

****REVISED****

**Workforce Investment Board
Merced County Board of Realtors
635 W. Main Street
Merced, CA
March 10, 2005 3:00-5:00 p.m.
Meeting Agenda**



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- I.** Call to Order/Roll Call.....
 - II.** Approval of Agenda
 - III.** Approval of Minutes – September 28, 2004.....
 - IV.** Public Opportunity to Speak.....
 - V.** Consent Agenda
 - a. Youth Contracts Renewal Recommendations..... Nellie McGarry
 - b. Appointment of Nathan Timmerman to Youth Council..... Nellie McGarry
 - c. Exemplary Performance/Corrective Action Plan..... Nellie McGarry
 - d. One-Stop Partners/Workforce Investment Board MOUs Rick Osorio
 - e. WIB Member Application- Dr. Robert Fore..... WIB Staff
 - VI.** Action Agenda
 - a. State of Workforce Report Presentation Nellie McGarry/Andrea Baker
 - b. Request for Proposal for Basic Education Services for PLATO Labs..... Rick Osorio
 - VII.** Presentations
 - a. Worknet Leadership Team Presentation Karyn Weins (10 mins)
 - b. One-Voice Presentation Candace Steelman, Public Information Liaison, MCAG(10 min)
 - VIII.** Information Agenda
 - a. New Committee Chairs..... Nellie McGarry
 - b. Teleconference – Partnering with Economic Development: Creating the Workforce Advantage (April 12, 7:45-10:15 a.m. MCOE, Rm M)..... Joanne Presnell
 - IX.** Legislative Advocacy Report/Director’s Comments Andrea Baker
 - X.** Information Items
 - a. LMI Updates Dave Cramer
 - b. Fiscal/Participant Data Reports..... Jackie Walther-Parnell
 - c. Committee Reports - www.co.merced.ca.us/wi/wib/wib.html (or faxed upon request)
 - XI.** Chair Comments Nellie McGarry (5 min)
 - XII.** Other
 - XIII.** Next Meeting –May 12, 2005
 - XIV.** Adjourn

**Workforce Investment Board
Merced County Office of Education
632 W. 13th Street, Newbold Room
September 28, 2004, 7:30 – 10:00 a.m.
Meeting Minutes**



Members Present:

Lee Andersen	Ed Anderson	Andrea Baker
Nicolas Benjamin	Don Bergman	Bob Bittner
Ben Duran	Phil Flores	Peter Fluetsch
Scott Galbraith	Carol Greenberg	Robert Harmon
John Heading	Charlie Lambert	Nellie McGarry
Anne Newins	Terry Nichols	Rick Osorio
Al Peterson		

Members Absent:

Paul Alderete	Sharon Cresswell	Kathleen Crookham
John Fowler	Jeremiah Greggains	Brian Griffin
Ned Miller	Albert Montejano	Carole Roberds
Al Romero	Mike Smith	Mike Sullivan
Steve Tinetti	Thomas Tsubota	

Others Present:

Michelle Allison	Bernedette Castaneda	Elaine Craig
Dave Davis	Patric Farrar	Eddie Harding
Robin Keezer	Donna Ornelas	Joanne Presnell
Jackie Walther-Parnell		

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- I. Call to Order/Roll Call - The meeting was called to order by the Chair, John Heading. Roll call was taken by Donna Ornelas.
 - II. Approval of Agenda - It was M/S/C Fluetsch/Bergman to approve the agenda as written.
 - III. Approval of Minutes - It was M/S/C Duran/Bergman to approve the minutes of July 8, 2004.
 - IV. Public Opportunity to Speak - None
 - V. Consent Agenda It was M/S/C McGarry/Fluetsch to approve the Consent Agenda, items a-f.
 - a. Addition to ETPL – Clinical Medical Assistant
 - b. Addition to ETPL – Medical Billing
 - c. ITA Policy
 - d. Marketing Plan Amendment
 - e. Movement of Youth Funds
 - f. High Concentration of Youth
 - VI. Action Agenda

- a. California Performance Review (CPR) Advocacy Letter - Ms. Presnell provided overview of CPR advocacy. It was suggested by Mr. Duran the letter also be sent to the Governor. Ms. Baker noted letters should be prepared on each WIB member's own business letterhead. It was M/S/C Duran/Peterson to approve the request to have WIB members support and advocate for the concept of local control.

VII. Information Agenda

- a. National Emergency Grant (NEG) Contract - Ms. Baker reported the Department of Workforce Investment has a contract with the City of San Jose to provide WIA services for up to 50 individuals who live in or near Merced County, but who previously worked and were laid off in Santa Clara County. The funds to support the training of these individuals are provided by Technology and Transportation National Emergency Grants (NEG) administered through the San Jose Silicon Valley Workforce Investment Area (City of San Jose).
- b. End-of-Year Fiscal Report - Ms. Walther-Parnell noted there was a small amount of carryover for FY 03-04.
- c. Monitoring Summary Jan 04-Jul 04 - Ms. Craig reported the monitoring activity summary was included in the meeting packets. She noted there were no findings that impacted program activity.

VIII. Advocacy Report - Ms. Baker noted that it is important for the WIB members to follow up with the letters of support for the CPR. She noted that the Local Workforce Investment Areas are watching the federal budget. It is anticipated the budget will remain approximately the same for the next year in Adult Services, and there will be a small increase in Youth and Dislocated Worker funding. Staff will watch closely and advise the WIB members of issues that would require additional advocacy.

IX. Information Items

- a. Labor Market Information Updates - Reports included in the package.
- b. Committee Reports - Available on the website.

X. Director's Comments - Ms. Baker announced the promotion of Ms. Presnell to the position of Assistant Director. In addition she noted that the WIB support assignment will be consolidated with Marketing and Ms. Craig will be the Program Manager assigned to this area.

XI. Chair Comments - Mr. Heading noted the teleconference would take place immediately following the business meeting 8:00 a.m. - 10:00 a.m.

XII. Other - None

XIII. Next Meeting - Joint WIB/BOS Meeting - October 26, 2004

XIV. Adjourn - Business Meeting adjourned at 8:00 a.m.

TO: Workforce Investment Board

DATE: 03/10/05

FROM: Youth Council

For Action

For Information

For Discussion

SUBJECT: Youth Contracts Renewal Recommendation

PROPOSED MOTION(S): Approve the renewal of the Younger Youth and Out-of-School Youth contracts and direct staff to negotiate the contracts contingent upon funding.

DISCUSSION: The Workforce Investment Board presently has contracts with Merced County Office of Education for Workforce Investment Act youth programs. The contracts will expire June 30, 2005, and contractually may be extended one year at a time, for an additional two years.

The County's allocation for next year's youth programs is expected to be the same as this year's. But, the size of next year's contracts should be smaller than present due to past decisions to maximize current programs by the maximum use of carryover funds. Next year's contracts will have limited carryover available, and will have to rely solely on the new allocations. It is expected that overall funding to youth programs could be \$1 million less than the present \$2.5 million devoted to the 2004-05 youth contracts.

Both contracts are recommended for renewal. The programs are meeting their enrollment requirements, are achieving performance measures, and continue to improve. With 50 Workforce Investment Areas in California, the Merced Younger Youth Program has grown to be the sixth (6th) largest in the state, and the Out-of-School Program ranks thirteenth (13th) in enrollment. Additionally, the Empower Program was chosen by the California Workforce Association (CWA) to present at the 2005 CWA Youth Conference as a successful older youth program.

Period of the new contracts will be July 1, 2005–June 30, 2006. Size of the new programs is contingent upon youth program allocation.

ATTACHMENT(S): N/A

TO: Workforce Investment Board

DATE: 03/10/05

FROM: Youth Council

For Action

For Information

For Discussion

SUBJECT: Application for Membership to Youth Council

PROPOSED MOTION(S): Approve Mr. Nathan Timmerman, a youth, for membership on the Youth Council.

DISCUSSION: Mr. Nathan Timmerman, a youth, was approved for membership on the Youth Council during the February 9, 2005 Youth Council meeting. Nathan is a 14-year-old Eagle Scout and a student at Merced College. He is active with the Boy Scouts, and has participated in many community related activities. He was instrumental in the cleanup of the river and campsites at McConnell State Park. He was a member of the building crews for Eastman Lake's public cooking grills, and has planted the flowers on Broadway for the City of Atwater.

Nathan volunteers his time with the Challenged Family Resource Center. He is also a member of his church's Life-Teen Program and is the church's primary instructor for youth altar servers.

Nathan hopes to graduate from one of the nation's military academies.

ATTACHMENT(S): Application will be available at the meeting.

TO: Workforce Investment Board

DATE: 03/10/05

FROM: Quality Assurance/Executive Committees

For Action

For Information

For Discussion

SUBJECT: Exemplary Performance Award / Corrective Action Plan

PROPOSED MOTION(S): Acknowledge the award of \$19,208 to the Merced County Workforce Investment Area and ratify the Executive Committee's approval of the Corrective Action Plan.

DISCUSSION: The State of California Employment Development Department (EDD) recently awarded the Merced County Workforce Investment Area an exemplary performance incentive award of \$19,208 for meeting or exceeding the majority of the LWIA's performance goals for Program Year 2003-04. Only 6 other LWIAs received more money than Merced. However, two performance goals were not met, the Older Youth Credential/Diploma Rate, and the Older Youth Entered Employment Rate. Because of this, the WIB is required to submit a Corrective Action and Technical Assistance Plan. The plan was approved by the Executive Committee on February 28, 2005 and forwarded to EDD.

During PY 2002-03, the Older Youth Credential/Diploma Rate was also not attained. In July 2004, the WIB submitted a Corrective Action and Technical Assistance Plan concerning that performance standard. In a January 24, 2005 letter from EDD, they state, "We have received and accepted your Local Board's PY 2002-03 Technical Assistance and Corrective Action Plan and are confident that you are continuing to implement the program improvements outlined in the plan". MCOE has since developed a State approved Working Professional credential which every older youth now earns. The youth exited during this performance period had not been in the program long enough to have earned this credential.

