



Yolo County Workforce Innovation Board

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500-A Jefferson Blvd., Building A
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Board Members

- All Phase Security Inc.
- Buckhorn Steakhouse/
Putah Creek Café
- California Dept. of
Rehabilitation
- California Employment
Development
Department
- City of Woodland
Economic
Development
- Clark Pacific
- DMG Mori
- La Cooperative
Campesina
- Los Rios Community
College District
- Olam Tomato
Processors
- Optimum Zendejas
Home Loans
- PrideStaff
- Sacramento Central
Labor Council (4)
- Seminis Vegetable
Seeds
- The Scoop Frozen
Yogurt Shop
- West Sacramento
Chamber of
Commerce
- Woodland Aviation
- Woodland Adult
Education
- Woodland Community
College
- Yolo Food Bank
- Yolo Employment
Services, Inc.

Yolo County Workforce Innovation Board

Minutes

January 27, 2016

The Yolo County Workforce Innovation Board convened in the offices of Yolo County Health and Human Services Agency at 25 North Cottonwood Street, Woodland, CA, with the following persons in attendance:

- Present:** Alfred Konuwa, Benny Mitchell, Brett Sanders, Cornelio Gomez, Denice Seals, Don Palm, Gary Pelfrey, John Pickerel, John Rodriguez, Ken Garrett, Kevin Sanchez, Maggie Campbell, Marco Lizarraga, Paul Basi, Randy Young, Rob Carrion, Robyn David-Harris, Susan Moylan, and Wendy Ross
- Absent:** Alice Tapley, Jennifer Pike, Lynn White, and Michele Fadling
- Staff:** Elaine Lytle, Lisa Vincent, Judy Needham, Marc Marquez, and Cyndi Sechler
- Guests:** Hope P. Welton, Yolo County Counsel-Senior Deputy
Tara Thronson, Deputy to Supervisor Saylor
Dan Maguire, Economic Developer Manager, City of Winters
Lori Perez, Coordinator College and Career Readiness, Yolo County Office of Education

Call to Order – Pledge of Allegiance

Meeting called to order at 8:30 a.m. by WIB Chair, Gary Pelfrey with quorum present.

1. Welcome Comments and Introductions

2. Public Comment / Announcements – Non-Agenda Items

WIB members, staff, or the public may address the Workforce Innovation Board Executive Committee on subjects relating to employment and training in Yolo County. A time limit may be imposed. No action may be taken on non-agenda items.

No public comments or announcements.

3. Establish Quorum

Quorum established

4. Consider Agenda Approval

Randy Young moved to approve the agenda; Rob Carrion seconded; motion passed.

5. Regular Agenda

a. Approve WIB Minutes – November 18, 2015

Randy Young moved to approve the November 18, 2015 minutes; Denice Seals seconded; motion passed.

b. WIB Election of Officers (Chair, Vice Chair, and Second Vice Chair). Note: Per the WIB Bylaws Officers shall be elected by the WIB from among its members for a one-year term, and shall serve no more than two consecutive years in each position. The Chair and Vice-Chair shall be elected from among the local business representatives.



Second Vice Chair – Rob Carrion made a motion to nominate Maggie Campbell for Second Vice Chair; Randy Young seconded; Maggie Campbell accepted.

Vice Chair – Marco Lizarraga made a motion to nominate Denice Seals for Vice Chair; Randy Young seconded; Denice Seals accepted.

Chair – Randy Young made a motion to nominate Gary Pelfrey for Chair; Marco Lizarraga seconded; Gary Pelfrey accepted.

Marco Lizarraga made a motion to accept all nominated WIB Officers; Randy Young seconded; motion passed.

c. Policy Bulletin No. 16-1 Transition from the WIA to WIOA

Marco Lizarraga made a motion to approve the Policy Bulletin No. 16-1, Transition From the Workforce investment Act (WIA) to the Workforce Innovation and Opportunity Act (WIOA); Randy Young seconded; motion passed.

