

**Workforce Investment Board**  
**Castle Airport & Aviation Center**  
**Conference Center**  
**1900 Airdrome Entry**  
**Atwater, CA**  
**March 11, 3:00-5:00 p.m.**  
**Meeting Agenda**



**\*\*NOTE: Location\*\***

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- I. Call to Order/Roll Call .....
  - II. Approval of Agenda .....
  - III. Approval of Minutes - January 8, 2004.....
  - IV. Public Opportunity to Speak .....
  - V. Consent Agenda
    - a. Self Sufficiency Wage..... Executive Committee
    - b. Supportive Services Policy..... Executive Committee
    - c. Children’s Summit – Letter of Endorsement ..... Youth Council
    - d. Renewal of WIB members’ Term ..... WIB Staff
  - VI. Action Agenda
    - a. The Central Valley Agri-Food Research Institute..... Finance Committee
  - VII. Regional Strategic Issues– Castle Re-Use ..... Panel (1 hr)
  - VIII. Advocacy Report ..... Andrea Baker (5 min)
  - IX. Follow up Reports – Strategic Issues ..... (10 min)
  - X. Operational Reports
    - a. Idle Aire..... Teresa Machado (10 min)
    - b. Volunteer Income Tax Assistance (VITA) Program..... Finance Committee (5 min)
  - XI. Information Items
    - a. Jobs for California Graduates Closeout Status..... Jackie Walther-Parnell
    - b. Director’s Notes ..... Andrea Baker
    - c. Fiscal/Participant Data Reports ..... Jackie Walther-Parnell
    - d. LMI Update ..... Dave Cramer
    - e. Termination of EDD Contract for CCOIS ..... Dave Davis
    - f. Committee Reports - [www.co.merced.ca.us/wi/wib/wib.html](http://www.co.merced.ca.us/wi/wib/wib.html) (or faxed upon request) .....
  - XII. Spotlight on WIB Member..... Mike Sullivan (3 min)
  - XIII. Director’s Comments ..... Andrea Baker (5 min)
  - XIV. Chair Comments..... John Heading (5 min)
  - XV. Other .....

- XVI.** Next Meeting –May 13, 2004 .....
- XVII.** Adjourn .....

**Workforce Investment Board**  
**Merced County Board of Realtors**  
**635 Main Street**  
**January 8, 2004, 3:00-5:00 p.m.**  
**Meeting Minutes**



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**Members Present:**

Paul Alderete	Lee Andersen	Andrea Baker
Nicolas Benjamin	Bob Bittner	Sharon Cresswell
Harry Dull	Ernie Flores	Peter Fluetsch
John Fowler	Carol Greenberg	Jeremiah Greggains
Brian Griffin	Doug Kirkpatrick	Charlie Lambert
Nellie McGarry	Ned Miller	Albert Montejano
Terry Nichols	Rick Osorio	Alfonse Peterson
Carole Roberds	Al Romero	Mike Smith
Helen Sullivan	Mike Sullivan	

**Members Absent:**

Don Bergman	Mike Boardman	Kathleen Crookham
Ben Duran	Scott Galbraith	Robert Harmon
John Heading	Gisela Malone	Anne Newins
Ana Pagan	Steve Tinetti	Thomas Tsubota

**Others Present:**

Michelle Allison	Todd Bender	Bunny Bentley
Bill Cahill	Elaine Craig	Dave Davis
Miriam Giebler	Eddie Harding	Al Kratzer
Kirsten Lee	Holly Newlon	Donna Ornelas
Joanne Presnell	Carolyn Ratto	Bob Rucker
Jackie Walther-Parnell	Ellie Wooten	

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- I. **Call to Order** – Roll was taken by Donna Ornelas.
  - II. **Approval of Agenda** - It was *M/S/C Griffin/Fluetsch* to approve the agenda as written.
  - III. **Approval of Minutes** - It was *M/S/C Dull/Sullivan* to approve the minutes of November 13, 2003.
  - IV. **Public Opportunity to Speak** - None
  - V. **Consent Agenda** - It was *M/S/C Miller/Flores* to approve the consent agenda.
    - a. Youth RFP
    - b. Youth Council Membership

**VI. Action Agenda**

- a. Great Valley Agri-Food Research Institute – It was *M/S/C Osorio/Sullivan* to support the concept and fundraising efforts to develop a Central Valley Agri-Food Research Institute at UC Merced.

**VII. Regional Strategic Issues– Issues in Affordable Housing**

Mike Sullivan introduced the panel members – Nick Benjamin, Miriam Giebler, Bob Rucker, Todd Bender, and Bill Cahill.

Nick Benjamin from the Merced County Housing Authority, shared some statistics related to the issue of affordable housing. According to MCAG, it is predicted there will be a 30% population increase by 2010. Merced is 12<sup>th</sup> on the least affordable housing list nationally. Fifty-three percent (53%) of the population in Merced County rent housing compared to 35% nationally. Forty-four percent (44%) of the residents are in the low or very low-income ranges. The Housing Authority has 700 units for low rent, 300 migrant seasonal housing units, and supports approximately 3,000 homes for section 8. Mr. Benjamin noted that the housing industry is not the problem. It is the lack of good paying jobs in this area. He stressed that affordable housing should be called workforce housing and each person should use their sphere of influence to support workforce housing.

Miriam Giebler from the Central Valley Coalition for Affordable Housing noted her organization is working with the Housing Authority and developers to build affordable housing. She noted that the issue for this area is to attract higher paying jobs.

Bob Rucker owner of Rucker Contruction builds 40-60 homes per year and reported the average price of new homes in Merced is approximately \$200,000. Mr. Rucker defined “affordable” as a home that the average working family can buy. He stated that every national homebuilder is in Merced or will be here soon and that Merced is rapidly becoming an area of commuters. The largest cost of housing is the land. The two main reasons for the increase in prices are the lack of land available in northern California and the escalating impact fees. Merced tripled fees causing the housing cost to double in the last ten years. Another reason for this is the high cost of worker’s comp and liability insurance. He noted that some of the smaller contractors can not absorb these costs. In addition, Mr. Rucker noted that the environmental and regulatory issues are in part responsible for the rise in costs. And lastly, there is a lack of skilled workers for this type of labor.

Todd Bender from Heritage Homes noted that his company has noticed a change in customers. He feels this is due to the fact that the prices of homes are not affordable to typical Merced family. Currently, in North Merced, the new development for Heritage Homes has been created with 7-8 homes per acre to create more affordable homes. He noted the goal is to remain efficient without sacrificing quality. By creating more density, they were able to get housing prices in the \$150,000 range. Fifty-one of the seventy-two buyers in the new development are renters. Mr. Bender noted that buyers are stretching to get into homes and when the interest rate rises they will not be attainable.

Bill Cahill, Merced City Assistant Manager, gave a report on the affordable housing issue from the perspective of the City. He noted that in the 1990’s there were an average of 100-150 new homes built per year. In the last year, permits for building were issued at five times the average rate of growth. In 2003, 1000 new single-family dwellings and 587 apartments were built. Mr. Cahill discussed the affordability issues not only being about assisted housing, but the ratio of income to the cost of housing.

He explained that the lower income seems to be as much of an issue as the price of the homes. He noted that there are several multi-family construction projects underway that include the Village Landing expansion, the Grove, and Sunnyside (600 apartments). Mr. Cahill reported the City of Merced is involved in the following attempts to assist with this issue:

- \* Assure an adequate supply of land
- \* Market our opportunities
- \* Extend financial incentives
- \* Create the supporting framework of plans

Mr. Cahill noted that the redevelopment agency is investing in 14 downtown working/living lofts as a means of affordable housing. In addition, Mr. Cahill discussed the role of WIB, and the need for an affordability income level for the population of Merced. This would include job training, raise and improve the skill level of the workforce, and workforce availability for construction. Lastly, he noted the WIB should focus and spotlight on the issue and keep it alive and remain alert to the possibilities

Mike Sullivan opened the floor to a question and answer session.

Q. What is realistic profit margin?

A. Each firm is different – it depends on the work in each project and will differ by corporation. There is no range; however, it was noted that the national average is approximately 25-30% before overhead and after overhead approximately 8%-12%.

Q. Where fees are fixed, can the cities maintain the infrastructure without additional costs?

A. The impact fees are for capital improvements and do not cover operational fees. On an average the city government loses approximately \$420 per year on a single family home. Some new developments are implementing a new program to collect Mello-Roos to cover operational costs.

Q. With the UC coming and the lack of housing, is there a plan being developed to meet the crisis?

A. Currently, the City of Merced is going through the adoption of a housing element in the general plan. In addition, it is anticipated that the UC Merced will assist with this.

Q. How dense can housing become and still offer a quality product?

A. It was noted that southern California, Orange County has approximately seventeen units per acre and the homes are of very good quality. In addition, it was noted that there is a shortage of land throughout northern California.

Q. How does manufactured housing relate to the issue?

A. Manufactured housing saves on waste and time.

In summary, the three areas for WIB consideration on this issue are:

- Lack of skilled workforce
- Low income levels of the population of Merced County
- Continued education and awareness of the workforce housing issue

It was noted that January 29, there will be a forum with local building contractors to discuss these issues.

**VIII. Advocacy Report** - Andrea Baker reported that she and the WIB Chair will be going to the State Capitol on January 28 to meet with Agency Secretaries and Legislators to discuss how the California Workforce Investment Boards can make an impact. They will also provide the Workforce & Economic

Development System White Paper to CWA.

## IX. Operational Reports

- a. Follow up Report - "Issues in Education" - Lee Andersen reported elementary and secondary education K-12 districts are working on cooperative efforts to get training for teachers, and promote the idea of college, and university to students. He also reported that local education is now sharing data to assist with this (P-16 Council). This is in direct response to Merced Economic Development Corporations (MCEDCO) study.
  - Q. What are the pros and cons of consolidating categorical funding?
  - A. Because of the lack of detail, it is uncertain what the impact will be.
  - Q. What is the status of the "No Child Left Behind" program.
  - A. The overall program is good for accountability, however, the details still seem to be problematic. Merced County is responding as well as every other school in the state
  - Q. What percent of students on the college track.
  - A. In Los Banos approximately 25% and Merced is thought to be slightly higher
- b. Follow up Report - "Issues In Economic Development" – John Fowler reported the Program Planning and Development committee met to discuss the issues. On January 22, there will be a "Connecting Merced" county forum. The information is also being reviewed by the Business Competitiveness Team.
- c. MCOE Out-of-School Youth Program – Holly Newlon provided an overview of the organizational chart for the Empower program with partners. Ms. Newlon noted the program that MCOE has developed is a redesigned program with JCG participants. Ms. Newlon provided information on program flow, and timelines of the program. There is an orientation for participants scheduled February 7, 2004. Ms. Newlon opened the floor to questions.
  - Q. How many participants are expected to be served by the end of the year?
  - A. 252
  - Q. How many participants are limited English?
  - A. MCOE staff are working to gather this information.
  - Q. How are the numbers of participants spread out countywide?
  - A. There are eighty participants on Westside with the remaining scattered throughout the County.
- d. Child Care Economic Impact Report (CCEIR) – Kirsten Lee gave an overview of the CCEIR and why the study was done. She noted some of the findings. Lastly, she reported on the recommendations.

It was noted there is a Children's Summit scheduled for April 2004.

*Note: There was a request for a panel to address strategic issues on child-care at an upcoming WIB meeting.*

## X. Information Items

- a. Jobs for California Graduates Closeout Status
- b. Performance Measures
- c. Fiscal Report
- d. LMI Update
- e. Youth Council Award
- f. 2003 Challenge Awards Directory
- g. Committee Reports - [www.co.merced.ca.us/wi/wib/wib.html](http://www.co.merced.ca.us/wi/wib/wib.html)

- XI. Spotlight on WIB Member** – Helen Sullivan from UC Merced. Ms. Sullivan noted that she has been assigned to a department working on small business development over the last six months. The department that she is working from provides free consulting to small business, workshops at a small fee, business plans, access to capital, and loan package assistance. She noted that during her assignment she has seen 502 new jobs created.
- XII. Director's Comments** – Andrea Baker noted that the WIB is invited to the Contractor's Forum on January 29, at the Sam Pipes room at the City of Merced City Hall, 1:00-3:00 p.m.
- XIII. Chair Comments** – Nellie shared the unfortunate news that Dave Riordan and Richard Bernasconi had both recently passed away. Ms. McGarry noted that both gentlemen had contributed much to the community and will be greatly missed.
- XIV. Other** - None
- XV. Next Meeting** –March 11, 2004, 3:00-5:00. Location to be announced.
- XVI. Adjourn** - Meeting adjourned 5:00 p.m.

