

**Workforce Investment Board
Executive Committee
Department of Workforce Investment
1880 W. Wardrobe Avenue, Merced
April 14, 2003 7:30 – 9:00 a.m.
Meeting Agenda**



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- I. Call to Order
 - II. Approval of Agenda
 - III. Approval of Minutes
 - IV. Public Opportunity to Speak
 - V. Action Agenda
 - a. Nomination Committee
 - b. Renewal of WIB Terms
 - c. WIB Membership/Composition (Discussion w/possible action)
 - d. Bill Strickland (Discussion w/possible action)
 - VI. Information Agenda
 - a. Congressman Cardoza's Visit
 - b. Ad-Hoc Membership
 - c. WIB Assessment Survey
 - d. Joint Meeting -Quality Assurance Committee/Executive Committee
 - e. One Stop Examiners
 - f. CalWorks Update
 - g. Invitation to County CEO
 - VII. Director's Comments Information
 - VIII. Chair Comments
 - IX. Other
 - X. Next Meeting—May 12, 2003, 7:30-9:00
 - XI. Adjourn.....

**Workforce Investment Board
Executive Committee
Department of Workforce Investment
1880 W. Wardrobe Avenue, Merced
March 10, 2003 7:30 – 9:00 a.m.
Meeting Minutes**



Members Present :

Andrea Baker	Mike Boardman	Kathleen Crookham
Rick Osorio	Mike Smith	

Members Absent :

John Headding	Nellie McGarry	Steve Tinetti
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Others Present :

Dave Davis	Ed McLaughlin	Donna Ornelas
Joanne Presnell	Chuck Purcell	Jackie Walther-Parnell

- I. Call to Order - A sign-in sheet used in lieu of roll call.
- II. Approval of Agenda - Move item V.a. – WIB Agenda, to end of action agenda. *M/S/C Crookham/Smith* to approve the agenda with the abovementioned changes
- III. Approval of Minutes – It was *M/S/C Crookham/Smith* to approve the minutes as written.
- IV. Public Opportunity to Speak – Greg Kramp, UC Merced. Mr. Kramp discussed the future growth in staffing for the University. He noted that the UC is coordinating with Department of Workforce Investment for local labor market information.
- V. Action Agenda
 - a. WIA Reauthorization–Critical Issues Letters to Elected Officials – It was *M/S/C Boardman/Crookham* to approve letters of support for WIA reauthorization.
 - b. TANF Reauthorization–Critical Issues Letters to Elected Officials - It was *M/S/C Boardman/Crookham* to approve letters of support of TANF reauthorization.
 - c. Nomination to the WIB – Thomas Tsubota – It was *M/S/C Boardman/Crookham* to approve the nomination to recommend Thomas Tsubota’s application to the WIB by the Merced County Board of Supervisors.
 - d. Proposed change for Executive Meeting date – It was *M/S/C Smith/Boardman* to move the executive meeting date to the second Monday of each month from the first Monday of each month.
 - e. Worknet One-Stop Certification Examiners – There was discussion on the composition of the team. AT this time there have not been enough volunteers. This item will be returned the Program, Planning and Development Committee.
 - f. Grant Application to DOL Incentive Program – Andrea provided an overview of the plan to submit new grant application. It was *M/S/C Boardman/Crookham* to approve the submission.
 - g. WIB Membership – There was discussion on contacting the Mayor’s Council for this item to be added to their agenda.
 - h. WIB Agenda – It was *M/S/C Crookham/Smith* to approve the WIB agenda with the addition of Limited Funds Declaration as an action item.

- VI. Information Agenda
 - a. Transportation Grant – The Department has applied for a grant from Community Transportation Association of America (CTAA) to fund a demonstration project.
 - b. Limited Funds Policy – Impact on Performance Measures – Joanne provided update on the local area negotiations on performance measures with the State. It is being recommended that next year, consideration be given to participate in the negotiations with the surrounding areas.
 - c. Bill Stickland – It was noted that staff have been attempting to contact and coordinate a visit.

- VII. Director's Comments – Andrea reported on the tax credit project. She noted there have been \$43,000 + in returns processed to date through the program. Andrea discussed her recent trip to Washington, DC. She noted a meeting with Dennis Cardoza and his inquiries on success stories of participants, particularly TANF participants. Ms. Baker noted that Congressman Cardoza is expected to visit in April, when he will be visiting the One-Stop and an event is to be planned in conjunction with the Congressman's visit.

- VIII. Chair Comments - None

- IX. Other - None

- X. Next Meeting— April 14, 2003

- XI. Adjourn – Meeting adjourned 8:45.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Nomination Committee Member Selection

PROPOSED MOTION(S): That the Committee select WIB members to serve on the Nomination Committee.

DISCUSSION: Members for the Nomination Committee will be selected for the upcoming elections in May. Carol Greenberg and Al Peterson have volunteered. Select 1-2 more members.

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Renewal of WIB Members' Terms

PROPOSED MOTION(S): To submit to the Merced County WIB and Board of Supervisors nominations for those WIB members whose terms are due to expire June 30, 2003.

