

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



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

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**Members Present:**

Alfonse Peterson (Chair)    Debbie Glass    Hubert (Hub) Walsh    Al Romero  
Steve Newvine

**Members Absent:**            Edward Dietz

**Others Present:**

Andrea Baker                    Brian Cutler                    Alfredo Mendoza            Cynthia Mount  
Joanne Presnell                Jackie Walther-Parnell Nancy Havens

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1. Call to Order/Roll Call: Mr. Alfonse Peterson called the meeting to order at 7:32 A.M.  
Roll call was taken.
  2. Approval of Agenda: It was *M/S/C Romero/Newvine* to approve the agenda as published.
  3. Approval of Minutes: It was *M/S/C Walsh/Glass* to approve the August 9th, 2010 minutes.
  4. Public Opportunity to Speak: None
  5. Action Agenda
    - a. Fiscal Report – *M/S/C Walsh/Romero* to accept the Fiscal Reports as submitted.
    - b. Disposition of Incentive Funds from 07/08 and 08/09 – *M/S/C Newvine/Glass* to approve the use of Incentive funds for 07/08 and 08/09 totaling approximately \$23,049 to supplement paid WIA services for adult and dislocated worker participants.
    - c. Performance Measures – Negotiations – *M/S/C Newvine/Walsh* to approve the attached letter to the State recommending reductions in local performance measure goals in WSDD-49 for Average Earnings for Adult and Dislocated Worker as well as reductions in the Literacy and Numeracy goals for out-of-school youth for Program Years 2009-10 and 2010-11.
    - d. Worknet One-Stops Recertification – Extension – *M/S/C Newvine/Glass* to approve the Quality Employment and Development Ad Hoc Committee's (QUED) recommendation to extend the certification of the Merced and Los Baños Worknet Employment Resource Centers for a period of two years to take effect from November 3, 2011 to November 3, 2013.
  6. Reports
    - a. Youth Council – The Youth Council will meet every other month with the next scheduled meeting on October 20, 2010. At the last WIB meeting a request for additional WIB member participation was made by the Youth Council Chair. Two WIB members at the last WIB meeting said they will attend the next meeting and see what it is about.

- b. Quality Employment and Development Committee – It was noted that Items 5b, 5c and 5d of this agenda were introduced by the QUED. If needed, a meeting will be held later this month based on what needs to be reviewed.

7. Discussion Agenda

- a. Department of Workforce Investment Funding Reduction and Subsequent Changes – The Director informed the Executive Committee the decision for reductions in staff; reduction and/or termination of service contracts; Board of Supervisors action taken; and, additional steps taken in reducing costs including cost reduction for facility use.

It was noted that contact was made with Merced College and there is no available space to rent on a long-term basis.

The Executive Committee requested information on the following:

- Provide a list of what are the “mandated services” requirements and how the WI is currently meeting or exceeding those requirements;
- Prepare a synopsis of the current level of staff supporting the WIB and to discern if the current organizational structure is the most efficient and effective;
- Prepare the specifics as to the space WI will require in merging Merced One-Stop and Wardrobe Ave. offices.

- b. Strategic Scorecard

- 1) Participant Activity (Planned vs. Estimated)
- 2) Expenditures – Presented as Item 5a above.
- 3) Revenue & Resources – Presented as Item 5a above.

8. Information

- a. Customer Satisfaction Report
- b. Customer Service Report – It was noted that this information was broken out by Los Baños, Merced and Wardrobe sites.

- 9. Director Comments: The Director presented the 2011 San Joaquin Entrepreneur Challenge brochure. What is needed from the WIB are ideas of what businesses in the private sector would be able to say this is what we want to do to promote entrepreneurship in our region. Some names given for possible sponsors were Merced Ahead, Rotary, Lions, and Chamber of Commerce of various cities. Workshops will be held to assist applicants with their applications.

The Director shared that she has been asked by the State WIB to serve on their Health Workforce Development Council which is meeting Tuesday.

- 10. Chair Comments: None made

- 11. Next Meeting: The next scheduled meeting is November 1<sup>st</sup>, 2010, Department of Workforce Investment, Large Conference Room, 1880 Wardrobe Ave.

- 12. Adjourn: The meeting adjourned at 8:48 A.M.