The second performance measure in question, Older Youth Entered Employment Rate, included Jobs for California Graduates youth who exited between April 1, 2003 and March 31, 2004. The Negotiated Performance Level was then 56.8%; attained was 44%. The employment of one additional participant would have raised the performance level to satisfactory. Presently, using the most current data from the Second Quarter of PY 2004-05, 30 of 39 exited youth were employed for a 76.92% rate.

The best insurance to consistently attain the Entered Employment Measure is a consistent, effective Exit Strategy. Department of Workforce Investment analysts have trained MCOE's staff in both Performance Measures and Exit Strategies. EDD's Capacity Building Unit provided additional training on Performance Measures on February 23, 2005, and will train on Exit Strategies March 23, 2005. Attendance for the EMPOWER Older Youth staff is mandatory.

The attached Corrective Action Plan reflects the above actions.

ATTACHMENT(S): Local Workforce Investment Area Corrective Action and Technical Assistance Plan

LOCAL WORKFORCE INVESTMENT AREA

CORRECTIVE ACTION AND TECHNICAL ASSISTANCE PLAN

Local Workforce Investment Area (LWIA):

Merced County _____

Date: *March 1, 2005* _____

Contact Person: *Joanne Presnell* _____

Telephone Number: *209-724-2041* _____

Please work as necessary with your assigned Regional Advisor from the Workforce Investment Division (WID) of the Employment Development Department (EDD) to complete the following questions and information. Please be brief and specific in your responses.

1. List the performance measure(s) for which the LWIA failed to achieve at least 80 percent, and list the percentage achieved for each.

Older Youth Credential Rate: 23.3%

Older Youth Entered Employment Rate: 44.0%

2. For each of the above, provide an explanation or analysis of why the LWIA failed to achieve the minimum 80 percent.

Several factors impacted these performance measures;

Older Youth Credential Rate: Please see attached Merced County's Local Workforce Investment Area Corrective Action and Technical Assistance Plan dated July 1, 2004.

Older Youth Entered Employment Rate: See below

a. The Older Youth Provider, ARBOR, had been notified that their contract would not be continued because of marginal management. The provider had the cost of the contract and the number of clients to be served considerably reduced, half way through the performance period.

b. A second Older Youth Provider, Jobs for California Graduates, Inc. began a new contract 6 months into the performance measures period. Start-up, combined with eventually having to take over the ARBOR case load, resulted in slow enrollments and very few exits. The termination of the Arbor contract also resulted in some clients losing faith in the program and "dropping out."

c. Sixty-two (62) older youth clients exited during the program period between April 1, 2003 and March 31, 2004. The Entered Employment Rate was 44.0% and was measured against 25 youth exiting employed. The addition of 1 more youth exiting employed would have caused the performance measure to meet and exceed the 80% parameter.

d. Our second Older Youth Provider, Jobs for California Graduates, Inc. (JCG) terminated its Older Youth contract on September 19, 2003 with over 9 months left on its contract. Over 250 clients were left without a service provider. On November 25, 2003, a little over 2 months later, a new youth provider, Merced County Office of Education, was selected and contracted to provide out-of-school youth services. Start-up,

combined with the fact that many of the former JCG clients again felt abandoned and did not trust any youth provider, resulted in many clients once more "dropping out" of the program, mostly unemployed.

3. Based on the above analysis, describe what corrective actions will be taken to ensure that the minimum 80 percent performance will be achieved in subsequent years. See the attached "Items to Consider in Developing a Corrective Action Plan" for guidance as applicable to your situation.

Please see attached PY 2002-03 Corrective Action and Technical Assistance Plan concerning actions to ensure the Older Youth Credentialing/Diploma Rate is attained.

For the Older Youth Entered Employment Rate:

The newest older youth provider, Merced County Office of Education (MCOE) has continued to serve Merced County's older youth. Their contract has been renewed as a result of a Request for Proposal and past contract performance. The present program began July 1, 2004 and will run until June 30, 2005. During its February 9, 2005 meeting, the Merced County Youth Council voted to continue MCOE's older youth contract.

Training has been provided to the MCOE staff by the Department of Workforce Investment on performance measures and exit strategies. The EDD Capacity Building Unit is scheduled for Merced County on February 23, 2005 for Youth Performance Measures, and on March 23, 2005 for Exit Strategies. All exits from the program are now coordinated decisions between MCOE and Department of Workforce Investment.

The Department of Workforce Investment's Local WIA Performance Detail Report - Older Youth Quarterly Report; 07/2004 to 12/2004 reflects that of 39 youth exited and measured by the performance measure, 30 have entered employment for a 76.92% rate, well above last year's 56.8% negotiated rate.

4. Will you require technical assistance from sources other than your LWIA staff resources as part of your corrective action plan?

Yes No

5. If "Yes," identify the source(s) and the type(s) of assistance, and how the assistance will help to achieve the previously described corrective action goals. For example, local training/consultation may be available from other governmental or private entities. At the State level, your WID Regional Advisor may be able to provide or identify other sources available to meet your specific needs, such as the WID Capacity Building Unit, EDD's

Employment and Training Network, the Department of Labor, and other sources.

N/A

6. Will any of the technical assistance sources identified above require funding not currently available to the LWIA?

Yes No

7. If “Yes,” do you plan to apply for technical assistance funds from the State?
(NOTE: Other sources must be used if available. Requesting funding from the State must be a last resort if other sources are not available.)

Yes No

If “Yes,” complete the attached “Application for Technical Assistance Funds Regarding Failure to Meet Performance” and attach it to this corrective action plan. If “No,” describe how you plan to procure the assistance.

ITEMS TO CONSIDER IN DEVELOPING A CORRECTIVE ACTION PLAN

- Improving the assessment methodology to ensure appropriate referrals to Core B, Intensive, and Training services
- Training for staff and/or subcontractors through a combination of cross-training by strong performers and on-site visits elsewhere in the State
- Training on adult, dislocated worker, and youth performance management
- Training on job development and client job retention
- Training on Workforce Investment Act (WIA) case management for adults and youth
- Improving customer service and customer satisfaction
- Improving local partnerships and expanding services in the One-Stop system
- Improving monitoring of service providers and other subcontractors
- Training on WIA participant reporting forms
- Training regarding the efficient use of management information system data
- Procurement of updated labor market information tailored to local participant and employer needs
- Development of specialized outreach efforts to publicize the services available in the One-Stop Career Centers, including free public announcements through local media and professionally produced videos
- Reorganization study conducted by outside consultants
- Consultant services to assess the LWIA's procurement system
- Improving the One-Stop certification process
- Improving linkages with the business community
- Improving client follow-up services

APPLICATION FOR TECHNICAL ASSISTANCE FUNDS REGARDING FAILURE TO MEET PERFORMANCE

Subject to the availability of funds, the State may provide a maximum of \$25,000. A local area will not receive more funding for technical assistance than it would have been eligible to receive in incentive awards, or that it received as a partial award, under the Exemplary Performance Incentive Award policy described in WIA Directive WIAD01-11. The State will not fund the following:

- Administrative costs
- Staff salaries or benefits
- Out-of-State travel
- Development or implementation of management information systems (NOTE: local areas may receive funding for consultant services or training on how to improve their systems, use data efficiently, etc., but not to directly develop or implement a new system)

Identify each training source/title, seminar/conference, etc. (NOTE: Make sure this is consistent with sources identified in *items 3 and/or 5* on the first page of this corrective action plan). A brief expenditure breakout is required for each source/activity identifying expenditures by type of activity:

- Consultant/Trainer Costs
- Travel/Equipment/Facilities, etc.
- All Other Costs (identify types and amounts)

TOTAL FUNDS REQUESTED: \$ 0.00 _____

SIGNATURE PAGE

This Corrective Action and Technical Assistance Plan for the **Merced**
County Local Workforce Investment Area
is approved for submittal to the State of California.

_____ Andrea T. Baker Director, Dept of Workforce Investment	_____ Signature	_____ February 28, 2005
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_____ Nellie McGarry Merced County Workforce Investment Board Chair	_____ Signature	_____ February 28, 2005
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TO: Workforce Investment Board

DATE: 03/10/05

FROM: Program Planning & Development

For Action

For Information

For Discussion

SUBJECT: Memorandums of Understanding (MOUs) Between Merced County Workforce Investment Board and the Partners of the One-Stop System

PROPOSED MOTION(S): Approve the new One-Stop partner MOUs.

DISCUSSION: Section 121 of the Workforce Investment Act requires that MOUs be maintained between the Merced County Workforce Investment Board and the partners of the One-Stop system. The original MOUs were created in Jan-Mar 2000 and have been amended several times. The new MOU shifts minor administrative actions from the Board of Supervisors to the Worknet Leadership Team. Examples of these actions are changes to the Worknet Information Survey and Referral Form, and the annual update of the Resource/Cost Sharing Agreement. The signing of the new MOUs will revoke the present One-Stop MOUs. The Program Planning & Development Committee approved the new MOU on January 26, 2005.

The following Partner MOUs are ready for renewal: 1) Merced County Commerce, Aviation and Economic Development, 2) Area Agency on Aging, 3) Central Valley Opportunity Center, 4) Experience Works, 5) Merced Adult School, 6) Merced County Office of Education, 7) Merced County Housing Authority, 8) Merced County Department of Workforce Investment, 9) Merced Community Action Partnership, and 10) Merced College. Job Corps and the State of California Employment Development Department will be approved at a later date.

ATTACHMENT(S): Sample MOU

**MEMORANDUM OF UNDERSTANDING
PURSUANT TO THE
WORKFORCE INVESTMENT ACT OF 1998 (WIA)**

1. **PURPOSE:** The purpose of this MOU is to enter into an agreement between the Merced County Workforce Investment Board and the Partners of the One-Stop System as required by Section 121 of the Workforce Investment Act of 1998 (WIA).

This agreement is entered into in a spirit of cooperation by the partner agencies to describe how their various funding and institutional resources can be utilized to better serve mutual customers, both employers and job seekers, through an integrated system of service delivery operated in the Merced County's One-Stop System. It is understood that the development and implementation of this System will require mutual trust and teamwork between the agencies, all working as partners to accomplish shared goals.

