

# Local Workforce Development Board Executive Committee Meeting

## MINUTES

### WELCOME

5 minutes

Call to Order: by David Miller on February 14<sup>th</sup>, 2025, at 11:00 AM.

Roll call **In-Person:** David Miler, Steve North, Chris Pasterz

**Virtual:** Ryleigh Aubuchon, James Bruzzi

**Excused:** N/A

Call to the public: Sherry Davis with CPLC to give presentation to the board for additional funding

Approval of October 2024 executive committee meeting minutes: Chris Pasterz motioned to approve October 2024 minutes; Steve North seconded motion; all were in favor, motion passed.

### CHICANOS POR LA CASA (CPLC) PRESENTATION – Sherry Davis

10 minutes

- Progress report for PY24/FY25 presented to the board. 118 current participants, 100 of which were carried over from PY23/FY24, totaling 18 new enrollments this year so far. 5 Dislocated Workers from the previous year have been carried over. 14 total youth participants. 3 WEX's as of Monday. Two trainings exhausted \$20,000 at the beginning of the program year.
- Additional funding of \$75,000 requested of the board to provide CPLC for the remaining months of FY25 (March – June).

## DEPARTMENT UPDATES

5 minutes

- Rapid Response vehicle recommended to board for approval of purchase and recommended to board for approval of getting vehicles wrapped for marketing.
  - Chris Pasterz motioned to approve purchase of vehicle for RR use and to wrap back doors of all vehicles using One-time funding; seconded by Steve North; all were in favor; motion passed.

## FINANCIAL REPORT

- Report provided on CPLC's expenses for both T1B and OSO. Made recommendations to board regarding their request for additional funding.
- Reported on projected allocations and made recommendations for the current and upcoming year(s) to remain on budget after cutting unnecessary spending.

## OLD BUSINESS

10 minutes

- Suggested to remove NPC and ATLAS from budget.
- In contract for RingCentral and cannot cancel it, only payout.
- Recommended to reduce training cap from \$6,000 to \$3,000 per participant to aid more participants with the smaller allocation.

## NEW BUSINESS

20 minutes

- Recommended releasing a new RFP for Title 1B and OSO.
  - All recommendations will be presented before the full board in March's meeting.
- Plausible options for budget cuts presented to the board; board agreed to go with plausible option 3 which had the most cuts. Chris Pasterz motioned to adapt to Plausible Option 3 budget, seconded by Steve North, all were in favor, motion passed. Cuts will be made.
- Recommendation made to change the cost allocation for our bills, currently being allocated by participant rates, making budgeting difficult and slowing payment processing of invoices. DES says we can utilize any allocation if it is across all expenses. Recommendation to change cost allocation to actual usage/expense allocation instead of participant numbers.
  - Motion to approve cost allocation of actual usage/expenses upon DES approval; James Bruzzi motioned to accept, Steve North seconded, all were in favor; motion passed.
- Discussed workgroups and title partners involvement and executive committee meeting with County chairs

- Motion to adapt workgroups made by Steve North; seconded by Chris Pasterz; all were in favor, motion passed.

## **CLOSING**

5 minutes

Next full board meeting scheduled for March 21<sup>st</sup>, 2025, at 11:00 AM.

Link will be provided for virtual attendance one week prior to the meeting.

Meeting adjournment: Motion to adjourn made by Chris Pasterz, seconded by Steve North. All were in favor; motion passed at 1:44 PM.