**TO: Workforce Investment Board**

**DATE: 03/11/04**

**FROM: WIB Executive Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Self Sufficiency Wage**

**PROPOSED MOTION(S):** To add the following language to the Self-Sufficiency Wage Policy, "The Self-Sufficiency Wage will be based on full-time employment which is an individual working 40 hours/week, 52 weeks/year of work" to ensure time sensitive compliance with WIA directives.

**DISCUSSION:** On November 13, 2003 the WIB approved (1) establishing the Self-Sufficiency Wage for Adults at \$11.06 per hour and (2) establishing the Self Sufficiency Wage for Dislocated Workers at 85% of the individual's dislocation (layoff) wage but in no event less than the Adult Self -Sufficiency Wage. Further clarifying language is needed to define how the Self-Sufficiency wage is applied.

**ATTACHMENT(S):**

WIA (at Section 134(d)(3)(A)(ii)) and the regulations (at 20CFR 663.220) stipulate that, in order to receive Intensive or Training Services, employed Adults and Dislocated Workers must have received at least one core service and be determined by a One-Stop operator to be in need of Intensive or Training services to obtain or retain employment that leads to self-sufficiency. The regulations (at 20 CFR 663.230) state that Local Boards must set the criteria for or definition of self-sufficiency. The Board further directed that said wage shall be reassessed at least once per year.

Based upon the methodology<sup>1</sup> previously agreed and the latest wage statistics, the committee proposed an Adult hourly wage derived as follows:

	<b>Current</b>	<b>Proposed</b>
<b>Wage Data:</b>	<b>Q1-2002</b>	<b>Q2-2003</b>
H.S. or less weighted average <sup>2</sup> :	\$9.09	\$9.37
Adjustment for Cost of Living <sup>3</sup> :	+14.9%	+14.9%
Adjusted Wage:	\$10.45	\$10.77
Annual Wage Inflation <sup>4</sup> :	+3.2%	+2.7%
<b>Final Adjusted Wage:</b>	<b>\$10.62</b>	<b>\$11.06</b>

1- The methodology agreed by the Committee and the WIB states that the Self-Sufficiency Wage

**shall be the weighted national average at the 25th percentile of wages of adults (aged 25 years and older) who have a high school diploma or less and are in full time employment and that said hourly rate shall be adjusted to take into account the difference between the cost of living in Merced County and the US and further adjusted to consider secular trends in wage inflation for the twelve month period after the wage is set.**

**2-Current Population Survey - Table 4. Quartiles and selected deciles of usual weekly earning of full-time wage and salary workers by selected characteristics, second quarter 2003 averages, not seasonally adjusted - The Current Population Survey (CPS) is a monthly survey of households conducted by the Bureau of Census for the Bureau of Labor Statistics. It provides a comprehensive body of data on the labor force, employment, unemployment, and persons not in the labor force.**

**3-CNN "Best Places to Live" Cost of Living Index for Merced County as of May 2003.**

**4-Bureau of Labor Statistics, Changes in Wages and Salaries Cost, Second Quarter 2003.**

**TO: Workforce Investment Board**

**DATE: 03/11/04**

**FROM: WIB Executive Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Revision to Supportive Services Policy**

**PROPOSED MOTION(S): Approve revised Supportive Services Policy to ensure time sensitive compliance with WIA directives.**

**DISCUSSION: The Supportive Services Policy has been modified in three areas. The amounts available for supportive services for Merced College Licensed Vocational and Registered Nursing Program participants have been increased by approximately \$300 to reflect increased costs. Additionally, new wording has been added to define the maximum Flexible Account limits for cross-referral participants.**

**The maximum limits for a participant's Flexible Benefits account will be:**

- 1. Enrolled in Licensed Vocational Nursing program at Merced College - \$1,764.**
- 2. Enrolled in Registered Nursing program at Merced College - \$3,051.**
- 3. Enrolled in a full-time training activity with a training provider, not on the ETPL, known as a cross-referral. The amount will not exceed the actual costs associated with the training such as books, uniforms, supplies, fees such as health and parking but in no case will it exceed the maximum amount of \$1,000 nor will it pay for such items as registration or tuition. A cross-referral will also be eligible for the actual calculated costs for additional services such as child-care and transportation but in no case will it exceed the maximum amount of \$1,500.**

**ATTACHMENT(S): Supportive Services Policy**

# **DEPARTMENT OF WORKFORCE INVESTMENT**

## **Policy/Procedure For Supportive Services**

**Policy:** Effective January 26, 2004, participants may be provided supportive services using the criteria stated in this policy.

### **Section 1 - General Provisions**

The Merced County Workforce Investment Board (WIB), through the Merced County Department of Workforce Investment (WI), will make available supportive services to appropriate Workforce Investment Act (WIA) participants. All requests for participant supportive services and all collaborating information detailing the need will be documented in the Individual Employment Plan and/or the participant's diary. To the best of its ability, the Department of Workforce Investment ensures that:

- Services provided under this policy are necessary to enable participants to participate in activities authorized under Title I of WIA;
- Services provided do not duplicate services available from other sources and are coordinated with the services and resources of the One-Stop partners and other community service partners;
- Financial assistance does not include post-exit services;
- Bonus and incentive payments, if provided, are based on the attendance and performance by the participants receiving them;
- To the extent possible, similarly situated participants receive similar services;
- The Workforce Investment Area will meet applicable Internal Revenue Service and Fair Labor Standards Act requirements; and
- Needs-related supportive services are based on the program activity in which an individual is enrolled and the ongoing assessment related to the participant, such information to be documented in the Individual Employment Plan.
- Provision of supportive services under this policy is contingent upon WIA funds availability. Additionally, at the discretion of the Local WIB this Supportive Services Policy is subject to review and change.

Supportive services will be provided through a Flexible Benefit Account for each eligible participant. The Flexible Benefit Account is a maximum amount of dollars available to each eligible participant, based on the daily allowance for transportation and child care and/or the actual cost of other services provided, to offset any authorized supportive service needs for which the participant is eligible, as agreed to, and documented by, an Employment and Training Specialist. Each eligible participant may select how their

allocation will be used to assist them during training and or job search activities. At no time will a participant's use of any one service, or combination of services, exceed the total amount of money available in his or her Flexible Benefit Account.

The maximum limits for a participant's Flexible Benefit Account are:

- Enrolled in Core B/Intensive services - \$150.
- Enrolled in a full time training activity (as defined by the training provider) - \$1,500. (Note: this allowance is not authorized for the LVN and RN programs at Merced College).
- Enrolled in Licensed Vocational Nursing program at Merced College, whether a cross referral or under contract – \$1,764.
- Enrolled in Registered Nursing Program at Merced College, whether a cross referral or under contract – \$3,051.
- Enrolled in a full-time training activity with a training provider, not on the ETPL, known as a cross-referral. The amount will not exceed the actual costs associated with the training such as books, uniforms, supplies, fees such as health and parking but in no case will it exceed the maximum amount of \$1,000 nor will it pay for such items as registration or tuition. A cross-referral will also be eligible for the actual calculated costs for additional services such as child-care and transportation but in no case will it exceed the maximum amount of \$1,500.

Exceptions may be made to this policy, on a case-by-case basis, should individual circumstances warrant exception and are documented in the case diary by an Employment and Training Specialist.

## **Section 2 – Supportive Services**

The Department of Workforce Investment, in accordance with the Workforce Investment Act and its implementing regulations, will provide supportive services deemed appropriate for payment or reimbursement to participants and/or other agencies or businesses for pre-approved necessary services, equipment and/or materials provided to the participant. Such services, equipment and/or materials may include, but are not limited to, the following:

- Transportation <sup>1</sup>
- Childcare <sup>2</sup>
- Placement Incentives <sup>3</sup>
- DMV printouts;
- Physicals;
- Tools;
- Uniforms/shoes/boots;
- Immunizations;
- Testing costs;
- Fees;
- Licensing or endorsements;
- Application fees;

- Haircuts;
- Work clothes.

<sup>1</sup> In-county residents attending out-of-county full-time training, and in-county residents with a round trip commute of 50 miles or more (including to and from child care provider) to attend in-county full time training, are eligible to be reimbursed at the rate of \$10 per day (daily attendance for training to be verified by training provider). For those individuals who reside within 50 miles of training, issuance of bus passes are authorized. The Internet website Map Quest, or similar site will be used to verify mileage. Also, participants who are eligible to receive a transportation allowance must provide proof of driver's license, vehicle registration and insurance.

<sup>2</sup> Participants with a child 12 years of age or younger may be eligible for childcare. Participants with a child 13 through 18 years of age may be eligible for childcare if the child is physically or mentally incapable of caring for him or herself, as determined by a legally qualified professional, or who is under court supervision. If the participant's spouse or significant other is neither working, looking for work, nor in a training program and is not incapacitated or does not have special needs, childcare is not authorized. Participants qualifying for childcare will be reimbursed at the rate of \$15.00 per day, regardless of the number of qualifying children. Documentation for reimbursement for childcare is the participant's time and attendance for days in training, furnished by the training provider. Referrals to Children's Services Network will be made for those participant's that appear to be eligible for childcare services through Children's Services Network.

<sup>3</sup> A participant who has successfully completed their enrollment component and has entered full time employment is eligible for the placement incentive of \$25.00 cash payment. Verification from the employer is required to qualify, and there must be adequate money in the participant's Flexible Benefit Account to cover the cost of the incentive.

Needs-Related / Incidental Payments will not be authorized for this program year.

Participants who obtain unsubsidized employment shall have their Supportive Services (Flexible Benefit Account) reduced or terminated as of the date of their employment, unless they can show proof that such reduction would create a hardship upon them. The participant's needs will be reassessed to determine if further assistance from WIA funding is required.

An Employment and Training Specialist, in collaboration with the participant, will develop a plan for services, equipment and/or materials that are typical for a participant's area of training, job search, and/or program activity.

### **Section 3 – Merced College Licensed Vocational Nursing Program Participants**

Participants enrolled in the Merced College Licensed Vocational Nursing program are eligible for a Flexible Benefit Account that is for direct training support only, as per the

attached list<sup>4</sup>, and excludes transportation and child care. The individual Flexible Benefit Account limit for each participant enrolled in the Merced College Licensed Vocational Nursing program is \$1,763.95

#### **Section 4 – Merced College Registered Nursing Program Participants**

Participants enrolled in the Merced College Registered Nursing program are eligible for a Flexible Benefit Account that is for direct training support only, as per the attached list<sup>5</sup>, and excludes transportation and child care. The individual Flexible Benefit Account limit for each participant enrolled in the Merced College Registered Nursing program is \$3,050.72.

#### **Section 5 – Pell Grants**

Participants enrolled or accepted for enrollment at an accredited college, in a course of study eligible for federal or State financial aid and, leading to the award of a professional certificate, degree, etc., must apply for a federal Pell Grant. No Supportive Services will be provided until this action is accomplished, as verified by a copy of the Pell Grant application or award letter. Any other grants, which the participant has applied for, must also be verified. Copies of the verification documents will be maintained in the participant's file.

Note. Preliminary Pell Grant eligibility can be established prior to enrollment into a training program. The Free Application for Federal Student Aid (FAFSA) form is used to determine eligibility and is available through the Internet or the financial-aid offices of accredited colleges. Applications can be submitted on-line through the One-Stop. One-Stop counselors will be familiar with the proper completion procedures for these forms and be able to assist customers in the filing process. Pell Grants are awarded only once in a program year, and only for one academic institution. The maximum award amount for the 2003/2004-program year is \$4,050 per student.

For WIA participants enrolled in the RN and LVN programs at Merced College, Supportive Services may be provided while a Pell Grant application is pending. Supportive Services for these programs will not exceed the established funding limits. Expenditures for Supportive Services will be tracked through the Department's fiscal client database.