2. **PARTIES:** The parties to this Memorandum of Understanding (MOU) are:

Merced County Workforce Investment Board

1880 West Wardrobe Avenue
Merced, CA 95340 (209) 385- 7324

One-Stop Partner: Central Valley Opportunity Center

P.O. Box 1389
Winton, CA 95388 (209) 357-0062

3. **THE ONE-STOP SYSTEM:**

Merced County's One-Stop System Vision reflects a new approach to workforce preparation and highlights the role workforce preparation plays in economic development. The One -Stop Vision is built upon four guiding principles which are the essence of the One-Stop delivery system:

- II **Integrated:** an integrated system of services to provide employment, training and educational services.
- II **Universally Accessible:** information for the general population, with wide and easy access to a comprehensive array of information.
- II **Customer Focused:** providing informed choice as a means for customers to judge the quality of services.
- II **Performance Based:** with clear outcomes and methods to measure identified outcomes, including customer satisfaction.

4. **DURATION:** This MOU supercedes any previous One-Stop MOUs between the two parties and shall remain in effect until terminated by the repeal of the Workforce Investment Act of 1998, or in accordance with this section. Either party to this MOU can terminate the MOU upon thirty (30) days written notice to the other party.

5. **MODIFICATION AND ASSIGNMENT:** This MOU may be modified at any time by written agreement of the partners. Any modification not in writing shall not be effective.

6. **DISPUTES:** The One-Stop partner shall first attempt to resolve all disputes informally. Any partner may call a meeting of all the partners to discuss and resolve disputes.

Should informal resolution efforts fail, the dispute shall be referred to the Chair of the Merced County Workforce Investment Board who shall place the dispute upon the agenda of a regular or special meeting of the WIB. Every effort shall be made to explore, mediate and resolve the dispute to the satisfaction of all in accordance with the Workforce Investment Act.

If the dispute cannot be resolved through the local Board, the matter must be referred to the State Workforce Investment Board for resolution.

7. **INDEMNITY CLAUSE:** The One-Stop partner shall indemnify, defend and hold harmless the Merced County Workforce Investment Board and Merced County, their officers, employees, agents and assigns from and against any and all claims, demands liability, judgments, awards, interest, attorney's fees, costs and expenses of whatsoever kind or nature, at any time arising out of or in any way connected with the performance of this Agreement. One-Stop partner's liability for indemnity under this Agreement shall apply, regardless of fault, to acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of the One-Stop partner, unless the claim, demand liability, judgment, award, interest, attorney's fee, cost or expense is caused solely by the negligence or willful misconduct of the Merced County Workforce Investment Board or the County, its officers, employees, agents or assigns. One-Stop partner will on request and at its expense defend any action suit or proceeding arising hereunder and shall reimburse and pay the County for any loss, cost, damage or expense (including the cost of attorneys) suffered by it hereunder.

8. **INSURANCE:** The One-Stop partner agrees to extend its in-force insurance or self-insurance coverage programs to apply to its operations performed under the Workforce Investment Act and at the One-Stop Centers, including General and Automobile Bodily Injury and Property Damage Liability, Business Personal Property, Workers' Compensation and Employee Dishonest/Crime coverages. The Partner agrees to require its Property and Workers' Compensation Insurers or self-insurance administrators to waive subrogation rights against the Merced County Workforce Investment Board and the Merced County Board of Supervisors and their officers, volunteers, employees and agents. The Partner agrees that the Merced County Workforce Investment Board and Merced County Board of Supervisors and their officers, volunteers, employees and agents shall be added to the Partner's General, Automobile and Property Damage Liability policies or coverages as "Additional Insureds" or "Additional Covered Parties," insofar as operations or activities under this agreement are concerned.

9. **APPROVAL:** This MOU is of no force or effect until signed by the One-Stop partner and the Chair of the Merced County Workforce Investment Board with the agreement of the Chief Local Elected Official of Merced County. Once signed, this MOU becomes a part of the Local Board's current WIA Strategic Local Plan.

10. **GOVERNING LAW:** This MOU is governed by, and shall be interpreted in accordance with, the laws of the State of California, and the Workforce Investment Act of 1998.

11. **EQUAL EMPLOYMENT OPPORTUNITY:** During the performance of this agreement, the One-Stop partner agrees that they will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin.
12. **NONDISCRIMINATORY SERVICES:** The One-Stop partner agrees that all goods and services pursuant to this agreement shall be available to persons regardless of age, sex, race, political affiliation, religion, ethnic background, marital status, or condition of physical or mental handicap.
13. **ADA COMPLIANCE:** The One-Stop partner agrees to comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. Section 12101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Section 794), and the California Government Code Section 11135 et seq., as well as the regulations which implement these statutes, which prohibit discrimination on the basis of disability.
14. **PARTNERSHIP PARTICIPATION:** To facilitate exchange of information and seamless operation, the One-Stop partner is expected to maintain a high level of communication. The following methods of participation will be required:
 - A. Attendance at the Worknet Leadership Team meetings. A designee with appropriate authority is to be present to act on behalf of the One-Stop partner.
 - B. General description of Intensive and Core Services. One-Stop partner is to provide a general description of Intensive and Core Services to be provided through the One-Stop delivery system and updated as services change. This information will be maintained as a part of the Resource Sharing Agreement (See Item 19).
 - C. Adherence to Worknet New Employee Orientation procedures. It is expected that all One-Stop partners staff will abide by the Worknet policies and procedures related to general safety and behavior in the workplace.
 - D. Use of standardized Worknet forms. Standardized Worknet client assessment and tracking forms will be agreed upon by all participating One-Stop partners and will be utilized to insure integration of services at the One-Stop Centers.
 - E. Collaborative Marketing Strategy. The Worknet Employment and Resource Center will be marketed as a comprehensive entity. However, services and staff from each One-Stop partner will be identified. The One-Stop partners will develop and use a collaborative marketing strategy informing job seekers, training and education seekers, employers, employed individuals, and the community at large about the services available through the Worknet Employment Resource Centers. The following resources, if available, will be utilized to enhance coordinated marketing efforts:
 - Web Site
 - Public Information and Education
 - Speaker's Bureau
 - Brochures and Flyers
 - Commercial Air Time
 - Media Coverage
 - Public Television and Radio

15. **SITE SUPERVISION:** All One-Stop partners will recognize and comply with applicable labor agreements affecting represented employees located in the Centers. Employees who are located at the One-Stop Centers shall remain under the supervision of their employing departments for the purposes of performance evaluation, and other matters concerning civil service rights and responsibilities.

If work-related issues arise at the One-Stop Centers between employees and operators or supervisors of other partners, the operator or other supervisor shall refer such issues to the employee's supervisor.

Further, the One-Stop partner recognizes that a number of practices and philosophies related to agency practices, as well as day-to-day One-Stop Career Center site supervision, are negotiated as a result of implementing operations. Local factors among the One-Stop partner's organization include:

- Differing pay scales for similar positions
- Functions for similar classifications among agencies, which may differ
- Off-site supervisors vs. site-based supervisors at the Worknet Employment Resource Center
- Union vs. Non-Union employees in similar classification on site
- Hours of operation, including possible evening and weekend hours
- Varied legal holidays schedules
- Sharing of space, equipment, information, and materials
- Employee safety and security of the workplace

The One-Stop partners agrees to work out in advance (and specify in relevant agreements) arrangements for supervision, addressing at a minimum the above issues, and modifying said practices over time in accordance with new or changing business or agency needs and requirements.

16. **SYSTEMATIC REFERRAL PROCESS:** The referral system must always be to the advantage of the customer and include follow-up contact to insure the customer was provided service. The One-Stop partner shall receive referrals from and make referrals to the other partners of the Worknet system.

The partners agree to participate through participation in the Worknet Leadership Team to accomplish the following:

- Provide feedback on the success of the cross-referral system
- Cross-train their respective staff
- Consider co-enrollment options and practices
- Consider the effect of cross-referrals on mutual performance expectations
- Constantly improve the joint delivery of services to customers

17. **CONFIDENTIALITY:** The One-Stop partners agrees to honor confidentiality. Exchanged information shall remain private and confidential in accordance with the most restrictive confidentiality requirements of any of the One-Stop partners collecting, receiving or sharing information. As a condition of providing services within the One-Stop, the One-Stop partners shall adhere to the following:

- All client information will be treated with the strictest degree of confidentiality during and after involvement within the Worknet Employment Resource Center.
- Each One-Stop partner shall keep all information that is exchanged between them in the strictest of confidence and make such information available to their own employees on a “need-to-know” basis only.
- Each One-Stop partner shall (where it is appropriate) store and process information in the electronic format, in such a way that unauthorized persons cannot reasonably retrieve the information.
- This information will only be used in working programs within the Worknet Employment Resource Centers.

18. **SEVERABILITY OF PROVISIONS:** If any provisions of this MOU are held invalid or unenforceable; the remainder of this MOU shall not be affected and would then continue to have force and effect.
19. **RESOURCE/COST SHARING AGREEMENTS:** One-Stop Operator will execute Resource/Cost Sharing Agreements with each partner in the Worknet Employment Resource Center. These Agreements will be maintained as a separate document.
20. **ATTACHMENTS:** The following attachments are included in this MOU:
 a. Definitions: Commonly used terms in the Workforce Development System
21. **AUTHORITY AND SIGNATURES:** The individuals signing below have the authority to commit the party they represent to the terms of this MOU, and do so commit by signing.

Merced County Workforce Investment Board

_____ Date _____
 Nellie McGarry, Chair, Merced County Workforce Investment Board

Merced County Board of Supervisors

_____ Date _____
 Jerry O’Banion, Chair, Merced County Board of Supervisors

One-Stop Partner: Central Valley Opportunity Center

_____ Date _____
 Ernie Flores, Executive Director, Central Valley Opportunity Center

APPROVED AS TO LEGALITY AND FORM BY
 RUBEN CASTILLO, COUNTY COUNSEL

_____ Date _____
 Deputy

ATTACHMENT A

Workforce Development Definitions

1. ADA Americans with Disabilities Act
2. Capacity Building Staff training and development and the development overall of the professional One-Stop environment.
3. CLEO Chief Local Elected Official, or the Chair, Merced County Board of Supervisors
4. Employer Services One-Stop services for employers – customers of the system
5. ITA Individual Training Account, or vouchers made available to One-Stop clients to provide for training.
6. Local Area The geographic jurisdiction comprising the Workforce Investment Area as described in WIA, Section 116. (Merced County)
7. MOU Memorandum of Understanding, between the CLEO, local WIB and the One-Stop partners.
8. One-Stop Primary vehicle for service delivery under WIA as a site, center, or system for the provision of multiple employment services or for access to such services. (Worknet of Merced County)
9. One-Stop Operator One or more entities designated or certified in WIA, Section 121 (d), to provide One-Stop services (Department of Workforce Investment).
10. One-Stop Partner A program or other entity as described in WIA, Section 121 (b)(1), who is part to this MOU and who participates in One-Stop operations or service delivery.
11. Partner Cost Calculations One-Stop costs are calculated annually by taking the total costs of operating core services at the One-Stop (including such items as rent, maintenance, utilities, janitorial, security, and reception) to determine the cost of space at the One-Stop. These costs are then allocated to all partners based on the space used by each partner and the amount of time that space is used by the partner.

