

**Workforce Investment Board
Recertification Ad Hoc Committee
1880 W. Wardrobe Ave
Wednesday, April 10, 2008, 3:00-4:00 pm
Meeting Agenda**



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

Present: Edward Dietz, Carol Greenberg, Robert Harmon, Albert Montejano, Steve Newvine, Joanne Presnell

- 1. Greetings:** The meeting was opened at 3:15 PM by Steve Newvine.
- 2. New Recertification Options:** Staff presented the options for the Worknet recertification to include the California Awards for Performance Excellence (CAPE). Staff was asked which process they would recommend. The answer was the process that had been used before because it allows the WIB members to learn about Worknet One-Stop system first hand, which is an invaluable experience. They would also learn how to use the Baldrige criteria which is a tool that can be used in any business.

After discussion the committee, through consensus, decided to use the Eureka Process since it would require less of their time (40-60 hours of volunteer time would be needed for the current process) and as long as the cost was comparable to the process that the WIB had used previously.

The cost for the Cape Eureka is \$3500 for the application and approximately \$3500 for the evaluation team to visit Worknet for a site visit. In addition, the current draft application that the Worknet Leadership Team has completed will need to be rewritten using the criteria in the Cape Eureka award which will need the assistance of a consultant at a cost of \$1500.

The past certification process would cost \$1800 for WIB Examiner Training and \$5,000 for a consultant to facilitate the consensus meeting, visit the site, complete the scoring, and write the feedback report.

The Eureka process and cost should go to the May WIB Executive Committee and WIB for approval.
- 3. Timeline Discussion:** The intent to apply for Eureka Certification is annual and must take place in June 2008 and the application must be submitted in July. The application, currently in draft form will need to be changed to reflect the criteria in the Eureka application which can not begin until after the May Executive Committee meeting when the process and funding can be approved. Staff will need to consult CAPE to find out how long it will take to evaluate the application and complete the process. If it should be later than November 2008, the current certification would need to be extended.
- 4. Recruit New Committee Members:** It was decided that no additional members are needed with the CAPE Eureka process.
- 5. Chair Comments/Discussion:** The committee members would like updates by email on the actual costs, time lines, and the process.
- 6. Next Meeting:** The next meeting is May 21, 2008 at 3:00 PM. Yet to be determined, is the length of the certification and the score.