

County of Monterey

America's Job Center of California
344 Salinas St., Suites 205 & 206
Salinas, CA 93901



Meeting Agenda - Final

Executive Committee Meeting

Thursday, January 15, 2026

9:00 AM

**America's Job Center of California, 344 Salinas Street Suites 205 & 206, Salinas,
CA 93901**

Workforce Development Board

CALL TO ORDER/ROLL CALL:**CHANGES TO AGENDA:****PUBLIC COMMENTS:**

(Limited to 2 minutes per person)

DIRECTOR'S REPORT:**CONSENT CALENDAR:**

ACTION: Consider approval of minutes from the Monterey County Workforce Development Board (MCWDB) Executive Committee meeting on November 20, 2025.

Attachments: [Consent 01 Unadopted Minutes - Executive Committee - November 20, 2025](#)

Erik Cushman

DISCUSSION OR REVIEW OF BUSINESS CALENDAR ACTION ITEMS:

ACTION: Consider and approve the appointment of Cynthia Benitez, representing Labor, for a three-year term, and that the MCWDB forwards the appointment to the Board of Supervisors for final approval.

Attachments: [Business 1 Appointment of Labor Representative - WDB Executive Committee Nomination Memorandum](#)

Erik Cushman

ACTION: Consider and approve the reappointment of Casey Van Den Heuvel, representing Labor, for a three-year term, and that the MCWDB forwards the reappointment to the Board of Supervisors for final approval.

Attachments: [Business 02 Casey Van Den Heuvel Reappointment - WDB Executive Committee Nomination Memorandum](#)
 [Business 2a Casey Van Den Heuvel's 2022 Application](#)

Erik Cushman

ACTION: Consider and approve the proposed amendments to MCWDB's Bylaws.

Attachments: [Business 03 Approval of Amendments to Bylaws](#)

Elizabeth Kaylor

Update on MCWDB's 2025-26 2nd Quarter budget.

Attachments: [Business 04 Update on MCWDB 2025-26 2nd Qtr. Budget Budget 2026 Presentation Period 1-5](#)

Daisy Fernandez

Update on the Pajaro Small Business Assistance program.

Attachments: [Business 05 Update on Pajaro Small Business Assistance Program](#)

Vanessa Kor

Attachments: [Business 06 Update on EDD PY 2024-25 Annual Monitoring](#)

Chris Donnelly

Update on Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth programs.

Attachments: [Business 07 Update on WIOA Adult, DW, and Youth Programs](#)

Lucy Iracheta, Lourdes Luviano, Michael Artalejo

Discussion regarding recruitment of a Board member for the Executive Committee.

Attachments: [Business 08 Discussion on Executive Committee Member Recruitment](#)

Erik Cushman

Discussion regarding California Workforce Development Board (CWDB) Executive Director visit anticipated for February 18 and 19, 2026.

Attachments: [Business 09 Discussion on CWDB Executive Director Visit February 2026](#)

Chris Donnelly

Discussion regarding the MCWDB's 6th Annual Community Builder Awards ceremony held on December 3, 2025.

Attachments: [Business 10 Discussion on 3DEC25 Community Builder Awd Ceremony](#)

Erik Cushman

Discussion regarding MCWDB's Strategic Plan Goals 2 and 5.

Attachments: [Business 11 Discussion on MCWDB Strategic Plan Goals 2&5](#)

Chris Donnelly

Updates on Executive Committee members' workforce and business activities.

Attachments: [Business 12 Updates on Executive Committee members' activities](#)

Erik Cushman

ANNOUNCEMENTS:

ADJOURNMENT

SUBCOMMITTEE MEETINGS:

WDB MEETING

Documents related to agenda items that are distributed to the WDB less than 72 hours before the meeting shall be available for public inspection at 344 Salinas Street, Suite 101, Salinas, CA, or visit our website at www.montereycountywdb.org. Documents distributed to the WDB at the meeting by County staff will be available at the meeting; documents distributed to the WDB by members of the public shall be made available after the meeting. This WIOA Title I financially assisted program or activity is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities. **ALTERNATE AGENDA FORMATS:** If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals with a disability requiring a modification or accommodation, including auxiliary aids or services, to participate in the public meeting may make these requests to the WDB staff at (831) 796-3505. TTY/CRS: Dial 711.



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 26-022

January 15, 2026

Introduced: 1/12/2026

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

ACTION: Consider approval of minutes from the Monterey County Workforce Development Board (MCWDB) Executive Committee meeting on November 20, 2025.