12. Services Core, Intensive or Training Services as outlined in WIA, Section 134, which must be provided at or through the One-Stop System.
13. State Board The State Workforce Investment Board established under WIA, Section 111, to provide WIA oversight or administration in any State area.
14. Universal Access The provision of integrated employment, training, education, and/or support services in as streamlined and non-duplicative process as possible, mitigating barriers related to customer needs or special needs, particularly during intake or related enrollment periods.
15. WIA The Workforce Investment Act of 1998
16. WIB The Workforce Investment Board established under WIA, Section 117, to oversee local One-Stop operations and related WIA services or administration, State WIB or SWIB refers to the State Board as defined in number 12 above
17. Workforce Investment Plan The local plan created through joint planning of the WIB and the local partners, to which this MOU must be attached before submittal to the State Board. The state also submits a plan to the federal government.

TO: Workforce Investment Board (WIB)

DATE: 03/10/05

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Nomination to the Workforce Investment Board

PROPOSED MOTION(S): Accept the nomination of Dr. Robert Fore, Jr. to the Workforce Investment Board (WIB) and forward to the Board of Supervisors for approval.

DISCUSSION: Dr. Lee Andersen of the Merced County Office of Education has nominated Dr. Robert Fore, Jr. for membership on the WIB as an Education representative. Dr. Fore is the Superintendent of the Merced Union High School District.

ATTACHMENT(S): Application will be available at the meeting.

TO: Workforce Investment Board

DATE: 03/10/05

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: State of the Workforce Report

PROPOSED MOTION(S): To support the State of the Workforce report and advocate for the Implications for Action related to the three identified Regional Strategic Issues: Economic Development, Education and Workforce Housing.

DISCUSSION: A State of the Workforce report has been developed by the Merced County Workforce Investment Board to be used as a tool when stakeholders are considering policy and action to improve Merced County's quality of life.

Over the last year the Workforce Invest Board has convened and facilitated several panels on regional strategic issues impacting Merced County. Education, workforce housing, and economic development have been identified as those issues integral to the success of ultimately improving and resolving the many challenges, such as poverty, childcare and transportation facing the people of Merced County.

The State of the Workforce will also be presented to the Merced County Board of Supervisors during their regularly scheduled meeting, March 15, 2005. The presentation will conclude with a request from the WIB that the Merced County Board of Supervisors accept the "State of the Workforce" report and endorse the WIB's Implications for Action. All WIB members are encouraged to attend.

Additional presentations will be made to City Councils, community based organizations, and local, state and federal political representatives as a means to facilitate change and policy related to the three issues.

ATTACHMENT(S): Copies of the State of the Workforce will be available at the Workforce Investment Board's meeting.

TO: Workforce Investment Board

DATE: 03/10/05

FROM: WIB Executive Committee

For Action

For Information

For Discussion

SUBJECT: Request for Proposal (RFP) for Basic Education Services for PLATO Labs

PROPOSED MOTION(S): Ratify the Executive Committee's approval to let a Request for Proposal for PLATO Basic Education Services at the Worknet Employment Resource Centers in Merced and/or Los Banos.

DISCUSSION: The Worknet Employment Resource Centers in Merced and Los Banos have PLATO Laboratories to provide basic education services to enrolled Workforce Investment Act participants. The Lab in Los Banos also provides these services to enrolled CalWORKs clients.

Presently, and since 1994, the Merced Adult School provides these services in the Merced One-Stop. In Los Banos, since 1997, Merced College has been the program provider. Both contracts are due to expire June 30, 2005.

The Workforce Investment Act and Merced County's Procurement Procedures dictate that all contracts should be competitively bid. The original PLATO contracts were negotiated under the Job Training Partnership Act and have been continued as sole source agreements. Since that time, the capabilities of educational organizations have grown to the extent that competition for the PLATO contracts now exists.

Bidders will be asked to bid on services at either or both Labs. The Merced Lab requires an instructor 3 hours per day, 5 days a week. The Los Banos Lab requires an instructor(s) 40 hours per week. It is estimated that the combined cost of the contracts will be approximately \$83,000. It is hoped that competition will reduce that cost.

Because of the lengthy process to develop and complete the RFP process, the Executive Committee authorized Department of Workforce Investment and Merced County General Services to let the RFP. The BOS approved that action during its February 22, 2005 meeting. The RFP opened March 8, 2005 and will close April 19, 2005. The Workforce Investment Board could approve the contract May 12, 2005, with the Board of Supervisors signing during June 2005. The new contracts will begin July 1, 2005.

ATTACHMENT(S): N/A

TO: Workforce Investment Board

DATE: 03/10/05

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: New Committee Chairs

PROPOSED MOTION(S): Information Only

DISCUSSION: Two of the WIB Committees have new Chairs. Mike Sullivan now chairs the Program Planning & Development Committee, and Rick Osorio is the new Chair of the Youth Council.

ATTACHMENT(S): N/A

TO: Workforce Investment Board

DATE: 03/10/05

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Teleconference – Partnering with Economic Development: Creating the Workforce Advantage

PROPOSED MOTION(S): Information Only

DISCUSSION: The third in a series of four teleconferences presented by The National Association of Workforce Boards and The Workforce Development Network will be presented April 12, 2005. The presentation, Partnering with Economic Development: Creating the Workforce Advantage, will be held at the Merced County Office of Education, Room M, 632 W. 13th Street, Merced, from 7:45am – 10:15am.

This session will show you how to build meaningful partnerships for economic development; help you decide which industry cluster you should target for maximum economic impact; and provide benchmarks and examples of how to convert your program operations into a demand-driven system for economic growth.

ATTACHMENT(S): N/A



The Quick Look

A Merced County Labor Market Review - December 2004

Welcome to the Merced County labor market review. The Quick Look has been developed by the Department of Workforce Investment staff for the Merced County Local Workforce Investment Board. The data and information is provided by the California Employment Development Department. Questions can be referred to the Department of Workforce Investment, 1880 West Wardrobe Avenue, Merced, CA 95340. Telephone (209) 724-2042. Email: pitd26@co.merced.ca.us

Labor Force and Industrial Employment						
Merced County	March 2003 Benchmark					
Data not adjusted for Seasonality	Dec 03	Oct 04	Nov 04	Dec 04	Percent	Change
			Revised	Prelim.	Month	Year
Civilian Labor Force (1)	90,000	93,600	93,700	92,800	-1.0%	3.1%
Civilian Employment	76,800	83,100	81,600	80,000	-2.0%	4.2%
Civilian Unemployment	13,200	10,400	12,100	12,800	5.8%	-3.0%
Civilian Unemployment Rate	14.6%	11.2%	12.9%	13.8%		
(CA Unemployment Rate)	6.2%	5.7%	5.7%	5.4%		
(U.S. Unemployment Rate)	5.4%	5.1%	5.2%	5.1%		
Total, All Industries	65,700	71,000	69,200	67,800	-2.0%	3.2%
Total Farm	9,000	12,500	10,500	9,100	-13.3%	1.1%
Total Nonfarm	56,700	58,500	58,700	58,700	0.0%	3.5%
Total Private	43,200	45,400	45,100	45,000	-0.2%	4.2%
Goods Producing	14,300	15,600	15,400	15,400	0.0%	7.7%
Natural Resources, Mining and Construction	3,200	3,600	3,500	3,700	5.7%	15.6%
Manufacturing	11,100	12,000	11,900	11,700	-1.7%	5.4%
Durable Goods	1,600	1,600	1,700	1,800	5.9%	12.5%
Nondurable Goods	9,500	10,400	10,200	9,900	-2.9%	4.2%
Food Man & Beverage & Tobacco	7,600	8,600	8,300	8,000	-3.6%	5.3%
Residual-Textile Mills	1,900	1,800	1,900	1,900	0.0%	0.0%
Service Providing	42,400	42,900	43,300	43,300	0.0%	2.1%
Trade, Transportation and Utilities	11,900	12,300	12,300	12,200	-0.8%	2.5%
Wholesale Trade	1,700	1,900	1,800	1,600	-11.1%	-5.9%
Retail Trade	7,800	7,800	8,000	8,100	1.3%	3.8%
Food and Beverage Stores	1,600	1,600	1,600	1,600	0.0%	0.0%
General Merchandise Stores	1,800	1,900	2,100	2,200	4.8%	22.2%
Residual-Miscellaneous Store Retailers	4,400	4,300	4,300	4,300	0.0%	-2.3%
Transportation, Warehousing and Utilities	2,400	2,600	2,500	2,500	0.0%	4.2%
Information	500	500	500	500	0.0%	0.0%
Financial Activities	1,600	1,600	1,600	1,600	0.0%	0.0%
Finance and Insurance	1,000	1,000	1,000	1,000	0.0%	0.0%
Real Estate and Rental and Leasing	600	600	600	600	0.0%	0.0%
Professional and Business Services	3,100	3,400	3,400	3,400	0.0%	9.7%
Educational and Health Services	5,600	5,500	5,400	5,400	0.0%	-3.6%
Leisure and Hospitality	4,500	4,700	4,700	4,700	0.0%	4.4%
Food Service and Drinking Places	3,700	3,800	3,800	3,800	0.0%	2.7%
Residual-Arts, Entertainment, and Recreation	800	900	900	900	0.0%	12.5%
Other Services	1,700	1,800	1,800	1,800	0.0%	5.9%
Government	13,500	13,100	13,600	13,700	0.7%	1.5%
Federal Government	800	800	800	800	0.0%	0.0%
State and Local Government	12,700	12,300	12,800	12,900	0.8%	1.6%
State Government	600	600	500	500	0.0%	-16.7%
Local Government	12,100	11,700	12,300	12,400	0.8%	2.5%

