

**Workforce Investment Board
 Executive Committee
 1880 Wardrobe Ave, Merced, CA 95341
 Monday, January 4, 2010, 7:30-8:30 a.m.
 Meeting Agenda**



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1. Call to Order/Roll Call.....
 2. Approval of Agenda.....
 3. Approval of December 7, 2009 Minutes.....
 4. Public Opportunity to Speak.....
 5. Action Agenda
 - a. RFP for Basic Education Services at Worknet Employment Resource Centers Alfredo Mendoza
 - b. Changes to Incumbent Worker Policy Brian Cutler
 - c. Workforce Investment Board and Executive Committee Meeting Schedule Eve Snelling
 - d. National Association of Workforce Boards Recommendations Brian Cutler
 - e. Elevate America..... Brian Cutler
 - f. Green Jobs Study Alfredo Mendoza
 6. Discussion Agenda.....
 - a. Strategic Scorecard
 - Page 1 - Demographics Eve Snelling
 - Page 2 - Grants - Madera Medical Grant Alfredo Mendoza
 - Page 3 - Participant Report Brian Cutler
 - Page 8 - Quarterly Younger Youth (YOP) Debbie Glass
 - Page 11 - Quarterly Out-of-School Youth (Empower)..... Debbie Glass
 - Page 13 - Fiscal Report Jackie Walther-Parnell
 7. Reports
 - a. Quality Employment and Development Committee
 - 1) On-Line Business Customer Survey Steve Newvine
 - b. Youth Council Debbie Glass
 - c. Economic Development Committee Steve Newvine
 - d. WIB Membership..... Brian Cutler
 - e. New Start Joanne Presnell
 8. Information
 - a. Labor Market Eve Snelling
 - b. Federal Data Validation Brian Cutler
 - c. State Performance Review Brian Cutler
 - d. Strategic Plan Eve Snelling
 9. Director Comments(5 min)

10. Chair Comments(5 min)

11. Next Meeting – February 1, 2010

12. Adjourn

**Workforce Investment Board
Executive Committee
1880 Wardrobe Ave
December 7, 2009, 7:30-8:30 a.m.
Meeting Minutes**



<http://www.co.merced.ca.us/wi/wib/wib.html>

Members Present:

Edward Dietz	Debra Glass	Albert Montejano (Chair)	Steve Newvine
Alfonse Peterson	Al Romero	Vann (Mike) Smith	Hubert (Hub) Walsh

Others Present:

Andrea Baker	Brian Cutler	Dee Knight	Alfredo Mendoza
Joanne Presnell	Eve Snelling	Jackie Walther-Parnell	

1. Call to Order/Roll Call: The Chair, Mr. Albert Montejano, called the meeting to order at 7:33 a.m. Roll call was taken.
2. Approval of Agenda: It was *M/S/C Romero/Peterson* to approve the agenda as published.
3. Approval of Minutes: It was *M/S/C Smith/Walsh* to approve the November 5, 2009 minutes.
4. Public Opportunity to Speak: None.
5. Discussion/Possible Action Agenda:
 - a. Programmable Logic Controller Training Contract: It was *M/S/C Walsh/Peterson* to approve courses through Rexel, Inc for Merced County manufacturers' incumbent workers from January 1-June 30, 2010, and forward to the Board of Supervisors (BOS) for approval.
 - b. Virtual One-Stop Subscription (VOSS) – Contract for Automated Case Management: It was *M/S/C Glass/Dietz* to approve the VOSS electronic case management system contract with Geographic Solutions from January 1-December 31, 2010, and forward to the BOS for approval.
 - c. Ad Hoc Committees' Responsibilities: It was recommended both committees (Quality Employment and Development and Economic Development) meet together to define their respective roles, and bring the recommendations to the Executive Committee for approval.
 - d. Establish New Ad Hoc Outreach Committee: It was *M/S/C Walsh/Romero* that staff send an e-mail to Workforce Investment Board (WIB) members asking for volunteers for a 5-member committee (1-2 members would be from the Executive Committee). This committee would be active for approximately 6 months. If there are not enough volunteers, the Chair would then appoint someone to this committee.
 - e. On-Line Business Customer Satisfaction Survey: It was *M/S/C Newvine/Dietz* to approve the current On-Line Business survey format and send out as soon as possible, after making font changes on items 7 and 9,.
6. Reports:
 - a. Youth Council: Ms. Debra Glass noted the Council had a very good meeting in November. Council members are in the process of reviewing the mission and function. At the next meeting members would be deciding how to use the remaining funds.

b. and c. Quality Employment and Development Committee/Economic Development Committee:
Mr. Steve Newvine noted they would be scheduling a joint meeting to define the committees' respective roles.

c. Workforce Investment Board Membership: Staff noted there are 5 business sector members whose term ends in June 2010. A list of potential members has been developed. Staff will be making phone calls to these prospects. Staff asked for WIB help in identifying other business prospects or notifying staff if anyone knew of someone who is interested in being a WIB member.

7. Information:

a. Fiscal Reports: Clarification was asked as to what was an Enterprise Zone Deposit, which Ms. Jackie Walther-Parnell provided.

b. Labor Market Information:

c. Participant Report:

d. Regional Veterans Grant: Clarification was asked on paragraph 2 of this item, which Ms. Andrea Baker provided.

e. New Start Subgrant Update:

f. Innovation iHub Letters of Support:

g. Merced College Career Advancement Academy Memorandum of Understanding

h. Regional Cluster(s) of Opportunity Grant Proposal:

8. Director Comments: Ms. Baker noted it is possible President Obama would be using TARP funds to stimulate jobs, so the National Association of Workforce Boards has created a survey that she would be e-mailing to all private sector WIB members to respond, because the White House has been told decisions are not being made at the local level.

9. Chair Comments: The Chair noted this would be Ms. Dee Knight's last meeting (she's retiring), and thanked her for the support and help. He thanked Ms. Eve Snelling for making copies at the last minute, and wished everyone a Merry Christmas and a safe New Year. He would see everyone January 4, 2010.

10. Next Meeting: January 4, 2009, Dept of WI Large Conference Room, 1880 Wardrobe Ave.

11. Adjourn: The meeting adjourned at 8:17 a.m.

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Request for Proposal for Basic Education Services for the Worknet Employment Resource Center Labs to begin July 1, 2010.

PROPOSED MOTION(S): Approve a Request For Proposal (RFP) for Basic Education Services at the Worknet Employment Resource Centers in Merced and/or Los Banos.

DISCUSSION: The Worknet Employment Resource Centers in Merced and Los Banos have PLATO Laboratories to provide basic education services to Workforce Investment Act participants. Presently, and since 1994, the Merced Adult School provides these services in the Merced One-Stop. In Los Banos, since 1997, Merced College has been the program provider. Both contracts are due to expire June 30, 2010.

The Workforce Investment Act and Merced County's Procurement Procedures dictate that all contracts should be competitively bid. The current PLATO contracts were negotiated under an RFP Process in 2005 and continued as sole source agreements as allowed by County Procedures.

Bidders will be asked to bid on services at either or both Labs. Currently, the Merced Lab requires an instructor 35 hours per week. The Los Banos Lab currently requires an instructor(s) 47.5 hours per week (includes additional evening hours).

It is anticipated that the RFP will be let in March 2010 and close April 2010. The WIB may approve the contract May 13th with the Board of Supervisors signing during June 2010. The new contracts will begin July 1, 2010.

ATTACHMENT(S): Draft "Scope of Work" for Basic Educational Labs at Worknet Employment Resource Centers

**SECTION 2
(DRAFT)
SCOPE OF WORK**

2.1. PROGRAM OVERVIEW

1.1.1 Program Goals

The Workforce Investment Act of 1998 (WIA) authorizes intensive employment and education services to adults and dislocated workers who are unemployed and are unable to obtain employment by themselves, or who have been properly assessed and deemed to be in need of basic education services, or, who are employed, but need basic education services to obtain or retain employment that allows for self-sufficiency. It is the goal of the program that basic education services will lead to employment that will lead to self-sufficiency.

1.1.2 Program Objectives

The Merced County Workforce Investment Board is seeking programs that demonstrate consistency with the requirements of WIA that will provide at a minimum, the following basic education services through the One-Stop PLATO Labs:

- Mathematics: Basic Math, Algebra, Geometry, Trigonometry.
- Science: Chemistry, Biology, Earth Science.
- Communications: Language Arts, Writing, Reading.
- Social Studies: Geography, Economics, Behavioral Science, Political Science, History.
- Quality Control Measures: Data Collection, Charting & Graphing, Control Charts.
- Life & Job Skills
- Pre-employment Competencies
- The Employment Partnership
- Assessment

1.1.3 Geographic Area

PLATO basic education services and /or other basic educational services will be provided from the Worknet Employment Resource Centers in Merced and Los Banos. Services may be provided at either or both of the Labs.

2.1.4. Target Groups

Eligibility for services funded under this RFP are limited to enrolled and referred WIA participants at both the Merced and Los Banos locations.

2.1.5 Program Design

The program should be designed to provide the following for the Merced PLATO Lab location:

- To provide a qualified certificated instructor(s), proficient in the most current Version of PLATO Pathways and/or other software as appropriate, who will be stationed in the Merced PLATO Lab for up to 35 hours per week, 7 hours per day

- between 8:00 a.m. – 5:00 p.m., for a total of 52 weeks.
- To provide training materials and supplies to students utilizing the PLATO Basic Education Laboratory.
- To maintain records of time and attendance of students.
- To keep track of Average Daily Attendance (ADA) or its equivalent, and apply it to all applicable invoices submitted for payment.

The program should be designed to provide the following for the Los Banos PLATO Lab location:

- To provide a qualified certificated instructor(s), proficient in the most current Version of PLATO Pathways and other software as appropriate, who will be stationed in the Los Banos PLATO Lab to work for a period of up to 52 weeks, up to 47.5 hours per week. The Los Baños PLATO Lab will be open from 8:00am to include evening hours of operation.
- To provide training materials and supplies to students utilizing the PLATO Basic Education Laboratory.
- To maintain records of time and attendance, preparing time cards according to schedules required by the Department of Workforce Investment.
- Keep track of Average Daily Attendance (ADA) or its equivalent and apply it to all applicable invoices submitted for payment.

2.1.6 Periodic Reporting

A monthly report on program status will developed by the Provider and furnished to the County. This report will include total number of clients served each day.

2.1.7 Requirements of Proposal Content

Every Bidder will be required to submit a written proposal that describes the costs and basic education services to be provided by their instructor (s) in the PLATO Basic Education Labs.

At a minimum, each proposal will describe the following:

- A detailed budget
- A description of your Project Management Plan
 - Fiscal management: Describe fiscal management systems you have in place.
 - Project Administrator: Who will administer the contract? What are the qualifications of the Project Administrator?
 - Staffing Plan: Provide an organizational chart and biographical information of instructor(s).

2.2. **SPECIFIC COMPLIANCE**

- The Workforce Investment Act of 1998 (WIA)
- The Family Economics Security Act (FESA), California Unemployment Insurance Code, Section 15000
- Title 20 CFR Section 667.630
- Executive Order No.11246 “Equal Employment Opportunity” as amended by E.O. 11375
- Nontraditional Employment for Women Act of 1992

- The Age Discrimination Act of 1975 (as amended)
- The Americans with Disabilities Act of 1990
- The Byrd Anti-Lobbying Amendment
- Executive Order 12549, Debarment and Suspension, as amended by E.O. 12689
- California Energy Policy and Conservation Act (PL 96-163, 89 Stat 871)
- California Drug-Free Workplace Act of 1990
- The American Recovery and Reinvestment Act of 2009 (ARRA).

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Changes to Incumbent Worker Policy

PROPOSED MOTION(S): That the Executive Committee approve changes to the Incumbent Worker Policy.

DISCUSSION: On October 5, 2009 the Executive Committee approved the current Incumbent Worker Policy.

In response to a Department of Labor letter to the Governor allowing for requested Waivers, additional language needs to be added to the policy approved in October. The policy needs to stipulate that funds for incumbent worker trainings are to be used as part of a lay-off aversion strategy and adults served under the policy need to meet the low income criteria established by the State. In addition a provision for the upgrading of skills needs assist in employee retention rather than for promotional opportunities as stated in the earlier version of the policy.

These changes have been incorporated in the Incumbent Worker Policy.

