

**ADOPTED**  
**Monterey County Workforce Development Board**  
**Special Executive Committee Meeting**  
Via Teleconference  
**Thursday, April 23, 2020**

**Members Present:** Erik Cushman (Chair), Cesar Lara, Mary Ann Leffel, Paula Calvetti

**Members Absent:** None

**Staff Present:** Chris Donnelly, Flor Galvan, Janette Dunn, Deborah Carrillo, Vanessa Kor, Javier Vanga, Ruben Trujillo, Pearl Sanchez, Elizabeth Kaylor, Camille Jaque, and Charlotte Johnson

**Call to Order/Introductions:** Mr. Cushman called the meeting to order at 9:34 a.m. and asked for introductions. A quorum was established.

**Changes to Agenda:** None

**Public Comment/Testimonial:** None

**Director's Report:** Mr. Donnelly provided updates on Fiscal & Procurement Monitoring by the State of California Employment Development Department and on Workforce Development Board and AJCC (One-Stop) move to 344 Salinas Street.

**Consent Calendar:**

1. **Action:** Approve minutes from Executive Committee meeting of April 2, 2020.  
**A motion was made by Mary Ann Leffel to approve the minutes from the Executive Committee meeting of April 2, 2020, seconded by Cesar Lara. ALL AYES**

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

1. **Action:** Consider and approve the temporary changes to WIOA eligibility documentation policies due to Covid-19 pandemic:
  - #2017-03: WIOA Adult and Dislocated Worker Eligibility Documentation and Verification
  - #2018-08: WIOA Youth Program Requirements**A motion was made by Mary Ann to consider and approve the temporary changes to WIOA eligibility documentation policies due to Covid-19 pandemic:**
  - #2017-03: WIOA Adult and Dislocated Worker Eligibility Documentation and Verification
  - #2018-08: WIOA Youth Program Requirements, seconded by Cesar Lara. ALL AYES
2. Update on WARN Notices received by the Monterey County Workforce Development Board due to COVID-19 pandemic.  
**The committee received an update on WARN Notices received by the Monterey County Workforce Development Board due to COVID-19 pandemic.**
3. Update on Program Year (PY) 2020-2021 WIOA subrecipient contract amendments for Adult and Dislocated Worker, Youth, and One-Stop Operator services.  
**The committee received an update on Program Year (PY) 2020-2021 WIOA subrecipient contract amendments for Adult and Dislocated Worker, Youth, and One-Stop Operator services.**
4. Update on WIOA Adult, Dislocated Worker and Youth Program performance through March 31, 2020.  
**The Committee received an update on WIOA Adult, Dislocated Worker and Youth Program performance through March 31, 2020.**
5. Update on Monterey County Workforce Development Board (WDB) budget for PY 2019-2020.  
**The Committee received an update on Monterey County Workforce Development Board (WDB) budget for PY 2019-2020.**

6. Update on weekly WDB Executive Director's call with the State of California Workforce Development Board.  
**The Committee received an update on weekly WDB Executive Director's call with the State of California Workforce Development Board.**
7. Update on Subsequent Eligibility for providers on the Eligible Training Provider List (ETPL).  
**The Committee received an update on Subsequent Eligibility for providers on the Eligible Training Provider List (ETPL).**

**Adjournment:** Mr. Cushman adjourned the meeting at 10:59 a.m.