

**Workforce Investment Board
Executive Committee
1880 W. Wardrobe Ave
Monday, April 3, 2006, 7:30-9:00 a.m.
Meeting Agenda**



<http://web.co.merced.ca.us/wi/wib/wib.html>

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1. Call to Order/Roll Call.....
 2. Approval of Agenda
 3. Approval of February 6, 2006 Minutes.....
 4. Public Opportunity to Speak.....
 5. Consent Agenda
 - a. Renewal of WIB Members' Terms Dave Davis
 - b. Limited Funds Policy Dave Davis
 - c. Merced PLATO Lab Contract Dave Davis
 - d. 2005/06 Performance Measures Dave Davis
 - e. Individual Training Account Exceptions – Post and RN Contracts Dave Davis
 6. Action Agenda
 - a. Subcommittee Attendance and Membership Dave Davis
 - b. WIB Alignment Joanne Presnell
 7. Information Agenda
 - a. Joint Request for Funds
 - b. PY 2006 Allocation
 8. Director Comments.....(5 min)
 9. Chair Comments.....(5 min)
 10. Next Meeting – May 1, 2006
 11. Adjourn

**Workforce Investment Board
Executive Committee
1880 W. Wardrobe Ave
February 6, 2006, 7:30-9:00 a.m.
Meeting Minutes**



<http://web.co.merced.ca.us/wi/wib/wib.html>

Members Present:

Kathleen Crookham Albert Montejano Nellie McGarry (Chair) Mike Sullivan

Members Absent:

Mike Smith Rick Osorio

Others Present:

Andrea Baker Dave Davis Evelyn Eagleton Dee Knight
Alfredo Mendoza Joanne Presnell Jackie Walther-Parnell

1. Call to Order/Roll Call: The Chair called the meeting to order at 7:43 a.m. A sign-in sheet was used in lieu of roll call.
2. Approval of Agenda: It was *M/S/C Crookham/Montejano* to approve the agenda as published.
3. Approval of Minutes (January 9, 2006): It was *M/S/C Sullivan/Montejano* to approve the January 9, 2006 minutes.
4. Public Opportunity to Speak: None.
5. Information/Discussion Agenda:

a. Financial Support – ROP Career Industry Days: Staff noted that Merced County Office of Education (MCOE) is asking for financial support of its Career Industry Days, which falls under two of the Workforce Investment Board’s (WIB) Industry Clusters—Healthcare and Ag Industry. Ms. Evelyn Eagleton provided the committee some history regarding the Career Industry Days.

It was *M/S/C Sullivan/Montejano* to give MCOE \$1,000 in support of its Career Industry Days, but next year the healthcare industry would be contacted for support.

b. Advocacy for Extension of Enterprise Zone Program: Staff noted the Enterprise Zone Vouchering Program will end December 31, 2006. The State has no criteria for extending or renewing the Enterprise Zone Vouchering Program. Assemblymember Juan Arambula is trying to save this program.

It was recommended that staff send a letter informing the Enterprise Zone businesses of the circumstance, and ask them to send letters to Assemblymember Arambula. Before doing this, staff was asked to contact Mr. Frank Quintero and Mr. John Fowler to find out if they have addressed this issue with the Enterprise Zone businesses.

6. Information/Discussion Agenda:
 - a. WIB Membership: Ms. Kathleen Crookham gave staff contact information for Ms. Stephanie Martini, and the Chair will contact someone at McLane Pacific.

b. Joint WIB/BOS Meeting: Everyone was invited to attend on Tuesday, February 14, 2006, 10-10:30 a.m., in the Board of Supervisors Chambers, 2222 'M' Street, Merced, CA.

c. 'The World is Flat' Presentation (Thomas L. Friedman): This video will be featured at an Economic Development "Brown Bag" meeting on February 23, 2006, 11:30 a.m.-1:30 p.m., Castle Conference Center, 1900 Airdrome Entry (second entrance @ Buhach & Santa Fe, first blue building to your right), Atwater, CA.

d. Guerrilla Marketing Seminar: The WIB is a sponsor of this seminar that will be held February 25, 2006, 9:00 a.m-4:00 p.m., in the Merced College Theater. The WIB has received 13 free tickets, which will be offered to private sector members first, and then to other members on a first come basis.

7. Director Comments: Ms. Andrea Baker noted the Department is working with Central Valley Opportunity Center on a grant opportunity for more Dislocated Worker dollars that will be specifically for the closure of Unilever and the reduction in force of Dole.