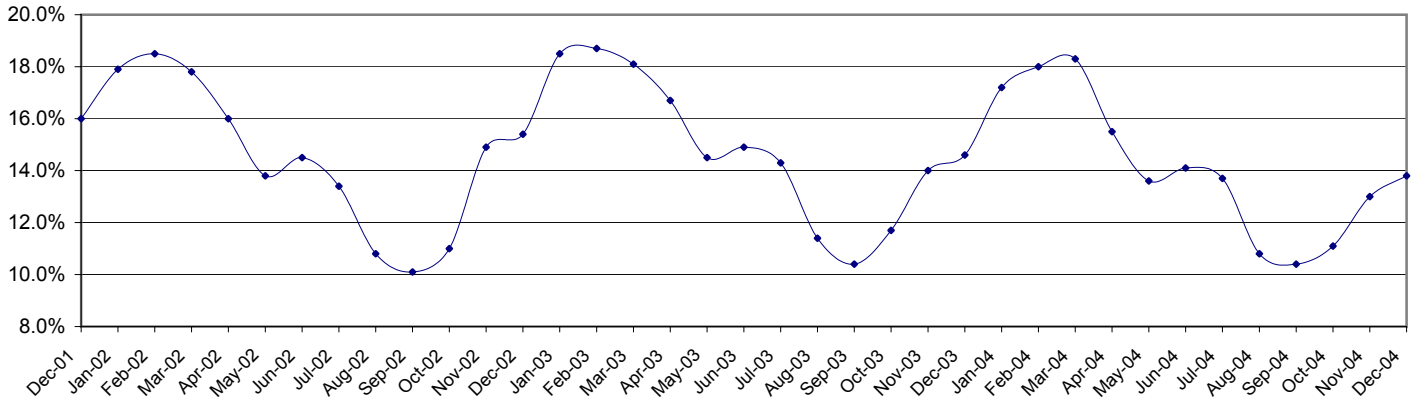
The County continues with one of the highest unemployment rates in the State, ranking 54th out of 58 counties in the Month of November. The preliminary result is an increase of 0.8 percentage point in the unemployment rate from the revised November rate. This preliminary figure is a decrease of 0.8 percentage point from the unemployment rate of one year ago.

Overall, the County's Labor Force decreased by 900 persons over last month's figure. Industrial employment decrease by 1,400 jobs in December over November's figures.

The Quick Look

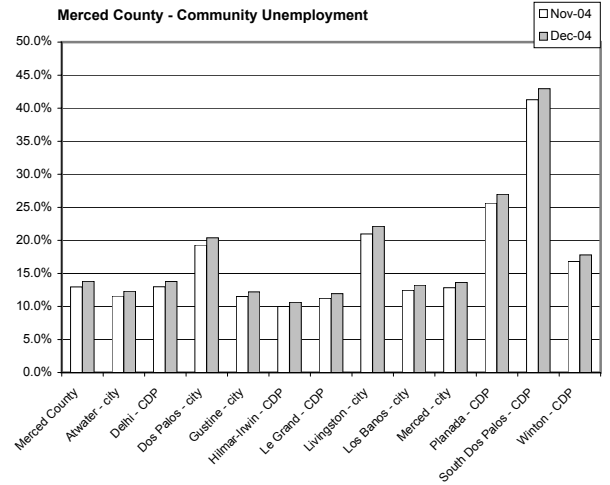
A Merced County Labor Market Review - December 2004

**Merced County Unemployment Rate
Historical Trend**



Sub County average unemployment rates for the county, cities, and municipalities.

Area Name	Labor Force	Employment	Unemployment	
			Number	Rate
Merced County	92,800	80,000	12,800	13.8%
Atwater - city	10,900	9,560	1,340	12.3%
Delhi - CDP	1,690	1,460	230	13.8%
Dos Palos - city	2,110	1,680	430	20.4%
Gustine - city	2,060	1,810	250	12.2%
Hilmar-Irwin - CDP	1,900	1,700	200	10.6%
Le Grand - CDP	560	490	70	11.9%
Livingston - city	4,330	3,370	960	22.1%
Los Banos - city	7,900	6,860	1,040	13.2%
Merced - city	28,180	24,340	3,840	13.6%
Planada - CDP	1,900	1,390	510	27.0%
South Dos Palos - CDP	580	330	250	43.0%
Winton - CDP	3,700	3,040	660	17.8%



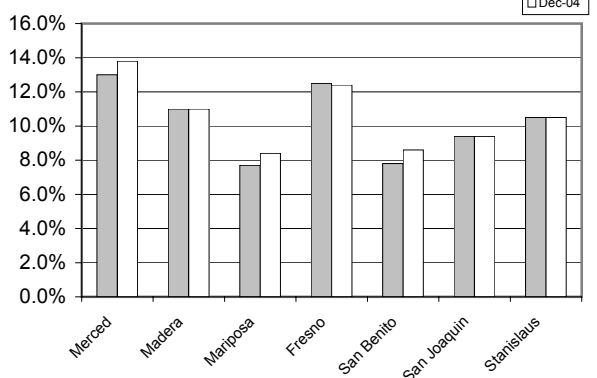
QuickLook at the Seven Counties: Merced County's workforce has grown over the past 20 years reflecting improvement of the County's economic well being; however, unemployment remains a consistent barrier to greater prosperity. Average Unemployment has fluctuated from a yearly low of 12.8 percent to a yearly high of 17.3 percent in 1992. Between the years 1990 to 2003 Merced County's average unemployment was 15.2 percent.

The County's unemployment rate is the fifth highest in the state. Merced County saw an increase in the unemployment rate of 0.8 percentage point above November's revised unemployment rate. Three counties (Merced, Mariposa, and San Benito) saw increases in their unemployment rate. Three counties (Madera, San Joaquin, and Stanislaus) unemployment rate remain stable. Fresno county unemployment rate saw a decrease.

Seven County Quick Look

County	Rank	Labor Force	Employ	Unemploy	Rate
Merced	54	92,800	80,000	12,800	13.8%
Madera	44	56,400	50,200	6,200	11.0%
Mariposa	37	6,970	6,390	590	8.4%
Fresno	49	393,100	344,400	48,700	12.4%
San Benito	39	28,310	25,870	2,440	8.6%
San Joaquin	41	283,600	257,000	26,600	9.4%
Stanislaus	42	215,800	193,100	22,800	10.5%

Seven County Unemployment Rate

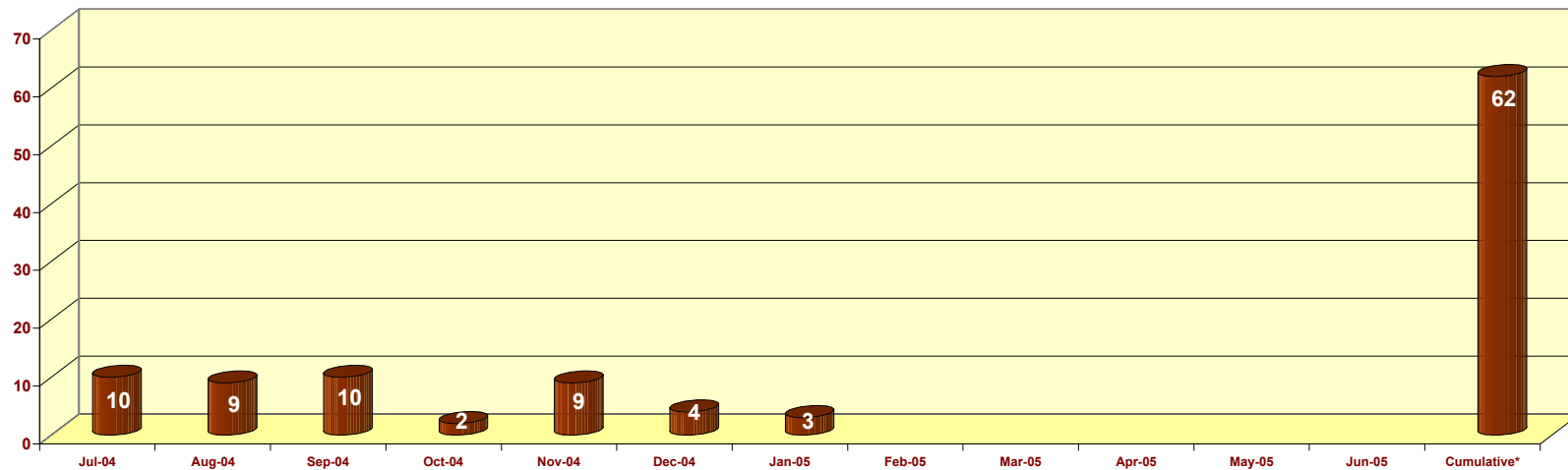


WIA PARTICIPANT SUMMARY REPORT - ADULT
PY 2004/2005
Report Range 07/2004 to 01/2005

	ADULT												Part. Plan	
	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05	Cumulative*	PY 04/05
Total Participants	150	159	173	147	157	166	141						203	783
Participants Carried In	140	150	163	145	148	162	138						141	423
New Participants Entering Grant	10	9	10	2	9	4	3						62	360
Total Participants Exiting WI	0	0	28	0	0	34	2						64	
Entered Unsubsidized Employment	0	0	25	0	0	30	0						55	160
Training Related	0	0	13	0	0	12	0						25	75
Entered Military Service	0	0	0	0	0	0	0						0	
Entered Qualified Apprenticeship Program	0	0	0	0	0	0	0						0	
Entered Post-Secondary Education	0	0	0	0	0	0	0						0	
Entered Advanced Training	0	0	0	0	0	0	0						0	
Attained Recognized Certificate/Diploma/Degree	0	0	16	0	0	13	1						30	
Attained High School Diploma/GED	0	0	0	0	0	0	0						0	
Returned to Secondary School (Youth Only)	0	0	0	0	0	0	0						0	
Exits Excluded from Performance	0	0	0	0	0	2	0						2	
Other Exits	0	0	23	0	0	29	2						54	60