UNADOPTED MINUTES

Special Monterey County Workforce Development Board Executive Committee Meeting
America's Job Center of California, 344 Salinas Street, Suites 205 & 206, Salinas, CA 93901
Thursday, November 20, 2025

Members Present: Erik Cushman (Chair), Paula Calvetti, Cesar Lara

Members Absent: None

Staff Present: Chris Donnelly, Pearl Sanchez, Elizabeth Kaylor, Daisy Fernandez, Vanessa Kor

Call to Order/Introductions: Erik Cushman called the meeting to order at 9:14 a.m. A quorum was established.

Changes to Agenda: None

Public Comment: None

Director's Report: Executive Director Chris Donnelly reported that three Worker Adjustment and Retraining Notification (WARN) notices had recently been received.

Consent Calendar:

1. **ACTION:** Consider approval of minutes from the Special Monterey County Workforce Development Board (MCWDB) Executive Committee meeting on October 23, 2025.
A motion was made by Cesar Lara to approve the minutes from October 23, 2025, seconded by Paula Calvetti. ALL AYES. Motion passed.

Discussion or Review of Business Calendar Action Items:

1. **ACTION:** Consider and approve the 2026 Executive Committee Meeting Calendar.
A motion was made by Cesar Lara to approve the 2026 Executive Committee Meeting Calendar, seconded by Paula Calvetti. ALL AYES. Motion passed.
2. Finance Manager Daisy Fernandez presented an update on MCWDB's FY 2025-26 1st Quarter budget.
3. Management Analyst Vanessa Kor discussed MCWDB's Community Builder Awards ceremony scheduled for December 3, 2025.
4. Service provider representatives Lucy Iracheta and Lourdes Luviano of Equus, and Michael Artalejo of Turning Point, provided updates on the MCWDB's Adult, Dislocated Worker, and Youth programs.
5. Chair Erik Cushman held a discussion regarding MCWDB's October 30, 2025, Board Retreat.
6. Executive Committee members provided updates on their workforce and business activities.

Adjournment: Meeting Adjourned at approximately 10:15 am.



County of Monterey

Board Report

Legistar File Number: 26-023

Item No.

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

January 15, 2026

Introduced: 1/12/2026

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

ACTION: Consider and approve the appointment of Cynthia Benitez, representing Labor, for a three-year term, and that the MCWDB forwards the appointment to the Board of Supervisors for final approval.



EXECUTIVE COMMITTEE: 1/15/2026
AGENDA ITEM: 1

MEMORANDUM

TO: Workforce Development Board Executive Committee

FROM: Christopher Donnelly

SUBJECT: Approval of Appointment of Cynthia Benitez,
Representing Labor

DATE: January 15, 2026

RECOMMENDATION:

It is recommended that the Executive Committee approve the appointment of Cynthia Benitez, representing Labor, to the Monterey County Workforce Development Board (MCWDB), and that the MCWDB forwards the appointment to the Board of Supervisors for final approval.

BACKGROUND:

Ms. Cynthia Benitez, Patient Services Representative, Service Employees International Union (SEIU) Local 521, has applied for membership to the full Workforce Development Board. As the nominating body, the Executive Committee is asked to consider Ms. Benitez's application and recommend it for approval at the full Workforce Development Board meeting on February 26, 2026.

The WDB bylaws state that the term of membership for all WDB members shall be three years. The three-year term limit was enacted with the approval of the original WDB bylaws by the Board of Supervisors on June 23, 2015.

ATTACHMENTS:

Ms. Benitez's application



County of Monterey

Board Report

Legistar File Number: 26-024

Item No.

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

January 15, 2026

Introduced: 1/12/2026

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

ACTION: Consider and approve the reappointment of Casey Van Den Heuvel, representing Labor, for a three-year term, and that the MCWDB forwards the reappointment to the Board of Supervisors for final approval.



EXECUTIVE COMMITTEE: 1/15/2026
AGENDA ITEM: 2

MEMORANDUM

TO: Workforce Development Board Executive Committee

FROM: Christopher Donnelly

SUBJECT: Approval of Reappointment of Casey Van Den Heuvel, Representing Labor

DATE: January 15, 2026

RECOMMENDATION:

It is recommended that the Executive Committee approve the reappointment of Casey Van Den Heuvel, representing Labor, to the Monterey County Workforce Development Board (MCWDB), and that the MCWDB forwards the reappointment to the Board of Supervisors for final approval.

