing Unemployment claims. The schedules may result in 10 hour days but staff are aware. This is made possible because the partners of CareerPoint LAKE have worked out a schedule to cover the front desk and resource room, so customers are not impacted with service delivery. Greg Folsom made a motion to continue the discussions. M/S: Margaret Silveira</p> <p>Motion carried: 7-0 AYES: Annette Lee, Kelly Cox, Greg Folsom, Margaret Silveira, Wilda Shock, Judy Kanavle and Mary Sharlow Nays: None Abstentions: Absent: Monica Rosenthal, Paul Castro, Michelle Scully and Rebecca Southwick</p>
INFORMATION/DISCUSSION ITEMS	
IV.	<p>A. CareerPoint LAKE success story</p> <p>Christy Gard, CareerPoint LAKE shared a participant success story. A gentleman working part time at minimum wage working with animals, requested WIOA training to become a class A driver. He is now employed locally full time, earning \$20.00 an hour. Another participant, a Mother of four needed to upgrade her skills by attending the Medical Assistant program. Upon completion of her program she accepted full time employment at Ukiah Valley Adventist Health where she received a 5K sign on bonus. Both trainings were in-demand occupations; Transportation and Healthcare.</p>
	<p>B. AB 1234 Ethics Training Requirement</p> <p>WANB staff will be contacting committee members if they still need to complete the required AB 1234 Ethics Training.</p>
MEMBER/DIRECTOR REPORTS	
V.	<p>A. Member updates:</p> <p>Margaret Silveira asked the status of the quarterly meeting locations? The committee agreed to rotate the meeting locations around the lake. Stacey Caico said she is flexible, that the location is dependent on the technology available at each meeting location. A strong Wii fi connection is needed. Stacey Caico will look into appropriate spaces. Stacey Caico will work with Tracy Williams at Woodland College as well as staff at the City Hall locations. Eventually the CareerPoint offices will be fully equipped. It is a work in progress. The next meeting will be in Lakeport, most likely at CareerPoint LAKE.</p> <p>Greg Folsom asked if Cannabis is an industry that can be served? Stacey Caico explained for business services, yes, but not subsidized employment opportunities such as OJT's or WEX placements. Folsom reported the City of Clearlake is working with a few new businesses in this industry.</p>
	<p>Director's Report:</p> <p>Wilson reported out the Career Bus is in the final stages of becoming fully functioning. He also mentioned Dr. Eyer recently reported out the outcomes of the studies to the Lake County City Council members and Board of Supervisors. He was unable to be there, he had jury duty. The WANB looks forward to seeing what the next steps will be.</p>
ADJOURN	
VI.	<p>Chair Lee adjourned the meeting 10:45 AM.</p>
	<p>Next meeting: February 28th, 2018 in Lakeport</p>