6. Guest Speaker: Hope P. Welton, Yolo County Counsel-Senior Deputy, to address Conflict of Interest Code Requirements.

Ms. Welton spoke about Conflict of Interest Code requirements, including Ethics Made Easy, Laws Relating to Personal Gain, and Government Transparency Laws.

7. Information Items

a. Receive the Yolo County WIB Membership Roster as approved by the Board of Supervisors on December 15, 2015

b. Receive the Yolo County WIB Bylaws as approved by the Board of Supervisors on December 15, 2015

c. Receive Workforce Services Draft Directive (WSDD) 128/Amendment to PY 2015-16 Rapid Response Allocations and Guidance on use of These Funds for WIOA Transitions Activities

d. Receive WSDD-129/Allowable Costs

e. Receive WSDD-130/WIOA Closeout Handbook

f. Receive WSDD-131/WIOA Memorandums of Understanding

g. Receive WSDD-132/Final State-Level W-PA and WIA Title 1B Proposed Local Area Performance Goals for PY 2015-16

h. Receive Workforce Services Directive (WSD) 15-5/CalJOBSSM Cash Request Handbook

i. Receive WSD 15-6/Selective Service Registration

j. Receive WSD 15-7/WIOA Eligible Training Provider List – Policy and Procedures

k. Receive WSD 15-8/Funds Utilization Requirements for WIOA Funds

l. Receive WSD 15-9/Impact of WIOA Implementation on Waivers Approved Under WIA

m. Receive Workforce Services information Notice (WSIN) 15-15/Access eWOTC Through Employer Services Online

n. Receive WSIN 15-16/Amendment to WIOA Formula Allocations – PY 2015-16

o. Receive WSIN 15-17/Conflict of Interest code Requirements for Local Boards

p. Receive WSIN 15-18/Proposition 39 Grant 2.0 – Request for Applications

q. Receive WSIN 15-19/Public Comment Period – California’s State Plan, PY 2016-2019

r. Receive WSIN 15-20/Waiver of 80 Percent Obligation Requirement for Program Year 2014-15

s. Receive WSIN 15-21/Implementation of the CalJOBSSM Customer Relationship Management (CRM) Module

WIB members received items A–S.

8. WIOA Update

Gary Pelfrey reported that we are comfortable where we are at moving forward.

9. Reports

a. Gary Pelfrey, WIB Chair

Gary stated it was good getting everyone elected. Gary thinks we have a good group of strong people in the room, and we could do anything we wanted to do if we could find enough time. My goal is to make time well spent while you are here.

b. Elaine Lytle, Executive Director

Elaine announced the Winters Job Fair, on March 9, 1:30pm, in the Winters High School gym. Please put on your calendars.

c. Ad Hoc Committee Update

Gary Pelfrey stated they changed how the WIB Board was constituted, by lowering the amount of people we need to have on it, part of that we moved some people to the Ad Hoc One-Stop Partner committee. That group met on December 18, 2015, and had basically an informational meeting. Maggie Campbell will be the Chair of this committee, and it will meet approximately two weeks prior to the Executive Committee meetings, and advise the Executive Committee.

10. Other Business That May Come Before the Board

No additional business.

11. Adjourn

Maggie Campbell moved to adjourn the meeting; Rob Carrion seconded; meeting adjourned at 9:58 a.m.

Next Meeting

March 9, 2016

Yolo County HHSA/Clarksburg Room

Woodland One-Stop

8:30-10:30 a.m.

Accommodation: In accordance with Section 202 of the Americans with Disabilities Act, if you require special assistance, meeting materials to be in an alternative format, auxiliary aids, or other person to assist you while attending this meeting, we will provide reasonable accommodation to allow participation. Contact Cyndi Sechler at 530-661-2750 x4327 at least 3 business days prior to the meeting to facilitate arrangements.

For more about the Yolo County Workforce Innovation Board log on to www.yoloworks.org