

**Workforce Investment Board of Merced County**  
**Quality Assurance Committee**  
**Dept of Workforce Investment Small Conference Rm**  
**1880 W. Wardrobe Ave, Merced, CA**  
**January 27, 2006, 7:30–9:00 a.m.**  
**Meeting Minutes**



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

**Members Present:** Albert Montejano (Chair), Terry Nichols, Carole Roberds (Vice Chair), Steve Tinetti

**Members Absent:** Jeremiah Greggains

**Staff Present:** Bernedette Castaneda, Dave Cramer, Dave Davis, Debby Hoban, Alfredo Mendoza, Joanne Presnell

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- 1. Call to Order and Roll Call:** The Chair called the meeting to order at 7:35 a.m. A sign-in sheet was used in lieu of roll call.
  - 2. Approval of Agenda:** Mr. Dave Davis requested two informational items be added to the agenda: 6d. Update from Leadership Team regarding recertification feedback report and, 6e. Results of Employment Development Department (EDD) monitoring visit. It was *M/S/C Roberds/Nichols* to approve the agenda with the above additions.
  - 3. Approve Minutes (November 4, 2005):** It was *M/S/C Roberds/Nichols* to approve the November 4, 2005 minutes.
  - 4. Public Opportunity to Speak:** None
  - 5. Action Agenda:**
    - a. Affiliate Site Certification:** Staff stated that the Worknet Employment Resource Center in Los Banos requested the Workforce Investment Board (WIB) to certify it as a Certified Affiliated One-Stop. The certification process for an affiliated site is simpler than the process for a comprehensive (full service) One-Stop, and should take about three months.  
  
It was *M/S/C Nichols/Roberds* to begin the process to certify the affiliated Los Banos Worknet Employment Resource Center.
    - b. Strategic Scorecard:** Staff reviewed and discussed measures assigned to the Quality Assurance Committee through the WIB Strategic Scorecard.
  - 6. Information/Discussion:**
    - a. Enterprise Zone Annual Report:** Staff reviewed the report and stated that the Enterprise Zone Vouchering Tax Program will end December 31, 2006. At present, the state has not provided criteria on how to apply for an extension or new Enterprise Zone designation.
    - b. Program Summary For Oct/Nov/Dec:** Staff reviewed data and answered specific questions.
    - c. Participant Data Reports:** Staff reviewed data and answered specific questions.

**d. Update from Leadership Team Regarding Recertification Feedback Report:** Ms. Joanne Presnell and Mr. Terry Nichols briefed the committee. The Leadership Team is reviewing the feedback report to prioritize the areas it wants to focus on. As a group it came to consensus on areas in each section concentrating on what two specific things would have the biggest impact in improving services to the customer.

**e. Results of EDD Monitoring Visit: Staff:** Ms. Presnell and Mr. Davis gave an overview of the report from the Employment Development Department. The report concluded the Department is meeting all requirements.

**7. Chair Comments:** The Chair thanked everyone for coming.

**8. Next Meeting Date & Time:** The next meeting will be February 24, 2006, 7:30 a.m., Department of Workforce Investment, Small Conference Room, 1880 W. Wardrobe Ave, Merced.

**9. Adjourn:** The meeting adjourned at 8:45 a.m.

Minutes prepared by Debby Hoban.