BACKGROUND:

Casey Van Den Heuvel, Business Representative, Sheet Metal Workers Local 104, has reapplied for membership to the full Workforce Development Board. As the nominating body, the Executive Committee is asked to consider Mr. Van Den Heuvel's application and recommend it for approval at the full Workforce Development Board meeting on February 26, 2026.

The WDB bylaws state that the term of membership for all WDB members shall be three years. The three-year term limit was enacted with the approval of the original WDB bylaws by the Board of Supervisors on June 23, 2015.

ATTACHMENTS:

Mr. Van Den Heuvel's application



344 Salinas Street, Suite 101 | Salinas, CA 93901

Monterey County Workforce Development Board (WDB) Membership Application

Name: Casey Van Den Heuvel Date Submitted: 11/10/22
Title: Business Representative
Business/Organization Name: Sheet Metal Worker's Local 104

Representation

Please select from one of the following categories that you represent: (Federal Register Section 679.320)

- | | |
|--|--|
| <input type="checkbox"/> Business | <input type="checkbox"/> Local Educational Entity |
| <input checked="" type="checkbox"/> Labor Organization | <input type="checkbox"/> Community-Based Organization |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Wagner-Peyser |
| <input type="checkbox"/> Rehabilitation | <input type="checkbox"/> Chief Elected Official/Board of Supervisors |

Contact Information

Business/Organization Name: Sheet Metal Workers' Union Local 104
City: Castroville State: CA Zip code: 95012
Phone: [REDACTED] Fax: [REDACTED]
Mobile: [REDACTED]
Email address: [REDACTED]
Website address: smw104.org
Business license number: N/A
City of residence: Castroville

Business Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. Number of current employees: 300+ active members
2. Number of years with current business/organization: 10 years
3. Number of years in business in Monterey County: Sheet Metal Worker's Union 100+ years
4. Please describe the nature of your business and your position: Sheet Metal Workers' Local 104 Business Representative encompass a wide range of responsibility. I represent and negotiate on behalf of the membership on, Collective-Bargaining with contractors, 401K & defined benefit retirement plans, Healthcare Plans, and SMW 104's local training trusts. I help the membership in any aspect of work related problems. I also work closely with local and state governments with Prevailing Wage requirements, and DAS requirements.

5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:

CLC Trustee 1 year, CLC Delegate 2 1/2 years, President of the MSCBTC 1 year, MSCBTC Delegate 2 1/2 years, Salinas Elementary School District Construction Advisory Board Member 1 year
SBBTC Delegate 2 1/2 years SBCLC Delegate 2 1/2 years

6. Please list any professional award(s) or recognition you have received within the last 5 years:

There are no awards in my profession, SMW 104 has been recognized for Community Service Projects over the years here locally

7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:

Retirement plans, Healthcare Plans, Collective Bargaining for Members, Training Trusts and education.

Monterey County WDB Related Questions

Please answer the following questions and attach any additional pages, if necessary:

1. What do you hope to contribute from your participation on the Monterey County WDB

To help advance employment to middle class jobs

2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the Monterey County WDB, as applicable?

Being a Representative of the local workforce of Sheet Metal Workers Local 104, I have first hand knowledge on all of the above.

Being a Representative of the local workforce, I work tirelessly to advance workforce policy development with youth services on education of how to enter the workforce into construction trades. Working with Contractors that hire Sheet Metal Workers, I'm in continuous communication with them over the labor market.

3. Membership on the Monterey County WDB requires that each member attend a full WDB meeting every two months, attend training sessions for board members and become an advocate for workforce development. The time commitment for these activities ranges from a minimum of 4 to 10 hours per month. Can you make that time commitment? Yes ☒ No ☐

4. Membership on the Monterey County WDB requires that each member serves on a sub-committee. The time commitment for this activity ranges from a minimum of 3 to 4 hours per month. Can you make that time commitment? Yes ☒ No ☐

5. Why do you wish to serve on the Monterey County WDB? (Describe in 100 words or less)

To be advocate for residents of Monterey, who seek education and training to middle class jobs that have good health benefits and retirement

Signature and Acknowledgement

I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of Monterey County and its citizens.

Signature: _____

Date: _____



County of Monterey

Board Report

Legistar File Number: 26-025

Item No.

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

January 15, 2026

Introduced: 1/12/2026

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

ACTION: Consider and approve the proposed amendments to MCWDB's Bylaws.

