

**WORKFORCE DEVELOPMENT BOARD  
of San Luis Obispo County**

**WORKFORCE DEVELOPMENT BOARD MEETING MINUTES**

**Date:** Thursday, February 01, 2024

**Time:** 8:30 a.m.

**Location:** Courtyard by Marriott, Estero Bay Room, 1605 Calle Joaquin, San Luis Obispo, CA 93405

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**Present:** Isiah Gomer, David Baldwin, Josh Cross, Tricia Robertson, Mark Simonin, Angela Rayfield, William Hills, Ryan Stanley, Patrick Woolpert, Angela Toomey, Ronald Reilly, Matthew Green, Justin McIntire

**Absent:** Veronica Orozco, Verena Latona-Tahlman, Michael Sloan, Melissa James,

**Guests:** Daniel Tatick (Zoom), Jennifer Campos, Joey Valero, Eryk Nappi, Christina Kuhn, Kim Wybenga, Vivian Estrada, Alexis Vanpelt, Analee Prater, Danielle McIntire, Mayra Valencia, Karina Velasquez, Marissa Behill, Bria Winte

**Staff:** Dawn Boulanger, Diana Marin, Eddie Hernandez, Tony Girolo

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**1. Call to Order and Introductions:**

**Chairperson Isiah Gomer** called the meeting to order at 8:31 AM **Quorum reached**

**2. Public Comment:**

**Chair Gomer:** No public comment

**3. Presentations:**

**3.1 SLO Cal Careers Services – Customer Testimonials**

-An MC3 Pre-Apprenticeship graduate named Matthew spoke about the positive experience he had taking part in the MC3 program and how it shaped his professional growth

-Daniel Boyd, currently an apprentice with IBEW 639, spoke about his experience taking part in the MC3 program and the positive impact it has made in his life

-Karina Velazquez spoke about the positive impact she had working with Eckerd Connects when she decided to make a career change and her experience working for the Atascadero Chamber of Commerce as an Administrative Assistant

-Josh Cross, President of the Atascadero Chamber, spoke from the employer perspective on partnering with Eckerd Connects and the positive impact it has made at the Chamber

#### **4. Consent Items:**

##### **4.1 Approved the November 02, 2023, Minutes:**

The Board approves consent item 4.1 in a single motion

Motion: David Baldwin

Second: Angela Rayfield

**Motion Passed Unanimously**

##### **4.2 Approve member appointment of Danielle McIntire to a Business Seat on the Workforce Development Board**

Motion: David Baldwin

Second: Angela Rayfield

**Motion Passed Unanimously**

#### **5. Action Items:**

##### **5.1 Review and Approve Revisions to the Local Definition of “Requires Additional Assistance” Barrier for WIOA Youth Program Eligibility**

Diana Marin (staff) presented the item and the board approved the revisions to the local definition

Motion: Justin McIntire

Second: Tricia Robertson

**Motion Passed Unanimously**

#### **6. Discussion Items:**

##### **6.1 Receive FY 2023-24 Quarter 2 Eckerd WIOA Adult Services/Career Center Contract Performance Report**

Diana Marin (staff) reported that job center foot traffic and enrollments have picked up in quarter 2 along with leverage expenses and training expenditures. Diana reminded the board of the 30% mandatory training expenditure each quarter with the WIOA programs. She clarified that some of the figures displayed are not completely accurate due to the invoicing schedule of enrollments. Christina Kuhn from Eckerd Connects then shared a success story from the job center and explained how the job center operates and how the team there deliver their services. Dawn

Boulanger (staff) then added that these numbers and the quality of service on display in the report is right on track with what is expected from our service providers, and she highlighted Eckerd's hard work on getting the WIOA programs optimized. Board Member William Hills added that in keeping with the goal of the strategic plan members partnering with agencies and organizations with similar clientele should refer people to Eckerd and the job center to help create the robust workforce ecosystem we are seeking as a board.

## **6.2 Receive FY 2023-24 Quarter 2 Eckerd WIOA Youth Contract Performance Report**

Diana Marin (staff) reported that during the month of December Eckerd Connects had thirteen youth enrollments. There was no work experience expenditure during quarter 2, but Diana is hopeful that next quarter that number will increase given these current enrollment numbers. Diana then made a point of highlighting that there were 38 barriers identified among the youth participants during quarter 2. Former foster youth have been increasingly referred due to a recent new partnership with a provider. Dawn Boulanger (staff) mentioned that the cycle observed on the screen is consistent with what she has seen in the youth program before, emphasizing that it is a process that benefits from having cohorts and just the beginning of what she hopes are for a thriving youth program with Eckerd Connects. Jennifer Campos from Eckerd Connects then added that this increase in enrollments is truly a team effort and she is proud of her staff's hard work.