On a monthly basis, case managers will coordinate with Merced College's Financial Aid Office – through Ms. Karyn Wiens, Director, Employer-Focused Training Center (ETC) #722-5090 - regarding the status of their clients' Pell Grant applications. Note. Merced College publishes a Student Financial-Aid Report that documents the status of Pell and other grant applications. The report also details the amounts and disposition of any grants awarded. These reports are provided to the One-Stop (Employment Resource Center) on a semester basis.

Upon award of a Pell Grant, full or partial, the participant's Supportive Services (Flexible Benefit Account) may be reduced or terminated. The participants "needs" will be reassessed and documented to determine the appropriate level of assistance from WIA funding.

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<sup>4</sup> List to be verified with Merced College at the beginning of each semester, and adjustments made to the list, and LVN flexible benefit account limit, as necessary.

<sup>5</sup> List to be verified with Merced College at the beginning of each semester, and adjustments made to the list, and the RN flexible benefit account limit, as necessary.

**Section 6 - ITA's, Limitations of Financial Support**

For those clients who elect to attend occupational classroom training within the local labor market area (defined as from Fresno County to the South to Stanislaus County to the North), the maximum amount of funds available will be limited to the needs identified in the Individual Employment Plan and be consistent with the criteria set forth in this policy.

The Department of Workforce Investment will make no Supportive Services available to clients who elect to attend occupational classroom training outside of the defined labor market area.

For those clients who must attend occupational classroom training outside of the defined local labor market area because there are no providers of the training within the local area, the provisions set forth in this policy (electing to attend within the local labor market area) will apply.

**TO: Workforce Investment Board**

**DATE: 03/11/04**

**FROM: Youth Council**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Merced County Children's Summit – "It is all about Kids"**

**PROPOSED MOTION(S): Endorse the Youth Council's support of the Merced County Children's Summit – "It is all about Kids".**

**DISCUSSION: What is the Children's Summit? A County-wide event to create a Strategic Plan with goals and objectives for children ages 0-22 in 6 areas.**

- 1. Capacity for affordable and high quality child care**
- 2. Success in school (including school readiness)**
- 3. Safe and stable families (including family violence, substance abuse, economic self sufficiency, child abuse prevention)**
- 4. Healthy children (including physical fitness, nutrition/obesity, health insurance)**
- 5. Systems capacity (including coordination/collaboration, less duplication of services, involvement of private sector)**
- 6. Youth preparedness (including job training, youth development, youth assets)**

**Who are the participants? 250-300 people, a mixture of professionals and community/parents/teens – elected officials, schools, public agencies, community based member's organizations, health care providers, substance abuse providers, businesses, media, and faith based organizations.**

**When? April 30, 2004, Friday, 8:00am – 4:00pm, Adult Breakout Sessions  
4:00pm – 8:00pm, Teen Breakout Sessions  
8:00pm – 10:00pm, Teen Dance  
May 1, 2004, Saturday, 10:00 am – 1:00pm**

**Where? Boys & Girls Club, Merced Site**

**Youth participation is a key to the Summit's success. Eighty to 100 youth are expected and will come from the following programs:**

- Younger and Older youth in WIA programs**
- Youth in Independent Living (group homes)**
- ROP – youth in the child care intern class**
- Youth members of Boys & Girls Club**
- Youth leadership groups**

## **Topics for the Teen Session**

- 1. Transition at 18 including foster children**
- 2. Youth crime and violence including gangs**
- 3. Teen pregnancy prevention, parenting and childcare**
- 4. Beyond High school, Voc ed, job training, access to higher education**
- 5. Relationship violence**
- 6. Coping skills for youth depression and stress**
- 7. Youth drug and alcohol use**
- 8. Youth development – positive focus on youth's strengths and assets**
- 9. After school programs and activities**
- 10. All youth one system – what would it look like/ Give it a name?**

**ATTACHMENT(S): Letter of Support**



**MERCED COUNTY YOUTH COUNCIL**

March 11, 2004

**First 5 Merced County  
33227 M Street, Suite C  
Merced, CA 95348**

**The Merced County Youth Council enthusiastically endorses this year's Merced County Children's Summit, April 30 – May 1, 2004, "It's All About Kids". This dynamic County wide event will help to create a Strategic Plan to make Merced County an even safer and more successful place for children and families to live happy, healthy lives.**

**The Summit will be a springboard to redesigning the Child Welfare System. Additionally, the Summit will be instrumental in providing a roadmap to bring all youth programs into a single coordinated system. "All Youth – One System" has been a rallying cry of the Merced County Youth Council, almost from its inception. This Summit is what Merced County needs.**

**Nellie McGarry  
Chair  
Merced County Youth Council**

**The Merced County Workforce Investment Board concurs with the Youth Council's endorsement for a successful County Children's Summit. Youth are the future for Merced County. This year's Summit will be key to providing the structure and systems to support our youth in the years to come.**

**John Headding  
Chair  
Merced County Workforce Investment Board**

**TO: Workforce Investment Board**

**DATE: 3/11/04**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Renewal of WIB Members' Terms**

**PROPOSED MOTION(S): To submit to the Merced County Board of Supervisors, renewal nominations for all WIB members eligible for additional terms whose terms expire June 30, 2004.**

**DISCUSSION: The following WIB members' terms expire June 30, 2004. Those members from the private sector have been contacted and all wish to continue to serve on the WIB. Once new terms are approved, their new expiration date will be June 30, 2008.**

- 1. Nicolas Benjamin**
- 2. Don Bergman**
- 3. Mike Boardman**
- 4. Sharon Cresswell**
- 5. Kathleen Crookham**
- 6. Ben Duran**
- 7. John Fowler**
- 8. Robert Harmon**
- 9. Jeremiah Greggains**
- 10. Anne Newins**
- 11. Terry Nichols**
- 12. Carole Roberds**

**ATTACHMENT(S): N/A**

**TO: Workforce Investment Board**

**DATE: 3/11/04**

**FROM: Finance Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Fund Raising Efforts for Central Valley Agri-Food Research Institute**

**PROPOSED MOTION(S): That the WIB fully commit to the raising of funds in support of the Central Valley Agri-Food Research Institute**

**DISCUSSION: At the Workforce Investment Board meeting on January 8, 2004, a motion was passed to support the concept and fundraising efforts to develop a Central Valley Agri-Food Research Institute at UC Merced. There was discussion regarding fundraising by the WIB, and whether it can be done and/or supported.**

**The Finance Committee was requested to clarify solicitation of funds (\$10,000) by the WIB. At its February 25<sup>th</sup> meeting, the Finance Committee recognized that under Federal regulations, fundraising by the WIB is an allowable activity by WIB members. The Finance Committee further decided to reiterate to the WIB the need for support of this project.**

**If supported, Merced County's goal will be to secure \$10,000 (by May 1, 2004) for Great Valley Center to receive a grant that has been awarded contingent on matching funds in real dollars committed and received.**

**ATTACHMENT(S): N/A**

**TO:** Workforce Investment Board

**DATE:** 3/11/04

**FROM:** WIB Staff

**For Action**

**For Information**

**For Discussion**

**SUBJECT:** Volunteer Income Tax Assistance Program

**PROPOSED MOTION(S):** Information Only

**DISCUSSION:** This is the second year the Volunteer Income Tax Assistance (VITA) program in Merced County has operated out of the Worknet Employment Resource Center in Merced.

In 2003 the program began on February 18<sup>th</sup>, ended April 15<sup>th</sup>, and operated three (3) evenings per week plus Saturdays during the extended hours at the ERC. In 2003, 169 families were served with \$300,000 generated in income tax refunds. The average dollar amount per family in refunds was \$1,775.15. The Internal Revenue Service provided us with an economic impact multiplier for tax returns for Merced County of 3.5. Therefore the economic impact for Merced County was \$1,050,000.

In 2004 the program is operating only two (2) evenings per week since the ERC is no longer open evening except for this program. The VITA program is run entirely by volunteers, including the training portion of the program. During the first two (2) weeks of the program over 30 income tax returns have been prepared with a total of approximately \$24,000 in refunds and a community impact of approximately \$84,000. A full report of the final results of the program will be presented at the WIB May 13th meeting.

The program is in need of additional volunteers as appointments are booked ahead several weeks. In addition to tax preparers, the program is in need of volunteers to make appointments, screen customers to make sure they have the necessary forms (i.e. W2's, Social Security cards, prior year tax return, etc.) and act as translators. The trainer is available to train additional volunteers. He also works with volunteers to answer questions and provide other assistance as needed. There is a need to provide services to more customers if volunteers can be found. For further information please contact Patric Farrar at 724-2043 or Jackie Walther-Parnell at 724-2012.

**TO:** Workforce Investment Board

**DATE:** 3/11/04

**FROM:** WIB Staff

**For Action**

**For Information**

**For Discussion**

**SUBJECT:** JCG Closeout Status

**PROPOSED MOTION(S):** Information Only

**DISCUSSION:** As you are aware, on September 19, 2003, Jobs for California Graduates (JCG) terminated its contract with Merced County. Prior to termination of the contract, the Merced County Auditor/Controller's Office had requested additional fiscal documentation from JCG regarding amounts billed to Merced County for reimbursement of payments to subcontractors, and Merced County Department of Workforce Investment had made several requests for copies of the FY 2001/02 Single Audit, which was due March 31, 2003.

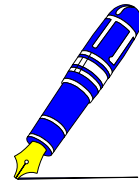
As required by WIA regulations, an Incident Report was sent to the California Employment Development Department and the Department of Labor regarding the above. Information for this report was coordinated with County Counsel and the Auditor/Controller's Office. The incident report included the fact that JCG had not obtained a Federal Single Audit for fiscal year 2001-02, as required by federal law, and the information received by the Auditor/Controller's Office that JCG had billed Merced County for reimbursement of costs that they had not paid.

Irene Ayers, fiduciary for JCG, has presented the Department of Workforce Investment with three (3) invoices to close out their contract. Staff has reconciled these invoices, reviewed backup information and bank statements verified payment of items submitted by JCG for reimbursement, and reviewed past billings for duplication of reimbursement requests. It has been determined that the total amount owed to JCG is \$3,314.97. Staff has met with Irene Ayers and the County Auditor/Controller's staff regarding this reconciliation and Ms. Ayers has agreed that this amount is correct. The County had previously noticed JCG that closeout payment was contingent on completion of their Single Audits for FY 2001/02 and FY 2002/03 and receipt of copies of these audits by the County. County Counsel will make the determination regarding how payment will be made for the amounts owed.

Department staff is in the process of completing the Fact-Finding and Resolution Report requested by EDD as follow-up to the Incident Report and as closeout to the contracts with JCG.

# DIRECTORS NOTES

3/11/04



## Local News

- **Youth Programs RFP**  
On February 24, 2004, the combined WIA Youth Program Request for Proposal was let. The proposal process will close on April 6, 2004.
- **Children' Summit**  
The Merced County Children's summit has been scheduled to begin April 30<sup>th</sup>. The First Five Commission, the Human Services Agency, and The California Endowment are the sponsors of this two-day event. The purpose of the summit is to develop a solution based action plan that addresses the needs of our youth. The Summit will be held at The Boys and Girls Club. Invitations will be forthcoming.
- **National Association of Workforce Boards (NAWB)**  
The Workforce Investment Board will be attending the NAWB conference in Washington DC, March 12-16, 2004. John Headding, Chair, Nellie McGarry, 1st Vice Chair and Andrea Baker, Director will represent the Board.

## State News

- **WIB Chair Forum**  
CWA hosted a policy forum on Wednesday, January 28th for WIB Chairs. The purpose of the forum, titled Jobs and California's Workforce: WIB Dialogue at the Capitol, is to carry our policy message, with one voice, directly to Governor and his Staff. The one-day event included conversations with new administration officials and members of the Legislature. WIB Chair, John Headding represented Merced along with the Director, Andrea Baker.
- **Migrant and Seasonal Farm workers/Workforce Investment Boards Dialogues**  
The Department of Labor (DOL) has contracted with the National Association of Workforce Boards (NAWB) to conduct regional dialogues to learn how National Farm Worker Jobs programs and State and Local Workforce Boards can increase collaboration through strategic planning efforts. The west coast regional meeting will be held in Sacramento, on March 30, at Cosumnes River College. Andrea Baker has been asked by the NAWB to be a member of a Practitioners Consulting Group for this project. As part of this project she will travel in May, to Washington DC, to meet with DOL and develop principals and recommendations for DOL model pilot projects.
- **California Regional Economies Project San Joaquin Valley Regional Forum**  
Hosted by the eight San Joaquin Valley Workforce Investment Boards, the California Regional Economies Project, funded by the State Workforce

Investment Board and the California Economic Strategy Panel held its San Joaquin Valley forum in Fresno, on February 26<sup>th</sup>, 2004. The project presented information that measures the performance of California's regional economies. Additionally, the Project presented regional economies report and an industry cluster or cross-regional economic and labor study. WIB members, WIB staff and Worknet Leadership Team members attended the forum.