MEMORANDUM

TO: Workforce Development Board Executive Committee

FROM: Christopher Donnelly

SUBJECT: Approval of Amendments to Bylaws

DATE: January 15, 2026

RECOMMENDATION:

Approve changes to the Monterey County Workforce Development Board (MCWDB) Bylaws needed to bring them into compliance with State of California Employment Development Department (EDD) requirements as cited during its Annual Monitoring Review for Program Year 2024-25.

SUMMARY:

MCWDB's Bylaws were approved by the Monterey County Board of Supervisors on November 8, 2016, with the most recent revisions approved on May 4, 2021. Revisions to these Bylaws are recommended to incorporate the Workforce Innovation and Opportunity Act (WIOA) requirements under 20 Code of Federal Regulations (CFR) 679.310 relating to the use of alternates, implementation of staggered terms, and addition of the duty of WDB members to "actively participate in leveraging support for workforce development activities." The proposed amendments also eliminate a requirement retained from the Workforce Investment Act (WIA) for at least one member to represent a community-based organization. Finally, the proposed amendments reflect the State EDD Compliance Review Office's interpretation of the Brown Act as it relates to the use of proxies such that proxy voting is presumed to be prohibited.

BACKGROUND:

The Compliance Review Office (CRO) of the State EDD provides annual onsite WDB monitoring to determine compliance with applicable federal and state laws, regulations, and policies specific to the programmatic, fiscal, and procurement systems related to WIOA.

DISCUSSION:

For the onsite review held during the week of December 15, 2025, the State monitor's areas of focus included the WDB's Bylaws.

The first observation the monitor provided on the Bylaws was the need for language describing the WDB members' duty to leverage support for workforce development activities, as cited in 20 CFR 679.310 (g)(6), which was subsequently added to the WDB's Draft Amended Bylaws for approval in early January 2026.

Another observation on the Bylaws focused on the prior workforce legislation's requirement for at least one member to represent a community-based organization (CBO), a requirement that is not consistent with the WIOA legislation. As of the beginning of 2026, the WDB's Local Area Subsequent Designation and Local Board Recertification request, approved by the Board of Supervisors on June 3, 2025, is pending the addition of another Labor member and another Business member to maintain the requisite membership composition percentages and the WDB's private sector majority. The addition of a non-business member

such as a CBO would be problematic in terms of achieving the WDB composition required under WIOA to achieve recertification as a WDB.

The monitor further observed that language was missing from the Bylaws as required by 20 CFR 679.310 (g)(2) to address how the WDB members' terms will be staggered to ensure only a portion of membership expires in a given year; language acceptable to the CRO was added to the Draft Amended Bylaws to address this requirement.

A final observation concerned the use of proxies and alternates. The State EDD CRO management cited the requirement that local workforce development board bylaws address the process for proxies and alternate designees as required by 20 CFR 679.310 (g)(4), and provided the opinion that, in California, the Brown Act prohibits proxy voting. The CRO additionally clarified that alternates may be used only if they are formally appointed by the Chief Elected Official under the same category, nomination source, and appointment process as the regular member. Finally, the CRO stated that Boards may also meet this federal requirement by stating that proxies are prohibited and alternates will not be used.

To the extent that the CRO's description of the process for nominating alternates is nearly identical to the process for nominating regular WDB members, it was determined that the preferred approach to compliance on this issue would be to state in the Draft Amended Bylaws that proxies are prohibited and alternates will not be used.

NEXT STEPS:

The CRO will issue a monitoring report within 25 business days following the Exit Conference, which occurred on December 23, 2025. If a draft report is issued, the WDB will have 25 business days to provide a reply to the CRO. The final CRO report will be issued within 25 business days following the WDB's reply to the CRO. To avoid findings, the WDB must address the State's observations, amend the affected Bylaws, and document the Board of Supervisors' approval within 25 business days of receipt of the draft report.



County of Monterey

Board Report

Legistar File Number: 26-026

Item No.

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

January 15, 2026

Introduced: 1/12/2026

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

Update on MCWDB's 2025-26 2nd Quarter budget.

Update on Monterey County Workforce Development Board (MCWDB) 2025-26 2nd Quarter Budget

WIOA expenditures for the period of **July 1 through November 30, 2025** total **\$1,631,781**, allocated across the following funding streams:

- **Adult:** \$691,888
- **Dislocated Worker (DW):** \$452,304
- **Youth:** \$487,589

The **projected total case management cost** for July through October—covering Adult, Dislocated Worker, Youth, and OSO services—is **\$660,985**.