**ATTACHMENT(S):
Incumbent Worker Policy**



**DEPARTMENT OF
WORKFORCE INVESTMENT**

**Policy
For**

Incumbent Worker Training

Andrea T. Baker
Director

Joanne Presnell
Assistant Director

1880 Wardrobe Avenue
Merced, CA 95341-6407
(209) 724-2000
(209) 725-3592 Fax

www.co.merced.ca.us/index.asp?NID=92

Equal Opportunity Employer

Policy: In accordance with Section 134 (a)(3)(A)(iv)(I) of the Workforce Investment Act (WIA) of 1998, the implementing regulations and subsequent Dept of Labor (DOL) guidance and waivers, the local Workforce Investment Board determined Workforce Investment Areas are allowed to request approval for expenditure of a percentage of their local Adult and Dislocated Worker funds to provide training to incumbent workers. Training to incumbent workers may be provided using up to the maximum currently allowed percentage of formula funds in accordance with State guidance and/or DOL waivers to meet the needs of Merced County employers with incumbent workers in need of training. These individuals do not necessarily have to meet the eligibility criteria for dislocated workers contained in WIA Section 101(9), nor do they have to meet the criteria for employed adults and dislocated workers contained in WIA Section 134(d)(4)(A), **except adults must meet the low income criteria.**

Incumbent worker training is intended to assist Merced County employers **as part of a layoff aversion strategy** and with the development of a highly skilled workforce. The provision of such training should result in:

1. Enhancing the skills of current employees to allow them to retain employment during periods of significant economical, technological or procedural changes in the employing organization, or
2. Upgrading the skills of current employees to assist in **employee retention**, or
3. Allow the business to avert potential layoffs by improving the skills of their current workforce.

All requests for incumbent worker training must be submitted by the employer requesting the training. The request must include justification for the training need based on the layoff aversion strategy and at least one of the above-listed criteria will be met through the provision of the training. Requests from employers will be submitted to the Director or designee in a standardized format developed for that purpose.

REFERENCES:

EDD Directive WSD07-8
WIA Section 134(a)(3)(A)(iv)(I)
29 CFR 667.130

Incumbent Worker Training Request (Need Link)

Responsible Official: Assistant Director

Revised/Reviewed: December 22, 2009

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: WIB and WIB Executive Committee Meeting Schedules

PROPOSED MOTION(S): Approve the PY 2010 meeting schedules listed below.

DISCUSSION: Following is the meeting schedule for the WIB and WIB Executive Committee Meetings for PY 2010.

WIB and WIB Committees	Interval		Meeting Dates	
WIB 3:00-5:00 p.m.	Bimonthly	2 nd Thursday	Jan. 14, 2010 Mar. 11, 2010 May 13, 2010 July 08, 2010 Sep. 16, 2010* Nov. 18, 2010*	
WIB Exec Committee 7:30-9:00 a.m.	Monthly	1 st Monday	Jan 04, 2010 Feb 01, 2010 Mar 01, 2010 April 05 , 2010 May 03, 2010 June 07, 2010	July 12, 2010* Aug. 02, 2010 Sep. 13, 2010* Oct. 04, 2010 Nov. 01, 2010 Dec. 06, 2010

**Interval date changed due to holiday*

ATTACHMENT(S): N/A

TO: Executive Committee

DATE: 01/04/2010

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: National Association of Workforce Boards (NAWB) Recommendations

PROPOSED MOTION(S): Have the WIB participate in a 1.5 day seminar in January and/or February of 2010 to help confirm or redevelop strategic initiatives to enhance performance in the workforce system.

DISCUSSION: NAWB is looking for 3-5 WIBs who will help them learn how a new technical assistance offering "System Innovation" can help WIBs nationwide.

There is a cost of \$1500 to cover the cost of travel, lodging and documenter fees for the time spent on preparation and follow-up. NAWB also asks that the WIB participate in their annual conference in March to describe the WIB's experience in the seminar.

**ATTACHMENT(S):
Letter from NAWB**



Where Business Helps America Work

Andrea Baker
Merced County Workforce Investment Board
1880 West Wardrobe Avenue
Merced, CA, 95340

Dear Member,

WIBs are experiencing unprecedented pressure with unemployment in double digits and WIA reauthorization on the horizon. If there is a silver lining in this recession, it is the demand to re-think our assumptions and find new ways to do our work.

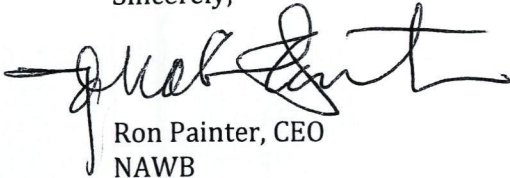
Yet, how do we re-invent a workforce system, which often feels unwieldy and certainly not under our control? Having worked as a director at the local level for 10 years I am well aware that changing a system is much easier said than done. In this light, I'm seeking your help to prototype NAWB's new technical assistance offering "System Innovation". We have had several conversations with Virginia Hamilton at the CA Workforce Association who believes that this kind of approach will build on much of the strategic work that you and CWA have been working on. ***We are seeking 3-5 WIBs who will help us learn how this is most helpful to other member WIBs nationwide. We are planning to design and facilitate these seminars in January and February 2010 and share the results at the NAWB Forum in March (www.nawb.org/forum/).***

System Innovation is a 1.5 day seminar designed to address systemic blind spots and offer the opportunity to confirm or redevelop strategic initiatives to enhance performance. Utilizing systems-based assessment, the format has its roots in the work of MIT researchers Otto Scharmer, Peter Senge and others, who have developed a step-by-step sequence for reconnecting with mission and creating system wide innovations called the U Process. This work has been utilized by leaders from Fortune 500 companies to small community based organizations and is well-suited for the complex nature of WIBs.

NAWB is happy to offer this prototyping at cost: the travel, lodging and documenter fees for the time spent on preparation and follow-up, which are expected to be \$1500. We also ask that you participate in a workshop at NAWB's annual conference in March to describe your board's experience in the seminar. **Please contact Tim Aldinger by December 15 with your questions and interest: aldingert@nawb.org.**

I sincerely appreciate your time and consideration and look forward to working with you to strengthen and further the impact of workforce boards.

Sincerely,



Ron Painter, CEO
NAWB

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Elevate America Program

PROPOSED MOTION(S): Allow the Department of Workforce Investment to accept vouchers for no-cost access to Microsoft training.

DISCUSSION: Elevate America is a national program in which the Microsoft Corporation will provide 1 million training vouchers to the states for no-cost access to Microsoft E-Learning courses and selected Microsoft Certification exams.

The Microsoft Corporation is entering into a voucher donation agreement with the California Employment Development Department (EDD) to provide citizens of California with 166,500 training vouchers. The EDD will make the vouchers available to the Local Workforce Investment Areas beginning January 2010. All vouchers must be allocated to customers and activated by the customer within 90 days of program initiation.

A total of 2,250 vouchers will be made available to the Department of Workforce Investment.

ATTACHMENT(S):

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Centers of Excellence- Merced County Green Job Workforce Study Proposal

PROPOSED MOTION(S): Approve contract with the Center of Excellence (COE) at Modesto Junior College (MJC) to conduct a study to determine the extent to which green jobs exist in Merced County and to identify the nature and quality of the 6-8 top green occupations in the county for the near future and forward to the Merced County Board of Supervisors for approval.

DISCUSSION: The WIB, at past meetings, has requested staff to define and identify green jobs in Merced County. Further, the WIB expressed interest in pinpointing jobs within the county that could be targeted for green job workforce development action once businesses begin to recover from current economic conditions. Subsequently, staff received a proposal from the Center of Excellence (located at the Modesto Junior College Campus) to collect and analyze data on green jobs within the County (70 mile radius), including the GIS mapping of those jobs for cluster analysis purposes. In addition, COE will seek to identify the 6-8 top green occupations in the county with 1 and 3-year opportunity projections.

Total cost for the study is \$9,500 and it is expected to be completed in March 2010.

ATTACHMENT(S):

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Workforce Investment Board (WIB) Strategic Scorecard

PROPOSED MOTION(S): Review and discuss applicable Measure/Indicators from the WIB Strategic Scorecard.

DISCUSSION: The WIB’s Strategic Scorecard is used to manage the attainment of the WIB’s efforts. The Scorecard is divided into four Measurement Categories:

- 1) Customer Perspective, 2) Internal Operations/Organizational Effectiveness,
- 3) Financial/Market Perspective, and 4) Learning & Innovation.

The areas that require discussion/review:

Internal Operations/Organizational Effectiveness

1.a. Plan vs. Actual Participant Activity – *please see attached Participant Report*

Numbers – Merced County Demographics

Merced County Population
(census 2008 estimates*)

Participant Report (page 3 of 4)*

White (not Hispanic)	34.9 %	White	27.4 %
Hispanic	52.9 %	Hispanic	51.6 %
Asian	6.6 %	Asian	14.6 %
African American	4.1 %	African American	7.2 %
American Indian	1.6 %	American Indian	1.3 %
Hawaiian Native/Other	.3 %	Hawaiian Native/Other	1.0 %
Pacific Islander		Pacific Islander	

*note: totals will not equal 100%

Information retrieved from <http://quickfacts.census.gov/qfd/states/06/06047.html>.

1.b. Report Results – Youth Quarterly Program Reports

Out-of-School Youth- *See attached Empower Report (1st Quarter)*

Younger Youth – *See attached YOP Report (1st Quarter)*

Financial/Market Perspective

1. Expenditures - *See Attached Financial Report*

**2.a. Revenue and Resources –
Grants –**

The Madera Medical Grant (Madera, Merced, Stanislaus) met the submission deadline and is in direct response to input from local employers, health care facilities, and higher education that the allied health care occupations were chosen. The primary partnerships for the purposes of the proposal are with higher education in the corresponding counties, Madera Adult School, Fresno City College Training Institute, Merced College, and Modesto Jr. College. Collectively the educational institutions and local workforce areas will extend their partnerships to collaborate with local hospitals, clinics, pharmacies and allied health care employers to provide the following programs:

- The Home Health Aide training program will serve a total of 15 participants.**
- The Emergency Room Technician program will serve 20 Tech I participants.**
- The Pharmacy Technician program will provide training for 22 participants.**
- The Pediatric Sonography program (in Merced) will provide training to 8 participants.**
- The Computed Tomography program (in Merced) will provide training to 15 participants.**

The Merced Department of Workforce Investment will receive \$111,300 from the grant and will provide direct and in-kind contributions of \$267,544.

ATTACHMENT(S): Participant Data Report, Empower 1st Quarter Youth Report, YOP 1st Quarter Youth Report, Financial Report,

TO: Executive Committee

DATE: 01/04/09

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Participant Report

PROPOSED OUTCOME(S): Information only.

DISCUSSION: Attached is a participant report for the time period July 2009 to October 2009, which reflects the number of participants enrolled and exited (and how they entered and exited the programs) within specific grant codes. Each year a modification to the Workforce Investment Board 5-Year Strategic Plan is submitted with projected participant numbers. Due to the President's American Recovery and Reinvestment Act (ARRA) of 2009 and State waivers filed, there has been no modification to the 5-Year Strategic Plan filed for this year to date. The attached report is a comparison of the actual participant numbers with 33.33% of the program year expended and tentative projections, which include additional participants for ARRA funding. The projections/format may change depending on the format the State chooses to use in its Strategic Plan modification template.

This report is a monthly "snapshot" of the Workforce Investment Act (WIA) programs. Non-WIA services and Supportive services reflect other trainings and services where WIA funds were used to help participants with supplies, materials, transportation, childcare, and other necessary expenses allowed by the WIA.

**ATTACHMENT(S):
Participant Report**

WIA PARTICIPANT SUMMARY REPORT - FORMULA GRANTS

PY 2009/10 - October 2009

Report Range 07/2009 to 10/2009

33.33% of Plan Year Expended

	Adult (201)			Dislocated Worker (501)		
	Actual	Planned	Per Cent	Actual	Planned	Per Cent
Total Participants	321	523	61.4%	238	208	114.4%
Participants Carried In	254	271	93.7%	156	70	222.9%
New Participants Entering Grant	67	252	26.6%	82	138	59.4%
Total Participants Exiting WI	19	318	6.0%	8	161	5.0%
Entered Unsubsidized Employment	11	299	3.7%	7	140	5.0%
Training Related	14	85	16.5%		53	
Other Exits*	2	19	10.5%		21	
Program Activities/Services Summary						
Core Services (Registered)	320	466	68.7%	238	135	176.3%
Intensive Services	282	216	130.6%	220	122	180.3%
Training Services**	45	110	40.9%	106	93	114.0%
Non-WIA Funded Services	172			28		
Supportive Services	273			176		

	Older Youth (301)				
	Older Youth	Younger Youth	Actual Total	Planned	Per Cent
Total Participants	146	376	522	490	106.5%
Participants Carried In	118	286	404	310	130.3%
New Participants Entering Grant	28	90	118	180	65.6%
Total Participants Exiting WI	10	56	66	102	64.7%
Entered Unsubsidized Employment	5	13	18	35	51.4%
Training Related	3	4	7	15	46.7%
Entered Post-Secondary Education	1	34	35	40	87.5%
Entered Advanced Training		3	3	7	42.9%
Attained High School Diploma/GED	1	36	37	55	67.3%
Other Exits	1	11	12	5	240.0%
Program Activities/Services Summary					
Goals Set (Younger Youth Only)**		141	141		

*Other Exits includes Exit Code 02 "Remained With Layoff Employer" for Dislocated Workers.

