

# **Item #1: Minutes of the October 12 WDB Executive Committee Meeting**

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## **Members Present**

Annie Taamilo  
Marlene Taylor  
Omar Passons  
Phil Blair

## **Members Absent**

None

All reports, memoranda and letters contained in the agenda or distributed at the meeting shall by this reference become part of the original minutes.

The meeting was called to order by Marlene Taylor, at 10:07 am, at Manpower – San Diego office, with a quorum.

## **Public Comment**

None

## **The following items were approved:**

*1-10/12/2016 - Item 1*

### **Workforce Development Board Membership**

Recommend ending board membership for Patrick Lloyd and Marco Ortiz.

*Motion, Second, Carried Unanimously (Blair/Taylor)*

Recommend Susie Harborth, BioLab, and Jamie Jacobs, Renovate America, for board membership.

*Motion, Second, Carried Unanimously (Blair/Passons)*

### **DISCUSSION**

Reviewed WDB board attendance record, new member applications and membership percentage requirement under WIOA. Accepted resignations of Patrick Knighton and Katie Hanson.

*2-10/12/2016 - Item 2*

### **Executive Committee Membership**

Approve the appointment of Annie Taamilo, Deputy Division Chief, Employment Development Department, to the Executive Committee.

*Motion, Second, Carried Unanimously (Blair/Passons)*

### **WDB Committee Alignment**

Recommend:

1. Make explicit the existence of two committees to the WDB at present: a) the Youth and Young Adult Committee and b) the Adult and Dislocated Worker Committee. Additional committees may be added at the discretion of the WDB in accordance with its bylaws.
2. The Committee chairs will be appointed by the WDB with input from the WDB and all interested stakeholders by majority vote after open discussion during a public meeting.
3. Guidelines of committee membership placement will be carried over from the extensive work of previous committees with the exception of the service provider membership number requirement.
4. The 501(c)3 bylaws of the WDB will govern all committees' work.
5. Recommend approval of a new guidelines document that helps inform the committees' work.

*Motion, Second, Carried Unanimously (Passons/Blair)*

### **DISCUSSION**

O. Passons provided an update of his conversations with Youth Council members. Executive Committee discussed that SDWP should leverage sub-committee members' expertise to shape recommendations to the WDB or the Policy Board, to provide advisory input to SDWP staff regarding RFP or other selection processes, or to provide guidance to SDWP and related bodies with regard to the specific areas of focus of the organization. The recommendations are about process, not the substantive work of the committees, which should continue to be driven by the experts on those committees in discussion with the chairs and members of those committees.

A. Hall will circulate the proposed guidelines document prior to the next meeting.

### **Adjournment**

The meeting was adjourned 11:21 am.

Next meeting: November 4, 12:00 pm at Manpower – San Diego.