- **State Formula Allocations**

WIA formula allocations to states are expected to be out in early March. Our understanding is that the DOL is using year 2000 Census data in the formula calculations, potentially giving California a 10 to 15 percent boost in its allocation. Last year, largely because the USDOL used 10 year-old Census data, California lost 20 percent (\$90 million) of its WIA funds to other states.

## National News

- **FY 2004 Appropriations – Omnibus Bill Signed**

On January 23, President Bush signed H.R. 2673, the “Consolidated Appropriations Act of 2004,” which contained the 7 remaining appropriations bills (including Labor-HHS) that Senate appropriators failed to pass prior to the winter recess. FY 04 funding for WIA programs is close to last year's levels. There is, however, a \$44 million cut due to zeroed-out Youth Opportunity Grant funding. The Omnibus also recaptured unspent Welfare-to-Work funds. Below are the funding levels for the major workforce programs.

<b>DOL Programs In Millions</b>	<b>FY02 Final</b>	<b>FY03 Final**</b>	<b>FY04 Admin</b>	<b>FY04 Final***</b>
WIA Total	5,674	5,200	4,951	5,130
Adult	950	898.7	900	900
Dislocated Workers	1,371*	1,461	1,383	1,457
Youth	1,128	994.5	1,001	1,001
YO	225	44.2	0	0
Job Corps	1,459	1,513	1,566	1,541
One-Stops/LMI	120	99.4	101	99.4
Migrant Workers	81	77	0	77
Youth Offenders	55	54.6	0	50

\* Includes the \$177.5 million rescission in the FY 01 Supplemental Appropriations bill, which was effective in FY 02. Pre-rescission FY 02 level was \$1.549 billion.

\*\* Includes a 0.65 percent across the board cut to all discretionary programs.

\*\*\* A 0.59 percent across the board cut was applied to these levels and all discretionary budget authority in the omnibus.

- **Bush Administration's FY 2005 Budget Request**

On February 2, the President released his budget proposal of \$2.4 trillion for FY 2005. With this request came more detail on new workforce programs first mentioned in the President's State of the Union address.

The President's 05 budget for the Department of Labor requests from Congress a modest 1.2 percent increase in discretionary spending. However, due to a proposed Consolidated Grant of Adult, Dislocated Worker, and Employment Service (ES) funding, significant reductions in both ES and Dislocated Worker dollars, new national initiatives paid for out of the Consolidated Grant, and a 25 percent reduction in Youth formula funding to pay for national Youth Challenge Grants, states and local workforce areas stand to lose as much as half a billion dollars in employment and training funds. It's important to note that the President's new national workforce proposals do not come with new money, but are paid for by offsets and reductions to existing programs within DOL and the Department of Education.

Elements of the High Growth Training Initiative are described below in the funding chart.

<b>DOL Programs In Millions</b>	<b>FY04 Final</b>	<b>FY05 Administration</b>	<b>Change for States/Locals</b>
Adult	900		0
Dislocated Worker	1,457		-74
<b>Consolidated Adult Grants</b>	<b>3,279</b>		
National Reserve	283		
Community College Grants	250		
Personal Reemployment Accounts	50		
Adult Formula Grants to States	2,695		-160
<b>Youth Grants</b>	<b>1,001</b>	<b>1,001</b>	
Youth Formula Grants to States	751		-250
National Challenge Grants			250
Employment Service/One-Stop	969	180*	-93
Job Corps	1,541	1,557	16
Migrant Workers	77	0	-77
Youth Offenders	49	0	-49
Prisoner Reentry Program	50	90	30
H-1B Rescission	100**	0	-100

*\*This number reflects the transfer of \$696 million to the Consolidated Adult Grants of Adult, Dislocated Worker, and Employment Service funding.*

*\*\*When the H-1B Grant solicitations were cancelled in early January 2004, there was approximately \$100 million in funding available for these grants. DOL proposes to rescind this \$100 million. Since these funds were generated by employer fees, rather than appropriated by Congress, it is not clear what DOL could do with these funds.*

- **Elements of Administration's "High Growth Training Initiative"**  
**Consolidated Adult Grants:** As it did with WIA Reauthorization, the Administration proposes to create a Consolidated Adult Grant by combining the WIA Adult and Dislocated Worker funding streams with Employment Service funding, but only after slashing \$90 million from ES and \$74 million from Dislocated Workers. Out of this much reduced block of funding, the Administration proposes to subsidize three national initiatives -- \$283 million for

the national reserve, \$250 million for a competitive grant program for community colleges, and \$50 million for a Personal Reemployment Account (PRA) pilot program. What's left is a significantly reduced Adult Formula Block Grant -- a nearly 17 percent reduction from FY04 in employment and training funds for states and local areas. The Administration also says it will tap \$1.4 billion in "unexpended" 2004 WIA balances to reallocate "...where they are most needed."

***Community College Grants:*** According to the Administration, the purpose of this \$250 million competitive grants program for community colleges is to better align training with industry. This program is not paid for with new money, but comes out of the proposed Consolidated Grant, and is more than offset by cuts to other existing programs that support job training at community colleges. The proposed Department of Education budget, for instance, cuts \$300 million (a 24 percent decrease) in funding available to community colleges and high schools for vocational education through the Perkins program -- a cut that alone exceeds the \$250 million pledged for the new Community College Grants program. The Education budget also designates the remaining \$1 billion in Perkins funding specifically to serve high school students -- not adult workers seeking job training at community colleges and other post-secondary institutions.

To implement this initiative, DOL says it will conduct a competitive Solicitation for Grant Applications (SGA) from eligible applicants. To be eligible, an applicant must include one or more community colleges involved in a partnership with a business or industry and a workforce investment board.

***Youth Challenge Grants:*** As in its WIA Reauthorization proposal, the Administration's 05 budget recommends taking 25 percent off the top of the \$1 billion WIA Youth formula grant to finance a competitive National Challenge Grants program. The remaining youth funds will go to state formula grants, from which local youth programs are funded. The budget also proposes a major focus on out-of-school youth and non-school programs that support academic achievement.

***Personal Reemployment Accounts:*** The Administration's request for a \$50 million PRA pilot project is significantly lower than its \$3.6 billion request for PRAs in the FY04 budget (the earlier request failed to win Congressional approval). The PRA pilot would distribute up to \$3,000 to selected unemployment insurance claimants who are most likely to exhaust their benefits or have already exhausted benefits. PRA pilot funds would be awarded to states through a competitive grant process.

***Prisoner Reentry Program:*** The President's 05 Budget proposes \$300 million over four years for a Prisoner Re-Entry Initiative to help individuals leaving prison make a successful transition to employment. DOL will be one of three federal agencies working with faith-based organizations to provide training, housing options, and transitional assistance to ex-offenders. The DOL budget proposes to fund the program at \$90 million (\$50 million from the Youth Offender program, plus an additional \$40 million). Department of Justice (DOJ) funding is proposed at \$15 million and Housing and Urban Development (HUD)

at \$25 million.

***Migrant Workers and H-1B Eliminated:*** The Administration proposes eliminating the Migrant and Seasonal Farm worker Training program, and proposes reforms to WIA to serve these workers through the one-stops. Also, the DOL will pursue a rescission of \$100 million in H-1B Training Grants, claiming the program has not reduced firms' reliance on foreign workers.

- **FY2005 Congressional Budget Resolution**

Congressional budget committees have already begun serious consideration of the Administration's budget request in preparation for formulating the Congressional Budget Resolution. This official budget agreement sets the broad parameters for the Appropriations process, which then sets the spending levels for specific programs. The House Budget committee will push to mark up its budget bill as soon as March 15, with the Senate looking to complete action by early April. This year promises to be a very difficult appropriations year for WIA and other discretionary, non-defense/non-homeland security programs.

- **WIA Reauthorization**

There is unfortunately not much to report at this point on WIA Reauthorization. Despite the passage last year of WIA bills in both houses, a conference committee has yet to be created to finalize the work. The hold up has less to do with the merits of the WIA bills than with partisan animosity that has delayed legislative progress on any bills that must go through conference negotiations. The hope, and the desire of the WIA authorizing committees, is that the differences between the bills are worked out and reauthorization is completed well before the Congress gets too distracted by election-year politics.

According to congressional staff from the authorizing committees on both sides, the contentious issues for conference will likely be:

- The combined Adult funding stream
- In-school vs. out-of-school youth percentages
- The faith based provisions (a contentious issue for other reauthorizations as well)
- One-Stop infrastructure funding (all the staff prefer the Senate language over the House's, mostly due to the caps. We hope to see a budget amendment this year by Sen. Cantwell to create a separate line item for One-Stop infrastructure).
- The efficiency measure

It is very unlikely that conferees will reopen items that have already been agreed to.

**TO: Workforce Investment Board**

**DATE: 3/11/04**

**FROM: WIB Staff**

**For Action**

**For Information**

**Discussion**

**SUBJECT: Fiscal Report**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: Attached is the Fiscal Report through January 31, 2004. Staff will be present at your meeting to answer questions.**

**ATTACHMENT(S): Fiscal Report for FY 2003/04 through January.**

**MERCED COUNTY DEPARTMENT OF WORKFORCE INVESTMENT  
FISCAL REPORT FOR FINANCE COMMITTEE  
For Fiscal Year 2003/04  
July 1, 2003 - June 30, 2004  
Through 1/31/04**