Expenditure details for **December** for the Adult, Dislocated Worker, and Youth programs will be presented at the next meeting.

BUDGET FY 2025-26

Available funding	\$	9,070,228		
Projected Total Program Expenses FY26		9,339,531		
Variance	\$	(269,304)		

Income		Allocations		33%	34%	33%						
		Admin	FY Budget	Adult	Adult Expenditures	DW	DW Expenditures	Youth	Youth Expenditures	Total	Total Expenditures	Available
Funding				\$ 2,537,272.00		\$ 2,591,113.00		\$ 2,581,293		\$ 7,709,678		
	Admin 10%			\$ 253,727	\$ 49,914	\$ 259,111	\$ 88,975	\$ 258,129	\$ 53,303	\$ 770,968	\$ 192,192	\$ 578,776
	Program 90%			\$ 2,283,545		\$ 2,332,002		\$ 2,323,164		\$ 6,938,710	\$ -	
	Carry-in 23-24 Budget			\$ 554,430		\$ 475,127		\$ 1,101,961		\$ 2,131,517	\$ -	
	Total Funding		\$ 9,070,228	\$ 2,837,975		\$ 2,807,128		\$ 3,425,125		\$ 9,070,228	\$ -	
Use's												
	SB 734			\$ 685,063	\$ 155,016	\$ 699,601	\$ 25,277			\$ 1,384,664	\$ 180,292	\$ 1,204,372
	Youth WEX							\$ 464,633	\$ 49,938	\$ 464,633	\$ 49,938	\$ 414,695
Available Funding for Adult, DW and Youth			\$ 7,220,931	\$ 2,152,911	\$ 155,016	\$ 2,107,528	\$ 25,277	\$ 2,960,492	\$ 49,938	\$ 7,220,931	\$ 230,230	\$ 6,990,701
Expenses												
Personnel		Staff	Temp	Sub Total								
	Salaries			\$ 1,654,671						\$ -	\$ -	\$ -
					\$ 546,041	\$ 104,334	\$ 562,588	\$ 115,911	\$ 546,041	\$ 100,310	\$ 1,654,671	\$ 320,555
	Salaries/ Benefits Total	\$ -	\$ -	\$ 1,654,671	\$ 546,041	\$ 104,334	\$ 562,588	\$ 115,911	\$ 546,041	\$ 100,310	\$ 1,654,671	\$ 320,555
Case Management												
	Adult			\$ 900,000	\$ 900,000	\$ 216,662				\$ 900,000	\$ 216,662	\$ 683,338
	DW			\$ 400,000		\$ 400,000	\$ 73,139			\$ 400,000	\$ 73,139	\$ 326,861
	Youth CM			\$ 1,350,000				\$ 1,350,000	\$ 172,200	\$ 1,350,000	\$ 172,200	\$ 1,177,800
	One Stop Operator			\$ 334,532	\$ 110,396	\$ 113,741		\$ 110,396		\$ 334,532	\$ -	\$ 334,532
				\$ 2,984,532	\$ 1,010,396	\$ 216,662	\$ 513,741	\$ 73,139	\$ 1,460,396	\$ 172,200	\$ 2,984,532	\$ 462,001
Client Related Services												
	Youth ITA's			\$ 60,000				\$ 60,000	\$ 3,931	\$ 60,000	\$ 3,931	\$ 56,069
	Supportive Services			\$ 45,000	\$ 14,850	\$ 150		\$ 14,850	\$ (4,725)	\$ 45,000	\$ (4,575)	\$ 49,575
	Pre Voc Workshops			\$ 20,000	\$ 6,600	\$ 653	\$ 200	\$ 6,600	\$ 730	\$ 20,000	\$ 1,582	\$ 18,418
	WorkKeys			\$ 18,000	\$ 5,940	\$ 243	\$ 203	\$ 5,940	\$ 1,458	\$ 18,000	\$ 1,904	\$ 16,097
		\$ -	\$ -	\$ 143,000	\$ 27,390	\$ 1,046	\$ 403	\$ 87,390	\$ 1,394	\$ 143,000	\$ 2,842	\$ 140,158
Other Client Services												
	Business Services Enhancements			\$ 200,000	\$ 100,000	\$ 100,000				\$ 200,000	\$ -	\$ 200,000
	Educational Training Coordinator			\$ 135,000	\$ 44,550	\$ 45,900		\$ 44,550		\$ 135,000	\$ -	\$ 135,000
		\$ -	\$ -	\$ 335,000	\$ 144,550	\$ 145,900	\$ -	\$ 44,550	\$ -	\$ 335,000	\$ -	\$ 335,000
Non Personnel												
	Rent -			\$ 336,089	\$ 110,909	\$ 36,825	\$ 114,270	\$ 36,825	\$ 110,909	\$ 25,529	\$ 336,089	\$ 99,178
