

**Workforce Investment Board
Executive Committee
1880 W. Wardrobe Ave
Monday, June 5, 2006, 7:30-9:00 a.m.
Meeting Agenda**



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

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1. Call to Order/Roll Call.....
 2. Approval of Agenda
 3. Approval of April 3, 2006 Minutes.....
 4. Public Opportunity to Speak.....
 5. Action Agenda
 - a. Registered Nurse Contract Dave Davis
 6. Discussion Agenda
 - a. WIA-Funded Nursing Programs – Impact on Training Budgets Dave Davis
 7. Information Agenda
 - a. PY 2006-07 Allocations & PY 2005-06 Rescission and Reallocation
 - b. Operation Vet Connect Proposal
 - c. Workforce Investment Board Retreat
 8. Director Comments.....(5 min)
 9. Chair Comments
 10. Next Meeting – July 3, 2006.....
 11. Adjourn

**Workforce Investment Board
Executive Committee
1880 W. Wardrobe Ave
April 3, 2006, 7:30-9:00 a.m.
Meeting Minutes**



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

Members Present:

Kathleen Crookham Albert Montejano Nellie McGarry (Chair) Mike (Vann) Smith
Mike Sullivan

Members Absent:

Rick Osorio

Others Present:

Andrea Baker Dave Davis Dee Knight Alfredo Mendoza
Joanne Presnell Jackie Walther-Parnell

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1. Call to Order/Roll Call: The Chair called the meeting to order at 7:50 a.m. A sign-in sheet was used in lieu of roll call.
 2. Approval of Agenda: It was *M/S/C Crookham/Montejano* to approve the agenda as published.
 3. Approval of Minutes (February 6, 2006): It was *M/S/C Crookham/Montejano* to approve the February 6, 2006 minutes, with the change in spelling of Ms. Marchini's name.
 4. Public Opportunity to Speak: None.
 5. Consent Agenda:
 - a. Renewal of WIB Members' Terms
 - b. Limited Funds Policy
 - c. Merced PLATO Lab Contract
 - d. 2005/06 Performance Measures
 - e. Individual Training Account Exceptions – Post and RN Contracts

It was *M/S/C Smith/Montejano* to approve items a-e on the Consent Agenda.

6. Action Agenda:
 - a. Subcommittee Attendance and Membership: It was *M/S/C Crookham/Smith* to approve the temporary resignation of Workforce Investment Board (WIB) members from a subcommittee for a period up to, but not exceeding, four months.
 - b. WIB Alignment: Ms. Joanne Presnell led a focus discussion on the following elements of alignment:
 - Definitions: Webster's and Greg Newton'sQ: What word(s) stands out, and what do you think about when relating to workforce alignment?
A: Shared purpose, linking people, moving in the same direction, strategy, groups of forces, relations.

- Give examples of WIB alignment with education, economic development and workforce housing:

A: Collaborating with Merced College in the LVN/RN Programs, WIB members on the P-16 Council and help funding the secretary position, the Workforce Housing Taskforce, the One-Stop concept, Merced College, Golden Valley Healthcare and the WIB pursuing grant funding through the Robert Wood Johnson Foundation, One-Stop certification, Worknet Leadership Team, and Younger Youth Program.

- Most exciting alignments:

A: Education and youth, because that's the long-term solution to the problems; healthcare, but it needs to be taken to the next level; business strategies—helping Quebecor with new hires; WIB participation in certification of the One-Stop.

- Most critical alignments:

A: Is it the youth or is it the business; making a commitment or choice.

- The importance of alignment:

A: If there is no alignment, you won't have the breakthrough results; efficiency and use of resources—leveraging different groups.

- The central issue or key problem area in alignment:

A: Economic development—don't know where they are going; being kept informed of the skills needed for the workforce; too many targets in the Industry Clusters.

- What changes need to be made?

A: Looking at the entire cluster and not just one aspect; after getting consensus of the WIB about a what directions to take, reorganize the WIB committees into smaller ad hoc committees to tackle the specific issues, and bring it back to the WIB after the work is done; invite those with expertise to the working groups; list the things being done and take a poll to find out what members are passionate about.

- What has been learned from today's discussion?

A: That this committee is aligned—there is a focus; by defining education, workforce housing, economic development the WIB began to align even more, and had been aligning all the time and just didn't know it.

- What are the next steps?

A: To get education and economic development on the same page; education should start at the junior high level to prepare students for the workforce and the kinds of jobs needed and coming to the area, because not all students will go to a two- or four-year college; keep being exposed to other ideas and concepts, and what other WIBs are doing.