Target 58.33%

		BUDGET					ACTUAL			OBLIGATIONS	AVAILABLE	
		Planned for New Funds		Carryover Funds	Additional Funds	** Budget Adjustments	Budget for Available Funds	Accrued Expenditures FY to Date	Percent Expended to Date	Total Committed Funds	Available after Obligations	
		Based on Plan Mod 7/1/03 to 6/30/04										
<b>ADULT</b>		Core A	\$ 395,760	\$ 148,748		\$ 153,016	\$ 697,524	\$ 367,614	\$ 329,910	52.70%	\$329,910	\$ -
03/04 Allocation	\$ 1,712,311	Core B	\$ 322,884	\$ 120,142		\$ 49,268	\$ 492,294	\$ 344,203	\$ 148,091	69.92%	\$148,091	\$ -
02/03 Carryover	\$ 635,662	Intensive	\$ 163,297	\$ 62,931		\$ (85,828)	\$ 140,400	\$ 85,385	\$ 55,015	60.82%	\$55,015	\$ -
Incentive Funds	\$ 10,006	Training	\$ 659,139	\$ 240,285			\$ 899,424	\$ 281,366	\$ 618,058	31.28%	\$618,058	\$ -
		Admin	\$ 171,231	\$ 63,556		\$ (116,456)	\$ 118,331	\$ 54,711	\$ 63,620	46.24%	\$63,620	\$ -
		Other			\$ 10,006		\$ 10,006		\$ 10,006	0.00%	\$0	\$ 10,006
		<b>Total</b>	<b>\$ 1,712,311</b>	<b>\$ 635,662</b>	<b>\$ 10,006</b>	<b>\$ -</b>	<b>\$ 2,357,979</b>	<b>\$ 1,133,279</b>	<b>\$ 1,224,700</b>	<b>48.06%</b>	<b>\$1,214,694</b>	<b>\$10,006</b>
<b>DISPLACED WORKER</b>		Core A	\$ 416,806	\$ 42,927	\$ 3,998		\$ 463,731	\$ 270,937	\$ 192,794	58.43%	\$192,794	\$ -
03/04 Allocation	\$ 1,653,263	Core B	\$ 443,981	\$ 45,993	\$ 3,998		\$ 493,972	\$ 270,030	\$ 223,942	54.67%	\$223,942	\$ -
02/03 Carryover	\$ 170,344	Intensive	\$ 252,582	\$ 26,063			\$ 278,645	\$ 121,548	\$ 157,097	43.62%	\$157,097	\$ -
DW Recap[ture Funding	\$ 7,996	Training	\$ 374,568	\$ 38,327			\$ 412,895	\$ 142,148	\$ 270,747	34.43%	\$270,747	\$ -
		Admin	\$ 165,326	\$ 17,034			\$ 182,360	\$ 49,025	\$ 133,335	26.88%	\$133,335	\$ -
		<b>Total</b>	<b>\$ 1,653,263</b>	<b>\$ 170,344</b>	<b>\$ 7,996</b>	<b>\$ -</b>	<b>\$ 1,831,603</b>	<b>\$ 853,688</b>	<b>\$ 977,915</b>	<b>46.61%</b>	<b>\$977,915</b>	<b>\$0</b>
<b>YOUTH</b>		* In School	\$ 1,271,075	\$ 219,165			\$ 1,490,240	\$ 869,727	\$ 620,513	58.36%	\$534,648	\$ 85,865
03/04 Allocation	\$ 2,017,580	* Out of School	\$ 544,747	\$ 511,383	\$ 3,219	\$ 60,414	\$ 1,119,763	\$ 571,903	\$ 547,860	51.07%	\$530,532	\$ 17,328
02/03 Carryover	\$ 811,720	Admin	\$ 201,758	\$ 81,172		\$ (60,414)	\$ 222,516	\$ 82,816	\$ 139,700	37.22%	\$14,515	\$ 125,185
Youth Recapture Funding	\$ 3,219											
		<b>Total</b>	<b>\$ 2,017,580</b>	<b>\$ 811,720</b>	<b>\$ 3,219</b>	<b>\$ -</b>	<b>\$ 2,832,519</b>	<b>\$ 1,524,446</b>	<b>\$ 1,308,073</b>	<b>53.82%</b>	<b>\$1,079,695</b>	<b>\$228,378</b>
<b>RAPID RESPONSE</b>									\$ -			
03/04 Allocation	\$ 375,000		\$ 375,000				\$ 375,000	\$ 140,334	\$ 234,666	37.42%	\$94,247	\$ 140,419
02/03 Supplemental	\$ 100,000		\$ 100,000				\$ 100,000	\$ 70,529	\$ 29,471	70.53%	\$15,314	\$ 14,157
			<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 475,000</b>	<b>\$ 210,863</b>	<b>\$ 264,137</b>	<b>44.39%</b>	<b>\$109,561</b>	<b>\$154,576</b>
<b>All Programs</b>	<b>\$ 7,497,101</b>		<b>\$ 5,858,154</b>	<b>\$ 1,617,726</b>	<b>\$ 21,221</b>	<b>\$ -</b>	<b>\$ 7,497,101</b>	<b>\$ 3,722,276</b>	<b>\$ 3,774,825</b>	<b>49.65%</b>	<b>\$3,381,865</b>	<b>\$392,960</b>

**BUDGET:**

Includes all funds available for fiscal year based on Plan submitted to EDD

\* In School and Out of School Plan Mods were based on 30/70 split, prior to actual contracts being set for FY 2003/04. Costs include contracts and Department of WI costs.

\*\* Budget Adjustments are based on participants' current usage of the One Stop. There has been an increased demand for Core A & B services.

**Youth Expenditures %'s**

In-School Youth 60.3%  
Out-of-School Youth 39.7%

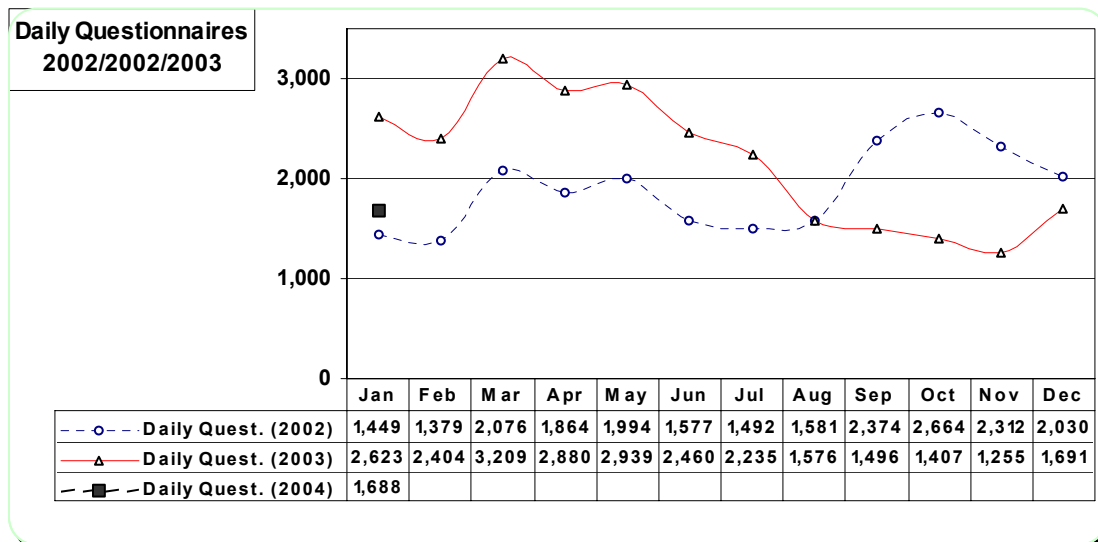
**OBLIGATIONS:**

Includes funds obligated in contracts and ITA's  
Includes funds committed for One Stop Operations and Administration

**AVAILABLE:**

Balance after expenditures and obligations

# WorkNet Customer Service Data for January 2004



The following pages show charts and graphs of data collected from our Day Passes received from our customers during the month of January 2004. Data presented in this report are by all locations and then by individual location (Merced, Livingston, and Los Banos). The following text is for all Locations.

### Customers

In the month of January 2004, all locations recorded 5,029 sign-ins with 1,688 customers returning the Day Pass and 396 first time visitors. Afternoon was the most popular time for customers to use our services, with 921 customers. Morning received 739 responses from our customers. We have discontinued our extended hours (after 5:00pm) as of the first of July (Although one participant was serviced after 5pm this month).

### Customer Employment Status

Of the 1,688 customers that returned the day pass, 27 said they are employed full-time; 25 responded with part-time employment; and 21 responded with temporary employment. Nine hundred twelve customers responded with not employed. Seven hundred three customers did not respond to this question.

### How did you hear about us?

Returning customers complete this question during the first full week of January and then receive a shorten version of the Day Pass which excludes this question. Two hundred six returning customers responded to this question with 62 responses of Walk-in. The next most frequent response was newspaper ads with 36 responses. Of the 396 first time visitors, 250 responded to this question. Friend/Family was the most frequent response

## Customer Service Data for January 2004

with 81 responses. Walk-in with 43 responses, is the next most frequent response. EDD was the 3<sup>rd</sup> most frequent response with 53 responses.

### Customer Satisfaction Question

For all locations, customer satisfaction questions received ratings between 9.51 and 9.55 with "Time it took staff to assist you" receiving the highest rating of 9.55. For customers that rated our services with a five or less, "Were you satisfied with the services?" and "Did we help you today?" had the highest dissatisfaction with 7 responses each.

### How do our customers use our services?

In the month of January, our customers report using the computer most often with 1.262 responding to this question. Computer usage is broken out into five categories with CalJobs/Internet Job Search receiving the most responses (636); Resume/Cover Letter was second with 191 responses.

For non-computer related services, Job Listing was the most often used service by our customers, with 265 responses. Plato lab was the next most often used service with 262 responses.

The following list of remaining services is in the order most used by our customers:

Telephone (247)	Fax (229)	Copier (195)	Resource Library (36)
Workshop (22)	Orientation (22)	Typewriter (20)	Skills Certificate (17)

### First Impressions (First Time Customers)

For the month of January, all locations recorded 396 first time customers. Three hundred forty-one of our first time customers would refer our services to others (3 participants would not refer our services to others). Customers Satisfaction questions received ratings from 9.52 to 9.55 with "Courtesy of Staff" having the highest rating.

Have questions, comments, or suggestions about this monthly report, please email them to [pitd26@co.merced.ca.us](mailto:pitd26@co.merced.ca.us).

**Summary Data for Customer Service for January 2004  
(Day Pass Information)**

	<b>Jan 03</b>	<b>Nov-03</b>	<b>Dec-03</b>	<b>Jan-04</b>
<b>Daily Sign-ins</b>	5,417	3,563	3,976	5,029
<b>Daily Questionnaires</b>	2,623	1,225	1,691	1,688
<b>First Visit</b>	395	190	268	396

**Customer Satisfaction**

Courtesy of Staff	9.46	9.73	9.67	9.52
Time it took for staff to assist you	9.41	9.68	9.61	9.55
Did you get the information you needed	9.45	9.72	9.66	9.54
Were you satisfied with the services?	9.47	9.69	9.61	9.51
Did we help you today?	9.42	9.69	9.64	9.51

**What did our customer use?**

Computer	1,490	915	1,244	1,262
CalJobs/Internet Job Search	662	357	555	636
Resume/Cover Letter	214	133	172	191
Typing Practice	73	67	54	84
Typing Certificate	13	17	22	27
Career Exploration	71	52	42	57
Job Listing	426	175	257	265
Fax	299	173	206	229
Copier	234	117	154	195
Telephone	330	142	193	247
Typewriter	31	13	18	20
Resource Library	37	26	27	36
Skills Certificate	15	9	21	17
Plato Lab	499	189	181	262
Workshop	29	28	57	22
Orientation	25	13	13	22

**How did you hear about us?**

Newspaper ad	7	24	10	36
Radio ad	0	4	1	6
Flyer/Brochure	0	5	2	7
Friend/Family	4	35	9	27
EDD	0	28	14	29
Merced Mall	13	4	0	2
Billboard	0	5	0	0
TV ad	0	4	0	0
Internet	0	8	10	8
Walk-in	0	55	31	62
CalWORKs	3	30	11	25
Phonebook	1	8	4	4

Na = Not Asked

Marketing advertisements for January 2004.

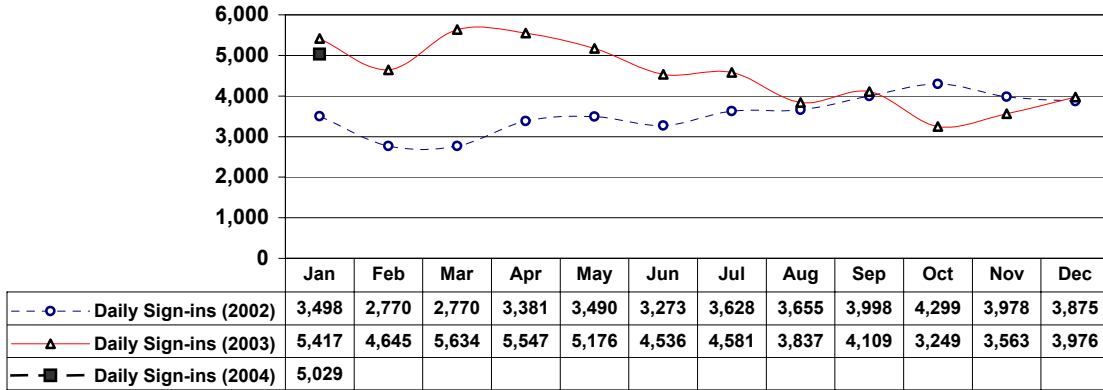
01/6-10, 13-17, 20-24, 27-31/2004: Various Newspaper Ads

01/1-31/2004: Radio Advertisements with KABX, KIBG, KBRE, and KYOS

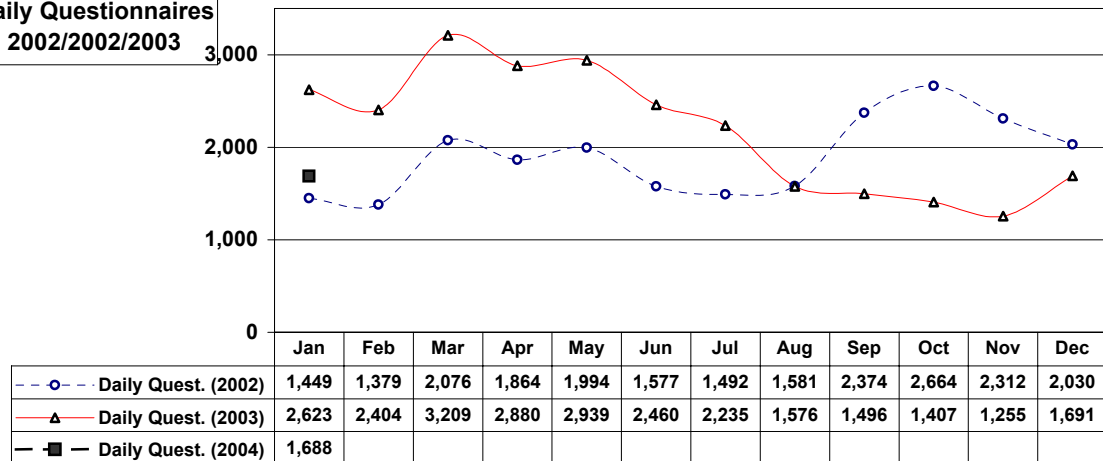
Worknet Signs placed inside all Merced "The Bus" buses.

