

**Workforce Investment Board
Executive Committee
1880 W. Wardrobe Ave
May 5, 2008, 7:30-9:00 a.m.
Meeting Minutes**



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

Members Present:

Don Bergman	Kathleen Crookham	Edward Dietz	Rennise Ferrario
Robert Harmon (Chair)	Al Romero	Vann (Mike) Smith	

Members Absent:

Albert Montejano

Others Present:

Andrea Baker	Brian Cutler	Dee Knight	Alfredo Mendoza
Joanne Presnell	Jackie Walther-Parnell		

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1. Call to Order/Roll Call: The Chair, Mr. Robert Harmon, called the meeting to order at 7:32 a.m. Roll call was taken.
 2. Approval of Agenda: It was *M/S/C Smith/Bergman* to approve the agenda as published.
 3. Approval of Minutes: It was *M/S/C Ferrario/Smith* to approve the April 7, 2008 minutes.
 4. Public Opportunity to Speak: None.
 5. Action Agenda:
 - a. Memorandum of Understanding Amendment with Dept of Rehabilitation – It was *M/S/C Bergman/Smith* to accept amendment #6 to the MOU between the Workforce Investment Board and the Dept of Rehab, and forward to the Board of Supervisors for approval.
 - b. Youth Program Provider Selection – It was *M/S/C Bergman/Romero* to accept the Request for Proposal for Youth Programs for PY 2008/09, and forward to the Board of Supervisors for approval.
 - c. One-Stop Certification – It was *M/S/C Dietz/Crookham* to approve using the California Awards for Performance Excellence Prospector process for the One-Stop certification.
 - d. Workforce Investment Board Membership – Ms. Debra Glass: It was *M/S/C Bergman/Ferrario* to accept the nomination of Ms. Debra Glass, and forward to the Board of Supervisors for approval.
 - e. Workforce Investment Board Membership – Ms. Loretta Schlosser: It was *M/S/C Bergman/Smith* to accept the nomination of Ms. Loretta Schlosser, and forward to the Board of Supervisors for approval.

The committee requested for the next meeting to have an accurate ratio of the different sectors required for the Workforce Investment Board.

6. Discussion:

- a. Workforce Investment Board Strategic Scorecard – Staff provided everyone a *Revised* Strategic Scorecard that was aligned with the Workforce Investment Board's (WIB) current goals, and gave an overview of the categories. Everyone was asked to thoroughly review the Strategic Scorecard, and let staff know of any changes before the next meeting.

b. Participant Data Report and Report Format – Staff provided for review a one-page format of the Participant Summary Report. The following additions were suggested: 1) Add the “target percentage” at the top of the page; and 2) Add the “goal to date”.

7. Information:

a. Workforce Investment Board Nomination Committee: The Nomination Committee met and nominated potential candidates for each office, which will be presented to the WIB on Thursday.

b. Advocacy Update

c. Rescission Update: The percentage of allocations for the Youth Programs was explained.

d. Fiscal Reports: The Enterprise Zone database format was explained.

8. Director Comments: Ms. Andrea Baker noted the Department received its allocations last week, and is now waiting for a date from the State to submit the next modification to the 5-Year Strategic Plan.

Ms. Baker has been working with the San Joaquin Valley Partnership to submit a second phase of the partnership proposal to continue with the WorkKeys and Executive Pulse programs. She is also trying to get more information on two major proposals from the State that continues to focus on Workforce Development by the Governor, which are the “Prisoner Reentry” and “Green Jobs”. Green Jobs is actually green skills for jobs already in existence and then some green jobs.

In regards to Workforce Development, the WIB Economic Development Ad Hoc Committee is trying to get a better understanding of “Alternative Energy”, which is one of the WIB’s industry clusters. They have had two presentations and working on getting another one.

9. Chair Comments: The Chair thanked everyone for their participation in the meeting and coming out so early in the morning.

10. Next Meeting: June 2, 2008, Dept of Workforce Investment Large Conference Room, 1880 W. Wardrobe Ave.

11. Adjourn: The meeting adjourned at 8:10 a.m.