	Enrolled													
	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05	Cumulative*	
Program Activities/Services Summary														
Core Services (Registered)	149	158	172	147	157	166	141						203	515
Intensive Services	113	120	125	107	115	124	115						152	260
Training Services	68	71	76	64	66	74	63						89	100
Youth Services	0	0	0	0	0	0	0						0	
Concurrent Program Participants	9	9	9	6	6	9	7						12	
Individual Training Accounts	4	4	4	2	2	2	2						4	
Goals Set (Younger Youth Only)	0	0	0	0	0	0	0						0	

WIA Participant Summary
New Participants Entering Grant : Adult
PY 2004/2005

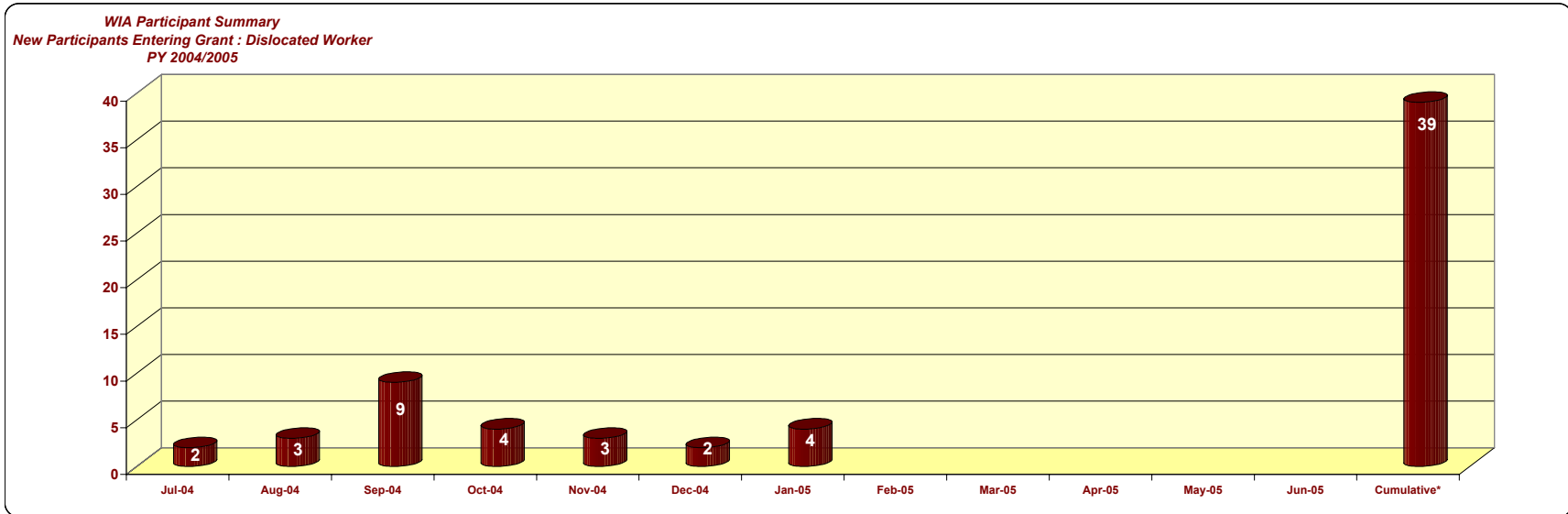


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WIA PARTICIPANT SUMMARY REPORT - DISLOCATED WORKER
PY 2004/2005
Report Range 07/2004 to 01/2005

	DISLOCATED WORKER												Cumulative*	Part. Plan PY 04/05	
	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05			
Total Participants	89	92	104	95	98	102	92							126	671
Participants Carried In	87	89	95	91	95	100	88							87	251
New Participants Entering Grant	2	3	9	4	3	2	4							39	420
Total Participants Exiting WI	0	0	16	0	0	18	0							34	120
Entered Unsubsidized Employment	0	0	12	0	0	14	0							26	65
Training Related	0	0	4	0	0	9	0							13	
Entered Military Service	0	0	0	0	0	0	0							0	
Entered Qualified Apprenticeship Program	0	0	0	0	0	0	0							0	
Entered Post-Secondary Education	0	0	0	0	0	0	0							0	
Entered Advanced Training	0	0	0	0	0	0	0							0	
Attained Recognized Certificate/Diploma/Degree	0	0	7	0	0	13	0							20	
Attained High School Diploma/GED	0	0	0	0	0	0	0							0	
Returned to Secondary School (Youth Only)	0	0	0	0	0	0	0							0	
Exits Excluded from Performance	0	0	0	0	0	1	0							1	
Other Exits	0	0	15	0	0	17	0							32	60

Program Activities/Services Summary	Enrolled												Cumulative*	PY 04/05	
	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05			
Core Services (Registered)	89	92	104	95	98	102	92							126	500
Intensive Services	62	66	69	64	67	71	66							90	150
Training Services	30	31	33	30	31	31	27							39	80
Youth Services	0	0	0	0	0	0	0							0	
Concurrent Program Participants	13	13	13	12	12	12	8							13	
Individual Training Accounts	5	5	5	4	4	4	3							6	
Goals Set (Younger Youth Only)	0	0	0	0	0	0	0							0	

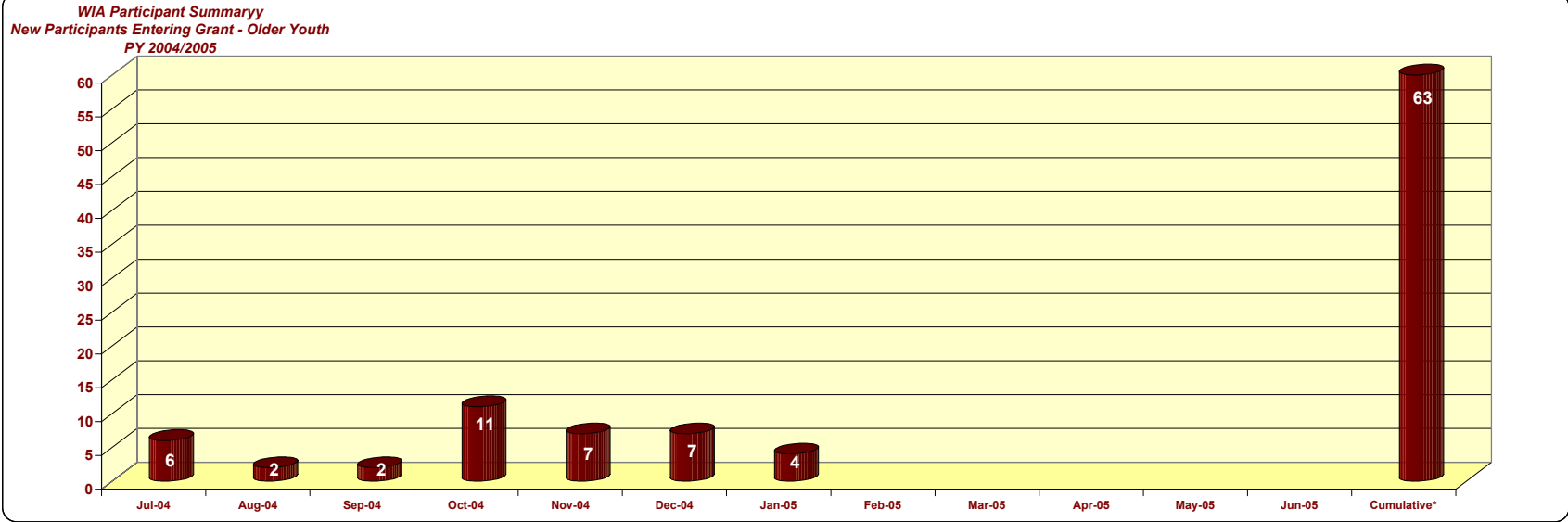


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WIA PARTICIPANT SUMMARY REPORT - OLDER YOUTH
PY 2004/2005
Report Range 07/2004 to 01/2005

	OLDER YOUTH												Part. Plan PY 04/05	
	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05		Cumulative*
Total Participants	130	113	117	122	132	143	150						180	310
Participants Carried In	124	111	115	111	125	136	146						117	234
New Participants Entering Grant	6	2	2	11	7	7	4						63	76
Total Participants Exiting WI	15	0	2	0	0	0	0						30	
Entered Unsubsidized Employment	5	0	1	0	0	0	0						14	10
Training Related	4	0	1	0	0	0	0						7	5
Entered Military Service	0	0	0	0	0	0	0						0	
Entered Qualified Apprenticeship Program	0	0	0	0	0	0	0						0	
Entered Post-Secondary Education	1	0	0	0	0	0	0						2	5
Entered Advanced Training	0	0	0	0	0	0	0						0	
Attained Recognized Certificate/Diploma/Degree	4	0	1	0	0	0	0						8	
Attained High School Diploma/GED	0	0	0	0	0	0	0						0	
Returned to Secondary School (Youth Only)	0	0	0	0	0	0	0						0	
Exits Excluded from Performance	0	0	0	0	0	0	0						0	
Other Exits	9	0	2	0	0	0	0						24	60