**Training Services totals exclude Non-WIA Funded Training Services

***Goals Set is no longer a Participant Plan data point. Results listed for informational purposes only.

WIA PARTICIPANT SUMMARY REPORT - OTHER GRANTS AND CONTRACTS

PY 2009/10 - October 2009

Report Range 07/2009 to 10/2009

	Federal LVN Grant (907)	**WIA DW Augment (307)	WIA 15% CalGRIP (414)	CalGRIP Younger Youth (417)
Total Participants	85	108	17	24
Participants Carried In				
New Participants Entering Grant	85	108	17	24
Total Participants Exiting WI	38	7	4	
Entered Unsubsidized Employment	14	6	3	
Training Related	26			
Entered Military Service				
Entered Qualified Apprenticeship Program				
Entered Post-Secondary Education		1		
Entered Advanced Training				
Attained Recognized Certificate/Diploma/Degree	25	1	1	
Attained High School Diploma/GED				
Returned to Secondary School (Youth Only)				
Exits Excluded from Performance				
Other Exits	7		1	
Program Activities/Services Summary				
Core Services (Registered)	84	104		
Intensive Services	80	100	16	22
Training Services*		61		
Non-WIA Funded Services	79	13	2	
Supportive Services	85	96	6	1
Youth Services			15	24
Concurrent Program Participants	12	108	4	1
Individual Training Accounts		2		
Goals Set (Younger Youth Only)				

*Training Services totals exclude Non-WIA Funded Training Services

**Dislocated Worker Augmentation Participants may be co-enrolled in formula Dislocated Worker Grant

WIA PARTICIPANT CHARACTERISTICS SUMMARY

Report Period: 7/2009 to 10/2009

FORMULA GRANTS

	ADULT		DISLOCATED WORKER		301 OLDER YOUTH		301 YOUNGER YOUTH		TOTAL (ALL GRANT CODES)	
	#	%	#	%	#	%	#	%	#	%
Total	321	100.0%	238	100.0%	162	100.0%	376	100.0%	1,097	100.0%
Female	226	70.4%	100	42.0%	87	53.7%	188	50.0%	601	54.8%
Male	95	29.6%	138	58.0%	75	46.3%	188	50.0%	496	45.2%
Age										
14-18	7	2.2%			19	11.7%	376	100.0%	402	36.6%
19-21	16	5.0%	5	2.1%	143	88.3%			164	14.9%
22-29	108	33.6%	36	15.1%					144	13.1%
30-44	121	37.7%	95	39.9%					216	19.7%
45-54	46	14.3%	73	30.7%					119	10.8%
55-61	20	6.2%	29	12.2%					49	4.5%
62-64	2	0.6%							2	0.2%
65 and over	1	0.3%							1	0.1%
Race/Ethnicity										
American Indian / Alaskan Native	6	1.9%	4	1.7%	2	1.2%	2	0.5%	14	1.3%
Asian	30	9.3%	14	5.9%	15	9.3%	101	26.9%	160	14.6%
Black / African American	21	6.5%	13	5.5%	16	9.9%	29	7.7%	79	7.2%
Hawaiian Native/Other Pacific Islander	7	2.2%	2	0.8%	1	0.6%	1	0.3%	11	1.0%
White	141	43.9%	105	44.1%	20	12.3%	35	9.3%	301	27.4%
Ethnicity Hispanic or Latino	128	39.9%	111	46.6%	111	68.5%	216	57.4%	566	51.6%
Labor Force Status										
Employed	109	34.0%	15	6.3%	12	7.4%	4	1.1%	140	12.8%
Unemployed	212	66.0%	222	93.3%	150	92.6%	372	98.9%	956	87.1%
UI Claimant	40	12.5%	209	87.8%	4	2.5%	1	0.3%	254	23.2%
UI Exhaustee	9	2.8%	15	6.3%			1	0.3%	25	2.3%
Barriers to Employment										
Disabled	5	1.6%	2	0.8%	5	3.1%	20	5.3%	32	2.9%
Limited English Proficiency					5	3.1%	7	1.9%	12	1.1%
Single Parent	72	22.4%	37	15.5%	27	16.7%	11	2.9%	147	13.4%
Work Profiling Reempl. Services Referral	1	0.3%	19	8.0%	1	0.6%	1	0.3%	22	2.0%
Low Income	203	63.2%	113	47.5%	143	88.3%	357	94.9%	816	74.4%
Displaced Homemaker										
Offender	11	3.4%	7	2.9%	16	9.9%	31	8.2%	65	5.9%
Homeless	2	0.6%			5	3.1%	8	2.1%	15	1.4%
Runaway Youth					2	1.2%	5	1.3%	7	0.6%
Pregnant Parenting Youth					46	28.4%	21	5.6%	67	6.1%
Youth Needing Additional Assistance					161	99.4%	374	99.5%	535	48.8%
Basic Literacy Skills Deficient	75	23.4%	106	44.5%	131	80.9%	289	76.9%	601	54.8%
Substance Abuse	1	0.3%			3	1.9%	12	3.2%	16	1.5%
Foster Youth			6		3	1.9%	7	1.9%	10	0.9%

WIA PARTICIPANT CHARACTERISTICS SUMMARY
Report Period: 7/2009 to 10/2009
OTHER GRANTS AND CONTRACTS

	FEDERAL LVN GRANT (907)		WIA 15% DISPLACED WORKER AUGMENTATION (307)		WIA 15% CALGRIP (414)		WIA 15% CALGRIP YOUNGER YOUTH (417)		TOTAL (ALL GRANT CODES)	
	#	%	#	%	#	%	#	%	#	%
Total	85	100.0%	108	100.0%	17	100.0%	24	100.0%	234	100.0%
Female	80	94.1%	39	36.1%	7	41.2%	4	16.7%	130	55.6%
Male	5	5.9%	69	63.9%	10	58.8%	20	83.3%	104	44.4%
Age										
14-18					5	29.4%	24	100.0%	29	12.4%
19-21	2	2.4%	1	0.9%	9	52.9%			12	5.1%
22-29	39	45.9%	19	17.6%	3	17.6%			61	26.1%
30-44	32	37.6%	45	41.7%					77	32.9%
45-54	10	11.8%	33	30.6%					43	18.4%
55-61	2	2.4%	10	9.3%					12	5.1%
62-64										
65 and over										
Race/Ethnicity										
American Indian / Alaskan Native			2	1.9%					2	0.9%
Asian	28	32.9%	5	4.6%			1	4.2%	34	14.5%
Black / African American	5	5.9%	5	4.6%	2	11.8%	4	16.7%	16	6.8%
Hawaiian Native/Other Pacific Islander	4	4.7%	1	0.9%					5	2.1%
White	26	30.6%	54	50.0%	2	11.8%	1	4.2%	83	35.5%
Ethnicity Hispanic or Latino	27	31.8%	45	41.7%	13	76.5%	18	75.0%	103	44.0%
Labor Force Status										
Employed	63	74.1%	5	4.6%	1	5.9%			69	29.5%
Unemployed	22	25.9%	102	94.4%	16	94.1%	24	100.0%	164	70.1%
UI Claimant			98	90.7%					98	41.9%
UI Exhaustee	1	1.2%	6	5.6%					7	3.0%
Barriers to Employment										
Disabled	1	1.2%	1	0.9%	1	5.9%	1	4.2%	4	1.7%
Limited English Proficiency	1	1.2%					3	12.5%	4	1.7%
Single Parent	23	27.1%	16	14.8%	5	29.4%	1	4.2%	45	19.2%
Work Profiling Reempl. Services Referral			4	3.7%					4	1.7%
Low Income	36	42.4%	47	43.5%	17	100.0%	23	95.8%	123	52.6%
Displaced Homemaker										
Offender			4	3.7%	9	52.9%	22	91.7%	35	15.0%
Homeless										
Runaway Youth							4	16.7%	4	1.7%
Pregnant Parenting Youth					8	47.1%	3	12.5%	11	4.7%
Youth Needing Additional Assistance					15	88.2%	23	95.8%	38	16.2%
Basic Literacy Skills Deficient	11	12.9%	52	48.1%	16	94.1%	19	79.2%	98	41.9%
Substance Abuse							4	16.7%	4	1.7%
Foster Youth					1	5.9%			1	0.4%

To: **Alfredo Mendoza:** Staff Services Analyst, Department of Workforce Investment
From: **Rebecca Lincoln:** Career Educator
Re: **Merced County Youth Council Quarterly Report-** Younger Youth Program
Date: **1st quarter report** (July, August and September 09)

A. Overall status of the program:

There were 215 active participants in the Youth Opportunity Program (YOP) at the end of the first quarter. The WIA-YOP Client action reports for goals, activities, exits and follow-ups (phase II) remain up to date and YOP Mentors continue to track the number of participants enrolled in structured program activities to ensure that the majority of youth are receiving intensive services, as opposed to case management services.

B. Past quarter highlights:

- 1) **The YOP summer employment** component began on June 09 2009 and ended on July, 2009; approximately one-hundred and sixty-seven (167) participants worked this summer with local employers and agencies. The Mentors met with site supervisors to develop training plans for the participants who worked up to 32 hours per week. *The YOP Summer 2009 workshop*; an 18 hour course facilitated to all the participants in three-hour per week segments through-out the six-week summer component focused on “Volunteerism”. It emphasized the importance of volunteering in our communities. Participants were asked to volunteer three unpaid hours to the non-profit of their choice. The participants will earn a certificate, as well as logging hours to earn their community service cords at graduation.

- 2) **Career Industry Day Events in 2009-2010:** These ROP sponsored events provide youth with detailed information and exploration of specific career pathways. Career Industry Days include tours of local businesses, guest speaker presentations, and hands-on activities related to various careers within a pathway. Career Industry Days are held from 8:30 am to 2:00 pm at the Merced County Fair Grounds in the Pavilion Building, unless otherwise indicated. The YOP Mentors are encouraged to invite those participants whose career goals or technical training aligned with these pathways. The following is the list and dates for the upcoming **Career Industry Days:**
 - Careers in Business, Marketing and Computer Information Systems on October 22, 2009
 - Careers in Arts and Communications on November 17, 2009
 - Careers in Education held on January 14, 2010

- Careers in Automotive Services (at the Castle Automotive Training Center) on February 11, 2010
- Careers in Health on Tuesday, March 11, 2010

3) Field Trip to UC Santa Cruz

The YOP Summer Youth that completed their 192 work experience hours were invited for a field trip to visit The University of California at Santa Cruz on August 12, 2009. Ms Toula Moua and Cyndie Bray, YOP Advisors accompanied thirty-three (33) students for a tour of the UC Campus. The YOP participants agreed the trip was exciting, beneficial and they received useful information on enrollment, housing and special programs. Participants were able to get a real look at campus life and learned what The University of California at Santa Cruz has to offer.



4) YOP Success Story



Ben Vilayphone enrolled into YOP in January 2008. Ben's first summer worksite was "Starbucks" on Olive Avenue. After he completed his YOP summer work hours, Starbucks hired him on as a regular employee. Ben is still employed with Starbucks and is now making more than \$8.50/hr. Ben also graduated from Merced High School in June 2009. He is currently attending Merced College and working part-time at Starbucks.

5) YOP Success Story



La Vang enrolled into YOP on March 16, 2005. When La first enrolled, she was basic skill deficient in both reading and math. She was struggling in school but with the help of YOP, La was able to concentrate on school and was able to bring her grades up. She worked at the Sub- Shop in Atwater during the summer of 2006. La was offered a position by the owner and she happily accepted. La continued to work at the Sub-Shop while attending high school, and even with her busy schedule, she was able to maintain a 3.0 GPA. La graduated from Buhach Colony High School in June 2009 and is currently attending San Jose State University.

C. Past quarter deficiencies:

D. Past quarter recruiting/marketing efforts:

The program's philosophy is to enroll students in the first semester in order to provide services during the school year and make the summer work opportunity an incentive for year round participation by youth.

E. Next quarter challenges:

F. Technical assistance needed:

To: **Alfredo Mendoza:** Department of Workforce Investment
From: **Rebecca Lincoln:** Merced County Office of Education
Re: **Merced County Youth Council Quarterly Report:** Empower Program
Date: **Program Year 0910 first quarter report:** July, August, and September 2009

A. Overall status of the program:

There are presently 171 active participants in EMPOWER at the end of the first quarter; this past quarter the program had six new enrollments and 10 exits. The Empower advisors continue to track the number of participants enrolled in structured program activities to ensure that the majority of youth are receiving intensive services, as opposed to case management services. The status on WIA-Client action reports for goals, activities, exits and follow-ups (phase II) remain up to date.