It was recommended that this type of discussion would be covered at the next WIB meeting.

7. Information Agenda:

a. Joint Request for Funds: This is a collaboration between the Dept of WI and Central Valley Opportunity Center in requesting from CA State Employment Development Dept \$175,000 to serve 25 dislocated workers affected by the closure of Unilever and Dole.

b. PY 2006 Allocation: The normal allocation process has been disrupted, which will impact the WIA Adult and Youth Programs.

8. Director Comments: Ms. Andrea Baker noted the Department received a “thank you” letter from Congressman Cardoza for expressing concerns about the President’s budget. The Department will not know its full PY 2006 allocation until after July 2006.

The CA Partnership for San Joaquin Valley Economic Development will be having countywide meetings. The first one will be in Fresno, and the proposed date for Merced County is May 19, 2006.

The Fresno Hospital Council is putting together a Central Valley Nursing initiative. We are waiting for a report from Merced College on the concept. If Merced County will not benefit, then it should not be called a Central Valley initiative.

Microsoft is distributing free Digital Literacy certification software. It has been downloaded on the computers at Worknet Merced. The software is available for anyone to use. A goal is to expand hours at Worknet so businesses can take advantage of it.

The Governor may be attending the Construction Trades Career Fair at Castle Airport on April 7, 2006.

9. Chair Comments: None.

10. Next Meeting: May 1, 2006, Dept of Workforce Investment Large Conference Room, 1880 W. Wardrobe Ave.

11. Adjourn: The meeting adjourned at 8:39 a.m.

TO: Executive Committee

DATE: 6/05/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Renewal of Registered Nurse Contract

PROPOSED MOTION (S): That the Registered Nurse (RN) Contract be approved and sent to the Workforce Investment Board (WIB) for ratification.

DISCUSSION: In 2002, the WIB chose to expand its participation in the production of RNs from Merced College. WIB-sponsored enrollments were increased to 24. At this time, 6 WIB-sponsored RNs graduate each semester and 6 new students enter each semester.

The contract will run from July 1, 2006 through June 30, 2007, at a total contract cost of \$179,721. This is a 32% increase from last year's contract. The cost increase is attributed to salary increases and a 20+% increase in the College's benefits package.

The Department of Workforce Investment did receive a grant last year to cover the cost of the RN program for two years. The grant will cover all but \$21,919 of next year's contract.

ATTACHMENT (S): N/A

TO: Executive Committee

DATE: 6/05/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: WIA-Funded Nursing Programs – Impacts on Training Budgets

PROPOSED MOTION (S): Discussion

DISCUSSION: In 2002, the Workforce Investment Board (WIB) chose to expand its participation in the production of Registered Nurses (RNs) from Merced College. Now, each semester 6 RNs graduate and 6 enter the pipeline. It takes 2 years or 4 semesters for an RN to graduate.

The Licensed Vocational Nurse (LVN) program has been similar to the RN program. The WIB first supported 6 LVNs, then 10 and now 12. Schooling takes 3 semesters or 1½ years. Unlike the RNs, only one class of LVNs is supported at a time. The LVN contract will close December 31, 2006. At that time a new contract will need to be accomplished. But, the selection of new WIB-sponsored students will begin in late August to early September. The decision to continue this program will need to be made during or before July 2006.

Producing RNs and LVNs is expensive. Today it costs the WIB \$20,000+ to produce an RN, and \$14,000 for the LVN. That cost does not include the 32% increase in next year's RN contract. Costs have continued to rise while available training dollars are declining. Using the RN program as an example:

- In the last 5 years the cost of the RN contract has increased 63.6%. This increase incorporates next year's 32.2% rise in cost.
- In the last 5 years the dollars allocated to the WIA Adult program have been reduced by 34.6%.
- In PY 05-06, the combined cost of RN training and supportive services represented 33.5% of the total training budget.
- Forecast for PY 06-07, RN cost will increase to 47.9% of the total budget.

Cost is not the only factor to be considered when analyzing the impact of Nursing Programs:

- The RN program produces a job starting at \$50,000 year + benefits.
- Those RN graduates who had monetary assistance from Mercy Hospital stay here in Merced County for at least a year.
- The LVN program produces a job starting at \$31,000 + benefits.
- Most LVN graduates stay and work in Merced County.
- The healthcare industry is a WIB chosen industry cluster.
- Merced has the lowest RN to 100,000 population ratio in California.