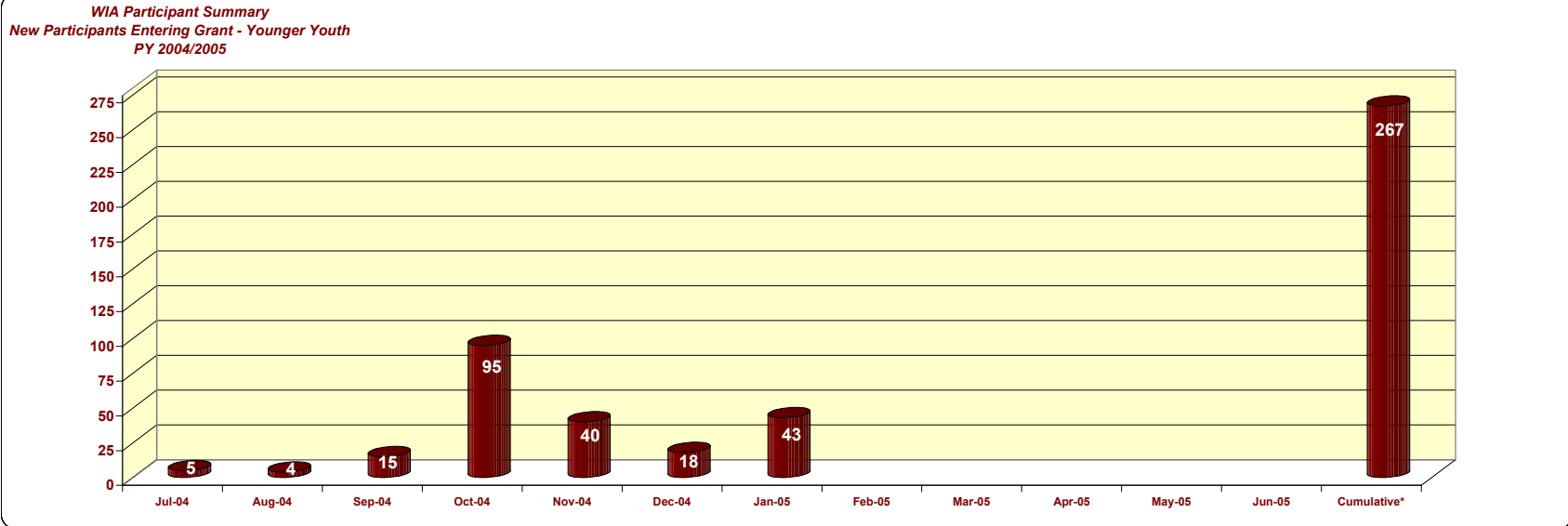
Program Activities/Services Summary	Enrolled												
	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05	Cumulative*
Core Services (Registered)	0	0	0	0	0	0	0						0
Intensive Services	115	98	100	107	114	119	125						150
Training Services	86	79	83	85	90	97	103						120
Youth Services	118	104	108	117	130	141	148						175
Concurrent Program Participants	94	76	72	65	67	70	72						99
Individual Training Accounts	0	0	0	0	0	0	0						0
Goals Set (Younger Youth Only)	0	0	0	0	0	0	0						0



Monthly totals are produced on the 20th of the following month and are not updated on a monthly basis. Late data entry are not updated for previous months, see cumulative totals for current total.

WIA PARTICIPANT SUMMARY REPORT - YOUNGER YOUTH
PY 2004/2005
Report Range 07/2004 to 01/2005

	Jul-04	Aug-04	Sep-04	Oct-04	Nov-04	Dec-04	Jan-05	Feb-05	Mar-05	Apr-05	May-05	Jun-05	Cumulative*	Participant Plan PY 04/05
Total Participants	455	366	341	436	471	496	549						710	900
Participants Carried In	450	362	326	341	431	478	506						443	618
New Participants Entering Grant	5	4	15	95	40	18	43						267	282
Total Participants Exiting WI	83	42	12	5	2	3	7						168	
Entered Unsubsidized Employment	6	6	3	1	0	0	2						22	80
Training Related	11	4	4	0	0	0	0						24	20
Entered Military Service	0	0	0	0	0	0	0						0	8
Entered Qualified Apprenticeship Program	0	0	0	0	0	0	0						0	0
Entered Post-Secondary Education	30	10	6	0	0	0	0						49	130
Entered Advanced Training	1	1	0	0	0	0	0						2	5
Attained Recognized Certificate/Diploma/Degree	78	40	10	1	2	0	2						142	
Attained High School Diploma/GED	77	40	9	0	2	0	2						136	450
Returned to Secondary School (Youth Only)	1	0	0	1	0	0	0						2	15
Exits Excluded from Performance	0	1	1	0	0	0	0						2	
Other Exits	82	40	12	4	2	3	7						163	40
Program Activities/Services Summary	Enrolled													
Core Services (Registered)	0	0	0	0	0	0	0						0	
Intensive Services	82	74	73	83	84	87	90						105	
Training Services	71	67	65	69	71	73	78						92	
Youth Services	449	362	338	436	470	495	548						707	
Concurrent Program Participants	334	261	250	323	339	355	381						505	
Individual Training Accounts	0	0	0	0	0	0	0						0	
Goals Set (Younger Youth Only)	12	10	31	112	47	41	85						420	



Monthly totals are produced on the 20th of the following month and are not updated on a monthly basis. Late data entry are not updated for previous months, see cumulative totals for current total.

Code	Description	Adult		Youth		Dislocated Worker		Totals		Grand Total
		New	Carry Over	New	Carry Over	New	Carry Over	New	Carry Over	
CORE B	10 FOLLOW UP SRVCS CNSLNG	9	14			2	21	11	35	46
	11 STAFF ASSIST JOB DEVELOP	3	3			2		5	3	8
	12 STAFF ASSIST JOB REFER	7	6			1	7	8	13	21
	13 STAFF ASSIST JOB SRCH	10	24			4	19	14	43	57
	14 STAFF ASSIST WRKSHP	4						4		4
	15 OTHER CORE SERVICES	10	2			7		17	2	19
	16 NON WIA FUNDED SERVICES									
17 CO-ENROLLED CORE SERVICES		3			10	3	10	6	16	
INTENSIVE	30 CASE MGMT FOR PARTIC	11	23	72	127	9	10	92	160	252
	31 COMPREHENSIVE ASSESSMNTS	8	1			5	1	13	2	15
	32 DEVELOP INDIV EMPL PLAN	11	1	1	1	11	2	23	4	27
	33 GROUP COUNSELING									
	34 EMPL EXPERIENCE			12	23			12	23	35
	35 INDIV CNSLNG CAREER PLAN			2				2		2
	36 OUT OF AREA JOB SEARCH									
	37 RELOCATION EXPENSES									
	38 SHORT TERM PREVOC SRVCS									
	39 INTERNSHIPS									
	40 OTHER INTENSIVE SRVCS	5	1			5	2	10	3	13
	41 NONWIA FUND INTENS SRVCS									
42 CO-ENROLLED INTENSIVE SRVCS										
TRAINING	50 ADULT EDUCATION			21	12			21	12	33
	51 CUSTOMIZED TRAINING									
	52 ENTREPRENEURIAL TRAINING				1				1	1
	53 JOB READINESS TRAINING			16	9			16	9	25
	54 OCCUP SKILLS TRAINING	13	27	30	38	6	5	49	70	119
	55 ON THE JOB TRAINING	4				1		5		5
	56 PRIVATE SECTOR TRAINING									
	57 SKILL UPGRADNG RETRNG									
	58 WRKPLCE TRNG AND COOP ED									
	59 OTHER TRAINING SRVCS									
60 NON-WIA FUNDED TRNG SRVCS	13	12			11	9	24	21	45	
61 CO-ENROLLED TRAINING SRVCS										
YOUTH	70 SUMMER RELATED									
	71 EDUCATNL ACHVMNT SRVCS			348	299			348	299	647
	72 EMPLOYMENT SERVICES			129	185			129	185	314
	73 CITIZEN LEADERSHIP SRVCS									
	74 OTHER YOUTH SERVICES									
	75 NONWIA FUNDED YOUTH SRVCS									
76 CO-ENROLLED YOUTH SRVCS										
MISC.	80 OTHER JTPA									
	81 SUPPORTIVE SERVICES	34	48	5	25	27	17	66	90	156
	82 NEEDS RELATED PAYMENT									
	83 BREAK IN SERVICE						1		1	1
	84 NON-WIA FUNDED MISC									
	85 CO-ENROLLED MISCELLANEOUS									
	86 BRK IN SERV - HEALTH/MED									
	TOTAL	142	165	636	720	101	97	879	982	1,861

WIA Participant Characteristics Summary
Report Period: 7/2004 to 01/2005
Data as of: 02/22/2005