**WorkNet - Annual Comparison  
2002 - 2003 - 2003 - YTD**

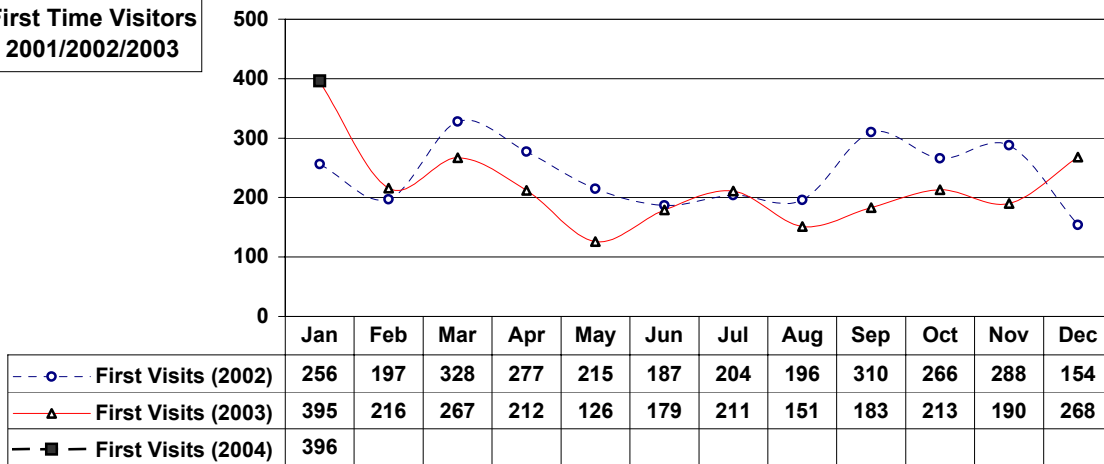
**Daily Sign-ins  
2002/2003/2004**



**Daily Questionnaires  
2002/2002/2003**



**First Time Visitors  
2001/2002/2003**



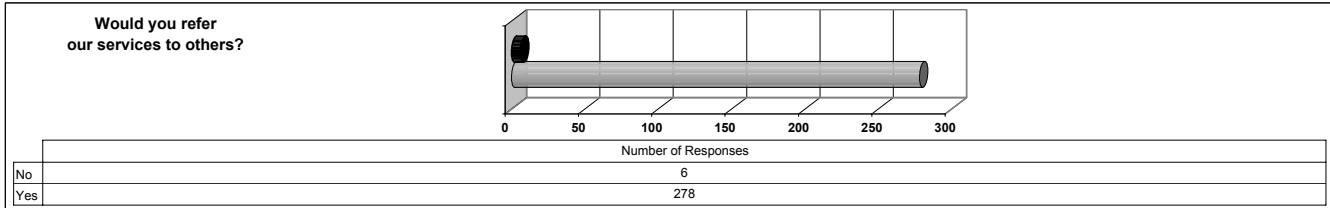
**WorkNet: Customer Service/Satisfaction Survey Results (Day Pass)**  
**All Locations - January 2004**  
**Excludes First Time Visitors - See First Impressions**

Number of sign-ins	5,029
Number of questionnaires	1,688
Number of First Visitors*	396
*Merced	291
*Los Banos	98
*Livingston	7

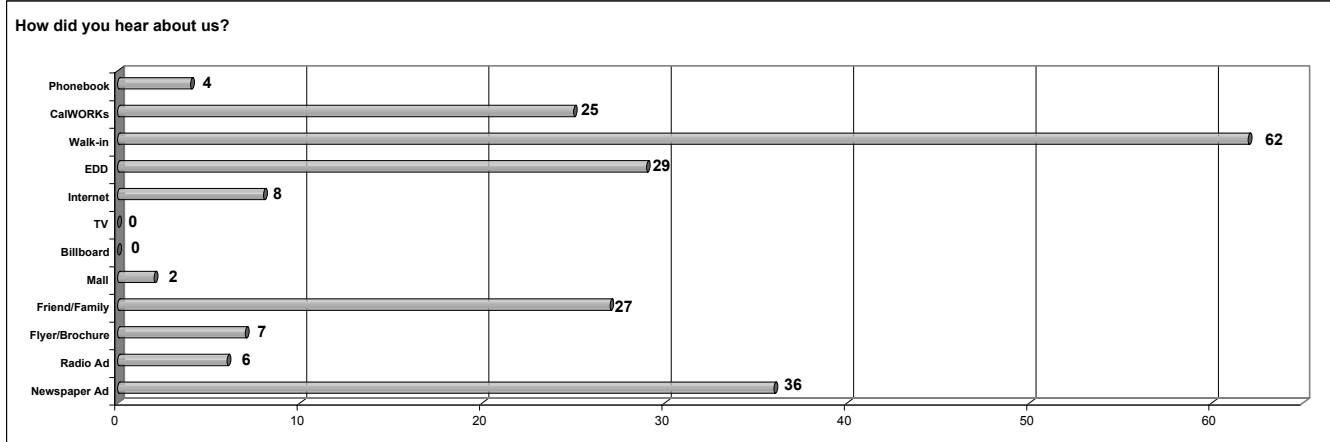
34%

Employed?	#	%
Full-time	27	1.6%
Part-time	25	1.5%
Temporary	21	1.2%
Not Employed	912	54.0%
No Answer	703	41.6%

Time of Visit	#
Morning	739
Afternoon	921
After 5	1
No Answer	27



Customer Satisfaction Questions	No Answer	1	2	3	4	5	6	7	8	9	10	Rating
Courtesy of Staff	1,399	3	0	0	2	1	6	10	8	25	234	9.52
Time it took for staff to assist you	1,398	2	1	0	2	1	5	8	13	18	240	9.55
Did you get the information you needed?	1,398	4	0	0	1	2	4	4	17	19	239	9.54
Were you satisfied with the services?	1,397	2	0	1	2	2	4	7	19	21	233	9.51
Did we help you today?	1,397	3	1	0	1	2	5	5	16	24	234	9.51



**Service Data**

	January														Total								
	1	2	5	6	7	8	9	12	13	14	15	16	20	21		22	23	24	26	27	28	29	30
Day of Week	TH	F	M	T	W	TH	F	M	T	W	TH	F	T	W	TH	F	S	M	T	W	TH	F	
Number of Questionnaires	1	51	98	85	73	82	95	85	62	64	87	55	105	98	92	71	1	88	121	108	76	90	1,688
Computer		42	77	71	53	68	69	65	45	45	66	36	75	80	66	47	1	64	90	78	52	72	1,262
CalJobs/Internet Job Search		19	40	36	26	42	36	43	28	25	23	20	30	40	39	21	1	29	38	38	20	42	636
Resume/Cover Letter		5	13	13	6	11	16	13	6	4	12	9	11	11	7	12		8	13	11	3	7	191
Typing Practice		1	3	6	5	4	5	3	2	1	2	1	3	4	4	4		7	7	9		13	84
Typing Certificate		1	2	2	1	3	2	2					3	2		1		2	1			5	27
Career Exploration		1	1	3		2	1	2	3	4	3	4	2	6	2			4	10	2	1	6	57
Job Listing		9	15	17	7	9	18	12	9	9	7	11	19	16	13	6	1	15	19	13	10	30	265
Fax		8	15	11	11	17	18	15	7	6	10	13	16	12	6	12		11	13	14	5	9	229
Copier		5	13	11	12	9	14	8	6	5	10	8	12	12	7	10		8	9	17	9	10	195
Telephone		8	16	7	11	13	16	11	12	8	13	12	13	12	9	10		12	15	17	9	23	247
Typewriter		2	1	2		2	2	1			1			1	1	1		1	2	1		2	20
Resource Library		2	2	3	1	1	3	2		1	2		1	3	2	3			6	2		2	36
Skills Certificate		1		1			3		1		1		2	2		1		1	1	1		2	17
Plato Lab		7	11	8	10	10	15	11	12	16	11	10	19	13	25	13		11	22	16	10	12	262
Workshop		1				1	1	1	1	1	1	1						1	4	2	2	6	22
Orientation		1	2						1		1	1	4				1		1	2	6	2	22

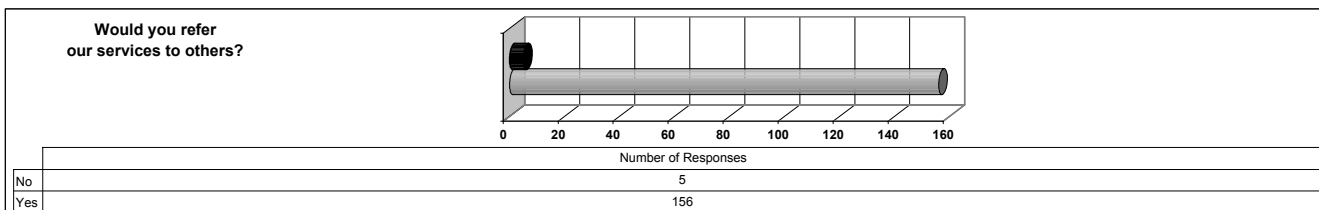
**WorkNet: Customer Service/Satisfaction Survey Results (Day Pass)**  
**Merced - January 2004**  
**Excludes First Time Visitors - See First Impressions**

Number of sign-ins	3,026
Number of questionnaires	896
Number of First Visitors*	291

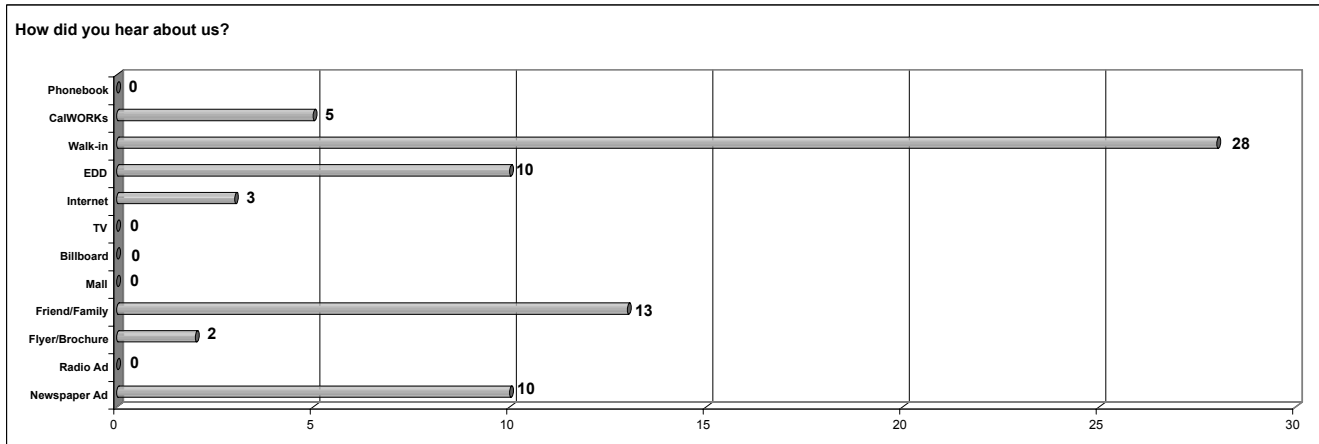
30%

Employed?	#	%
Full-time	15	1.7%
Part-time	16	1.8%
Temporary	21	2.3%
Not Employed	830	92.6%
No Answer	14	1.6%

