Approved 12/06/10

Workforce Investment Board
Executive Committee
1880 Wardrobe Ave
Merced, CA 95341
November 1, 2010, 7:30-8:30 a.m.
Meeting Minutes

WORKFORCE INVESTMENT BOARD
MERCED COUNTY

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

Members Present:
Alfonse Peterson (Chair) Debbie Glass Hubert (Hub) Walsh Al Romero
Steve Newvine Edward Dietz

Members Absent:

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

1. Call to Order/Roll Call: Mr. Alfonse Peterson called the meeting to order at 7:32 am. Roll call was taken.

2. Approval of Agenda: It was ***M/S/C Romero/Dietz*** to approve the agenda as published.

3. Approval of Minutes: It was ***M/S/C Newvine/Romero*** to approve the October 4th, 2010 minutes.

4. Public Opportunity to Speak: None

5. Action Agenda
   a. Fiscal Report: Fiscal reports were presented by Staff. ***M/S/C Glass/Romero*** to accept the Fiscal Reports as submitted.

   b. Supportive Services Policy: ***M/S/C Newvine/Romero*** to approve the revised Supportive Services Policy.

   c. Relocation of the Merced One-Stop: ***M/S/C Walsh/Glass*** to approve the Merced Worknet One-Stop currently located at 1200 W. 16th Street be collocated at the Department of Workforce Investment (WI) facility at 1880 Wardrobe Ave. in Merced thus relieving WI of costs associated with the 1200 W. 16th Street facility

   d. Request for Proposal-Youth Programs Contractor: ***M/S/C Dietz/Romero*** to approve and request the Merced County Board of Supervisors to let a new RFP for the WIA In-School (Younger) and Out-of-School (Older) Programs.

6. Reports
   a. Youth Council: The Request for Proposal (RFP) for youth contractors is coming up and the RFP ad-hoc committee is looking at best practices. Youth Council meetings are now scheduled every other month with the next meeting in December. Mr. Liszewski and Mr. Beltran of the WIB have shown interest in joining the Youth Council. The request for additional WIB members to participate in the Youth Council will be brought up again at the next WIB meeting.

b. Quality Employment and Development Committee (QUED): The QUED met on October 13th and discussed items 5b and 5c above. The QUED members noted that the IT infrastructure was an important item to keep in mind with the relocation of the facilities.

7. Discussion Agenda
   a. Department of Workforce Investment Funding Reduction and Subsequent Changes
      1) Required WIA Services
         Core services that are required at the One-stop were attached and reviewed. The Resource Directory brochure has been updated and is available to the customers. Individual Intensive Services are also provided to our customers. On the 17th of November, Bob Lanter will facilitate a meeting with WI's staff through an EDD Employment & Training Network contract. This will be an opportunity for staff to identify ways to improve services, make recommendations and forward a report to the WIB.

      2) WIB – Support Staff
         An attachment was provided listing essential Local Workforce Investment Board functions. The WIB, when requesting special tasks of staff, should consider the amount of staff's time involved in undertaking the projects. Along with supporting the WIB, staff reviews grant possibilities, prepares grant applications, administers and provides oversight and technical assistance to contractors when grants are awarded; supplies information on collaborative grant preparation; and coordinates with and provides technical assistance to the youth contractor. Under consideration is having the contractor input directly into WI's management system. The WIB strategic scorecard is scheduled to be reviewed and analyzed to produce a more effective and efficient flow while reducing workloads and will be brought back to the QUED for review and then the Executive Committee.

   b. Strategic Scorecard
      1) Expenditures (1st Quarter) - Provided under Item 5a.

8. Information
   a. Customer Satisfaction Report: It was the consensus of the Committee that the comments at the end of the report were displayed satisfactorily as presented.

   b. Customer Service Report

   c. Advocacy Letter AB 2058.

   d. TANF Grant Proposal Update: WI was not selected for funding. San Diego was the only California WIB that was approved for this grant.

   e. Green Jobs Corps Contract Amendment to San Joaquin and Merced Projects: It was noted by Supervisor Walsh that there were some WIBs who did not spend their AARA dollars and asked if there was any possibility that those AARA dollars could be reallocated. Staff presented that the Central Valley California Collaborative wrote a letter to the state requesting reallocation of the AARA funds and the response was that the state did not have the authorization to redistribute the funds. Supervisor Walsh suggested that perhaps this would be an opportunity for another advocacy letter to change legislation to mandate that the state reallocate the funds not being utilized.

9. Director Comments: The Director stated that EDD has volunteered their meeting rooms for use by the WIB. Supervisor Walsh mentioned that there is space available in the Administration building, Room 310;

The Director stated that it is time to be thinking of the National Association of Workforce Boards Forum 2011 meeting February 5-8, 2011, in Washington D.C. The WIB Chair has been asked to attend. There are two slots available if anyone else is interested in attending. The early bird registration ends Nov. 19th.

Merced County's CEO has requested a list of California's 49 LWIAs and how they are structured. A copy will be provided to the WIB.

The CEO's office has requested that the Information Technology (IT) services be consolidated into the County Information Services (IS) Department. WI's Automation Service Analyst would be moved to the County offices. This move would not violate our WIB agreement. A concern is the quality of service and response time to our customers and staff. An agreement will be entered into with the County IS Department for the WIB to review. Mr. Mark Cowart, Merced County Administrative Services, Chief Information Officer, has agreed to come to the next WIB meeting to answer any questions and to allow the WIB to voice concerns regarding the quality of services for the One-Stops. This will be going to the Board of Supervisors in December.

10. Chair Comments: The Chair thanked everyone for coming out this morning and for the work all the committees and staff are doing.

11. Next Meeting: The next scheduled meeting is December 6th, 2010, location to be determined.

12. Adjourn: The meeting adjourned at 8:32 am.