B. Past Quarter Highlights:

- 1) **EMPOWER Workshops:** The EMPOWER Workshops were provided to youth only in the month of September this quarter. The following is an accounting of workshops offered and number attended:
 - a) **EMPOWER Orientation:** Conducted on Thursday, September 10 had seventy (70) youth in attendance;
 - b) **EMPOWER Workshop I:** ‘*Gettin’ Ready for the Job*’ conducted on Friday, September 11 had forty-four (44) youth in attendance;
 - c) **EMPOWER Workshop II:** ‘*The Real Game California*’ was conducted on September 14, 16 & 18 had an average attendance of twenty-nine participants per session;
 - d) **EMPOWER Workshop III:** ‘*Gettin’ a Job*’ was conducted on September 21, 23, and 25 with an average attendance of thirty-one participants per session.

- 2) **Bldg D-3-Computer Lab:** EMPOWER participants use the computer lab daily to work on résumés, portfolios, and to conduct job search. *PLATO* is educational software designed to increase math and reading skills, it is also available to the participants in the computer lab. Sign-in sheets are used to track the number of participants using the computer lab daily.

3) EMPOWER Success Story: David Hedden



On May 8th, 09, David Hedden attended the May Empower Orientation and subsequently enrolled into the Empower Program. David is a very focused and serious young man. His interests lie in outdoor physically challenging jobs. His occupation of choice is to become a firefighter in which he has completed career research in the Firefighter field. His ultimate plan is to join a branch of the military force that can offer him firefighting opportunities.

David's most immediate need required work experience to give him some financial security. He requested a worksite near his home and something outdoors. He was placed at The Millennium Sports Club and he loved it there. The sports club found him to be a hard worker and loved his dedication to the summer program and children in his care. David enjoyed working at the club, but did not see an opportunity to be hired once school started, so he approached his advisor and asked to be moved to another site where he had a chance to get hired. The advisor suggested Costco, and he was at the work experience jobsite within a few days. When picking up David's first time sheet, the advisor Cyndie Bray spoke to the assistant manager and he told her that Costco had interviewed David for a full time position. David was immediately hired by Costco and the assistant manager has nothing but great things to say about him. David's work ethics and hard work obtained a great job for him!

C. Past Quarter Deficiencies: none

D. Past Quarter recruiting and marketing efforts:

Program participants continue to be our greatest source of recruiting and marketing. Seventy youth appeared for program orientation in September based on youth-to-youth referrals.

E. Next quarter challenges:

G. Technical assistance needed:

H. Number of clients receiving social services and examples of services received.

Numerous referrals have been made to agencies to assist with food, clothing, housing and transportation.

TO: Executive Committee

DATE: 01/04/09

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: WIA Fiscal Reports

PROPOSED MOTION(S): None. Information Only.

DISCUSSION: Attached is the Fiscal Report for Fiscal Year 2009/10 covering July 1, 2009 through November 30, 2009. This report shows all WIA funds available for Fiscal Year 2009/10, accrued expenditures through November 30, 2009, and obligations as of November 30, 2009. Target for expenditures is 41.67%, and as of November 30th, accrued expenditures were at 24.06% of available Adult Formula Funds, 26.35% of available Dislocated Worker Formula Funds, and 38.57% of available Youth Formula Funds. Youth funds are at a higher percentage due to expenditures from FY 08/09 billed in FY 09/10. Other grants are at different percentages due to different grant timelines.

Also included is the Fiscal Report for the Recovery Act Funds (ARRA). This report shows all funds available since the beginning of the ARRA funding and all expenditures against these funds. The majority of ARRA Youth Funds have been spent on target with directions from the Department of Labor and the California Employment Development Department. Enrollments in Adult and Dislocated Worker ARRA funds are increasing. The ARRA Green Jobs program is underway.

Also attached is the Contracts Report showing FY 09/10 accounts receivable contracts, with invoices received and payments made through December 24, 2009. This report shows the total contract amounts, payments made, and includes the date of the most recent invoices received.

Fees received for Enterprise Zone Vouchers from July 1, 2009 through December 24, 2009 are \$90,480 plus an additional \$15,080 collected on behalf of the State for their fees.

Staff will be present at the meeting to answer questions.

ATTACHMENT(S):

FY 2009/10 WIA Fiscal Report

ARRA Fiscal Report

Contracts Report

Enterprise Zone Report

**MERCED COUNTY DEPARTMENT OF WORKFORCE INVESTMENT
FISCAL REPORT FOR FINANCE COMMITTEE
For Fiscal Year 2009/2010
July 1, 2009 - June 30, 2010
Through 11/30/09**

Target 41.67%

AVAILABLE FUNDS			BUDGET					ACTUAL			OBLIGATIONS			COMMITTED - AVAILABLE		
	Carryover Funds From 08/09	Appropriation FY 09/10	Planned for New Funds Per Estimated Plan Mod 7/1/09 to 6/30/10	Budget for Available Funds	Budget Adjustments	Revised Budget	Accrued Expense	Available	Percent Expended	Total Obligated Funds	Available after Obligations	Percent Spent + Obligated	Total Committed Funds	Available after Committed	Pct Spent + Obligated + Committed	
							FY to Date		To Date							
ADULT			Core A \$ 341,755	\$ 492,316	\$ -	\$ 492,316	\$ 39,711	\$ 452,605	8.07%	\$ 2,658	\$ 449,948	8.61%	\$ 291,195	\$ 158,753	67.75%	
09/10 Allocation		\$ 1,601,426	Core B \$ 471,869	\$ 679,752	\$ -	\$ 679,752	\$ 103,880	\$ 575,872	15.28%	\$ 5,863	\$ 570,009	16.14%	\$ 368,895	\$ 201,113	70.41%	
PY Cash Balances 6/30/08	\$ 658,365		Intensive \$ 127,458	\$ 183,610	\$ -	\$ 183,610	\$ 74,162	\$ 109,448	40.39%	\$ 3,615	\$ 105,833	42.36%	\$ 68,492	\$ 37,340	79.66%	
			Training \$ 500,202	\$ 720,567	\$ -	\$ 720,567	\$ 281,767	\$ 438,800	39.10%	\$ 223,884	\$ 214,916	70.17%	\$ 139,088	\$ 75,828	89.48%	
	\$ 658,365	\$ 1,601,426	Total \$ 1,441,284	\$ 2,076,246	\$ -	\$ 2,076,246	\$ 499,521	\$ 1,576,725	24.06%	\$ 236,020	\$ 1,340,705	35.43%	\$ 867,671	\$ 473,034	77.22%	
DISPLACED WORKER			Core A \$ 548,975	\$ 639,421	\$ -	\$ 639,421	\$ 53,158	\$ 586,263	8.31%	\$ 5,679	\$ 580,584	9.20%	\$ 375,739	\$ 204,845	67.96%	
08/09 Allocation		\$ 1,715,640	Core B \$ 496,526	\$ 578,331	\$ -	\$ 578,331	\$ 164,564	\$ 413,767	28.45%	\$ 13,111	\$ 400,656	30.72%	\$ 259,294	\$ 141,362	75.56%	
PY Cash Balances 6/30/09	\$ 278,740		Intensive \$ 149,940	\$ 174,643	\$ -	\$ 174,643	\$ 118,135	\$ 56,508	67.64%	\$ 8,086	\$ 48,423	72.27%	\$ 31,338	\$ 17,084	90.22%	
			Training \$ 348,635	\$ 406,074	\$ -	\$ 406,074	\$ 138,012	\$ 268,062	33.99%	\$ 152,560	\$ 115,502	71.56%	\$ 74,750	\$ 40,752	89.96%	
	\$ 278,740	\$ 1,715,640	Total \$ 1,544,076	\$ 1,798,469	\$ -	\$ 1,798,469	\$ 473,869	\$ 1,324,601	26.35%	\$ 179,436	\$ 1,145,165	36.33%	\$ 741,122	\$ 404,043	77.53%	
YOUTH			In School \$ 927,774	\$ 1,617,559	\$ (250,000)	\$ 1,367,559	\$ 510,461	\$ 857,098	37.33%	\$ 623,567	\$ 233,531	82.92%	\$ 151,135	\$ 82,396	93.97%	
08/09 Allocation		\$ 1,718,097	Out of School \$ 618,514	\$ 1,078,373	\$ 250,000	\$ 1,328,373	\$ 529,414	\$ 798,958	39.85%	\$ 673,224	\$ 125,734	90.53%	\$ 81,372	\$ 44,363	96.66%	
PY Cash Balances 6/30/08	\$ 1,254,538		Total \$ 1,546,288	\$ 2,695,932	\$ -	\$ 2,695,932	\$ 1,039,875	\$ 1,656,056	38.57%	\$ 1,296,791	\$ 359,266	86.67%	\$ 232,507	\$ 126,759	95.30%	
	\$ 1,254,538	\$ 1,718,097														
ADMINISTRATIVE			Total Admin \$ 503,515	\$ 656,159	\$ -	\$ 656,159	\$ 139,882	\$ 516,277	21.32%	\$ 10,716	\$ 505,561	22.95%	\$ 327,186	\$ 178,375	72.82%	
All Formula Grants	\$ 2,191,643	\$ 5,035,163	Total \$ 5,035,163	\$ 7,226,806	\$ -	\$ 7,226,806	\$ 2,153,146	\$ 5,073,659	29.79%	\$ 1,722,962	\$ 3,350,697	53.64%	\$ 2,168,486	\$ 1,182,211	83.64%	

RAPID RESPONSE/15%/25%																
Formula Rapid Response (540,541)		\$ 174,246	Rapid Resp. \$ 174,246	\$ 174,246	\$ -	\$ 174,246	\$ 15,183	\$ 159,063	8.71%	\$ 5,856	\$ 153,207	12.07%	\$ 99,152	\$ 54,055	68.98%	
Stimulus Rapid Response (p/o 307)	\$ 62,543		25% RR Aug \$ -	\$ 62,543	\$ (24,000)	\$ 38,543	\$ 26,745	\$ 11,799	69.39%	\$ -	\$ 11,799	69.39%	\$ 7,636	\$ 4,163	89.20%	
Stimulus DW Augmentation (p/o 307)	\$ 127,452		25% DW Aug \$ -	\$ 127,452	\$ 24,000	\$ 151,452	\$ 136,078	\$ 15,374	89.85%	\$ 15,374	\$ -	100.00%	\$ -	\$ -	100.00%	
New Start CDCR 61.60 (442)***	\$ 40,109		15% CDCR \$ -	\$ 40,109	\$ 60,489	\$ 100,598	\$ 3,287	\$ 97,311	3.27%	\$ 156	\$ 97,155	3.42%	\$ 62,876	\$ 34,278	65.93%	
CalGRIP*	\$ 230,179		CalGRIP \$ -	\$ 230,179	\$ -	\$ 230,179	\$ 100,805	\$ 129,374	43.79%	\$ 126,661	\$ 2,712	98.82%	\$ 1,755	\$ 957	99.58%	
	\$ 460,283	\$ 174,246	Total \$ 174,246	\$ 634,529	\$ 60,489	\$ 695,018	\$ 282,098	\$ 412,920	40.59%	\$ 148,047	\$ 264,873	61.89%	\$ 171,419	\$ 93,453	86.55%	

INCENTIVE AWARDS																
09/10 Award (Amount TBD)			Incentive \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	100.00%	
PY Cash Balances 6/30/08	\$ -		Total \$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ -	\$ -	100.00%	

OTHER (DoL, Contract, etc.)																
Federal LVN Grant*	\$ 585,544		LVN Project \$ -	\$ 585,544		\$ 585,544	\$ 315,034	\$ 270,509	53.80%	\$ 197,062	\$ 73,447	87.46%	\$ 47,533	\$ 25,914	95.57%	
Stan Alliance Biotech Contract	\$ 19,453		SA Biotech \$ 19,453	\$ 19,453		\$ 19,453	\$ 1,179	\$ 18,274	6.06%	\$ -	\$ 18,274	6.06%	\$ 11,826	\$ 6,448	66.85%	
MC Career Advancement Academy**	\$ 4,500		MCCAdvnc \$ 4,500	\$ 4,500	\$ 15,500	\$ 20,000	\$ 12,927	\$ 7,073	64.64%	\$ 807	\$ 6,266	68.67%	\$ 4,055	\$ 2,211	88.95%	
	\$ 585,544	\$ 23,953	Total \$ 23,953	\$ 609,497	\$ 15,500	\$ 624,997	\$ 329,140	\$ 295,856	52.66%	\$ 197,869	\$ 97,988	84.32%	\$ 63,415	\$ 34,573	94.47%	

* Amounts represent cash balances remaining from entire multi-year award amounts, which are immediately available. **\$15,500 added by new contract. ***\$60,489 in YOA 2009 funds added, available October 1.

