



**Merced County Workforce Investment Board  
Education and Employers Committee  
Private Industry Training Department  
Small Conference Room  
1880 West Wardrobe Avenue, Merced, CA  
March 23, 2001  
7:30 a.m. to 9:00 a.m.  
Meeting Minutes**

---

<b>Members Present:</b>	Don Bergman, Gisela Malone, Anne Newins, Carol Roberds, Al Romero (Chair), James White
<b>Members Absent:</b>	Elaine Craig, Don Gormly, Leslie Peeler
<b>PITD Staff Present:</b>	Becky Lincoln, Dee Knight, Bob Molmen, Debbie Morrow, Joanne Presnell
<b>Others Present:</b>	Michele Fagundes and J. D. Hoye, MCOE; Chris Nakamura-Swenson, MUHSD

---

**1. – Call to Order and Roll Call**

The Chair opened the meeting, and introductions were made.

**2. – Approve 2/16/01 Minutes**

It was **M/S/C Roberds/Bergman** to approve the February 16, 2001 minutes.

**3. – Approve Agenda**

It was **M/S/C Bergman/Roberds** to approve the agenda.

**4. – Opening Comments from the Chair**

The Chair acknowledged the visitors who came to discuss implementation of the employability certificate, and ways to bring education and business together.

**5. – Public Opportunity to Speak – None.**

**6. – Experiences With Employability Certificates**

Debbie Morrow reviewed items discussed at the last meeting regarding the employability certificate, and provided packets to those who weren't present at the February meeting, along with some additional examples.

Michele Fagundes said employability certificates were actually explored 3-4 years ago. In talking to high school principals, they are supportive in having this program, but would not have the staff to manage it. She gave the following opinion of the examples presented:

- a. The Work Ready Certificate from Colusa is the best. Employers sat down with administrators to form this plan, which was facilitated by an impartial party. Because this is an intensive, comprehensive plan, sufficient funds would have to be available to do it well.
- b. The example from Modesto is too much like a transcript, and employers would have trouble reading it.
- c. The Employability Card from Madera seems it could be implemented quickly.
- d. The ROP example is good because it is aligned to SCANS, teachers are assessing the particular skills, and kids only get the competencies that they've earned.

Chris Nakamura-Swenson voiced her concerns:

- a. Because of budget constraints with MUHSD, how would this happen and who would handle this well-defined process.
- b. Modesto Certificate: Employers feel transcripts don't have much value, and don't want to use them.
- c. The Work Ready Certificate: The school indicators at the bottom (the 10 points—those things you tell kids are important) are what the business community has said students must accomplish; and if they haven't, they must submit a letter explaining the circumstances to still be considered. The business sticker for employers is also a key issue of this plan.

Don Bergman gave handouts of the Employment Credential that is used by Yosemite High. This is a start, and the Merced community needs something to show that education and businesses are working together.

J. D. Hoye made the following comments:

- a. In developing an employability certificate, comments made on academic achievements, testing, and the pressures of schools need to be addressed. These things need to be interwoven to demonstrate that education and businesses are working together.
- b. The development of employability skills can happen in lots of places; therefore, this should be a community-wide initiative where the process of validation of the accomplishment of these skills can be done not only by an educator but an employer, a parent, or a community volunteer.
- c. It should be the student's responsibility to manage the employability certificate. The student must feel, maybe by building in some incentives, that this is his/her passport to get them somewhere.

d. The report should mean lots of things to lots of people—something that everyone can read. First, you start with a “pilot process” that is manageable, then build on it—maybe clarify the language, and then move to policy conversations.

There were many comments, much discussion and some great ideas on how to launch this program. It was decided the committee would meet jointly with the Youth Council to get Youth Council members and youth involved in the planning process of developing an employability certificate. Michele and Chris were also asked to attend the meeting. The meeting will be:

Friday, April 13, 2001  
9:00-11:00 a.m.  
Ag Cooperative Extension Classroom  
2145 W. Wardrobe Ave, Merced

Staff will contact Jay Fowler, Madera Union High School District, to speak about the implementation of their employability certificate at the next meeting.

#### **7. – Other Comments**

Anne Newins said in a prior meeting there was some discussion about a lack of money management skills. She took this back to the Workplace Learning Center, and they said they would develop a course akin to the Customer Service Academy class. They have talked with the One-Stop and HSA about starting these classes.

#### **9. – Adjourn**

The meeting was adjourned at 9:00 a.m. The Chair said the remaining agenda items will be continued at the next meeting on April 27, 2001.

Minutes prepared by Devilla D. Knight.