

**Workforce Investment Board
Executive Committee
1880 Wardrobe Ave
June 1, 2009, 7:30-8:30 a.m.
Meeting Minutes**



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

Members Present:

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

Members Absent:

Debra Glass

Others Present:

Andrea Baker	Dee Knight	Alfredo Mendoza	Joanne Presnell
Jackie Walther-Parnell			

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1. Call to Order/Roll Call: The Chair, Mr. Albert Montejano, called the meeting to order at 7:31 a.m. Roll call was taken.
 2. Approval of Agenda: It was *M/S/C Romero/Smith* to approve the agenda as published.
 3. Approval of Minutes: It was *M/S/C Walsh/Romero* to approve the May 4, 2009 minutes.
 4. Public Opportunity to Speak: None.
 5. Action Agenda:
 - a. Chair Appointment to Executive Committee – Vann (Mike) Smith: It was *M/S/C Walsh/Romero* to ratify the appointment of Mr. Vann (Mike) Smith to the Executive Committee.
 - b. Revised Supportive Services Policy: It was *M/S/C Smith/Romero* to approve the changes to the Supportive Services Policy, and forward to the Workforce Investment Board (WIB) for approval.
 - c. Overall Policy for WIA Formula and ARRA Funding: It was *M/S/C Peterson/Newvine* to approve the American Recovery and Reinvestment Act Policies, and forward to the WIB for approval.
 6. Discussion:
 - a. Private Sector Membership: Staff noted the previous methods used to recruit WIB members, and asked the committee to suggest ways to recruit the much-needed private sector members. The following suggestions were made:
 - Add recruitment as another goal for the Quality Employment Development Ad Hoc Committee.
 - Form an ad-hoc Marketing Committee that would focus on recruitment and marketing of the WIB.
 - Ask each member to be responsible for recruiting someone.

It was the consensus that recruitment be added as a goal to the Ad Hoc Committee. Mr. Hub Walsh noted he would contact Ms. Diana Pedroza to see if she would recommend someone from Ag. Also, staff would bring for review the present handouts that are given to perspective members.

- b. Summer Youth Update: Ms. Joanne Presnell introduced Ms. Bernedette Castaneda, Program Manager of the Summer Youth Program, who gave the following update:

- The Department is working with the 18-24 year olds.
- They are in the process of recruiting and determining eligibility.
- Youth are from all types of background and ethnicity—40% are single parents or pregnant, 31% are basic-skills deficient, and 100% is low income.
- Counselors have processed 330 applications in Merced and Los Banos, and the goal is 660.
- On Saturdays, they have been having Work Orientation Workshops so the youth will be prepared when assigned to a worksite.
- There are 272 worksites, and another 110 projects in process.
- Worksite placement categories are Office Clerical, Childcare with teacher/recreational aides, Outdoor Work, Food Services, HVAC, Maintenance/Custodial, Construction, Medical Office, Transportation, Warehousing, and Mechanical.
- On June 9th and June 11th, 8:30 a.m.-12 p.m., there will be a Thrive and Survive Workshop at the Merced College Business Center for all youth who have direct customer contact.
- A preaward survey is made of each worksite.
- Arrangements are being made for a class on Introduction to PG&E.
- They have developed a “Hire A Youth Program” for those not placed at a worksite, which consists of Job Search Workshops, On-Line Programs, Developing A Resume, Application Completion, etc.

c. Strategic Scorecard: Staff gave an update of the categories to be reviewed.

7. Reports:

a. Youth Council: Mr. Alfredo Mendoza noted Ms. Debra Glass did a good job of chairing her first meeting. She asked members to share where they were from and what was their connection to youth. Staff was asked to contact members with a low attendance record to see if they are still interested in being a member. All inputs have been received for updating the Youth Resource Directory, and they are making the changes.

8. Information: No comments were made on the information items.

- a. Fiscal Reports.
- b. Participant Report
- c. Update on Payroll Services for Summer Youth in Empower.
- d. Youth Report Empower (Older Youth – 3rd Quarter)
- e. Youth Report YOP (Younger Youth – 3rd Quarter)

9. Director Comments: Ms. Andrea Baker noted due to the potential changes in the State budget, it may impact the Welfare-to-Work contract, but not impact the Workforce Investment Act activities. There is some ARRA money available to the Human Services Agency for supportive services, but HSA informed the Department they were not going to apply. The Meeting of the Minds Conference is Sept 8-10, 2009, in Monterey. There are 4 slots for WIB members. We must know by June 27th to get the Early Bird registration. If you want to attend, call or e-mail Ms. Baker. Mr. Steve Newvine and the Chair said they would attend.

10. Chair Comments: The Chair thanked everyone for attending, and thanked Mr. Mike Smith for accepting the Executive Committee appointment. He is also looking forward to hearing the results of the meeting between Mr. Walsh and Ms. Pedroza.

11. Next Meeting: July 6, 2009, Dept of W I Large Conference Room, 1880 Wardrobe Ave.

12. Adjourn: The meeting adjourned at 8:24 a.m.