

**Workforce Investment Board of Merced County**  
**Finance Committee**  
**Department of Workforce Investment (Small Conf Rm)**  
**1880 W. Wardrobe Ave, Merced, CA**  
**Wednesday, April 27, 2005, 7:30–9:00 a.m.**  
**Meeting Minutes**



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**Members Present:** Andrea Baker, John Fowler, Alfonse Peterson (Vice Chair), Vann (Mike) Smith (Chair)

**Members Absent:** Lee Andersen, Ed Anderson

**Staff Present:** Dave Davis, Dee Knight, Caryl Johnston, Joanne Presnell, Jackie Walther-Parnell

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1. **Call to Order:** The Chair called the meeting to order at 7:32 a.m. A sign-in sheet was used in lieu of roll call.
2. **Approve Agenda:** It was *M/S/C Peterson/Baker* to approve the agenda as published.
3. **Approve Minutes (January 26, 2005):** It was *M/S/C Fowler/Peterson* to approve the January 26, 2005 minutes.
4. **Public Opportunity to Speak:** None.
5. **Grant Presentation:** Ms. Caryl Johnston gave the following update on the Grant Program:
  - a. **Governor's 15% Discretionary Fund Grant:** The Department applied and received \$683,616, which will be used for the RN Program over a two-year period. Receiving these funds will allow the Department to put money into other training programs.
  - b. **Governor's Grant for Services to Veterans:** The Department applied, but did not receive this grant. After researching, it was found that those who received the grant had established a coalition with their local Veterans Council. Ms. Johnston and Ms. Baker attended the Merced Veterans Council to begin to develop a relationship and find out how we could help them.

Ms. Johnston noted she is also trying to establish a relationship with the faith-based organizations to let them know what types of funds and programs are available to them. She is also researching and obtaining information on how to access private foundations' funds for training and support dollars.

The Continuum of Care Grant was partially funded last year, and only covered establishing the HMIS tracking system for the homeless. For the next application, the Department's element was ranked #3 by the committee. Only #1 and #3—Building Permanent Housing and Follow-up/Enhancing the HMIS—will be included in the new application.

## 6. Information Agenda:

**a. and b. Fiscal Report/Contracts Status Report:** Staff provided handouts of the Allocations, Obligations and Expenses for FY 2004/05 (July 1, 2004-June 30, 2005) through March 31, 2005, gave an overview of the report, and answered specific questions.

The required 80% expenditure/obligation will be met by June 30, 2005. There have been no fiscal problems with the youth contractor. The youth contractor's managers attended the National Association of Job Training Assistance Conference for training on youth programs and fiscal management of those programs.

This year's allocations have been received. There was over a 5% cut in Youth funding, Adult funding is down \$125,000, and a slight increase of .15% in Dislocated Worker funding.

**c. Enterprise Zone Voucher Program:** Staff presented a list of the businesses and the amounts collected—a total of \$10,480.00 to date.

It was asked if the fees collected included LAMBRA. Staff was unsure, and would check with Business Services to find out if businesses such as Cingular and Bloss Hospital had been informed of the eligibility criteria. This information will be provided at the May 25<sup>th</sup> meeting.

**d. VITA Program:** Volunteers processed 78 returns, which will have a community impact of over \$288,158. The figure is down from last year because the program got a late start. It was recommended that this be an agenda item for the October 26, 2005 meeting, to coordinate marketing, volunteers, training, etc.

**7. Chair Comments:** The Chair asked who would be responsible for contract oversight of the youth contracts. Staff noted the Youth Council would be responsible for the oversight of youth contracts.

**8. Next Meeting Date:** The next meeting is May 25, 2005, 7:30-9:00 a.m., in the Wardrobe Small Conference Room.

**9. Adjourn:** Meeting adjourned at 8:10 a.m.

Minutes prepared by Devilla D. Knight.