BUDGET: Includes all funds available for fiscal year based on Plan to be submitted to EDD on request, revised in accordance with latest appropriations information received from Chief, Workforce Services Division, as required. Formula Administrative Funds lose their identity upon appropriation. Dislocated Worker and Rapid Response funds augmented beginning in January 2009 by 307 grant. In-School Youth 49.09%
Out-of-School Youth 50.91%

OBLIGATIONS: Includes funds obligated in contracts and ITA's. Does NOT include funds committed for operations.

COMMITTED: Includes projected staff personnel and overhead costs

AVAILABLE: Balance after expenditures and obligations

**MERCED COUNTY DEPARTMENT OF WORKFORCE INVESTMENT
FISCAL REPORT FOR FINANCE COMMITTEE (ARRA FUNDS)
Through 11/30/09**

RECOVERY ACT FUNDS

AVAILABLE FUNDS		BUDGET					ACTUAL			OBLIGATIONS			COMMITTED - AVAILABLE		
	Appropriation Total (Life of Grant)	Planned for ARRA Funds Life of Grant	Budget for Available Funds	Budget Adjustments	Revised Budget	Accrued Expense FY to Date	Available	Percent Expended to Date	Total Obligated Funds	Available after Obligations	Percent Spent + Obligated	Total Committed Funds	Available after Committed	Pct Spent + Obligated + Committed	
ADULT		Core A	\$ 199,775	\$ 199,775	\$ (125,000)	\$ 74,775	\$ 5,510	\$ 69,265	7.37%	\$ 559	\$ 68,706	8.12%	\$ 44,465	\$ 24,242	67.58%
08/09 Allocation	\$ 936,125	Core B	\$ 275,835	\$ 275,835	\$ (76,000)	\$ 199,835	\$ 83,245	\$ 116,590	41.66%	\$ 7,170	\$ 109,419	45.25%	\$ 70,813	\$ 38,606	80.68%
		Intensive	\$ 74,507	\$ 74,507	\$ 51,000	\$ 125,507	\$ 79,434	\$ 46,073	63.29%	\$ 6,683	\$ 39,390	68.62%	\$ 25,492	\$ 13,898	88.93%
		Training	\$ 292,396	\$ 292,396	\$ 150,000	\$ 442,396	\$ 202,362	\$ 240,034	45.74%	\$ 156,664	\$ 83,370	81.15%	\$ 53,955	\$ 29,415	93.35%
	\$ 936,125	Total	\$ 842,513	\$ 842,513	\$ -	\$ 842,513	\$ 370,551	\$ 471,962	43.98%	\$ 171,076	\$ 300,886	64.29%	\$ 194,725	\$ 106,161	87.40%
DISPLACED WORKER		Core A	\$ 573,858	\$ 573,858	\$ (138,000)	\$ 435,858	\$ 7,685	\$ 428,173	1.76%	\$ 837	\$ 427,336	1.96%	\$ 276,561	\$ 150,775	65.41%
08/09 Allocation	\$ 1,793,404	Core B	\$ 519,031	\$ 519,031	\$ (38,000)	\$ 481,031	\$ 141,177	\$ 339,854	29.35%	\$ 13,817	\$ 326,036	32.22%	\$ 211,002	\$ 115,034	76.09%
		Intensive	\$ 156,737	\$ 156,737	\$ -	\$ 156,737	\$ 125,195	\$ 31,542	79.88%	\$ 11,075	\$ 20,467	86.94%	\$ 13,246	\$ 7,221	95.39%
		Training	\$ 364,438	\$ 364,438	\$ 176,000	\$ 540,438	\$ 215,068	\$ 325,370	39.80%	\$ 200,284	\$ 125,086	76.85%	\$ 80,952	\$ 44,134	91.83%
	\$ 1,793,404	Total	\$ 1,614,064	\$ 1,614,064	\$ -	\$ 1,614,064	\$ 489,126	\$ 1,124,938	30.30%	\$ 226,013	\$ 898,925	44.31%	\$ 581,762	\$ 317,164	80.35%
YOUTH		In School	\$ 1,011,942	\$ 1,011,942	\$ (800,000)	\$ 211,942	\$ 166,251	\$ 45,691	78.44%	\$ 74	\$ 45,617	78.48%	\$ 29,522	\$ 16,095	92.41%
08/09 Allocation	\$ 2,248,759	Out of School	\$ 1,011,942	\$ 1,011,942	\$ 890,000	\$ 1,901,942	\$ 1,747,547	\$ 154,395	91.88%	\$ 142	\$ 154,253	91.89%	\$ 99,829	\$ 54,425	97.14%
	\$ 2,248,759	Total	\$ 2,023,884	\$ 2,023,884	\$ 90,000	\$ 2,113,884	\$ 1,913,798	\$ 200,086	90.53%	\$ 216	\$ 199,870	90.54%	\$ 129,351	\$ 70,520	96.66%
ADMINISTRATIVE		Total Admin	\$ 497,827	\$ 497,827	\$ (90,000)	\$ 407,827	\$ 183,068	\$ 224,759	44.89%	\$ 6,513	\$ 218,246	46.49%	\$ 141,243	\$ 77,003	81.12%
All ARRA Grants	\$ 4,978,288	Total	\$ 4,978,288	\$ 4,978,288	\$ -	\$ 4,978,288	\$ 2,956,543	\$ 2,021,745	59.39%	\$ 403,818	\$ 1,617,927	67.50%	\$ 1,047,081	\$ 570,848	88.53%
RAPID RESPONSE/15%/25%		ARRA RR	\$ 278,354	\$ 278,354	\$ -	\$ 278,354	\$ 43,182	\$ 235,172	15.51%	\$ 9,330	\$ 225,842	18.87%	\$ 146,159	\$ 79,683	71.37%
ARRA Rapid Response (106)	\$ 278,354	GRN JOBS	\$ 937,890	\$ 937,890	\$ -	\$ 937,890	\$ 214,813	\$ 723,077	22.90%	\$ 641,490	\$ 81,587	91.30%	\$ 52,801	\$ 28,786	96.93%
ARRA Green Jobs 15% (120)	\$ 937,890	Total	\$ 1,216,244	\$ 1,216,244	\$ -	\$ 1,216,244	\$ 257,995	\$ 958,249	21.21%	\$ 650,820	\$ 307,429	74.72%	\$ 198,960	\$ 108,469	91.08%
	\$ 1,216,244														

BUDGET: Includes all Recovery Act funds available for life of grant, based on Plan to be submitted to EDD, revised in accordance with latest appropriations information received from Chief, Workforce Services Division, as required. Formula Administrative Funds lose their identity upon appropriation. Term of all cash codes is currently set at 06/30/2010.

In-School Youth 8.69%
Out-of-School Youth 91.31%

OBLIGATIONS: Includes funds obligated in contracts and ITA's. Does NOT include funds committed for operations.

COMMITTED: Includes projected staff personnel and overhead costs

AVAILABLE: Balance after expenditures and obligations

**MERCED COUNTY DEPARTMENT OF WORKFORCE INVESTMENT
WIA CONTRACTS**

Contract/Vendor Name	Contract Number	Total Contract Amt	Start Date	End Date	Contract Balance	Budget 2009/10 Only	* Expenditures To-Date	** Inv's Rec'd Not Yet Pd	*** Inv Through	**** % Billed	Comments
MC Green Industry Career Exploration	2009158	\$ 12,320.00	07/06/09	07/30/09	\$ -	\$ 12,320.00	\$ 12,320.00		Jul '09	100%	
MC Green Tech in Electric Automotive	11072	\$ 9,995.00	07/06/09	07/30/09	\$ -	\$ 9,995.00	\$ 9,995.00		Jul '09	100%	
Nora Gerber	11078	\$ 4,800.00	07/27/09	07/31/09	\$ -		4,800.00		Jul '09	100%	
Jack L. Boyd Outdoor School (SJVJGJ)	2009217	\$ 45,850.00	09/01/09	10/31/09	\$ -		\$ 45,850.00		Nov '09	100%	
Madera Co. Workforce Development (CB)	2007108	\$ 139,083.00	01/01/07	12/31/09	\$ 14,786.78		\$ 124,296.22		Nov '09	89%	
Merced College-LVN (CB)	2007120	\$ 325,594.00	01/01/07	12/31/09	\$ 21,566.50		\$ 304,027.50		Nov '09	93%	
Stanislaus County (CB)	2007121	\$ 208,168.00	01/01/07	12/31/09	\$ 60,460.19		\$ 147,707.81		Sept '09	71%	
State Center Community College District (CB)	2007104	\$ 362,032.00	01/01/07	12/31/09	\$ 87,124.65		\$ 274,907.35		Sept '09	76%	
Yosemite Community College (CB)	2007107	\$ 290,526.00	01/01/07	12/31/09	\$ 44,396.96		\$ 227,132.21	\$ 18,996.83	Nov '09	85%	Original inv not rec'd yet
HSA CalGrip	2008145	\$ 180,000.00	03/01/08	03/31/10	\$ 55,892.76		\$ 124,107.24		Sept '09	69%	
Merced County Office of Education-CalGrip	2008146	\$ 180,000.00	03/01/08	03/31/10	\$ 87,134.04		\$ 88,465.45	4,400.51	Nov '09	52%	Just rec'd
MAS, PLATO Lab (ERC)	2009146	\$ 71,742.00	07/01/09	06/30/10	\$ 54,639.67	\$ 71,742.00	\$ 17,102.33		Nov '09	24%	
MAS, Computer Literacy Labs	2009172	\$ 129,715.75	07/01/09	06/30/10	\$ 79,707.36	\$ 129,715.75	\$ 50,008.39		Nov '09	39%	
MC ETC (Thrive & Survive)	2009150	\$ 16,531.00	06/01/09	06/30/10	\$ 5,605.60	\$ 16,531.00	\$ 9,575.40	\$ 1,350.00	Sept '09	66%	
Merced College-LB Campus PLATO Lab	2009123	\$ 84,401.00	07/01/09	06/30/10	\$ 62,665.34	\$ 84,401.00	\$ 21,735.66		Nov '09	26%	
Merced County Office of Education-ISY	2009148	\$ 872,493.00	07/01/09	06/30/10	\$ 565,702.75	\$ 872,493.00	\$ 301,688.38	\$ 5,101.87	Nov '09	35%	Just rec'd
Merced County Office of Education-OSY	2009149	\$ 872,493.00	07/01/09	06/30/10	\$ 569,441.52		\$ 297,949.63	\$ 5,101.85	Nov '09	35%	Just rec'd
Fresno County LWIA (SJVJGJ)	2009215	\$ 172,973.00	7/1/2009	12/31/10	\$ 172,973.00					0%	
Kern, Inyo, Mono LWIA (SJVJGJ)	2009213	\$ 150,059.00	07/01/09	12/31/10	\$ 150,059.00					0%	
Kings County LWIA (SJVJGJ)	2009273	\$ 56,664.00	07/01/09	12/31/10	\$ 41,187.47			\$ 15,476.53	Oct '09	27%	Pending additional b/u & original invoice
Madera Co. Workforce Development (SJVJGJ)	2009212	\$ 56,664.00	07/01/09	12/31/10	\$ 54,941.33		\$ 1,722.67		Nov '09	3%	
Merced County Office of Education (SJVJGJ)	2009216	\$ 123,794.00	07/01/09	12/31/10	\$ 112,339.45		\$ 7,229.28	4,225.27	Nov '09	9%	Just rec'd
Mother Lode LWIA	2009211	\$ 28,331.00	07/01/09	12/31/10	\$ 27,131.00		\$ 1,200.00		Oct '09	4%	
San Joaquin LWIA	2009214	\$ 114,873.00	07/01/09	12/31/10	\$ 114,873.00					0%	
Stanislaus County (SJVJGJ)	2009210	\$ 84,032.00	07/01/09	12/31/10	\$ 84,032.00					0%	
Tulare County LWIA	2009264	\$ 71,425.00	07/01/09	12/31/10	\$ 71,425.00					0%	
		\$ 4,652,238.75			\$ 2,538,085.37	\$ 1,184,877.75	\$ 2,059,500.52	\$ 54,652.86			

* Expenditures To-Date include entire contract period.