Time of Visit	#
Morning	299
Afternoon	583
After 5	0
No Answer	14



Customer Satisfaction Questions	No Answer	1	2	3	4	5	6	7	8	9	10	Rating
Courtesy of Staff	731	3	0	0	1	0	4	6	4	21	126	9.42
Time it took for staff to assist you	731	2	1	0	1	0	4	5	7	14	131	9.45
Did you get the information you needed?	731	2	0	0	1	1	3	3	8	18	129	9.49
Were you satisfied with the services?	730	1	0	1	2	0	4	6	9	17	126	9.42
Did we help you today?	730	2	1	0	1	1	4	3	8	18	128	9.42



**Service Data**

	January														Total						
	2	5	6	7	8	9	12	13	14	15	16	20	21	22		23	26	27	28	29	30
Day of Week	F	M	T	W	TH	F	M	T	W	TH	F	T	W	TH	F	M	T	W	TH	F	
Number of Questionnaires	31	56	49	43	48	50	39	28	18	54	16	61	62	49	31	42	67	56	53	43	896
Computer	28	47	43	34	40	41	33	23	15	43	12	50	56	44	26	36	57	47	42	38	755
CalJobs/Internet Job Search	8	17	19	8	18	11	15	9	7	10	5	16	26	24	7	14	19	18	13	18	282
Resume/Cover Letter	2	6	9	2	7	4	4	3	2	7	3	9	7	5	5	3	7	8	1	3	97
Typing Practice	1	2	3	4	2	2	1						1	4	2	3	6	2		3	36
Typing Certificate	1	2		1			2					1	2		1	1	1			4	16
Career Exploration	1	1	1			1	2	2		1	1	1	2				6			3	22
Job Listing	5	8	11	5	4	4	7	6	5	3	5	14	10	9	2	8	14	5	8	15	148
Fax	4	8	7	3	7	4	5	2	5	6	5	11	9	3	6	3	8	7	4	5	112
Copier	4	7	7	9	5	4	4	3	3	7	2	10	9	2	5	3	6	9	9	6	114
Telephone	3	9	2	7	5	4	4	4	4	8	4	5	5	5	5	5	5	6	7	11	108
Typewriter	1	1												1	1	1					9
Resource Library	1	1	1	1			1							1	1		3	1			11
Skills Certificate	1		1									1	1				1				5
Plato Lab	1	3	1	1	1	2	4			2		1		1			5	2	5	1	30
Workshop	1					1											3	1		1	7
Orientation	1	2					1										1			1	6

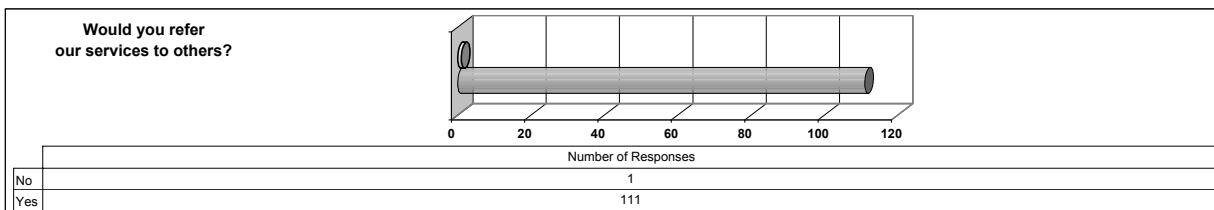
**WorkNet: Customer Service/Satisfaction Survey Results (Day Pass)**  
**Los Banos - January 2004**  
**Excludes First Time Visitors - See First Impressions**

Number of sign-ins	1,897
Number of questionnaires	766
Number of First Visitors*	98

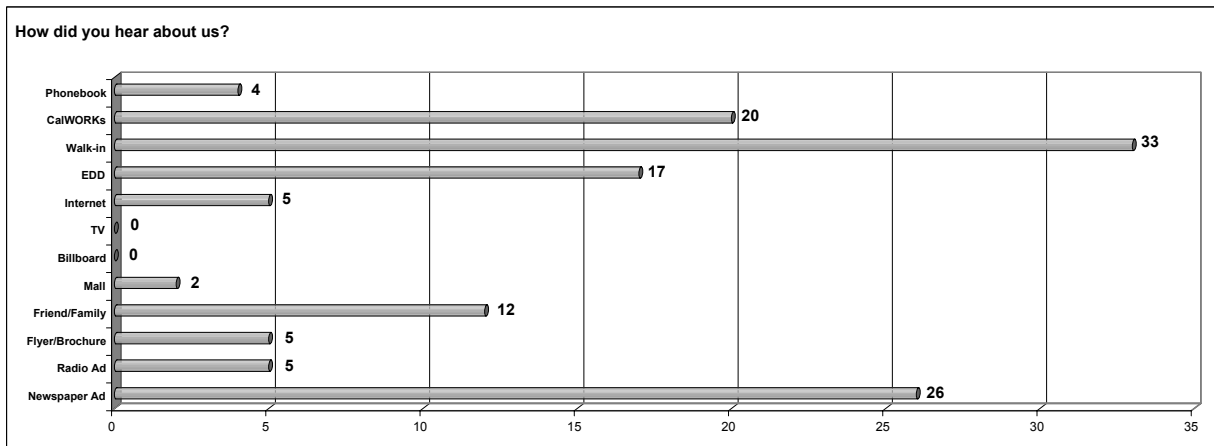
40%

Employed?	#	%
Full-time	12	1.6%
Part-time	9	1.2%
Temporary	0	0.0%
Not Employed	82	10.7%
No Answer	663	86.6%

Time of Visit	#
Morning	430
Afternoon	327
After 5	1
No Answer	8



Customer Satisfaction Questions	No Answer	1	2	3	4	5	6	7	8	9	10	Rating
Courtesy of Staff	653	0	0	0	1	1	2	4	3	4	98	9.64
Time it took for staff to assist you	653	0	0	0	1	1	1	3	4	4	99	9.68
Did you get the information you needed?	653	2	0	0	0	1	1	1	7	1	100	9.60
Were you satisfied with the services?	653	1	0	0	0	2	0	1	8	4	97	9.63
Did we help you today?	653	1	0	0	0	1	1	2	6	6	96	9.63



**Service Data**

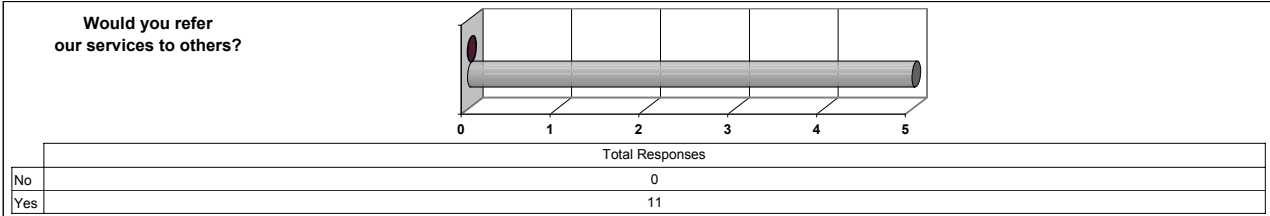
	January														Total						
	1	2	5	6	7	8	9	12	13	14	15	16	20	21		22	23	26	27	28	29
Day of Week	TH	F	M	T	W	TH	F	M	T	W	TH	F	T	W	TH	F	M	T	W	TH	F
Number of Questionnaires	1	18	42	34	29	33	44	44	34	45	33	36	44	36	39	39	43	53	50	23	46
Computer		13	30	26	18	27	27	30	22	29	23	21	25	24	19	20	25	33	30	10	33
CalJobs/Internet Job Search		11	23	17	17	24	24	27	19	18	13	14	14	14	13	14	15	19	19	7	23
Resume/Cover Letter		3	7	4	4	4	12	8	3	2	5	5	2	4	1	7	4	6	3	2	4
Typing Practice			1	3	1	2	3	2	2	1	2	1	3	3		2	4	1	7		10
Typing Certificate				2		3	2						2				1				1
Career Exploration				2		3			1	4	2	3	1	4	2		4	4	2	1	3
Job Listing		4	7	5	2	4	13	5	3	4	4	5	5	6	3	4	7	5	7	2	15
Fax		4	7	4	7	10	14	9	5	1	4	8	5	3	2	5	8	5	7	1	4
Copier		1	6	4	3	4	10	4	3	2	3	6	2	3	5	5	5	3	8		4
Telephone		4	7	5	3	8	12	7	8	4	5	7	8	7	4	5	5	10	11	2	12
Typewriter				2		1	1	1						1				1	1		2
Resource Library		1	1	2		1	3	1		1	2		1	3	1	2		3	1		2
Skills Certificate							3		1		1		1	1		1	1		1		2
Plato Lab		6	8	7	9	9	13	7	12	16	9	10	18	13	24	13	11	17	14	5	11
Workshop						1		1	1	1	1	1					1	1	1	2	5
Orientation										1	1	4				1			2	6	1

**WorkNet: Customer Service/Satisfaction Survey Results (Day Pass)**  
**Livingston - January 2004**  
**Excludes First Time Visitors - See First Impressions**

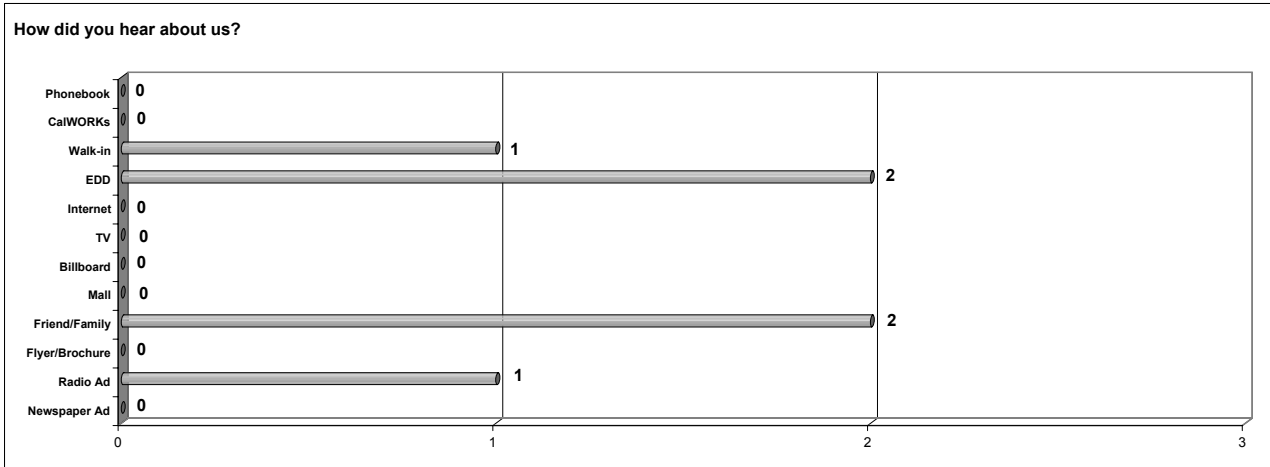
Number of sign-ins	106	
Number of questionnaires	26	25%
Number of First Visitors*	7	

<b>Employed?</b>	<b>#</b>	<b>%</b>
Full-time	0	0.0%
Part-time	0	0.0%
Temporary	0	0.0%
Not Employed	0	0.0%
No Answer	26	100.0%

<b>Time of Visit</b>	<b>#</b>
Morning	10
Afternoon	11
After 5	0
No Answer	5



Customer Satisfaction Questions	No Answer	1	2	3	4	5	6	7	8	9	10	Rating
Courtesy of Staff	15	0	0	0	0	0	0	0	1	0	10	9.82
Time it took for staff to assist you	14	0	0	0	0	0	0	0	2	0	10	9.67
Did you get the information you needed?	14	0	0	0	0	0	0	0	2	0	10	9.67
Were you satisfied with the services?	14	0	0	0	0	0	0	0	2	0	10	9.67
Did we help you today?	14	0	0	0	0	0	0	0	2	0	10	9.67



