

## MEETING SUMMARY

<b>Meeting</b>	:	<b>Monitoring / Performance Committee</b>
Date and time	:	August 7, 2023 at 10:00 a.m.
Location of Meeting	:	Virtual via Zoom or Phone To join meeting by phone, dial: (346) 248-7799, then enter Meeting ID: 810 4216 5227 Or to join meeting online via Zoom, go to: <a href="https://us02web.zoom.us/j/81042165227">https://us02web.zoom.us/j/81042165227</a>
Chairperson	:	Kim Skinner
Members Attending	:	<b>Present:</b> Susana Santillan, Kim Skinner, Anton Salome, Marlene Thomas-Herrera, Gary Whitehead, Alisa Estrada (ex-officio) <b>Absent:</b> none <b>Staff:</b> Skylar Arnold, Glory Juarez, Angela Longovia, Diana Luchini, Krisye Shook, Jaymi Simms
Guests in Attendance	:	Veronica Alonzo, Collette Baker, Patricia Brainard, James Fielder, Cindy Gallegos, Evicta Harvey, Heather Leach, Peter Martinez, Marissa Molano, Mary, Giselle Palomares, Haydee Ramirez, Sarah Raney, Ashley Roller, Josh Stoller
Summary submitted by/Signature	:	Angela Longovia, Communications Manager
Next Meeting	:	November 6, 2023 at 10:00 a.m. via Zoom

#	Agenda Item	Summary
1.	<b>Call to order</b>	Ms. Skinner called the meeting to order at 10:00 a.m.
2.	<b>Welcome and Introductions</b>	Ms. Skinner welcomed all attendees and asked for introductions.
3.	<b>Roll Call &amp; Abstentions</b>	Ms. Longovia called roll; there were no abstentions.
4.	<b>Public Comment</b>	There was no public comment.
5.	<b>Approval of Agenda</b>	Mr. Whitehead made a motion to approve the agenda, seconded by Ms. Thomas-Herrera. Motion passed unanimously. Ms. Skinner did not ask for a roll call vote.
6.	<b>Reports, Discussion, and Recommendations</b>	<p>Approval of the March 6, 2023, Special Joint One-Stop &amp; Monitoring/Performance Committee meeting summary</p> <ul style="list-style-type: none"> <li>Mr. Salome made a motion to approve the summary, seconded by Ms. Santillan. Motion passed unanimously. Roll call vote was as follows: <ul style="list-style-type: none"> <li>Ms. Santillan – Yes</li> <li>Ms. Skinner – Yes</li> <li>Mr. Salome – Yes</li> <li>Ms. Thomas-Herrera – Yes</li> <li>Mr. Whithead – Yes</li> </ul> </li> </ul> <p>Approval of the May 1, 2023, Monitoring/Performance Committee meeting summary</p> <ul style="list-style-type: none"> <li>Mr. Salome made a motion to approve the summary, seconded by Mr. Whitehead. Motion passed unanimously. Roll call vote was as follows: <ul style="list-style-type: none"> <li>Ms. Santillan – Yes</li> <li>Ms. Skinner – Yes</li> <li>Mr. Salome – Yes</li> <li>Ms. Thomas-Herrera – Yes</li> <li>Mr. Whithead – Yes</li> </ul> </li> </ul>

#	Agenda Item	Summary
		<p>Service Provider Contract Deliverables</p> <ul style="list-style-type: none"> <li>Ms. Arnold presented the PY22 Service Provider Budget and Expenditures from July 1, 2022, through June 30, 2023. She also presented the Adult &amp; Dislocated Worker and Youth Obligations by county and by program.</li> <li>Looking at the Service Provider Budget and Expenditures, Equus Youth shows 43.2% expended. Ms. Skinner asked why this is so low when the other programs show 83%-90%. Peter Martinez, Project Director for the Youth program, stated that PY22 is the first time Equus had the Youth contract. There were unexpected issues during the transition from the previous provider in July 2022, and they didn't start enrolling participants until around October 2022. There was also a change in leadership and Mr. Martinez started in February 2023. They have a new Operations Manager and are now fully staffed, focusing on outreach and recruitment. He also shared that in PY22 they worked on a 50/50 waiver and for PY23, they are back to the 25% in-school and 75% out-of-school. Ms. Juarez added that Mr. Martinez is aware there will be carry-over funds from the previous program year into this one and they are planning creative and innovative ways to use it.</li> <li>Mr. Salome asked if there are still outstanding invoices. Ms. Arnold said she is still waiting for invoices and the numbers presented are not final.</li> <li>Mr. Whitehead stated that he understands transitioning from one provider to another is challenging and would like to see if there is a trend from the previous provider's final year and this provider's first year, presented at the next meeting.</li> <li>Ms. Estrada said she would like to see a breakdown of how many participants are in each county for each program. Ms. Arnold said she would send that to Ms. Longovia to share.</li> </ul> <p>Contract Indicators</p> <ul style="list-style-type: none"> <li>Ms. Simms reported the Performance Indicators for the Adult and Dislocated Worker programs. She included the local board Goals and Actuals for Employment in PY22 Q4, as well as the Credential, Skill Gains, and Median Earnings.</li> <li>Mr. Salome asked what is a typical credential for youth to achieve. Ms. Simms replied it is a high school diploma.</li> </ul> <p>Participant Summaries</p> <ul style="list-style-type: none"> <li>Detailed Participant Summary Reports were included in the packet. Because they are very detailed, Ms. Skinner reminded members that they can review them in their spare time.</li> </ul> <p>Technical Assistance and Training</p> <ul style="list-style-type: none"> <li>Ms. Simms presented the number of Technical Assistance sessions and hours provided to service provider staff from July 1, 2022, through June 30, 2023. She said they had no training sessions in Q4.</li> </ul>
7.	<b>Member Input</b>	<ul style="list-style-type: none"> <li>Mr. Salome thanked everyone for the reports.</li> <li>Mr. Whitehead thanked the service providers for having expenditures over 80% and stated he wants to see an improvement in the Youth program discussed earlier.</li> <li>Ms. Santillan thanked everyone for all the work they do</li> <li>Ms. Estrada stated she's curious about how the numbers equate to dollars spent and what are some of the strategies for increasing youth enrollment.</li> </ul>

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		Ms. Juarez said each service provider will provide a report at this week's SAWDB board meeting that includes their goals and strategies.
8.	<b>Next Regular Meeting</b>	<ul style="list-style-type: none"> <li>Tentatively set for Monday, November 6, 2023, at 10:00 a.m. via Zoom</li> </ul>
9.	<b>Adjournment</b>	<ul style="list-style-type: none"> <li>Ms. Skinner adjourned the meeting at 10:44 a.m.</li> </ul>

Attested: **Kim Skinner**\_\_\_\_\_

11/07/2023  
Date\_\_\_\_\_