

**Workforce Investment Board
Executive Committee
Private Industry Training Dept.
1880 Wardrobe Ave, Merced, CA
June 3, 2002, 7:30 – 9:00 a.m.
Meeting Minutes**



- I. **Call to Order - Sign-in sheet was used in lieu of roll call.**
- II. **Approval of Agenda – It was *M/S/C Romero/Crookham* to approve the agenda**
- III. **Approval of Minutes - It was *M/S/C Crookham/Headding* to approve of the minutes of May 6, 2002.**
- IV. **Public Opportunity to Speak - None**
- V. **Action Agenda**
 - a. **Resubmission of H-1B Grant Application – It was *M/S/C Tinetti/Crookham* to authorize the board Chairman to sign the grant application and any other documents related to the grant, and authorize staff to submit the application.**
- VI. **Information Agenda**
 - a. **Building Trades Program Status – Andrea Baker provided an overview and the circumstances surrounding the cancellation of the building trades program.**
 - b. **Employability Card – Al Romero reported on the employability card and noted that kick-off will be June 19. He asked that the WIB members assist in promoting and marketing the program.**
- VII. **Preliminary Budget PY 2002/2003 - Jackie Walther-Parnell provided information on the mechanics of allocation, carry-over and the accounting process. It was recommended that a brief training session at the next Executive meeting be provided to educate the members on the processes.**
- VIII. **WIB Retreat – Review Materials from Consultant - Andrea Baker – There was discussion on use of the WIB survey prior to the WIB retreat. The survey will be modified to include identification of public and business sector members. The recommendation was made to strike the word proposed from committee structure. It was additionally recommended that the agenda reflect desired outcomes and that the lunch hour be considered a working lunch.**
- IX. **Chair Comments – Mr. Osorio requested a report of the strategic plan for the one stop, additionally he requested a training (number trained, completed, got a job, etc) for the next meeting. Additionally, the Chair provided an update on CWA Leadership Summit he and Andrea Baker recently attended in Sacramento.**
- X. **Other**
- XI. **Next Meeting -July 1, 2002, Location TBA**
- XII. **Adjourn – The meeting was adjourned 8:50 p.m.**