

**Workforce Investment Board  
Program Planning and Development Committee  
Merced Chamber of Commerce Conference Room  
690 W. 16th Street, Merced, CA  
March 23, 2005, 3:00 – 4:30 P.M.  
Meeting Minutes**

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**Members Present:** Andrea Baker, Nicholas Benjamin, Don Bergman, Ernie Flores, Phil Flores, Peter Fluetsch (Vice Chair), Carol Greenberg, Mike Sullivan (Chair), Thomas Tsubota

**Members Absent:** Sharon Cresswell, John Fowler, Scott Galbraith, Anne Newins, Al Romero

**Others Present:** Dave Davis, Dee Knight, Joanne Presnell

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**1. Call to Order and Roll Call:** The Chair called the meeting to order at 3:07 p.m. A sign-in sheet was used in lieu of roll call.

**2. Agenda:** It was *M/S/C Fluetsch/P. Flores* to approve the agenda as published.

**3. Approve Minutes (February 23, 2005):** It was *M/S/C Bergman/Baker* to approve the February 23, 2005 minutes as written.

**4. Public Opportunity to Speak:** Ms. Andrea Baker noted congratulations were in order for Central Valley Opportunity Center, which received a portion of the Governor's 15% Grant money to operate a One-Stop Mobile Unit that will travel in three counties—One-Stop partners are welcome to be on the Mobile Unit. It will be servicing migrant camps and other remote sites.

The Department of WI received \$683,616 of the Governor's 15% Grant money for training, which will be used over a two-year period.

**5. Action Agenda:**

**a. Committee Meeting Day/Time Change:** Staff noted the 4<sup>th</sup> Wednesday of each month was inconvenient for the incoming committee Chair. After surveying committee members, it was determined the 4<sup>th</sup> Thursday was the best day for everyone.

It was *M/S/C E. Flores/Benjamin* to change the meeting day to the 4<sup>th</sup> Thursday of each month, and the time would stay the same—3:00-4:30 p.m.

**b. Selection of Industry Cluster:** Staff noted the Workforce Investment Board (WIB) Economic Development Action Team selected the eight identified industry clusters, and they correspond with Goal 1 of the WIB. The following suggestions were made in order to identify and select the right industry cluster:

- 1) Give a specific meaning; i.e., type of position(s)/trade needed for each cluster. Look at the Merced County Economic Development Strategic Plan for definitions.
- 2) Prioritize the clusters by most needed in the County, and give specific technologies needed for each.
- 3) Concentrate on the higher-up positions of the clusters.
- 4) Look at other successful WIB's projects, and how they were accomplished.

Staff will gather the above information and present it at the April 28, 2005 meeting.

**6. Chair Comments:** None.

**7. Next Meeting Date/Time:** The next meeting is April 28, 2005, 3:00-4:30 p.m., Dept of Workforce Investment, 1880 W. Wardrobe Ave, Merced.

**8. Adjourn:** The meeting adjourned at 3:45 p.m.

Minutes prepared by Devilla D. Knight.