	ITD			\$ 272,000	\$ 89,760	\$ 92,480	\$ 92,480	\$ 89,760		\$ 272,000	\$ 272,000	\$ -
	COWCAP			\$ 192,975	\$ 63,682	\$ 59,377	\$ 65,612	\$ 44,533	\$ 63,682	\$ 29,688	\$ 192,975	\$ 133,598
	County Counsel			\$ 45,000	\$ 14,850	\$ 3,675	\$ 15,300	\$ 3,675	\$ 14,850	\$ 1,829	\$ 45,000	\$ 9,179
	Other Operating Cost			\$ 269,500	\$ 88,935	\$ 18,682	\$ 91,630	\$ 17,069	\$ 88,935	\$ 18,000	\$ 269,500	\$ 53,750
	Staff Development/Training			\$ 45,000	\$ 14,850	\$ 6,141	\$ 15,300	\$ 6,141	\$ 14,850	\$ 4,711	\$ 45,000	\$ 16,993
	Travel - Conference			\$ 12,500	\$ 4,125		\$ 4,250		\$ 4,125	\$ -	\$ 12,500	\$ -
	Workers Comp - WDB			\$ 95,000	\$ 31,350	\$ 11	\$ 32,300		\$ 31,350	\$ 8,932	\$ 95,000	\$ 8,944
	Copy Machine Rental			\$ 10,000	\$ 3,300	\$ 533	\$ 3,400	\$ 684	\$ 3,300	\$ 382	\$ 10,000	\$ 1,598
	Calendaring/ Texting Tools			\$ 15,000	\$ 4,950		\$ 5,100		\$ 4,950	\$ -	\$ 15,000	\$ -
				\$ 1,293,064	\$ 426,711	\$ 125,243	\$ 439,642	\$ 108,925	\$ 426,711	\$ 89,072	\$ 1,293,064	\$ 323,240
Other Non Personnel												
	Computer Annuals Lease			\$ 35,000	\$ 11,550	\$ 8,779	\$ 11,900	\$ 8,780	\$ 11,550	\$ 4,539	\$ 35,000	\$ 22,098
	MIPs			\$ 13,000	\$ 4,290	\$ 4,076	\$ 4,420	\$ 4,076	\$ 4,290	\$ 2,329	\$ 13,000	\$ 10,481
		\$ -	\$ -	\$ 48,000	\$ 15,840	\$ 12,855	\$ 16,320	\$ 12,856	\$ 15,840	\$ 6,868	\$ 48,000	\$ 32,579
Contracts -other												
	T/A- ETPL			\$ 10,000	\$ 3,300	\$ 1,575	\$ 3,400	\$ 1,575	\$ 3,300	\$ 788	\$ 10,000	\$ 3,938
	Monitoring			\$ 40,000	\$ 13,200	\$ 12,225	\$ 13,600	\$ 12,225	\$ 13,200	\$ 6,113	\$ 40,000	\$ 30,563
	Webhosting			\$ 40,000	\$ 13,200	\$ 5,348.50	\$ 13,600	\$ 5,348.50	\$ 13,200	\$ 2,997.00	\$ 40,000	\$ 13,594
	Outreach			\$ 45,000	\$ 14,850	\$ 6,178.84	\$ 15,300	\$ 6,178.84	\$ 14,850	\$ 3,216.07	\$ 45,000	\$ 15,574
	Studies			\$ 25,000	\$ 8,250		\$ 8,500		\$ 8,250	\$ -	\$ 25,000	\$ -
	Outreach materials			\$ 45,000	\$ 14,850	\$ 1,491.44	\$ 15,300	\$ 1,491.44	\$ 14,850	\$ 1,491.44	\$ 45,000	\$ 4,474
	Slingshot Temp Staffing			\$ 15,000	\$ 4,950		\$ 5,100		\$ 4,950	\$ -	\$ 15,000	\$ -
	Chumura			\$ 9,000	\$ 2,970		\$ 3,060		\$ 2,970	\$ -	\$ 9,000	\$ -
	Launch Pad			\$ 32,000	\$ 10,560		\$ 10,880		\$ 10,560	\$ -	\$ 32,000	\$ -
	15% Board madanted Reserve			\$ 770,968	\$ 254,419	\$ 262,129	\$ 254,419		\$ 254,419	\$ -	\$ 770,968	\$ -
		\$ -	\$ -	\$ 1,031,968	\$ 340,549	\$ 26,819	\$ 350,869	\$ 26,819	\$ 340,549	\$ 14,505	\$ 1,031,968	\$ 68,142
	Available Funding for Adult, DW and Youth after use's		\$ 7,220,931	\$ 2,152,911	\$ 641,974	\$ 2,107,528	\$ 363,329	\$ 2,960,492	\$ 434,287	\$ 7,220,931	\$ 1,439,589	\$ 5,781,342
	Budgeted for program expenses FY26		\$ 7,490,235	\$ 2,511,477	\$ 486,958	\$ 2,057,280	\$ 338,052	\$ 2,921,477	\$ 384,349	\$ 7,490,235	\$ 1,209,359	\$ 6,280,876
	Admin Expense				\$ 49,914		\$ 88,975		\$ 53,303	\$ 770,968	\$ 192,192	\$ 578,776
	Total-Expenditures				\$ 691,888		\$ 452,304		\$ 487,589	Program Expenditures July-Nov	\$ 1,439,589	
										Admin Expenditures July-Nov	\$ 192,192	
										Total-Expenditures	\$ 1,631,781	



