

**Workforce Investment Board
Merced County Board of Realtors
635 W. Main Street
March 28, 2002, 3:00 – 5:00 p.m.
Meeting Minutes**



Members Present:

Andrea Baker	Richard Becker	Don Bergman
Mike Boardman	George Brown	Bill Cahill
Dean Cormany	Doreen Crawford	Kathleen Crookham
Harry Dull	Ben Duran	Ernie Flores
Peter Fluetsch	John Fowler	Brain Griffin
John Heading	Jeff Knapp	Leo Lamb
Charlie Lambert	Nellie McGarry	Ned Miller
Anne Newins	Rick Osorio	Alfonse Peterson
David Riordan	Carole Roberds	Al Romero
Mike Sullivan	Steve Tinetti	

Members Absent:

Kathy Andrade	Susan Armstrong	Nicolas Benjamin
Bob Bittner	Sharon Cresswell	Carol Greenberg
Robert Harmon	Gisela Malone	Robert McLaughlin
Mike (Vann) Smith	Helen Sullivan	Rhonda Walton
James White		

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- I. Call to Order/Roll Call
 - II. Approval of Agenda - It was *M/S/C Duran/McGarry* to approve the agenda.
 - III. Approval of Minutes – It was *M/S/C Tinetti/Brown* to approve the minutes of January 24, 2002.
 - IV. Public Opportunity to Speak - John Fowler discussed AB 2875 for the LAMBRA Zone extension to 2009. He noted it was supported by California Commerce Tech Agency and is requesting letter of support from the WIB.
 - V. Consent Agenda – It was *M/S/C Fowler/Bergman* to approve items, a, b, d, e, & g.
 - a. Amendment to Bylaws
 - b. Support for AB 1846 (Enterprise Zone)
 - c. ITA Policy – There was discussion and question if the Director should be included as a signatory, staff explained that Assistant Director over program was designee, the intent is to separate administration & program. It was *M/S/C Fowler/Bergman* to approve the policy.
 - d. Continuation of MCOE Younger Youth Contract
 - e. Youth Council Membership
 - f. Perry Yokley Banquet - Nellie thank executive committee for the support of the 200 attendees. It was *M/S/C McGarry/Bergman* to ratify the approval by the Executive Committee.

g. Funds Request/Youth Expo 2002

VI. Action Agenda

- a. Arbor Contract - was *M/S/C McGarry/Duran (absention – Tinetti)* to not renew the contract with Arbor, and that they only be allowed to enroll participants through April 30, 2002. There was discussion and the question raised if there were anyway to recoup money that has been spent. Staff responded that there were no provisions in current contract, however, the contract is a cost reimbursement contract and prior to reimbursement all the cost are being carefully reviewed.
- b. Los Banos Electronic Lab Request - It was *M/S/C Bergman/Flores* to approve the request for funds. (*Abstention - Duran/Newin*)
- c. RN Program Expansion Request - It was *Motioned – Griffin* to approve the expansion of the RN program for six students each semester for a minimum of two years. In addition direct staff to negotiate a cost per participant to contract to assist the expansion not to exceed 13%. The motion was amended and *Second - Flores* to fully fund at this time and, pursue other avenues of funding. The motion was *Carried (absention Duran/Newins/Baker)*
- a. Conflict of Interest- It was *M/S/C Duran/Tinetti* to adopt the conflict of interest code. There was a request for workshop on education for filling out the forms. Andrea Baker will follow up on this.

VII. NAWB Conference Report - John Headding distributed written report on the conference with more detail. He noted that he attended strategic planning sessions, and visited a one-stop that had a collaborative with a pharmacy. Don Bergman also reported on the conference. He attended economic development workshops where there was discussion on quality programs that create jobs, US Chamber meetings where there was discussion on programs that are being developed. Ernie Flores reported that he observed all the model approaches were based on best practices and there was a lot of good information. Additionally, he noted he attended political advocacy workshops. Rick Osorio discussed the conference, he noted that he was very energized by the information, and would like to work on retreat for Executive committee as well as the full WIB so that some of the ideas can be shared. Andrea reported that she primarily focused on budgetary issues, TANF issues, and the business services in connection with economic development and chambers partners.

VIII. Introduction of Staff – At the request of the Chair, this item will be a standing agenda item. The purpose is to acquaint, the PITD staff with the WIB, and also the WIB members with staff and their functions. Doug Habeck, Supervising Employment & Training Worker and Employment & Training Worker, Elena Blanton from Cal-Works attended the meeting. Doug Supervises the CalWorks section of PITD, Elena works with participants and runs the workshops. Kirsten Lee from PITD Administration was also at the meeting. Kirsten's primary responsibility it is to research and apply for grants for the department. Shavonne Silva, PITD Administration attended, Shavonne is assigned to the reception area at the Wardrobe office.

- II. Information Agenda - It was *M/S/C Fowler/Bergman* to approve the information agenda.
 - a. One-Stop Extended Hours

- b. Asset Mapping and Gap Analysis – Nellie reported that she had opportunity to go before the Board Of Supervisors to discuss the Asset Mapping and Gap Analysis. There will be further work with community boards to discuss funding.
 - c. Youth Conference- The conference was overall good conference. There was a smaller number of attendees than expected, but it was powerful, and the overall evaluation rating was 7.5 out of 10.
 - d. Monitor's Report
 - e. WEN Application
 - f. Quarterly Budget Report
 - g. MCOE Grant
 - h. Director's Notes
- III. Committee Reports
- a. Education & Employers – Al Romero reported that the committee had been working on the employability card. The artist Moua Xiong was awarded \$100 gift certificate. The Committee members donated the money for the certificate.
 - b. Marketing & Economic Development – Bill Cahill reported on behalf of the Chair Gisela Malone. The committee is working on complex marketing plan, and it is anticipated the plan will be available to the WIB at the next meeting.
 - c. Planning, Policy Development & Legislation
 - d. Standards & Certification – The committee is scheduled to meet March 29 where they anticipate approval of the ETPL and One Stop certification.
 - e. Youth Council – Nellie reported there was no new information from local level. She reported that she has attended two state meetings and one conference call. She will be providing the WIB with a written report.
- IV. Chair Comments – Chair comments covered in the NAWB Conference report.
- V. Other – None
- VI. Next Meeting - May 23, 2002, Merced County Board of Realtors
- IX. Adjourn – Meeting adjourned 5:00 p.m.