**Service Data**

	January														Total	
	2	6	7	8	9	12	14	16	22	23	24	26	27	28		30
Day of Week	F	T	W	TH	F	M	W	F	TH	F	S	M	T	W	F	
Number of Questionnaires	2	2	1	1	1	2	1	3	4	1	1	3	1	2	1	26
Computer	1	2	1	1	1	2	1	3	3	1	1	3		1	1	22
CalJobs/Internet Job Search			1		1	1		1	2		1			1	1	9
Resume/Cover Letter						1		1	1			1				4
Typing Practice																0
Typing Certificate																0
Career Exploration																0
Job Listing		1		1	1			1	1		1			1		7
Fax			1			1			1	1						4
Copier																0
Telephone	1		1					1				2				5
Typewriter	1															1
Resource Library																0
Skills Certificate																0
Plato Lab																0
Workshop																0
Orientation																0





**WORKFORCE  
INVESTMENT BOARD**  
MERCED COUNTY

# The QuickLook

Volume 3, Number 1  
January 2004

## A Merced County Labor Market Review

**The QuickLook:** Welcome to the Merced County labor market summary. The QuickLook 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 W. Wardrobe Ave., Merced, CA 95340. Telephone (209) 724-2042. Email: [pitd26@co.merced.ca.us](mailto:pitd26@co.merced.ca.us)

### Merced County

Industry Employment & Labor Force  
March 2002 Benchmark

Data Not Adjusted for Seasonality

	Nov 02	Sep 03	Oct 03 Revised	Nov 03 Prelim.	PercentChange	
					Month	Year
Civilian Labor Force (1)	91,300	92,400	95,000	93,900	(1.2%)	2.8%
Civilian Employment	77,700	83,200	84,200	80,900	(3.9%)	4.1%
Civilian Unemployment	13,500	9,300	10,800	13,000	20.4%	(3.7%)
Civilian Unemployment Rate	14.8%	10.0%	11.4%	13.8%		
(CA Unemployment Rate)	6.7%	6.2%	6.5%	6.3%		
(U.S. Unemployment Rate)	5.6%	5.8%	5.6%	5.6%		

Total, All Industries (2)	66,900	71,700	72,100	68,600	(4.9%)	2.5%
Total Farm	10,900	14,300	14,500	11,300	(22.1%)	3.7%
Total Nonfarm	56,000	57,400	57,600	57,300	(0.5%)	2.3%
Total Private	42,300	44,200	44,300	43,800	(1.1%)	3.5%
Goods Producing	13,000	15,000	14,500	13,900	(4.1%)	6.9%
Natural Resources, Mining and Construction	2,400	2,600	2,700	2,700	0.0%	12.5%
Manufacturing	10,600	12,400	11,800	11,200	(5.1%)	5.7%
Durable Goods	1,800	2,000	1,900	1,900	0.0%	5.6%
Nondurable Goods	8,800	10,400	9,900	9,300	(6.1%)	5.7%
Food Man & Beverage & Tobacco	6,700	8,500	8,000	7,400	(7.5%)	10.4%
Residual-Textile Mills	2,100	1,900	1,900	1,900	0.0%	(9.5%)
Service Providing	43,000	42,400	43,100	43,400	0.7%	0.9%
Trade, Transportation and Utilities	11,700	11,900	12,200	12,500	2.5%	6.8%
Wholesale Trade	1,400	1,700	1,700	1,600	(5.9%)	14.3%
Retail Trade	7,700	7,500	7,800	8,100	3.8%	5.2%
Food and Beverage Stores	1,900	2,000	2,000	2,100	5.0%	10.5%
General Merchandise Stores	1,600	1,500	1,600	1,700	6.3%	6.3%
Residual-Miscellaneous Store Retailers	4,200	4,000	4,200	4,300	2.4%	2.4%
Transportation, Warehousing and Utilities	2,600	2,700	2,700	2,800	3.7%	7.7%
Information	500	500	500	500	0.0%	0.0%
Financial Activities	1,800	1,900	1,800	1,800	0.0%	0.0%
Finance and Insurance	1,000	1,100	1,100	1,100	0.0%	10.0%
Real Estate and Rental and Leasing	800	800	700	700	0.0%	(12.5%)
Professional and Business Services	3,600	3,400	3,400	3,300	(2.9%)	(8.3%)
Educational and Health Services	5,500	5,300	5,400	5,400	0.0%	(1.8%)
Leisure and Hospitality	4,400	4,400	4,600	4,500	(2.2%)	2.3%
Food Services and Drinking Places	3,600	3,700	3,800	3,700	(2.6%)	2.8%
Residual-Arts, Entertainment, and Recreation	800	700	800	800	0.3%	0.0%
Other Services	1,800	1,800	1,900	1,900	0.0%	5.6%
Government	13,700	13,200	13,300	13,500	1.5%	(1.5%)
Federal Government	1,000	1,000	1,000	1,000	0.0%	0.0%
State and Local Government	12,700	12,200	12,300	12,500	1.6%	(1.6%)
State Government	600	600	600	600	0.0%	0.0%
Local Government	12,100	11,600	11,700	11,900	1.7%	(1.7%)

**The QuickLook:** The County continues with one of the highest unemployment rates in the State, ranking 52nd out of 58 counties in the month of November. The preliminary November result is an increase of 2.4 percentage points in the unemployment rate from the revised October rate. This preliminary figure is a decrease of 1.0% in the unemployment rate of one year ago.

Overall, the County saw a decrease of 3,500 jobs in November following a 400 job increase in October. The decrease was a result of Total Farm with 3,200 jobs lost. Total Nonfarm industries realized a decrease of 300 jobs, mainly from the Goods Producing industries. The Service Providing industries saw an increase of 300 jobs, most of these new jobs were from Retail Trade. Government saw an increase of 200 jobs.

## Merced County Current Labor Force and Industry Employment

**The QuickLook At:** California's seasonally adjusted unemployment rate was 6.4 percent in November. This was down 0.3 percentage point from the rate in October. The State rate was down 0.4 percentage point from one year ago. In comparison, the U.S. unemployment rate was 5.9 percent in November. It moved similar to the California rate, falling 0.1 percentage point over the month, no change from one year ago.

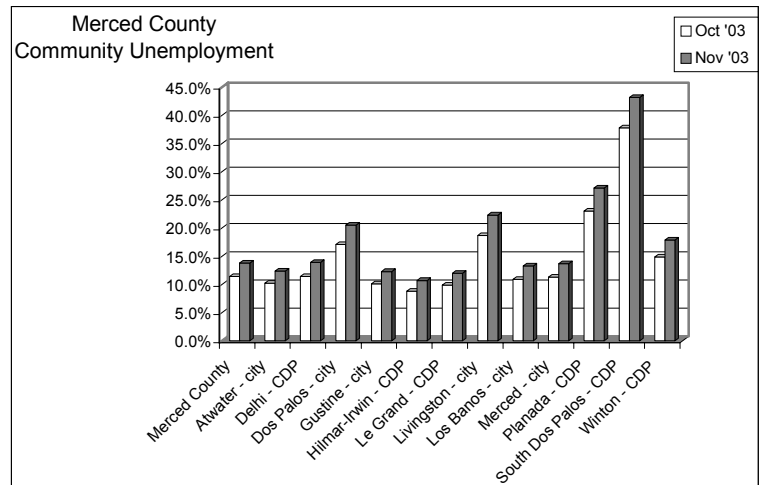
There were 14,446,600 jobs in total nonfarm industries (seasonally adjusted) in November, 14,400 jobs less than last month. The loss followed a 36,200-job gain (revised) in October, and a 10,900-job loss in September. In the first 11 months of 2003, California's total nonfarm employment fell 18,300 jobs, for an average monthly loss of 1,700 jobs. This compares to an average month-over increase of 600 jobs in 2002 and an average month-over decline 21,200 jobs per month in 2001.

The actual California nonfarm job count (not seasonally adjusted) increased 30,000 jobs in November. Within nonfarm industries, five sectors had month-over job gains, and six sectors had month-over job declines. Sectors recording job increases were: trade, transportation and utilities (29,700); government (21,200); educational and health services (3,500); information (3,100); and financial activities (300). Job losses were recorded in the following sectors: construction (10,800); manufacturing (6,200); leisure and hospitality (6,200); professional and business services (3,400); other services (800); and, natural resources and mining (400).

Average hourly earnings for California production workers in manufacturing were \$15.14 in November. Average weekly earnings were \$611.66, an increase of \$12.27 from October. Average weekly hours were 40.4, an increase of 0.6 of an hour from the prior month. Average weekly overtime hours increased 0.2 of an hour in November to 4.2 hours. (Data are not seasonally adjusted)

**The QuickLook At: Sub County** average unemployment rates for the county, cities and municipalities saw an overall 2.4 percent increase this month. All communities noted an increase in the unemployment rate, led by South Dos Palos with a 5.4 percent increase. Planada was close behind with a 4.1 percent increase.

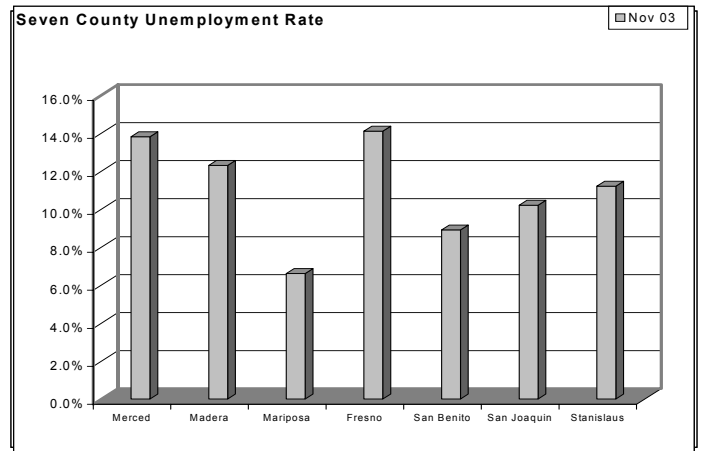
Area Name	Unemployment			
	Labor Force	Employment	Number	Rate
Merced County	93,900	80,900	13,000	13.8%
Atwater - city	11,030	9,660	1,370	12.4%
Delhi - CDP	1,720	1,480	240	13.9%
Dos Palos - city	2,140	1,700	440	20.5%
Gustine - city	2,090	1,830	260	12.3%
Hilmar-Irwin - CDP	1,930	1,720	210	10.7%
Le Grand - CDP	570	500	70	12.0%
Livingston - city	4,390	3,410	980	22.3%
Los Banos - city	7,990	6,930	1,060	13.3%
Merced - city	28,510	24,600	3,910	13.7%
Planada - CDP	1,920	1,400	520	27.1%
South Dos Palos - CDP	590	340	250	43.2%
Winton - CDP	3,750	3,080	670	17.9%



**The 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 11.1 percent in 1988 to a yearly high of 17.1 percent in 1995. Between the years 1983 to 2002 Merced County's average unemployment was 14.3 percent.

The county's unemployment rate is the seventh highest in the state. Merced County saw the greatest increase in unemployment at 2.4% percentage points above October's unemployment rate. All seven counties' unemployment rate increased in month-over average unemployment (Merced, Mariposa, Fresno, Madera, San Benito, Stanislaus, and San Joaquin).

COUNTY	RANK	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
MERCED	52	93,900	80,900	13,000	13.8%
MADERA	50	57,100	50,100	7,000	12.3%
MARIPOSA	29	7,410	6,920	490	6.6%
FRESNO	54	403,000	346,200	56,700	14.1%
SAN BENITO	38	27,470	25,010	2,460	8.9%
SAN JOAQUIN	43	283,300	254,300	29,000	10.2%
STANISLAUS	47	220,400	195,800	24,700	11.2%



**TO: Workforce Investment Board**

**DATE: 3/11/04**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Termination of EDD Contract, California Cooperative Occupational Information System (CCOIS)**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: The California Employment Development Department (EDD) currently has a contract with Department of Workforce Investment (WI) to provide to EDD labor market information concerning selected occupations in Merced County. The contract provides \$144,300 to WI over a period of three years with equal payments of \$48,100 per year and runs from January 1, 2003 through December 31, 2005. Because of reduced funding resulting from cuts in the 2003-2004 State Budget Act, EDD is terminating the contract effective March 31, 2004. The contract termination cancels the last two years of the agreement and results in a loss of \$96,200 in expected revenue for the period January 1, 2004 through December 31, 2005.**

**The State is presently working with “their customers and local workforce investment boards” to design a replacement for the CCOIS that will continue to provide needed occupational information for California’s workforce investment areas.**

**ATTACHMENT(S): N/A**