** Inv's Rec'd Not Yet Pd include invoices recently received and invoices requiring corrections/backup.

*** Invoiced Through shows latest dates of service covered by invoices.

**** % Billed is of entire contract, not just current year.

Updated 12/24/2009

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
Bank of America <i>Ernst & Young(LA)</i>	7/1/2009	\$180.00	\$30.00	\$210.00
Starbucks Corporation (261 E. Bellevue) <i>The Tax Credit Company</i>	7/9/2009	\$180.00	\$30.00	\$210.00
Starbucks Corporation (425 W. Main, Merced) <i>The Tax Credit Company</i>	7/9/2009	\$180.00	\$30.00	\$210.00
Tim Razzari Dodge <i>None</i>	7/31/2009	\$60.00	\$10.00	\$70.00
Tim Razzari Nissan <i>None</i>	7/31/2009	\$180.00	\$30.00	\$210.00
Tim Razzari Ford <i>None</i>	7/31/2009	\$420.00	\$70.00	\$490.00
Dollar Tree Stores, Inc. (Los Banos) <i>The Tax Credit Company</i>	8/4/2009	\$120.00	\$20.00	\$140.00
Home Depot <i>First Advantage</i>	8/5/2009	\$120.00	\$20.00	\$140.00
Home Depot (LB) <i>First Advantage</i>	8/5/2009	\$60.00	\$10.00	\$70.00
Wal*Mart WL-2039 <i>ADP Tax Credit Services</i>	8/5/2009	\$180.00	\$30.00	\$210.00
Wal*Mart 2117 (Los Banos) <i>ADP Tax Credit Services</i>	8/5/2009	\$60.00	\$10.00	\$70.00
Clothes Avenue Corp. <i>Reliant Tax Consulting, Inc</i>	8/6/2009	\$180.00	\$30.00	\$210.00
Wal*Mart WL-2039 <i>ADP Tax Credit Services</i>	8/7/2009	\$420.00	\$70.00	\$490.00
RTS Packaging, LLC <i>Ernst & Young(Atl)</i>	8/11/2009	\$240.00	\$40.00	\$280.00
Ross Dress for Less <i>Ernst & Young, Roseville</i>	8/12/2009	\$600.00	\$100.00	\$700.00
Gallo Cattle Company <i>None</i>	8/14/2009	\$540.00	\$90.00	\$630.00
Starbucks Corporation (Carol Merced) <i>The Tax Credit Company</i>	8/17/2009	\$120.00	\$20.00	\$140.00
San Luis Pump Company <i>None</i>	8/17/2009	\$420.00	\$70.00	\$490.00
Wal*Mart WL-2039 <i>ADP Tax Credit Services</i>	8/17/2009	\$360.00	\$60.00	\$420.00
Wal*Mart 2117 (Los Banos) <i>ADP Tax Credit Services</i>	8/17/2009	\$60.00	\$10.00	\$70.00
Circle K (Dos Palos) <i>First Advantage</i>	8/17/2009	\$120.00	\$20.00	\$140.00
Town & Country Market <i>Reliant Tax Consulting, Inc</i>	8/18/2009	\$180.00	\$30.00	\$210.00
Ewing Irrigation Products, Inc <i>Amico and Associates, Inc</i>	8/24/2009	\$60.00	\$10.00	\$70.00
Circle K (Dos Palos) <i>First Advantage</i>	8/24/2009	\$60.00	\$10.00	\$70.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
Home Depot (LB) <i>First Advantage</i>	8/24/2009	\$60.00	\$10.00	\$70.00
PAQ Incorporated <i>First Advantage</i>	8/24/2009	\$1,260.00	\$210.00	\$1,470.00
CHECK INTO CASH 9035 <i>ADP Tax Credit Services</i>	8/24/2009	\$120.00	\$20.00	\$140.00
PAQ Incorporated (LB) <i>First Advantage</i>	8/24/2009	\$60.00	\$10.00	\$70.00
Modern Air Mechanical <i>None</i>	8/25/2009	\$360.00	\$60.00	\$420.00
E & J Gallo Winery <i>Romo & Associates</i>	8/26/2009	\$1,920.00	\$320.00	\$2,240.00
Marcus R. Bernardi D.C. <i>None</i>	8/27/2009	\$60.00	\$10.00	\$70.00
E & J Gallo Winery <i>Romo & Associates</i>	8/27/2009	\$3,900.00	\$650.00	\$4,550.00
Big 5 Corp. 345 <i>ADP Tax Credit Services</i>	8/31/2009	\$60.00	\$10.00	\$70.00
CNG Financial Corp. 60104 <i>ADP Tax Credit Services</i>	8/31/2009	\$60.00	\$10.00	\$70.00
FP Stores, Inc. 640 <i>ADP Tax Credit Services</i>	8/31/2009	\$120.00	\$20.00	\$140.00
QC Holding Companies 0683 <i>ADP Tax Credit Services</i>	8/31/2009	\$60.00	\$10.00	\$70.00
Michael's Stores, Inc #9509 <i>TALX Corporation</i>	8/31/2009	\$60.00	\$10.00	\$70.00
Mclane Company, Inc #GR500100 <i>TALX Corporation</i>	8/31/2009	\$240.00	\$40.00	\$280.00
JCPenny Co. # 11429 <i>TALX Corporation</i>	8/31/2009	\$60.00	\$10.00	\$70.00
Cingular Wireless # CA0001 <i>TALX Corporation</i>	8/31/2009	\$240.00	\$40.00	\$280.00
Limited Brands, Inc. #BBW01106 <i>TALX Corporation</i>	8/31/2009	\$60.00	\$10.00	\$70.00
Gallo Cattle Company <i>None</i>	8/31/2009	\$7,560.00	\$1,260.00	\$8,820.00
FedEx Express 953400000 <i>ADP Tax Credit Services</i>	8/31/2009	\$60.00	\$10.00	\$70.00
ABM Janitorial Services Northern <i>Ernst & Young LLP (sf)</i>	9/3/2009	\$60.00	\$10.00	\$70.00
Golden By-Products <i>Atherton & Associates, LLP</i>	9/4/2009	\$1,500.00	\$250.00	\$1,750.00
Dollar Tree Store, Inc. (Merced) <i>The Tax Credit Company</i>	9/7/2009	\$300.00	\$50.00	\$350.00
Dollar Tree Stores, Inc. (Atwater) <i>The Tax Credit Company</i>	9/7/2009	\$240.00	\$40.00	\$280.00
Dollar Tree Stores, Inc. (Los Banos) <i>The Tax Credit Company</i>	9/7/2009	\$120.00	\$20.00	\$140.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
Safeway #8245 <i>The Tax Credit Company</i>	9/8/2009	\$120.00	\$20.00	\$140.00
Dollar Tree Stores, Inc. (Los Banos) <i>The Tax Credit Company</i>	9/8/2009	\$420.00	\$70.00	\$490.00
Dollar Tree Stores, Inc. (Atwater) <i>The Tax Credit Company</i>	9/8/2009	\$300.00	\$50.00	\$350.00
Dollar Tree Store, Inc. (Merced) <i>The Tax Credit Company</i>	9/8/2009	\$120.00	\$20.00	\$140.00
Smith & Stapp CPA's <i>None</i>	9/8/2009	\$60.00	\$10.00	\$70.00
Payless Shoe #02849 <i>M.A.R.S. Stout</i>	9/8/2009	\$180.00	\$30.00	\$210.00
Kagome, USA <i>None</i>	9/8/2009	\$1,560.00	\$260.00	\$1,820.00
Dollar Tree Store, Inc. (Merced) <i>The Tax Credit Company</i>	9/9/2009	\$60.00	\$10.00	\$70.00
Starbucks Corporation(livingston 1) <i>The Tax Credit Company</i>	9/9/2009	\$180.00	\$30.00	\$210.00
Starbucks Corporation (Carol Merced) <i>The Tax Credit Company</i>	9/9/2009	\$240.00	\$40.00	\$280.00
Starbucks Corporation (425 W. Main, Merced) <i>The Tax Credit Company</i>	9/9/2009	\$240.00	\$40.00	\$280.00
Starbucks Corporation (Olive Merced) <i>The Tax Credit Company</i>	9/9/2009	\$60.00	\$10.00	\$70.00
Starbucks (Pacheco) <i>The Tax Credit Company</i>	9/9/2009	\$240.00	\$40.00	\$280.00
Starbucks Corporation (Bellevue Atwater) <i>The Tax Credit Company</i>	9/9/2009	\$60.00	\$10.00	\$70.00
Starbucks Corporation (261 E. Bellevue) <i>The Tax Credit Company</i>	9/9/2009	\$720.00	\$120.00	\$840.00
Starbucks Corporation (Yosemite Ave) <i>The Tax Credit Company</i>	9/9/2009	\$300.00	\$50.00	\$350.00
Regal Cinemas, Inc <i>Corporate Tax Incentives</i>	9/10/2009	\$120.00	\$20.00	\$140.00
Dole Packaged Foods LLC <i>None</i>	9/11/2009	\$1,740.00	\$290.00	\$2,030.00
Target #2359 (Los Banos) <i>None</i>	9/14/2009	\$60.00	\$10.00	\$70.00
Safeway #8245 <i>The Tax Credit Company</i>	9/14/2009	\$60.00	\$10.00	\$70.00
Cingular Wireless # CA0001 <i>TALX Corporation</i>	9/16/2009	\$2,160.00	\$360.00	\$2,520.00
Dean #8CA01 <i>TALX Corporation</i>	9/16/2009	\$2,220.00	\$370.00	\$2,590.00
Quest Diagnostics <i>Ernst & Young, 6th Floor</i>	9/16/2009	\$60.00	\$10.00	\$70.00
United Parcel Service <i>None</i>	9/22/2009	\$60.00	\$10.00	\$70.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
Labor Ready Southwest, Inc. <i>California Credits Group, LLC</i>	9/22/2009	\$60.00	\$10.00	\$70.00
Horizons Farms Inc. <i>None</i>	9/22/2009	\$60.00	\$10.00	\$70.00
Horizons Farms Inc. <i>None</i>	9/23/2009	\$60.00	\$10.00	\$70.00
Chevron Stations, Inc. (Santa Nella) <i>First Advantage</i>	9/24/2009	\$60.00	\$10.00	\$70.00
ABM Janitorial Services Northern <i>Ernst & Young LLP (sf)</i>	9/24/2009	\$60.00	\$10.00	\$70.00
Lorensen Propane Gas, Inc <i>None</i>	9/24/2009	\$240.00	\$40.00	\$280.00
Kagome, USA <i>None</i>	9/25/2009	\$1,320.00	\$220.00	\$1,540.00
Ingomar Packing Co. <i>None</i>	9/28/2009	\$9,240.00	\$1,540.00	\$10,780.00
Hilmar Cheese Company <i>None</i>	9/28/2009	\$480.00	\$80.00	\$560.00
Cassabon & Assoc., LLP <i>None</i>	9/28/2009	\$60.00	\$10.00	\$70.00
TJX Companies/Marshalls <i>First Advantage</i>	9/28/2009	\$960.00	\$160.00	\$1,120.00
E & J Gallo Winery <i>Romo & Associates</i>	9/28/2009	\$960.00	\$160.00	\$1,120.00
NCI Group, Inc. #108 <i>Walton Management Services, Inc.</i>	9/30/2009	\$120.00	\$20.00	\$140.00
E & J Gallo Winery <i>Romo & Associates Inc</i>	10/2/2009	\$60.00	\$10.00	\$70.00
Auto Zone # 5508 <i>ADP Tax Credit Services</i>	10/5/2009	\$60.00	\$10.00	\$70.00
Lowe's Home Improvement Warehouse # 1672 <i>ADP Tax Credit Services</i>	10/5/2009	\$3,540.00	\$590.00	\$4,130.00
Scholle Corporation <i>None</i>	10/5/2009	\$480.00	\$80.00	\$560.00
Graspointer-West Main, Inc. (McDonald's #17470) <i>First Capitol Consulting, Inc.</i>	10/5/2009	\$120.00	\$20.00	\$140.00
Unionbancal Corp & Subs #637 <i>California Credits Group, LLC</i>	10/5/2009	\$300.00	\$50.00	\$350.00
Lowe's (LB) <i>ADP Tax Credit Services</i>	10/5/2009	\$1,260.00	\$210.00	\$1,470.00
Limited Brands, Inc. #BBW01106 <i>TALX Corporation</i>	10/8/2009	\$60.00	\$10.00	\$70.00
Dean #8CA01 <i>TALX Corporation</i>	10/8/2009	\$180.00	\$30.00	\$210.00
Payless Shoe #01468 <i>M.A.R.S. Stout</i>	10/8/2009	\$120.00	\$20.00	\$140.00
Payless Shoe #02849 <i>M.A.R.S. Stout</i>	10/8/2009	\$60.00	\$10.00	\$70.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
Westamerica Bancorporation <i>None</i>	10/9/2009	\$60.00	\$10.00	\$70.00
Tinetti Realty Group <i>None</i>	10/9/2009	\$720.00	\$120.00	\$840.00
Target #641 (Merced) <i>None</i>	10/13/2009	\$3,420.00	\$570.00	\$3,990.00
Target #2359 (Los Banos) <i>None</i>	10/13/2009	\$1,380.00	\$230.00	\$1,610.00
Target, Super (Atwater) <i>None</i>	10/13/2009	\$5,880.00	\$980.00	\$6,860.00
Olson and Co. Steel <i>WTAS, LLC</i>	10/13/2009	\$120.00	\$20.00	\$140.00
Radioshack Corporation(Atwater) <i>California Credits Group, LLC</i>	10/13/2009	\$60.00	\$10.00	\$70.00
Radioshack Corporation(LB) <i>California Credits Group, LLC</i>	10/13/2009	\$180.00	\$30.00	\$210.00
Dedicated Management Group LLC OMCL04 <i>ADP Tax Credit Services</i>	10/13/2009	\$240.00	\$40.00	\$280.00
Rent-A-Center, Inc 00723 <i>ADP Tax Credit Services</i>	10/13/2009	\$60.00	\$10.00	\$70.00
Auto Zone # 5508 <i>ADP Tax Credit Services</i>	10/13/2009	\$240.00	\$40.00	\$280.00
Auto Zone #5506 <i>ADP Tax Credit Services</i>	10/13/2009	\$60.00	\$10.00	\$70.00
Auto Zone #5507 <i>ADP Tax Credit Services</i>	10/13/2009	\$300.00	\$50.00	\$350.00
Tim Razzari Dodge <i>None</i>	10/15/2009	\$240.00	\$40.00	\$280.00
Tim Razzari Ford <i>None</i>	10/15/2009	\$240.00	\$40.00	\$280.00
Tim Razzari Nissan <i>None</i>	10/15/2009	\$240.00	\$40.00	\$280.00
Securitas Security Services USA, Inc(loughborough) <i>Grant Thorton LLP</i>	10/15/2009	\$180.00	\$30.00	\$210.00
Securitas Security Services USA, Inc(cooper) <i>Grant Thorton LLP</i>	10/15/2009	\$60.00	\$10.00	\$70.00
Renal Healthcare, Inc <i>None</i>	10/15/2009	\$120.00	\$20.00	\$140.00
Sally's Beauty Supply Co., Inc #753 <i>TALX Corporation</i>	10/20/2009	\$120.00	\$20.00	\$140.00
Sally Beauty Supply Co., Inc #8655 <i>TALX Corporation</i>	10/20/2009	\$180.00	\$30.00	\$210.00
PAQ Incorporated (LB) <i>First Advantage</i>	10/20/2009	\$60.00	\$10.00	\$70.00
Dollar Tree Stores, Inc. (Los Banos) <i>The Tax Credit Company</i>	10/20/2009	\$60.00	\$10.00	\$70.00
VWNA West LLC <i>The Tax Credit Company</i>	10/20/2009	\$60.00	\$10.00	\$70.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
PAQ Incorporated <i>First Advantage</i>	10/22/2009	\$540.00	\$90.00	\$630.00
Premier Valley Bank <i>Boos & Associates</i>	10/23/2009	\$180.00	\$30.00	\$210.00
United Parcel Service <i>None</i>	10/26/2009	\$60.00	\$10.00	\$70.00
Malibu West, LLC <i>None</i>	10/26/2009	\$540.00	\$90.00	\$630.00
Merced VW Kia Daewoo <i>None</i>	10/27/2009	\$360.00	\$60.00	\$420.00
Wells Fargo Bank 60138 <i>ADP Tax Credit Services</i>	10/27/2009	\$60.00	\$10.00	\$70.00
Wal*Mart WL-2039 <i>ADP Tax Credit Services</i>	10/27/2009	\$3,240.00	\$540.00	\$3,780.00
Hot Topic, Inc. 0608 <i>ADP Tax Credit Services</i>	10/27/2009	\$240.00	\$40.00	\$280.00
Wal*Mart 2117 (Los Banos) <i>ADP Tax Credit Services</i>	10/27/2009	\$2,700.00	\$450.00	\$3,150.00
Pacific Supply <i>Romo & Associates</i>	10/29/2009	\$60.00	\$10.00	\$70.00
Country Villa Merced Behavioral Center <i>C & I Tax Consultants</i>	11/2/2009	\$600.00	\$100.00	\$700.00
Country Villa La Sierra Care Center <i>C & I Tax Consultants</i>	11/2/2009	\$420.00	\$70.00	\$490.00
Country Villa Merced Nursing & Rehab Center <i>C & I Tax Consultants</i>	11/2/2009	\$660.00	\$110.00	\$770.00
Target #2359 (Los Banos) <i>None</i>	11/2/2009	\$180.00	\$30.00	\$210.00
Target #641 (Merced) <i>None</i>	11/2/2009	\$60.00	\$10.00	\$70.00
Target, Super (Atwater) <i>None</i>	11/2/2009	\$240.00	\$40.00	\$280.00
Michael's Stores, Inc #9509 <i>TALX Corporation</i>	11/5/2009	\$360.00	\$60.00	\$420.00
Gamestop, INC #5280 <i>TALX Corporation</i>	11/5/2009	\$180.00	\$30.00	\$210.00
Healthcare Services Group, Inc. #66F <i>TALX Corporation</i>	11/5/2009	\$120.00	\$20.00	\$140.00
Dean #8CA01 <i>TALX Corporation</i>	11/5/2009	\$60.00	\$10.00	\$70.00
Enterprise Rent-A-Car Company #1002737 <i>TALX Corporation</i>	11/5/2009	\$60.00	\$10.00	\$70.00
McLane Company, Inc #3804 <i>TALX Corporation</i>	11/5/2009	\$240.00	\$40.00	\$280.00
Wal*Mart WL-2039 <i>ADP Tax Credit Services</i>	11/9/2009	\$60.00	\$10.00	\$70.00
Dollar Tree Store, Inc. (Merced) <i>The Tax Credit Company</i>	11/12/2009	\$60.00	\$10.00	\$70.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
001Citibank NA <i>Ernst & Young LLP</i>	11/12/2009	\$60.00	\$10.00	\$70.00
Harman-Wagstaff, Inc. (KFC Olive Merced) <i>Romo & Associates</i>	11/13/2009	\$1,140.00	\$190.00	\$1,330.00
Harman-Doyle, Inc. (Kentucky Fried Chicken LB) <i>Romo & Associates</i>	11/13/2009	\$960.00	\$160.00	\$1,120.00
Radioshack Corporation (Merced Mall) <i>California Credits Group, LLC</i>	11/16/2009	\$120.00	\$20.00	\$140.00
Paula Le - Merced Community Pharmacy <i>John, Rich & Company (D.Rich)</i>	11/17/2009	\$300.00	\$50.00	\$350.00
Castle Pharmacy, Inc <i>John, Rich & Company (D.Rich)</i>	11/17/2009	\$180.00	\$30.00	\$210.00
Strategic Restaurant Acquistition Company II LLC 009961(Burger King Atwater) <i>ADP Tax Credit Services</i>	11/18/2009	\$720.00	\$120.00	\$840.00
Lowe's Home Improvement Warehouse # 1672 <i>ADP Tax Credit Services</i>	11/18/2009	\$60.00	\$10.00	\$70.00
TJX Companies/Marshalls <i>First Advantage</i>	11/19/2009	\$60.00	\$10.00	\$70.00
Tire World <i>DS & Associates, LLC dba Downey, Smith & Fier</i>	11/23/2009	\$60.00	\$10.00	\$70.00
R-N Market <i>Gilman, Harris & Travioli</i>	11/23/2009	\$180.00	\$30.00	\$210.00
Home Depot (LB) <i>First Advantage</i>	11/25/2009	\$60.00	\$10.00	\$70.00
Home Depot <i>First Advantage</i>	11/25/2009	\$60.00	\$10.00	\$70.00
Pick N Pull <i>Daniels Consulting</i>	12/1/2009	\$60.00	\$10.00	\$70.00
Ross Dress for Less <i>Ernst & Young, Roseville</i>	12/1/2009	\$540.00	\$90.00	\$630.00
Mclane Company, Inc #GR500100 <i>TALX Corporation</i>	12/7/2009	\$60.00	\$10.00	\$70.00
San Luis Pump Company <i>None</i>	12/8/2009	\$120.00	\$20.00	\$140.00
Branding Iron <i>Smith & Stapp, CPA's</i>	12/9/2009	\$120.00	\$20.00	\$140.00
Big 5 Corp. 345 <i>ADP Tax Credit Services</i>	12/9/2009	\$120.00	\$20.00	\$140.00
Big 5 Corp. 67 <i>ADP Tax Credit Services</i>	12/9/2009	\$60.00	\$10.00	\$70.00
Wal*Mart 2117 (Los Banos) <i>ADP Tax Credit Services</i>	12/9/2009	\$120.00	\$20.00	\$140.00
Wal*Mart WL-2039 <i>ADP Tax Credit Services</i>	12/9/2009	\$60.00	\$10.00	\$70.00
Walgreen's(Atwater) <i>Maximus</i>	12/9/2009	\$180.00	\$30.00	\$210.00
Walgreen's (LB) <i>Maximus</i>	12/9/2009	\$60.00	\$10.00	\$70.00