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 26-027

January 15, 2026

Introduced: 1/12/2026

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

Update on the Pajaro Small Business Assistance program.



Update on the Pajaro Small Business Assistance Program

	ROUND 1 <i>Spring 2024</i>	ROUND 2 <i>Spring 2025</i>
# Applications Received	Phase 1 (Loss & Damage) 90 Phase 2 (Beautification) 63 ----- 93 Businesses	Phase 2 (Beautification) 41 ----- 41 Businesses
# Applications Approved	Phase 1 (Loss & Damage) 76 Phase 2 (Beautification) 56	Phase 2 (Beautification) 40
# Applications in Follow-Up for Missing Documents	Phase 1 (Loss & Damage) 0 Phase 2 (Beautification) 0	Phase 2 (Beautification) 0
# Applications Denied	Phase 1 (Loss & Damage) 13 Phase 2 (Beautification) 6	Phase 2 (Beautification) 0
# Applications Withdrawn	Phase 1 (Loss & Damage) 1 Phase 2 (Beautification) 1	Phase 2 (Beautification) 1



Update on the Pajaro Small Business Assistance Program

	ROUND 1 <i>Spring 2024</i>	ROUND 2 <i>Spring 2025</i>
Amounts Approved	Phase 1 (Loss & Damage) \$2,738,128 Phase 2 (Beautification) \$734,878	Phase 2 (Beautification) \$547,998
Amount Issued	\$4,021,003	

Amount Issued	\$4,021,003
Administrative Expenses	\$300,000
Total	\$4,321,003
Amount Remaining	\$28,997



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 26-028

January 15, 2026

Introduced: 1/12/2026

Version: 1

Current Status: Agenda Ready

Matter Type: General Agenda Item

Update on the State of California Employment Development Department (EDD) Annual Monitoring for Program Year 2024-25

Executive Director Chris Donnelly will provide an update on EDD's PY 2024-25 program, fiscal, and procurement monitoring.



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Board Report

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Update on Workforce Innovation and Opportunity Act (WIOA) Adult,
Dislocated Worker, and Youth programs.

Update on Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth Program Activities

Adult and Dislocated Worker Program

The Adult and Dislocated Worker (ADW) program is expanding its countywide presence through consistent outreach, employer engagement, and community partnerships. The team is focused on connecting with employers and community organizations, hosting in-person workshops, and increasing visibility of available workforce services. These efforts have resulted in increased public inquiries, higher pre-application submissions, and a noticeable rise in office call volume, demonstrating strong community interest in services.

As part of targeted outreach to priority populations, the team hosted two in-person Veteran Enrollment Events at the Marina satellite location on December 10, 2025, and January 7, 2026. These events provided veterans with direct access to career guidance, enrollment support, and program information. Based on positive engagement and participation, the ADW program will continue hosting monthly open enrollment events at the Marina location.

