



**MEETING AGENDA**

**Mother Lode Workforce Development Board**

Thursday, August 20, 2020 (12:00pm)

**Via Teleconference Only (No physical location)**

<https://us02web.zoom.us/j/6067573943>

Phone audio: (669) 900-9128 | Meeting ID: 606 757 3943

**1. CALL TO ORDER**

1.1. Roll call / Establish quorum

<b>Name</b>	<b>Present?</b>	<b>Absent?</b>
Bill Petrone		X
Brian Saunders	X	
Cathy Parker	X	
Debra Rockwood	X	
Frank Leschinsky	X	
Kathryn Gallino	X	
Mahalia Gotico		X
Mark Luster	X	
Michelle Watkins		X
Mike Lemke	X	
JC Rieger	X	
LaChelle Adams		X
Scott Fiester		X
Scott Nanik	X	
Steve Woodward	X	
Tim Hildabrand (Vice Chair)	X	
Tyler Newton (Chair)	X	
<b>Staff</b>		
Dave Thoeny	X	
Amy Torres	X	
Lisa Edwards	X	
Lindsay Macon	X	
Kelly Smith		
<b>Guests</b>		
David Baquerizo, Propath Inc.	X	

1.2. Introduce guests

*MLJT Project Analyst, Lindsay Macon*

**2. PUBLIC COMMENTS**

*None*

**3. CONSENT CALENDAR**

- 3.1. Accept the May 21, 2020 meeting minutes  
*Minutes accepted. (M) T. Hildabrand, (S) K. Gallino, ayes carried, 4 absent.*

**4. ACTION ITEMS**

- 4.1. Approve CCAPP Academy and DLCAS as board-approved training providers for the Mother Lode Workforce Development Area for all grants including WIOA, retroactive to May 16, 2019.  
*Motion to make CCAPP Academy and DLCAS board-approved training providers for the Mother Lode Workforce Development Area for all grants including WIOA, retroactive to May 16, 2019 approved. (M) C. Parker, (S) T. Newton, ayes carried, 4 absent.*

**5. INFORMATION/DISCUSSION ITEMS**

- 5.1. Executive Committee report out: *The Executive Committee met 7/79/20 to approve CCAPP Academy and DLCAS as board-approved training providers for the Mother Lode Workforce Development Area, retroactive to May 16, 2019. (m) T. Hildabrand (s) T. Newton; Ayes carried unanimously (2/3 present)*
- 5.2. Operations Report (Amy Torres)  
*Amy Torres addressed the board on this matter. She began her report by introducing new staff member Lindsay Macon, new Project Analyst. Amy then gave an overview of MLJT's Formula funds (3 grants): Adult, Dislocated Worker and Youth. She shared that MLJT has had a \$23,100 increase in funding for Dislocated Worker funds (\$1,074,085 for 2020 vs. \$1,050,985 in 2019). Next, Amy and Lisa shared the agency's business funds (2 grants): Rapid Response and Layoff aversion. Lisa shared that the funding for Rapid Response increased by double (\$606,805 for 2020 vs. \$307,286 in 2019). Lisa then notified the board of three new COVID Grants: COVID-19 Impacted Individuals, COVID Employment Recovery NDWG and COVID DW Rapid Response Additional Assistance (\$885,000).*
- 5.3. COVID Response (Amy Torres and Lisa Edwards)  
*Amy and Lisa updated the board on MLJT's response to COVID-19. Service delivery with customers has been primarily remote. Remote services have allowed for more personalized assistance, such as video calls 1-on-1, phone appointments and e-mail. COVID has also helped to bring more self-guided services, such as online info and applications, digitization, and e-signatures. In addition, COVID has streamlined MLJT's outreach techniques with newsletters via email blasts, press releases, Facebook and Twitter. Amy updated the board on recent changes to staff and remote work. With 4 offices located across the Mother Lode, COVID has allowed for staff to telework and work together with innovative solutions. MLJT has utilized equipment for telework such as laptops, signature pads, headsets, videocams and smartphone apps. As a result, there has been an increase in the usage of digital software and tools such as Microsoft Teams, Zoom, SharePoint, and OneNote. The necessity to use these tools has increased the agency's capacity to serve (3,000-4,000 served annually. >15,000 served in Q4 alone, UI-related), distance learning and staff's skills during the transformation.*
- 5.4. Directors Report (David Thoeny)  
Dave announced that the lease for the Calaveras office has been signed and will be in effect for 6 years. He then shared that the goals for PY 2020 include focused outreach, operational impact and expanded capacity.

**6. NEXT WDB MEETING**

- 6.1. 2020 Meeting Dates – Third Thursday of the 2<sup>nd</sup> month of the quarter:  
Thursday, November 19, 2020 (12:00 pm)

**7. ADJOURN**