Enterprise Zone Deposits from 07/01/2009 to 12/24/2009

Company Consultant	Received Date	DWI Fee	State Fee	Total
Walgreens(3098 G Street) Maximus	12/9/2009	\$420.00	\$70.00	\$490.00
Brinker International #10051327 ADP Tax Credit Services	12/9/2009	\$840.00	\$140.00	\$980.00
Premier Valley Bank Boos & Associates	12/10/2009	\$60.00	\$10.00	\$70.00
Teasdale Quality Foods Romo & Associates	12/11/2009	\$1,380.00	\$230.00	\$1,610.00
Payless Shoe #01468 M.A.R.S. Stout	12/14/2009	\$60.00	\$10.00	\$70.00
Payless Shoe #02849 M.A.R.S. Stout	12/14/2009	\$60.00	\$10.00	\$70.00
Starbucks Corporation (Santa Nella) First Advantage	12/14/2009	\$60.00	\$10.00	\$70.00
TJX Companies/Marshalls First Advantage	12/14/2009	\$60.00	\$10.00	\$70.00
Target #641 (Merced) None	12/14/2009	\$240.00	\$40.00	\$280.00
Target #2359 (Los Banos) None	12/14/2009	\$120.00	\$20.00	\$140.00
Target, Super (Atwater) None	12/14/2009	\$360.00	\$60.00	\$420.00
Dollar Tree Stores, Inc. (Atwater) The Tax Credit Company	12/22/2009	\$60.00	\$10.00	\$70.00
Leslie's Pools, Store #338 Walton Management Services, Inc.	12/22/2009	\$240.00	\$40.00	\$280.00
New York & Company ADP Tax Credit Services	12/23/2009	\$60.00	\$10.00	\$70.00
Lowe's Home Improvement Warehouse # 1672 ADP Tax Credit Services	12/23/2009	\$60.00	\$10.00	\$70.00
Big 5 Corp. 345 ADP Tax Credit Services	12/23/2009	\$60.00	\$10.00	\$70.00
Wal*Mart 2117 (Los Banos) ADP Tax Credit Services	12/23/2009	\$180.00	\$30.00	\$210.00
Wal*Mart WL-2039 ADP Tax Credit Services	12/23/2009	\$120.00	\$20.00	\$140.00
TJX Companies/Marshalls First Advantage	12/24/2009	\$120.00	\$20.00	\$140.00
TOTALS		\$90,480.00	\$15,080.00	\$105,560.00

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: California New Start Prison to Employment Sub – Grant Update

PROPOSED OUTCOME(S): For Information

DISCUSSION: The purpose of the New Start funds is to enhance employability of parolees and their access to employment opportunities.

The Department of Workforce Investment has met with partners to plan, develop, and implement the New Start Program. An initial planning and an implementation meeting were convened and subsequent meetings are planned with the local and regional parole officers, Life-Line Community Developments and Love, Inc. These are the key entities that participate in the Police and Communities Together (PACT) meetings and they have individuals with experience and expertise in working with the parolee population.

- **Participants will be provided with an orientation of the program to include expectations of the personal commitment. In addition, they will be provided with an orientation of the program to include expectations of the personal commitment.**
- **Services to be provided: Services that participants may be provided will be as follows: Career Skills and Interest Assessments, Job Search Assistance, Occupational skills training (short term), On-The-Job Training, and skill upgrading may be made available.**
- **The career coaches will assess needs and provide supportive services as they are deemed appropriate; such as DMV printouts, physicals required for training or employment, GED testing fees, expungement of records, referrals for medical physicals or prescribed medications, temporary shelter information, and food bank referrals.**
- **Estimated number of participants that Merced County Department of Workforce will serve is forty (40) participants at an estimated cost per participant of \$2,440.44.**

ATTACHMENT(S): N/A



The Quick Look

A Merced County Labor Market Review - November 2009

Welcome to the Merced County labor market review. The Quick Look has been developed by the Department of Workforce Investment staff for the Merced County Local Workforce Investment Board. The data and information is provided by the California Employment Development Department. Questions can be referred to the Department of Workforce Investment, 1880 West Wardrobe Avenue, Merced, CA 95341. Telephone (209) 724-2055. Email: pitd131@co.merced.ca.us or to EDD's Labor Market Information Division at (916) 262-2162.