8. Chair Comments: None.

9. Next Meeting: March 6, 2006, Dept of Workforce Investment Large Conference Room, 1880 W. Wardrobe Ave.

10. Adjourn: The meeting was adjourned 8:12 a.m.

TO: Executive Committee

DATE: 4/03/06

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 Workforce Investment Board (WIB) members eligible for additional terms whose terms expire June 30, 2006.

DISCUSSION: The following WIB members' terms expire June 30, 2006. Once new terms are approved, their new expiration date will be June 30, 2010.

- 1. Charlie Lambert**
- 2. Chris Rosander**
- 3. Phil Flores**
- 4. Andrea Baker**
- 5. Carol Greenberg**
- 6. Rick Osorio**
- 7. Michael O. Sullivan**
- 8. Vann (Mike) Smith**

ATTACHMENT(S): N/A

TO: Executive Committee

DATE: 04/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Limited Funds Policy

PROPOSED MOTION(S): Revoke the Limited Funds Policy and forward to the Workforce Investment Board (WIB) for ratification.

DISCUSSION: On March 27, 2003, the WIB declared that Workforce Investment Act funding was “limited”, and approved a Limited Funds Policy. The immediate result was to give preference to low-income individuals for the receipt of intensive and training services. When the policy was implemented, the WIB’s primary customer was the participant.

Since that time, there has been a primary shift in that business is now the primary customer. Businesses deserve the “best” participant, not the best of the low-income participants.

The local workforce investment area has exceeded its enrollment goals every year since program inception. It is ahead of this year’s objectives. The major impact of the Limited Funds Policy has been to increase the workload of staff to ascertain low-income status. The numbers of low-income individuals have proven to be relatively small; therefore, nonlow-income participants have been able to be served.

The Limited Funds Policy is inconsistent with the present WIB policy of business first. The process was implemented to ensure low-income individuals received training priorities, but funding has proven adequate to serve both low-income and nonlow-income participants. The extensive amount of time spent verifying income could be spent better serving clients.

**ATTACHMENT (S):
Limited Funds Policy**



**DEPARTMENT OF
WORKFORCE INVESTMENT**

**Policy/Procedures
For**

Limited Funds

Policy: In accordance with Section 134 (d)(4)(E) of the Workforce Investment Act of 1998, the local Workforce Investment Board (WIB) determined adult employment and training funds are limited, therefore priority for intensive and training services shall be given to low-income individuals and veterans. Exceptions under this policy include candidates in the Licensed Vocational Nursing, Registered Nursing, and basic Police Academy Training programs.

Responsible Official: Special Projects Manager

Revised/Reviewed: September 15, 2005

Andrea T. Baker
Director

Joanne Presnell
Assistant Director

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Equal Opportunity Employer

TO: Executive Committee

DATE: 04/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Merced PLATO Lab Contract

PROPOSED MOTION(S): Approve contract with Merced Adult School to provide PLATO basic skills instruction at the Merced Worknet Employment Resource Center.

DISCUSSION: As a result of a Request for Proposal (RFP), Merced Adult School was awarded a contract to provide PLATO services for three (3) hours per day, 5 days a week at the Merced Worknet Employment Resource Center. The present contract will run from July 1, 2005 through June 30, 2006, at a total contract cost not to exceed \$25,185.

The RFP allows for two contract extensions. The contract is being renewed for the period July 1, 2006 through June 30, 2007, at a cost not to exceed \$25,932.

ATTACHMENT (S): N/A

TO: Executive Committee

DATE: 04/03/06

FROM: Quality Assurance

For Action

For Information

For Discussion

SUBJECT: Workforce Investment Act (WIA) Performance Measures for 2005/06

PROPOSED MOTION(S): To accept the State's WIA Performance Measures proposed levels for 2005/06.

DISCUSSION: The Merced County Local Workforce Investment Area has received the State's proposed performance levels for 2005/06. The proposed levels reflect the new Common Measures. Both the Adult and Dislocated Worker measurements have changed and are now measured the same. The Youth measures remain the same as this present year.

Where comparable, the proposed performance measures are increased from 2004/05, and reflect the goal of continually improving performance. The Quality Assurance Committee approved the proposed performance levels during its March 31, 2006 meeting.

**ATTACHMENT (S):
PY 2005-2006 Performance Goals**

**Program Year 2005-2006 Performance Goals
Merced County LWIA**

ADULT

Entered Employment	73.0%
Retention	76.0%
Earnings Change	\$3,540
Employment & Credential	56.0%

DISLOCATED WORKER

Entered Employment	76.4%
Retention	82.2%
Earnings Change	-\$3,000
Employment & Credential	66%

OLDER YOUTH

Entered Employment	63.8%
Retention	73.0%
Earnings Change	\$3,384
Employment & Credential	38%

YOUNGER YOUTH

Skills Attainment	84.7%
Diploma Rate	66.6%
Retention Rate	63.8%

TO: Executive Committee

DATE: 4/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Individual Training Account (ITA) Exceptions

PROPOSED MOTION(S): Approve contracting with Merced College for its RN program and Modesto Junior College for its Basic Police Academy Course as exceptions to the ITA policy.

