

**ADOPTED**

Monterey County Workforce Development Board  
**Business Services Committee**  
Goodwill Industries, 249 10<sup>th</sup> Street, Marina, CA 93933  
**Tuesday, October 08, 2019**

**Members Present:** Mary Ann Leffel (Chair), Wendy Brickman, Paula Calvetti, Harvey Dadwal, and Steve Snodgrass

**Members Absent:** None

**Staff Present:** Chris Donnelly, Korey Woo, Laura Kershner, Jerry Hernandez, and Flor Galvan

**Call to Order/Introductions:** Mrs. Leffel called the meeting to order at 4:09 p.m. and asked for introductions. A quorum was established.

**Changes to Agenda:** None

**Public Comment/Testimonial:** None

**Director's Report:** Mr. Donnelly gave a report on regional Business Services policies and procedures.

**Changes to Agenda:** None

**Consent Calendar:**

1. Action: Approve the minutes from Business Services meeting of August 13, 2019.  
**A motion was made by Steve Snodgrass to approve the minutes from August 13, 2019, seconded by Wendy Brickman. ALL AYES**

**Discussion or Review of Business Calendar Action Items:**

1. Progress report on the Workforce Development Board's new website and Business Services page.  
**The Committee received a report on the Workforce Development Board's new website and Business Services page.**
2. Update on Coordinated Business Services Team Meeting of September 18, 2019.  
**The Committee received an update on the Coordinated Business Services Team Meeting of September 18, 2019.**
3. Report on Business Engagement and Rapid Response activities from July -- September 2019.  
**The Committee received a report on Business Engagement and Rapid Response activities from July -- September 2019.**
4. Report on the TAD Business Engagement training on September 24, 2019, and a preview of upcoming TAD training.  
**The Committee received a report on the TAD Business Engagement training on September 24, 2019, and a preview of upcoming TAD training.**
5. Discussion of October 2, 2019 Board Retreat.  
**The Committee discussed October 2, 2019 Board Retreat.**

**Adjournment:** Mrs. Leffel adjourned the meeting at 6:00 p.m.