Merced County Data not adjusted for Seasonality	Labor Force and Industrial Employment					
	March 2006 Benchmark				Percent Change	
	Nov 08	Sep 09	Oct 09	Nov 09	Month	Year
Civilian Labor Force	105,200	107,000	106,800	107,400	0.6%	2.1%
Civilian Employment	90,800	90,400	89,300	87,700	-1.8%	-3.4%
Civilian Unemployment	14,300	16,600	17,500	19,700	12.6%	37.8%
Civilian Unemployment Rate	13.6%	15.5%	16.4%	18.3%		
(CA Unemployment Rate)	8.4%	12.0%	12.3%	12.2%		
(U.S. Unemployment Rate)	6.5%	9.5%	9.5%	9.4%		
Total, All Industries	68,900	69,900	69,700	67,900	-2.6%	-1.5%
Total Farm	10,900	13,300	13,000	10,900	-16.2%	0.0%
Total Nonfarm	58,000	56,800	56,700	57,000	0.5%	-1.7%
Total Private	41,900	41,000	40,900	40,800	-0.2%	-2.6%
Goods Producing	11,200	11,100	10,900	10,500	-3.7%	-6.3%
Natural Resources and Mining and Constuction	2,100	1,900	1,800	1,800	0.0%	-14.3%
Construction	2,100	1,900	1,800	1,800	0.0%	-14.3%
Manufacturing	9,100	9,200	9,100	8,700	-4.4%	-4.4%
Durable Goods	1,700	1,700	1,700	1,700	0.0%	0.0%
Nondurable Goods	7,400	7,500	7,400	7,000	-5.4%	-5.4%
Service Providing	46,800	45,700	45,800	46,500	1.5%	-0.6%
Private Service Producing	30,700	29,900	30,000	30,300	1.0%	-1.3%
Trade, Transportation and Utilities	11,900	11,100	11,200	11,600	3.6%	-2.5%
Wholesale Trade	1,900	1,700	1,800	2,100	16.7%	10.5%
Retail Trade	7,600	7,000	7,000	7,100	1.4%	-6.6%
Food and Beverage Stores	1,600	1,600	1,600	1,600	0.0%	0.0%
General Merchandise Stores	2,100	1,900	1,900	2,000	5.3%	-4.8%
Residual - Miscellaneous Store Retailers	3,900	3,500	3,500	3,500	0.0%	-10.3%
Transportation, Warehousing and Utilities	2,400	2,400	2,400	2,400	0.0%	0.0%
Information	1,200	1,200	1,200	1,200	0.0%	0.0%
Financial Activities	1,700	1,700	1,700	1,700	0.0%	0.0%
Finance and Insurance	1,100	1,100	1,100	1,100	0.0%	0.0%
Real Estate and Rental and Leasing	600	600	600	600	0.0%	0.0%
Professional and Business Services	4,100	4,100	4,100	4,100	0.0%	0.0%
Educational and Health Services	5,500	5,500	5,600	5,600	0.0%	1.8%
Leisure and Hospitality	4,900	4,900	4,800	4,700	-2.1%	-4.1%
Food Services and Drinking Places	1,400	1,400	1,400	1,400	0.0%	0.0%
Residual - Arts, Entertainment, and Recreation	16,100	15,800	15,800	16,200	2.5%	0.6%
Other Services	800	800	800	800	0.0%	0.0%
Government	15,300	15,000	15,000	15,400	2.7%	0.7%
Federal Government	1,600	1,900	1,800	1,800	0.0%	12.5%
State Government	600	600	600	600	0.0%	0.0%
Local Government	0	0	0	0	0.0%	0.0%

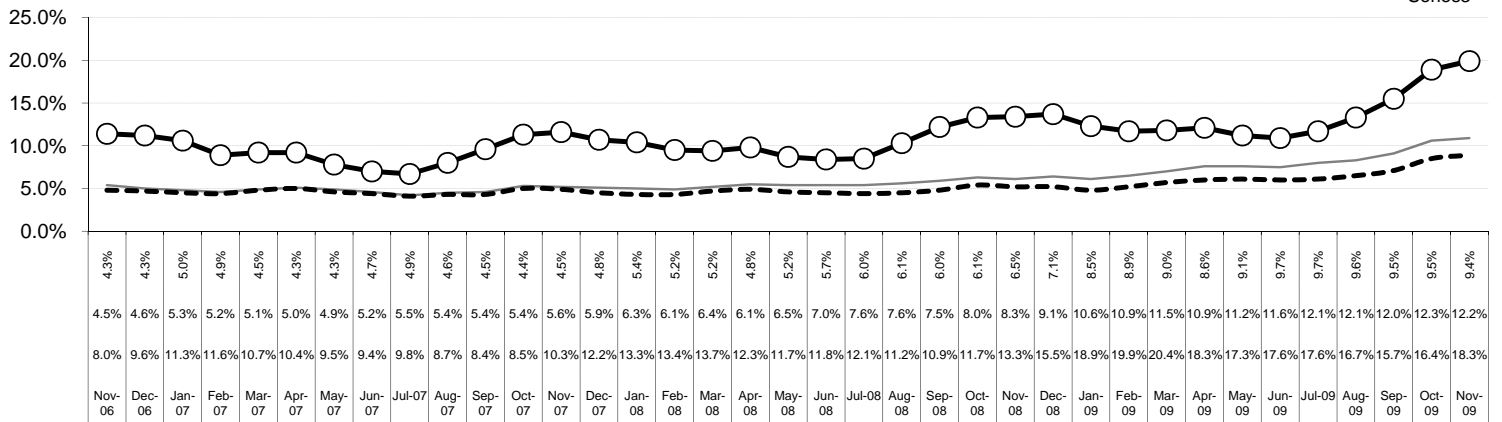
The County continues with one of the highest unemployment rates in the State, ranking 54th out of 58 counties in the month of November. The preliminary result is an increase of 1.9 percentage points in the unemployment rate from the October rate. For year ago data, this preliminary figure is an increase of 4.7 percentage points in the unemployment rate.

Overall, the County's Civilian Labor Force increased by 600 persons over last month's figure and an increase of 2,200 persons over year ago figure. Industrial employment decreased by 1,800 jobs in November over October's figure and an decrease of 1,000 jobs over year ago's figures.

The Quick Look

Nov 2009

Merced County, California, and the United States Unemployment Rate November 2006 to November 2009

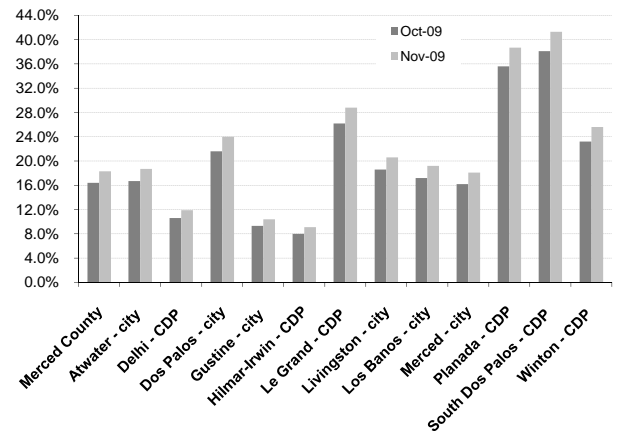


Sub County average unemployment rates for the county, cities, and municipalities.

Area Name	Labor Force	Employment	Unemployment	
			Number	Rate
Merced County	107,400	87,700	19,700	18.3%
Atwater city	12,600	10,300	2,400	18.7%
Delhi CDP	4,000	3,500	500	11.9%
Dos Palos city	2,100	1,600	500	24.0%
Gustine city	2,500	2,200	300	10.4%
Hilmar Irwin CDP	2,800	2,500	300	9.1%
Le Grand CDP	800	600	200	28.8%
Livingston city	5,300	4,200	1,100	20.6%
Los Banos city	13,500	10,900	2,600	19.2%
Merced city	31,800	26,000	5,800	18.1%
Planada CDP	2,000	1,200	800	38.7%
South Dos Palos CDP	500	300	200	41.3%
Winton CDP	4,200	3,100	1,100	25.6%

CDP - Census Designated Place

Merced County - Community Unemployment

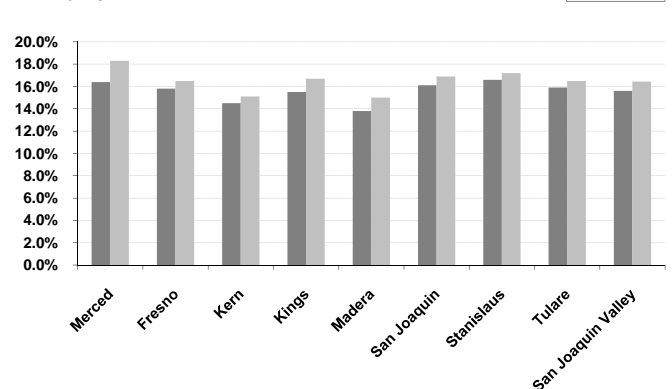


Merced County's workforce has grown over the past 16 years reflecting improvement of the County's economic well being; however, unemployment remains a consistent barrier to greater prosperity. Average unemployment has fluctuated from an annual low of 9.3 percent to an annual high of 17.5 percent.

Counties in the San Joaquin Valley Quick Look

County	Rank	Labor Force	Employ	Unemployed	Rate
Merced	54	107,400	87,700	19,700	18.3%
Fresno	44	442,400	369,300	73,100	16.5%
Kern	39	375,800	319,100	56,700	15.1%
Kings	46	59,400	49,500	9,900	16.7%
Madera	38	67,500	57,400	10,200	15.0%
San Joaquin	47	302,600	251,400	51,100	16.9%
Stanislaus	50	240,500	199,100	41,300	17.2%
Tulare	44	205,600	171,600	34,000	16.5%
San Joaquin Valley		1,801,200	1,505,100	296,000	16.4%

Counties in the San Joaquin Valley Unemployment Rates



TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Federal Data Validation

PROPOSED MOTION(S): For Information Only.

DISCUSSION: On January 19th and 20th, there will be a federal data validation review conducted by the Employment and Development Department of the State of California. These reviews are conducted in order to confirm that raw data is being entered and calculated accurately according to Federal Guidelines.

ATTACHMENT(S): N/A

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: State Performance Review

PROPOSED MOTION(S): For Information Only.

DISCUSSION: On February 8 - 11, there will be a State Performance Review conducted by the Employment and Development Department of the State of California. This review will be conducted on the adult, dislocated worker, and youth programs funded by the American Recovery and Reinvestment Act (ARRA) of 2009.

ATTACHMENT(S): N/A

TO: Executive Committee

DATE: 01/04/10

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Modification to Five-Year Strategic Plan

PROPOSED MOTION(S): Modification to the Five-Year Strategic Plan

DISCUSSION: On September 20, 2000, the Merced County Board of Supervisors approved the local Five-Year Strategic Plan required by the Workforce Investment Act of 1998. Pursuant to Title 20 of the Code of Federal Regulations, Part 661.355, the Governor has published procedures governing the modifications of the local Five-Year Strategic Plan.

The Department of Workforce Investment received State Draft Directive - WSDD-29 dated December 22, 2009. The directive announces a one-year extension to existing Local Workforce Investment Area (LWIA) Strategic Five-Year Local Plans via the local plan modification process. In addition, it provides instructions and forms to submit Program Year 2009/2010 local plan modifications. It also includes questions specific to the use of American Recovery and Reinvestment Act (ARRA) funds by LWIAs. Dept of WI has also received the latest template to develop the Strategic Plan for fiscal year 2009/2010.

The Workforce Investment Board last modified the plan (Modification 9) on November 3, 2008.

The following timeline of events should occur within this time frame or until the final documents have been sent to the State.

- ❖ **1/07/2010 - Document completed and reviewed internally**
- ❖ **1/14/2010 - Document to WIB for approval**
- ❖ **1/15/2010 - 30-Day Public Comments period begins**
- ❖ **2/15/2010 - 30-Day Public Comments period ends**
- ❖ **2/23/2010 - Merced County Board of Supervisors for approval**
- ❖ **2/26/2010 – Document due for submission to State**

The plan will be a projection of the number of participants to be served as well as budget, projections, and other pertinent information.

ATTACHMENT(S): None