	Adult		Dislocated Workers		Older Youth		Younger Youth		All Programs	
	Enrolled	% of Tot.	Enrolled	% of Tot.	Enrolled	% of Tot.	Enrolled	% of Tot.	Enrolled	% of Total
Total Participants	203	100.0%	126	100.0%	180	100.0%	710	100.0%	1,219	100.0%
Gender										
Female	148	72.9%	68	54.0%	120	66.7%	388	54.6%	724	59.4%
Male	55	27.1%	58	46.0%	60	33.3%	322	45.4%	495	40.6%
Age										
14 - 18	3	1.5%	0	0.0%	0	0.0%	710	100.0%	713	58.5%
19 - 21	31	15.3%	2	1.6%	180	100.0%	0	0.0%	213	17.5%
22 - 29	61	30.0%	37	29.4%	0	0.0%	0	0.0%	98	8.0%
30 - 44	85	41.9%	46	36.5%	0	0.0%	0	0.0%	131	10.7%
45 - 54	16	7.9%	30	23.8%	0	0.0%	0	0.0%	46	3.8%
55 - 61	6	3.0%	9	7.1%	0	0.0%	0	0.0%	15	1.2%
62 - 64	1	0.5%	1	0.8%	0	0.0%	0	0.0%	2	0.2%
65 and Older	0	0.0%	1	0.8%	0	0.0%	0	0.0%	1	0.1%
Race/Ethnicity										
America Indian/Alaskan Native	5	2.5%	4	3.2%	1	0.6%	6	0.8%	16	1.3%
Asian	18	8.9%	8	6.3%	32	17.8%	136	19.2%	194	15.9%
Black/African American	15	7.4%	12	9.5%	14	7.8%	43	6.1%	84	6.9%
Hawaiian Native/Other Pacific Islander	3	1.5%	3	2.4%	1	0.6%	9	1.3%	16	1.3%
White	83	40.9%	48	38.1%	19	10.6%	104	14.6%	254	20.8%
Ethnicity Hispanic or Latino	85	41.9%	55	43.7%	115	63.9%	438	61.7%	693	56.8%
Veterans Status										
Total Veterans	11	5.4%	14	11.1%	1	0.6%	0	0.0%	26	2.1%
Campaign Veteran	9	4.4%	10	7.9%	0	0.0%	0	0.0%	19	1.6%
Disabled Veteran	3	1.5%	1	0.8%	0	0.0%	0	0.0%	4	0.3%
Recently Separated Veteran	4	2.0%	3	2.4%	1	0.6%	0	0.0%	8	0.7%
Spouse of Veteran	2	1.0%	2	1.6%	0	0.0%	0	0.0%	4	0.3%
Labor Force Status										
Employed	84	41.4%	6	4.8%	23	12.8%	26	3.7%	139	11.4%
Unemployed	119	58.6%	118	93.7%	157	87.2%	682	96.1%	1,076	88.3%
Public Assistance Status										
TANF	12	5.9%	2	1.6%	15	8.3%	214	30.1%	243	19.9%
GA, RCA, or SSI	3	1.5%	4	3.2%	7	3.9%	54	7.6%	68	5.6%
Pell Grant Recipient	19	9.4%	5	4.0%	7	3.9%	3	0.4%	34	2.8%
Food Stamps	40	19.7%	13	10.3%	26	14.4%	260	36.6%	339	27.8%
Education Status										
Student, High School or Less	2	1.0%	3	2.4%	1	0.6%	592	83.4%	598	49.1%
Student, Attending Post High School	57	28.1%	11	8.7%	10	5.6%	5	0.7%	83	6.8%
Out-of-School, High School Dropout	7	3.4%	6	4.8%	35	19.4%	22	3.1%	70	5.7%
Out-of-School, High School Grad, with Employ Difficulty	43	21.2%	38	30.2%	131	72.8%	90	12.7%	302	24.8%
Out-of-School, HSG, No Employ Diff. (Counted as In-School)	94	46.3%	68	54.0%	3	1.7%	1	0.1%	166	13.6%
Unemployment Insurance Status										
UI Claimant	19	9.4%	89	70.6%	6	3.3%	2	0.3%	116	9.5%
UI Exhaustee	9	4.4%	18	14.3%	2	1.1%	0	0.0%	29	2.4%
Barriers To Employment										
Disabled	5	2.5%	3	2.4%	7	3.9%	135	19.0%	150	12.3%
Limited Eng. Proficiency	3	1.5%	3	2.4%	14	7.8%	81	11.4%	101	8.3%
Single Parent	49	24.1%	19	15.1%	25	13.9%	20	2.8%	113	9.3%
Worker Profiling/Reemployment Services Referral	2	1.0%	4	3.2%	0	0.0%	6	0.8%	12	1.0%
Low Income	104	51.2%	56	44.4%	177	98.3%	665	93.7%	1,002	82.2%
Displaced Homemaker	1	0.5%	0	0.0%	1	0.6%	0	0.0%	2	0.2%
Offender	9	4.4%	7	5.6%	15	8.3%	49	6.9%	80	6.6%
Homeless	1	0.5%	1	0.8%	11	6.1%	9	1.3%	22	1.8%
Runaway Youth	0	0.0%	0	0.0%	4	2.2%	7	1.0%	11	0.9%
Pregnant/Parenting Youth	0	0.0%	0	0.0%	36	20.0%	40	5.6%	76	6.2%
Youth Needing Additional Assistance	0	0.0%	0	0.0%	175	97.2%	700	98.6%	875	71.8%
Basic Literacy Skills Deficient	55	27.1%	58	46.0%	172	95.6%	674	94.9%	959	78.7%
Substance Abuse	1	0.5%	0	0.0%	4	2.2%	22	3.1%	27	2.2%
Foster Youth	0	0.0%	0	0.0%	1	0.6%	22	3.1%	23	1.9%

TO: WORKFORCE INVESTMENT BOARD

DATE: 03/10/05

FROM: WIB STAFF

For Action

For Information

For Discussion

SUBJECT: Fiscal Report for FY2004/05

PROPOSED MOTION(S): None. Information Only.

DISCUSSION: Attached is the WIA Fiscal Report for the first seven (7) months of Fiscal Year 2004/05 (July 1, 2004 through January 31, 2005). Staff will be present at your meeting to answer questions.

ATTACHMENT(S): Fiscal Report

**MERCED COUNTY DEPARTMENT OF WORKFORCE INVESTMENT
FISCAL REPORT FOR FINANCE COMMITTEE
For Fiscal Year 2004/05
July 1, 2004 - June 30, 2005
Through 01/31/05**

Target 58.33%

AVAILABLE FUNDS			BUDGET					ACTUAL			OBLIGATIONS	AVAILABLE	
	Carryover Funds From 03/04	Appropriation FY 04/05	Planned for New Funds Based on Plan Mod 7/1/04 to 6/30/05	Budget for Available Funds	Budget Adjustments	Revised Budget	Accrued Expenditures FY to Date	Available	Percent Expended to Date	Total Obligated Funds	Available after Obligations	Percent Spent + Obligated	
ADULT			Core A \$ 648,203	\$ 891,197	\$ (15,781)	\$ 875,416	\$ 315,291	\$ 560,125	36.02%	\$ 15,246	\$ 544,879	37.76%	
04/05 Allocation		\$ 1,710,129	Core B \$ 375,384	\$ 516,105		\$ 516,105	\$ 376,702	\$ 139,403	72.99%	\$ 19,685	\$ 119,718	76.80%	
Universal Access Grant		\$ 76,247	Intensive \$ 62,341	\$ 85,711	\$ 15,781	\$ 101,492	\$ 97,545	\$ 3,947	96.11%	\$ 3,947	\$ -	100.00%	
PY Cash Balances 6/30/04			Training \$ 453,188	\$ 623,076		\$ 623,076	\$ 322,243	\$ 300,834	51.72%	\$ 170,495	\$ 130,339	79.08%	
Adult Funds	\$ 641,081		Admin \$ 171,013	\$ 235,121		\$ 235,121	\$ 74,903	\$ 160,218	31.86%	\$ 3,648	\$ 156,570	33.41%	
Incentive Funds	\$ 21,157		Other \$ 76,247	\$ 97,404		\$ 97,404	\$ 8,655	\$ 88,749	8.89%	\$ 299	\$ 88,451	9.19%	
	\$ 662,238	\$ 1,786,376	Total \$ 1,786,376	\$ 2,448,614	\$ -	\$ 2,448,614	\$ 1,195,337	\$ 1,253,276	48.82%	\$ 213,320	\$ 1,039,956	57.53%	
DISPLACED WORKER			Core A \$ 451,648	\$ 627,156		\$ 627,156	\$ 300,919	\$ 326,238	47.98%	\$ 14,273	\$ 311,964	50.26%	
04/05 Allocation		\$ 1,445,485	Core B \$ 428,172	\$ 594,558		\$ 594,558	\$ 326,612	\$ 267,945	54.93%	\$ 18,155	\$ 249,790	57.99%	
PY Cash Balances 6/30/04	\$ 561,709		Intensive \$ 180,836	\$ 251,108		\$ 251,108	\$ 142,399	\$ 108,709	56.71%	\$ 8,875	\$ 99,834	60.24%	
			Training \$ 240,281	\$ 333,653		\$ 333,653	\$ 168,401	\$ 165,252	50.47%	\$ 86,067	\$ 79,185	76.27%	
			Admin \$ 144,548	\$ 200,719		\$ 200,719	\$ 74,254	\$ 126,465	36.99%	\$ 3,433	\$ 123,032	38.70%	
	\$ 561,709	\$ 1,445,485	Total \$ 1,445,485	\$ 2,007,194	\$ -	\$ 2,007,194	\$ 1,012,585	\$ 994,609	50.45%	\$ 130,804	\$ 863,805	56.96%	
YOUTH			* In School \$ 1,203,220	\$ 2,341,345	\$ (175,552)	\$ 2,165,793	\$ 1,191,776	\$ 974,017	55.03%	\$ 870,174	\$ 103,843	95.21%	
04/05 Allocation		\$ 1,909,873	* Out of School \$ 515,666	\$ 1,003,434	\$ 175,552	\$ 1,178,986	\$ 726,564	\$ 452,422	61.63%	\$ 452,422	\$ -	100.00%	
PY Cash Balances 6/30/04	\$ 1,806,548		Admin \$ 190,987	\$ 371,642		\$ 371,642	\$ 64,319	\$ 307,323	17.31%	\$ 3,261	\$ 304,062	18.18%	
High-C Eligible Youth Grant (648)	\$ 70,000		Other \$ -	\$ 70,000		\$ 70,000	\$ 34,294	\$ 35,706	48.99%	\$ 35,706	\$ -	100.00%	
	\$ 1,876,548	\$ 1,909,873	Total \$ 1,909,873	\$ 3,786,421	\$ -	\$ 3,786,421	\$ 2,016,953	\$ 1,769,467	53.27%	\$ 1,361,563	\$ 407,905	89.23%	
All Programs	\$ 3,100,495	\$ 5,141,734	\$ 5,141,734	\$ 8,242,229	\$ -	\$ 8,242,229	\$ 4,224,876	\$ 4,017,353	51.26%	\$ 1,705,687	\$ 2,311,667	71.95%	
* RAPID RESPONSE			Rapid Response \$ 187,793	\$ 376,763		\$ 376,763	\$ 156,722	\$ -		\$ 4,828	\$ 215,212	42.88%	
04/05 Allocation		\$ 187,793	Special Project \$ 72,900	\$ 72,900	\$ 72,900	\$ 72,900	\$ -	\$ 72,900	0.00%	\$ -	\$ 72,900	0.00%	
PY Cash Balances 6/30/04	\$ 188,970		Total \$ 187,793	\$ 376,763	\$ 72,900	\$ 449,663	\$ 156,722	\$ 292,941	34.85%	\$ 4,828	\$ 288,112	35.93%	

* RAPID RESPONSE: Funding term end date changed to 6/30/2005 for all but special project.

BUDGET: Includes all funds available for fiscal year based on Plan submitted to EDD
Rapid Response Installment C adds \$95,892 to FY04/05 Appropriation.
Rapid Response Special Project Approval adds \$72,900 in allowable activity spending authority.
High-C Eligible Youth Grant (15% Discretionary Funds) adds \$70,000 to FY03/04 Appropriation.

OBLIGATIONS: Includes funds obligated in contracts and ITA's
Does NOT include funds committed for operations.

AVAILABLE: Balance after expenditures and obligations

Youth Expenditures %'s to date

In-School Youth 62.13%
Out-of-School Youth 37.87%