

**UNADOPTED MINUTES**

**Monterey County Workforce Development Board  
Special Executive Committee Meeting**  
America's Job Center of California, 344 Salinas Street  
Suites 205 & 206, Salinas, CA 93901  
**Thursday, April 16, 2026**

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

**Members Absent:** Larry Hartman

**Staff Present:** Christopher Donnelly, Daisy Fernandez and Pearl Sanchez

**Public Comment:** None

**Call to Order/Introductions:** Erik Cushman called the meeting to order at 9:02 a.m. A quorum was established.

**Changes to Agenda:** None

**Director's Report:** Executive Director Chris Donnelly reported to the Executive Committee on the State of California Employment Development Department (EDD) 2024-25 Annual Monitoring, Final Report.

**CONSENT CALENDAR:**

1. **ACTION:** Consider approval of minutes from the Monterey County Workforce Development Board (MCWDB) Executive Committee meeting on February 12, 2026.  
**A motion was made by Paula Calvetti to approve the minutes for the Executive Committee meeting on February 12, 2026, seconded by Cesar Lara. Motion passed.**

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

1. **ACTION:** Consider and approve staff's sole source recommendation for the 2026-27 provider of Workforce Innovation and Opportunity Act (WIOA) One Stop Operator services and forward it to the full Board for agreement.  
**A motion to approve the sole-source recommendation for the 2026-26 One Stop Operator services provider, Equus Workforce Solutions, was made by Cesar Lara and seconded by Paula Calvetti. Motion passed.**
2. **ACTION:** Consider and approve staff to submit a request to the State EDD to transfer \$900,000 of WIOA funding from the Dislocated worker to the Adult Program.  
**A motion to approve staff to submit a \$900,000 transfer request to State EDD was made by Paula Calvetti, seconded by Cesar Lara. Motion passed.**
3. **ACTION:** Consider and approve the following policy: 2026-03 Individual Training Accounts (ITA) Policy.  
**A motion to approve MCWDB policy 2026-03 was made by Paula Calvetti, seconded by Cesar Lara. Motion passed unanimously.**
4. **ACTION:** Consider and approve staff to execute a new, three-year website development, hosting, and maintenance agreement with Pat Davis Design Group in an amount not to exceed \$57,000 for the period from July 1, 2026, through June 30, 2027.  
**A motion to execute an agreement for website services with Pat Davis Design Group was made by Paula Calvetti, seconded by Cesar Lara. Motion passed with a requested revision to Action Item 4 to change the agreement term from three years to one year.**
5. **ACTION:** Consider and approve MCWDB's 2026-2028 Strategic Plan.  
**A motion to approve the 2026-2028 Strategic Plan was made by Paula Calvetti, seconded by Cesar Lara. Motion passed.**
6. The Executive Committee and Executive Director discussed the recruitment of a private-sector Board member from the Healthcare industry.
7. The Executive Director discussed the 2026 Local and Regional WIOA Contractor List Request for Qualifications (RFQ).
8. The Executive Director discussed the timeline for Youth and Adult/Dislocated Worker services Requests for Proposals (RFPs).

9. Finance Manager Daisy Fernandez provided an update on MCWDB's 2025-2026 3rd Quarter budget.
10. The Executive Director provided an update on the High Road<sup>SM</sup> Construction Careers (HRCC) Building and Construction Trades Pre-Apprenticeship program.
11. Lucy Iracheta from Equus's Adult and Dislocated Worker program, Lourdes Luviano from Equus' Youth program, and Lauren Walters from Turning Point's Youth program provided updates on the WIOA Adult, Dislocated Worker, and Youth programs.
12. Executive Committee members provided updates on workforce and business activities.

**Adjournment: Vice-Chair Cesar Lara adjourned the meeting at approximately 10:30 a.m.**