

**Workforce Investment Board
Executive Committee
1880 Wardrobe Ave
March 1, 2010, 7:30-8:30 a.m.
Meeting Minutes**



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

Members Present:

Edward Dietz	Debbie Glass	Albert Montejano (Chair)	Steve Newvine
Alfonse Peterson	Al Romero	Vann (Mike) Smith	

Members Absent: Hubert (Hub) Walsh

Others Present:

Andrea Baker	Brian Cutler	Patricia Hinson	Alfredo Mendoza
Joanne Presnell	Eve Snelling	Jackie Walther-Parnell	

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1. Call to Order/Roll Call: The Chair, Mr. Albert Montejano, called the meeting to order at 7:30 a.m. Roll call was taken.
 2. Approval of Agenda: It was *M/S/C Smith/Romero* to approve the agenda as published.
 3. Approval of Minutes: It was *M/S/C Romero/Dietz* to approve the February 1, 2010 minutes.
 4. Public Opportunity to Speak: None
 5. Action Agenda:
 - a. Strategic Scorecard Quality Employment and Development (QUED) Committee Responsibilities: It was *M/S/C Newvine/Peterson* to approve the QUED Committee be responsible for Strategic Scorecard activities to be reviewed and reported to the Executive Committee. On November 2, 2009, the WIB's Executive Committee approved having the Quality Employment Development Committee review the Strategic Scorecard to determine which measurement category this committee would be responsible for periodic review and updating.
 - Customer Perspective
 - Internal Operations/Organizational Effectiveness
 - b. Applied Biological Technologies Grant Application: It was *M/S/C Romero/Glass* to approve the Department of Workforce Investment (WI) to partner with Merced College in the Applied Biological Technologies Grant if awarded, and to contribute \$30,000 in matching funds for student internships.
 - c. Computed Tomography (CT) Technologist Training Program: It was *M/S/C Dietz/Smith* to approve the Department of Workforce Investment (WI) to partner with Merced College in the CT Technologist Training Program and contribute funding in the amount of \$168,500. WI will assist in outreach, recruitment, and assessments. The program is being developed for incumbent workers, current students, and other participants who must be Workforce Investment Act eligible. The program will support 16 students at a cost of \$10,531.21 per student for a 13 month program. The proposal total is \$168,500.

6. Reports:

a. Youth Council: Ms. Debbie Glass noted the Youth Council has agreed to spend the allocated funds in the following areas: Youth training, Camp Green Meadows project and Youth Council Member training.

b. Quality Employment and Development Committee: Mr. Steve Newvine noted the joint meeting between the QUED and Economic Development was held on January 13, 2010 at 3:30 p.m. He noted it was a good meeting with excellent participation. The purpose of the meeting was to define the roles of each committee. The members came to a consensus that the Economic Development Committee will serve as a source of information to the Economic Development partners throughout the community. The QUED will be more of an internal group that will review internal program policies and will make recommendations to the WIB.

7. Discussion Agenda:

a. Strategic Scorecard: Mr. Brian Cutler noted the American Recovery and Reinvestment Act program for Summer Youth was monitored by WI for July through September. There were two findings. The Department is working with Merced County Office of Education (MCOE) to resolve the findings. The CalGrip program has been monitored. MCOE YOP and Empower programs will be monitored soon.

Page 1- Monitoring:

Pages 2-8 Customer Service & Satisfaction Report: Ms. Eve Snelling noted the department had 3,673 total visits in the month of December, and 3,406 return visits. A total of 267 new customers came to the Merced and Los Banos One-stops during the month.

Pages 9-11 Younger Youth 2nd Quarter Report Oct-Dec 09 (YOP): Ms. Snelling noted 125 new participants enrolled in the program, making a total of 300 students enrolled. Some of the activities students have participated in are: Toys for Tots, March of Dimes, a trip to San Francisco, learning different cultures.

Pages 12-15 Older Youth 2nd Quarter Report Oct-Dec 09 (Empower): Ms. Snelling noted 70 new students have enrolled in the program, making a total of 236 students enrolled. Students continue to improve skills by working in the computer lab.

Pages 16-33 Fiscal Reports: Ms. Jackie Walther-Parnell noted the reports that are required by the contract from MCOE Expenditures for the Empower and YOP programs have been added to the packet. These reports will be added to the packet at each meeting.

8. Information:

- a. Biotech Presentation (WIB Meeting 3/11/2010):
- b. Workforce Investment Board Nomination Committee:
- c. Millions of Unemployed Face Years Without Jobs:
- d. Regional Industry Grant:

9. Director Comments: Ms. Andrea Baker noted there will be a Workforce and Economic Development conference sponsored by State Union Groups. She would like to invite union representatives from the WIB to attend the conference.

Congresswoman Speier hosted a Job Hunters Boot Camp event for people who are unemployed and need help with accessing our system. Some of the activities offered were resume writing, interviewing skills, and resource consultation. This event was a success, and over 1,000 people attended this event. Most of the attendees were between the ages of 50 and 60 years old with Bachelor's degrees and above, and have never been unemployed. Ms. Baker will meet today with Congressman Cardoza to see if he is interested in doing a similar event here in

Merced County.

10. Chair Comments: The Chair thanked everyone for coming to the meeting and asked members to save-the-date of March 30, 2010 for the Joint WIB/BOS Meeting at 10:00 a.m. at the Merced County Board of Supervisors Chambers. The Chair noted the next WIB Executive meeting is scheduled for April 5, 2010.

11. Next Meeting: April 5, 2010, Dept of WI, Large Conference Room, 1880 Wardrobe Ave.

12. Adjourn: The meeting adjourned at 8:00 a.m.