Program staff also engage weekly with the High Road Construction Careers (HRCC) training cohort, which remains on track for graduation on January 9, 2026. All 16 participants are actively engaged in hands-on construction training, including asphalt and welding activities. Participants consistently report high levels of motivation, confidence, and excitement as they near program completion.

In addition, staff participated in several local community meetings throughout December, including coordination meetings with the Step-Up Program, Proposition 47 referral partners, and the Central Coast Center for Independent Living. These collaborations strengthen referral pathways, improve service coordination, and expand access to workforce resources for shared populations.

Youth Programs

In August 2025, the Youth program partnered with the City of Greenfield to facilitate a Job/Resource fair at the Greenfield Civic Center. Based on the success of that event, Greenfield has requested to partner again for a Job/Resource Fair in April 2026.

Green Cadre

As December 2025 concluded, the CaliforniansForAll-funded Green Cadre group demonstrated strong progress in environmental restoration and food security through effective community partnerships across Monterey County.

The Climate Action Team collaborated closely with California State Parks to prepare for a controlled burn, remove invasive species, restore critical habitats, and plant more than 600 native plants at Andrew Molera State Park, Fort Ord Dunes, and Big Sur. Additional partnerships with the Resource Conservation District supported mulching and garden improvement projects in Seaside and Monterey, further advancing local sustainability efforts.

The Food Insecurity Team supported food distributions in Seaside, Salinas, Chualar, and Castroville, assisting hundreds of families to access nutritious food. Participants also sorted and packaged food parcels at the Food Bank for Monterey County, enhanced community gardens at Pacific Grove Adult School by laying wood chips and assisting families with vegetable harvests, created placemats for Meals on Wheels recipients, and conducted CalFresh outreach in the Alisal community. Collectively, these efforts improved food access, strengthened community resilience, and deepened community engagement throughout the region.

Green Cadre participants have successfully transitioned into employment and postsecondary pathways, securing the following positions: Behavioral Technician with Blue Sprig, Case Management Specialist with Sun Street Centers, and City Park Maintenance with the City of Monterey. Additional participants are pursuing new opportunities, including enlistment in the United States Air Force and enrollment in college.

Orientations, interviews, and onboarding for the next Green Cadre cohort were completed, with a total of 80 applications received and 19 applicants accepted into the program. Training is scheduled to begin on January 12, 2026, with the cohort running through April 17, 2026.



County of Monterey

Board Report

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Discussion regarding recruitment of a Board member for the Executive Committee.

**Discussion Regarding Recruitment of a Monterey County Workforce
Development Board Member for the Executive Committee**

Chair Erik Cushman will lead a discussion regarding the recruitment of a Board member to serve on the Executive Committee.



County of Monterey

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Board Report

Board of Supervisors
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Discussion regarding California Workforce Development Board (CWDB) Executive Director visit anticipated for February 18 and 19, 2026.

Discussion Regarding the California Workforce Development Board Executive Director's Visit Anticipated for February 18 and 19, 2026

The California Workforce Development Board (CWDB) Executive Director, Kaina Pereira, plans to visit the six workforce development boards on the Central Coast on February 18 and 19. On February 19, he will be visiting the North Central Coast WDBs – Monterey, San Benito and Santa Cruz – to learn about the region and how the MCWDB works with Business, Education and Labor around key initiatives and sector partnerships. Mr. Pereira will visit each of the three WDBs in the region to discuss the WDBs' efforts around Career Technical Education programs and to participate in a tour of these programs.



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Discussion regarding the MCWDB's 6th Annual Community Builder Awards ceremony held on December 3, 2025.

**Discussion Regarding the Monterey County Workforce Development Board's
6th Annual Community Builder Awards Ceremony Held on December 3, 2025**

Executive Committee members will discuss the Community Builder Awards (CBA) ceremony held on December 3, 2025.



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Discussion regarding MCWDB's Strategic Plan Goals 2 and 5.

Discussion Regarding Monterey County Workforce Development Board's Strategic Plan Goals 2 and 5

Executive Director Chris Donnelly will lead a discussion regarding the Monterey County Workforce Development Board's Strategic Plan Goals 2 and 5 for 2026.



County of Monterey

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Updates on Executive Committee members' workforce and business activities.

Updates on Executive Committee Members' Workforce and Business Activities

Committee members will provide updates on their recent workforce and business activities.