

**Workforce Investment Board
Executive Committee
Department of Workforce Investment
1880 W. Wardrobe Avenue, Merced
May 12, 2003 7:30 – 9:00 a.m.
Meeting Minutes**



Members Present:

Andrea Baker	Mike Boardman	Kathleen Crookham
John Headding	Nellie McGarry	Rick Osorio
Mike Smith	Steve Tinetti	

Others Present:

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

- I. Call to Order - The meeting was called to order by the Vice Chair, John Headding.
- II. Approval of Agenda – It was *M/S/C Crookham/McGarry* to approve the agenda with the following change. Item V.a. Funding for Initiatives, Consultants, Training, Etc. moved to VI.e. on the information agenda.
- III. Approval of Minutes – It was *M/S/C Crookham/Boardman* to approve the minutes of March 10, 2003.
- IV. Public Opportunity to Speak - None
- V. Action Agenda
 - a. Renewal of WIB Terms – It was *M/S/C McGarry/Crookham* to recommend to the full WIB and the Board of Supervisor's, the ten WIB members whose terms are going to expire June 2003, be renewed for an additional term.
 - b. WIB Membership/Composition – There was discussion on the proposed WIA reauthorization and how that will affect the composition of the WIB. The staff were asked to bring a list of the current composition requirements to the next meeting where it will be compared to the proposed composition. This will better position the board in recruiting new members.
 - c. Bill Strickland – There was discussion on pursuing funding to support this effort for a future date.
 - d. Stuart Foundation for a grant to support foster youth services - It was *M/S/C Tinetti/Crookham* to submit the grant application to the Stuart Foundation.
 - e. Letter of Support for CVOC Grant – It was *M/S/C Smith/Tinetti* to approve the WIB Chair to sign the letter of support for CVOC grant.
 - f. WIB Agenda – It was *M/S/C Crookham/Tinetti* to approve the WIB agenda with the following changes: remove VI.b. move VI item a, c, d to consent, add New YC Membership, and add EITC to information agenda.
- VI. Information Agenda
 - a. Funding Update – The information was provided on the WIA Allocation Reduction Impacts for 2003-2004 programs and services.
 - b. Joint Meeting -Quality Assurance Committee/Executive Committee – There will be a joint meeting on June 27, 2003, 7:30 a.m., at the Dominican Campus to review the information and recommendations from the WIB interviews with Barbara Shaw.
 - c. One Stop Examiners – The examiners have been selected and are as follows: Scott Galbraith, Ned Miller, George Brown, Steve Tinetti, Tom Tsubota, Albert Montejano, and John Headding.

- d. Invitation to Attend – The WIB is invited to attend the examiners training for the One-Stop Certification process. The training is scheduled for June 13, 8:00-5:00, at 1880 Wardrobe Ave in the Lg Conference Room.
 - e. Funding for Initiatives, Consultants, Training, Etc – This information item is provided due to the reduction in funding and serves as a reminder that the committee should be prudent with future spending.
- VII. Director’s Comments – Andrea noted the department signed a letter to support a grant for Clarion Partners to incorporate collaboration into the faith-based community to provide referrals and information as part of the one-stop system. The County General Plan Housing Element Update has been published and Andrea noted she will be reviewing and sharing pertinent information with the full WIB. The Department has received CWA 50 stories books. The publication has been used primarily for legislatures to provide them an overview of the area’s successes. Staff have been using the publication as a tool in researching other workforce investment areas for best practices, etc. The Chair requested the information on Merced County to be posted on the web pending any copyright issues.
- VIII. Chair Comments – Mr. Osorio noted, in light of the current budget situations, it is imperative to maintain close working relationships with, both, Senator Denham and Assemblywoman Matthews as well as Congressman Cardoza. Lastly, Mr. Osorio reminded Executive Staff of the upcoming Workforce Academy kickoff luncheon on Friday, May 16.
- IX. Other - None
- X. Next Meeting - June 9, 2003, 7:30-9:00
- XI. Adjourn – Meeting adjourned 8:15 a.m.