DISCUSSION: The following members will be contacted to determine if they want to continue on the WIB. Those who wish to continue will have their names submitted to the Merced County WIB and Board of Supervisors for the purpose of renewing their terms. The following members whose terms expire June 30, 2003:

**Brian Griffin
Peter Fluetsch
Ernie Flores
Albert Montejano
Steve Tinetti
John Headding
Alfonse Peterson
Rick Osorio
Lee Andersen
Al Romero**

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff



For Action



For Information



For Discussion

SUBJECT: WIB Membership/Composition

PROPOSED MOTION(S): To discuss with possible action new prospect for membership on the WIB.

DISCUSSION: WIB staff are in contact with a prospective member for the WIB. She is Molly Cassidy, a Human Resources Director at Kagomi Foods. All personnel are hired through the Human Resources subcontractor Altress.

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff



For Action



For Information



For Discussion

SUBJECT: Bill Strickland Presentation to the WIB

PROPOSED MOTION(S): Discuss with possible action to approve date for Bill Strickland to speak to the WIB.

DISCUSSION: The committee will discuss inviting Bill Strickland to speak to the WIB. Bill Strickland spoke at the 2002 Workforce Policy and Leadership Conference held at the Monterey Marriott and Conference Center September 11-13. Mr. Strickland is the President and CEO of Manchester Craftsman's Guild and Bidwell Training Center, Inc., both founded in 1968 in Pittsburgh, Pennsylvania. These organizations prepare people for their futures through creative inquiry and production reflection through mentored relationships with artists, educators and counselors.

WIB staff contacted Mr. Strickland's scheduling assistant, Ms. Yvonne King, who sent information about his availability and fees. Mr. Strickland is available all weekdays in August, except Monday the 18th. His fee is on a scale ranging from a low of \$5,000 to a high of \$15,000 plus expenses (rental car, airfare, hotel, meals, etc.). She said the fee is based on an organization's ability to pay. The fee is the same if he speaks to the WIB in conjunction with another engagement in California.

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Congressman Cardoza's Visit

PROPOSED MOTION(S): For information only.

DISCUSSION: Congressman Cardoza has accepted the Department of Workforce Investment's invitation to visit and tour the Merced Worknet Employment Resource Center on Tuesday, April 15, 2003. The visit will be from 1:45 p.m. to 2:45 p.m.

He will be provided with a tour of the facility and will meet some of our success stories in the annex. Since his time is limited, no formal program is planned.

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Ad-Hoc Membership

PROPOSED MOTION(S): For information only.

DISCUSSION: WIB members are offered the opportunity to serve on one of the three Ad-Hoc workgroups established by the Program Planning and Development Committee. The workgroups are Education, Economic Development and Workforce Development.

WIB staff is currently developing three targeted documents containing specific goals for each committee to concentrate on. The source document being used is "People, Place, Prosperity-Positioning for Global Competitiveness" provided by Mr. Scott Galbraith.

ATTACHMENT(S): None

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: WIB Assessment Survey

PROPOSED MOTION(S): Information only.

DISCUSSION: The WIB Survey is now posted on the WIB website. It will be available April 4-April 18. All WIB members are encouraged to take the survey. The responses will be given to Barbara Shaw to assist her in formulating the questions for her interviews with WIB members which will be conducted on April 30 and May 1.

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

**SUBJECT: Joint Meeting of Executive Committee and Quality Assurance
Committee**

PROPOSED MOTION(S): For information only.

**DISCUSSION: There will be a joint meeting of the Executive Committee with the
Quality Assurance Committee on May 30, 2003 at 7:30 a.m. at the Dominican
Campus Staff Meeting Room A to hear the recommendations developed from the
responses gathered from the WIB member interviews conducted by Barbara Shaw.**

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: One Stop Examiners

PROPOSED MOTION(S): Information only.

DISCUSSION: The date for training examiners on the One-Stop Certification team has been set for June 13, 2003. The trainer will be MaryAnne Pranke. The training will last for 8 hours. The location for the training will be at 1880 W. Wardrobe in the Large Conference Room. Interested WIB members and the WorkNet Leadership Team are also invited to attend.

ATTACHMENT(S): None.

**TO: Workforce Investment Board
Executive Committee**

DATE: April 14, 2003

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: CalWorks Update

PROPOSED MOTION(S): N/A

DISCUSSION: The HSA CalWorks Contract with the Department of Workforce Investment for FY 2003/2004 will be \$1,562,756. The agreement has decreased \$1,588,675 from the FY 2002/2003 original contract of \$3,151,431. The impacts on the Department of Workforce Investment are being analyzed and will be provided when available.

ATTACHMENT(S): N/A

**TO: Workforce Investment Board
Executive Committee**

DATE: 4/14/03

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Invitation to the Merced County Executive Officer

PROPOSED MOTION(S): Information only.

DISCUSSION: The Merced County Workforce Investment Board (WIB) has invited Mr. Demitrios O. Tatum, Merced County Executive Officer, to the May 22, 2003 meeting. The purpose would be for Mr. Tatum to brief the WIB on the impact of the state budget deficits on Merced County.

Specifically, the WIB would like to understand information that addresses state budget reductions that will affect the Workforce Development System of the County. The WIB would appreciate information about the reduction of the Human Services Agency budget and the linkages that the CalWORKS program plans to make with the Workforce System for individuals that will no longer be receiving those services. This information will be critical for the WIB to determine gaps in the Workforce Development System. It will also provide data that will assist in guiding our investment in the County workforce.

The WIB plans to use this information to aid in applying for National Emergency Grants (NEG) to accommodate layoffs in the public sector.

ATTACHMENT(S): None.