## **6.3 Receive Fiscal Year 2023-24 Quarter 2 Atascadero Chamber WIOA Business Retention Services Contract Performance Report**

Dawn Boulanger (staff) presented the report detailing the status of our layoff aversion efforts with the Atascadero Chamber contract that functions as the proactive piece of our WIOA Rapid Response services. Josh Cross, President of the Atascadero Chamber, emphasized the limited number of staff who make up our local Workforce Development Board and the need for a contract like this to assist the collective effort of layoff aversion. Josh then introduced Eryk Nappi, the new chamber employee hired to fulfill the duties of this WIOA partnership contract, and then added that they are still seeking to hire one more employee to assist with these services.

## **7. Reports:**

### **a.) Executive Committee and Chairperson Report**

Chairperson Gomer stated that the Executive Committee did not meet in November or December, due to both previously scheduled meetings being canceled. The next Executive Committee meeting is scheduled to occur on Wednesday March 13, 2023. Isiah had no other Chairperson updates to report.

## **b.) Board Member Workforce Development Updates**

Board member Ron Reilly stated that the South County Chamber of Commerce is looking to hire a new president/CEO of the Chamber and the Sierra Vista governing board is also looking for someone to head their committee. Tricia Robertson from Lucia Mar School District mentioned that their Cosmetology program is up-and-running and has been approved by the State board. There are currently fourteen adults enrolled in the program. The next cohort will begin in March. Tricia then directed people to the website to refer to new people potentially interested in the cosmetology program. Board member David Baldwin, from Local 403, expressed thanks to the WDB staff and Eckerd staff for their support with their Pre-Apprenticeship Trades Forum event in December. They were happy with the turnout and David emphasized the importance of these programs to keep the SLO County workforce strong. Josh Cross then spoke about the Junior CEO program in Atascadero, a five-week virtual training course on Zoom. Students learn basic business, marketing, and banking skills. March 24<sup>th</sup> is the Junior CEO Business Day at Sunken Gardens in Atascadero where the cohorts display their business ventures for the public to see.

## **8. Administrative Entity Update:**

### **8.1 Receive and Review Fiscal Expenditure Update**

Dawn Boulanger (staff) directed the board to review the Q2 Fiscal Expenditure Update handout and added to the agenda online as an addendum as it was not ready when the agenda packet was emailed. Dawn stated that the board was on track with current expenditures with roughly fifty percent expended. The WIOA Staff Development Training and Digital Outreach and Recruitment procurements have not been finished yet. Those will be completed in the current quarter. Youth contract services are on track with their expenditures, and Dawn anticipates increased expenditures in the 3<sup>rd</sup> quarter. The WIOA Adult Business Services and Career Services are also on track.

### **8.2 Receive and Review Rapid Response Update**

Tony Girolo (staff) reported that there has been a significant number of business closures recently in the Accommodation and Food Industry sector. Restaurants and other related venues have cited post covid impacts, rising food costs, parking costs, and mobile ordering as factors affecting the need for layoffs or closures. Several well-established and long-standing restaurants are among the recent spate of closures. Tony also mentioned that the HR Hotline received 11 calls in December 2023. The WDB staff is working on marketing the hotline and recently, along with CEA, hosted the first in a series of four webinars. This inaugural webinar focused on Labor Law Updates for 2024. Tony posited to the board members that if they had

ideas about future topics for webinars to get in touch with him, he also mentioned that if anyone hears of closures or layoffs occurring in the County to let him know about the information.

**9. Next Meeting:**

May 2, 2024

8:30 – 10:30 AM

Location: Courtyard by Marriott, Estero Bay Room, 1605 Calle Joaquin, San Luis Obispo, CA 93405

**10. Adjournment:**

**Chair Gomer:** adjourned the meeting at 9:49 AM

I, Tony Girolo, Clerk of the Workforce Development Board of San Luis Obispo, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held on Thursday, February 01, 2024, by the Workforce Development Board of San Luis Obispo County.

Tony Girolo, WDB Program Review Specialist

Dated: February 5, 2024