DISCUSSION: 20 CFR Part 652 et al states in part that a contract for service may be used instead of Individual Training Accounts (ITAs) when the local Workforce Investment Board (WIB) determines that there is an insufficient number of providers in the local area to accomplish a system of ITAs.

The RN program at Merced College and the Basic Police Academy Course at Modesto Junior College fit the above definition.

It is recommended that both programs be designated as exceptions to the ITA requirements as outlined in the Workforce Investment Act Final Rule, Section 663.430(a)(2), and authorize Workforce Investment to continue to contract with the Yosemite Community College District (MJC) and Merced College.

ATTACHMENT(S): N/A

TO: Executive Committee

DATE: 04/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Subcommittee Attendance and Membership

PROPOSED MOTION (S): Allow Workforce Investment Board (WIB) members who cannot attend their assigned subcommittee meetings for an extended period, to choose to temporarily resign from the committee for up to four months to find another committee where they can more fully serve.

DISCUSSION: It is an established practice for new WIB members to not be assigned immediately to a subcommittee until they have had time to evaluate each committee and then make a selection where to serve. This practice has allowed for some individuals to be fully voting WIB members who temporarily are not assigned to a subcommittee.

It is suggested that the practice of not immediately assigning members to committees, in order to get the "best fit", be adapted to include those few established members who are having difficulty attending their present committee meetings. Those members could be allowed to temporarily resign from their subcommittee in order to determine which committee they could best serve. They would be expected to become an active member of a subcommittee within four months of their temporary resignation.

ATTACHMENT (S): N/A

TO: Executive Committee

DATE: 4/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Aligning Workforce Development

PROPOSED MOTION(S): Discuss the concept of Workforce Investment Board (WIB) “Alignment” to more clearly understand what alignment of workforce development is.

DISCUSSION: During the March 2006 meeting of the WIB, it was announced the WIB would be aligning itself with education, economic development and workforce housing.

During this Executive Committee meeting, staff will guide the committee through a focused conversation to more fully understand the concept of aligning workforce development.

ATTACHMENT(S): N/A

TO: Executive Committee

DATE: 04/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Joint Request for Funds, Department of Workforce Investment and Central Valley Opportunity Center.

PROPOSED MOTION(S): Information only.

DISCUSSION: The Merced County Department of Workforce Investment is requesting, through the State of California Employment Development Department, \$175,000 of Dislocated Worker funds to serve 25 clients affected by the Unilever/Dole dislocations, and who would not be served using Dislocated Worker dollars. The funds will be utilized as follows:

- **Direct client services - \$150,000**
- **Staff services directly supporting targeted clients (individually & collectively) - \$25,000**

The request is for one year, beginning July 2006. This proposal has been developed as a cooperative effort between the Department of Workforce Investment and Central Valley Opportunity Center, the WIA Section 167 Migrant Seasonal Farmworker agency serving Merced County. Program services to clients will be directly coordinated between these two agencies, with additional Merced County Worknet support available if appropriate.

ATTACHMENT (S): N/A

TO: Executive Committee

DATE: 04/03/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: PY 2006 Allocation – Revised Designation of Areas of Substantial Unemployment

PROPOSED MOTION(S): Information only.

DISCUSSION: The Department of Labor Employment and Training Administration (ETA) defines the nation’s areas of substantial unemployment (ASU). The States calculate their state and in-state ASU using census data. This year the 2000 census data was to be used, but it was discovered a census data processing problem created misleading and erroneous results in the ASU calculations.

ETA has now instructed the states to recalculate their state and within state ASUs using 1990 census data. Because of the delay, ETA will not be able to calculate the state formula allocations normally issued at the beginning of program year for the WIA adult and youth programs.

This means that the normal allocation process has been disrupted. ETA will allocate initially to assure states receive a minimum amount equivalent to the higher of

- 90% of the prior year allocation, or**
- .25% of the total funds available for states.**

California can expect to get its funds in two portions, July 1st and October 1st. Consequently, LWIAs can expect a similar allocation schedule. This impacts our youth contractors most. They will not know their youth allocation at contract negotiations, and can expect to see dollars available in July, October and then carryover monies in November.

ATTACHMENT (S): N/A