- **The WIB has made a commitment to 24 RNs who are somewhere between their first and last semester before graduation. Without the WIB's continued support, many could not continue their education.**
- **If the WIB renews next year's contract, and then chooses to stop new enrollments the next year, they will have 18 RN students to support for the fall 07 semester, 12 for spring 08, and the final 6 for fall 08 (Dec 08 graduation).**

ATTACHMENT (S):

- 1. RN Contract Costs/Adult Program Allocations, 02-06**
- 2. PY 05-06 Training Breakdown**
- 3. PY 06-07 Training Breakdown**
- 4. Other Training Analysis**

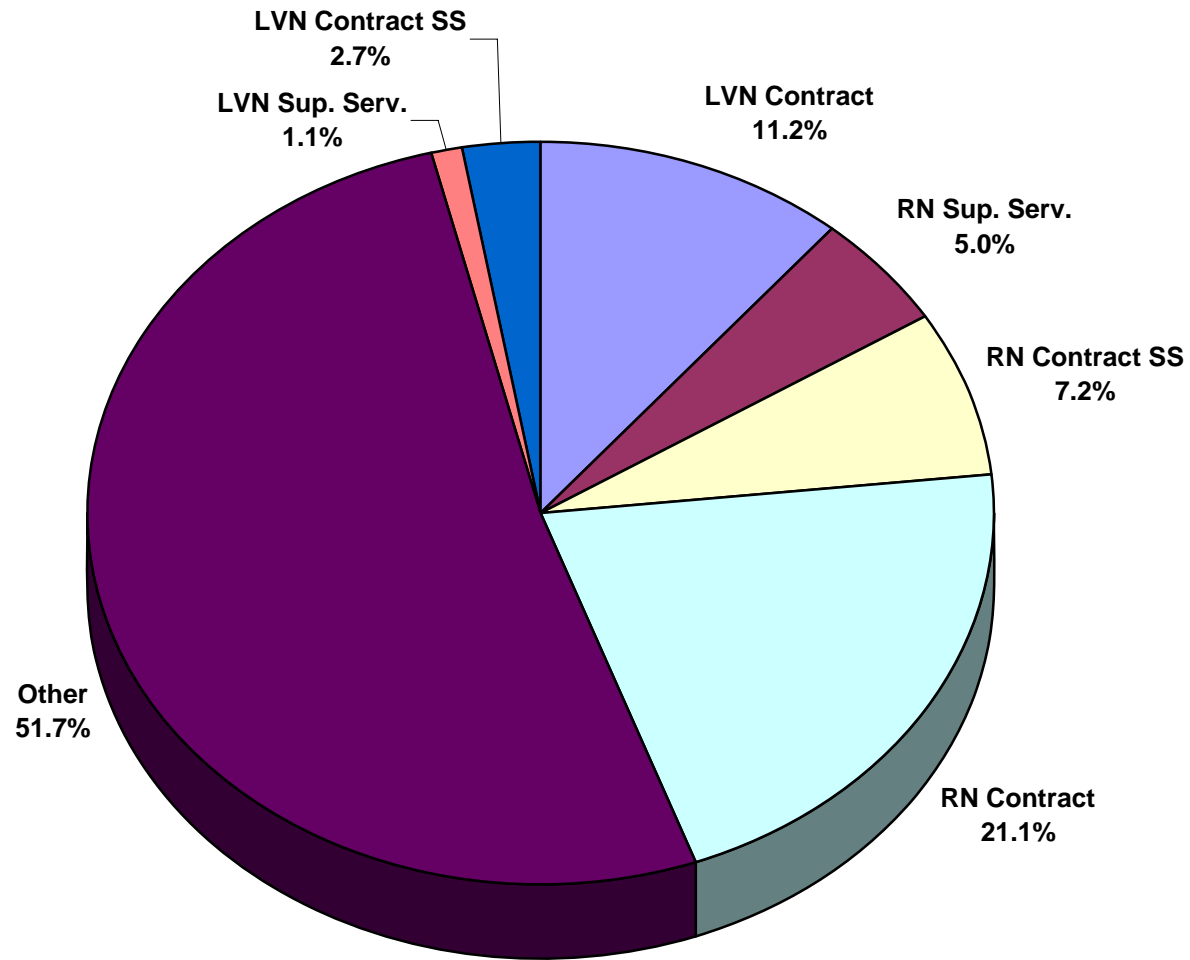
Registered Nurse Contract Costs

Year	Cost	<u>% Increase</u>	Reason
02-03	\$109,872	--	2 Year Contract
03-04	109,872	--	--
04-05	131,376	19.6	Health Insurance Workers Comp
05-06	135,926	3.4	Salary Increases
06-07	179,721	32.2	Benefits Package Salary Increases
<u>Total % Increase 63.6%</u>			

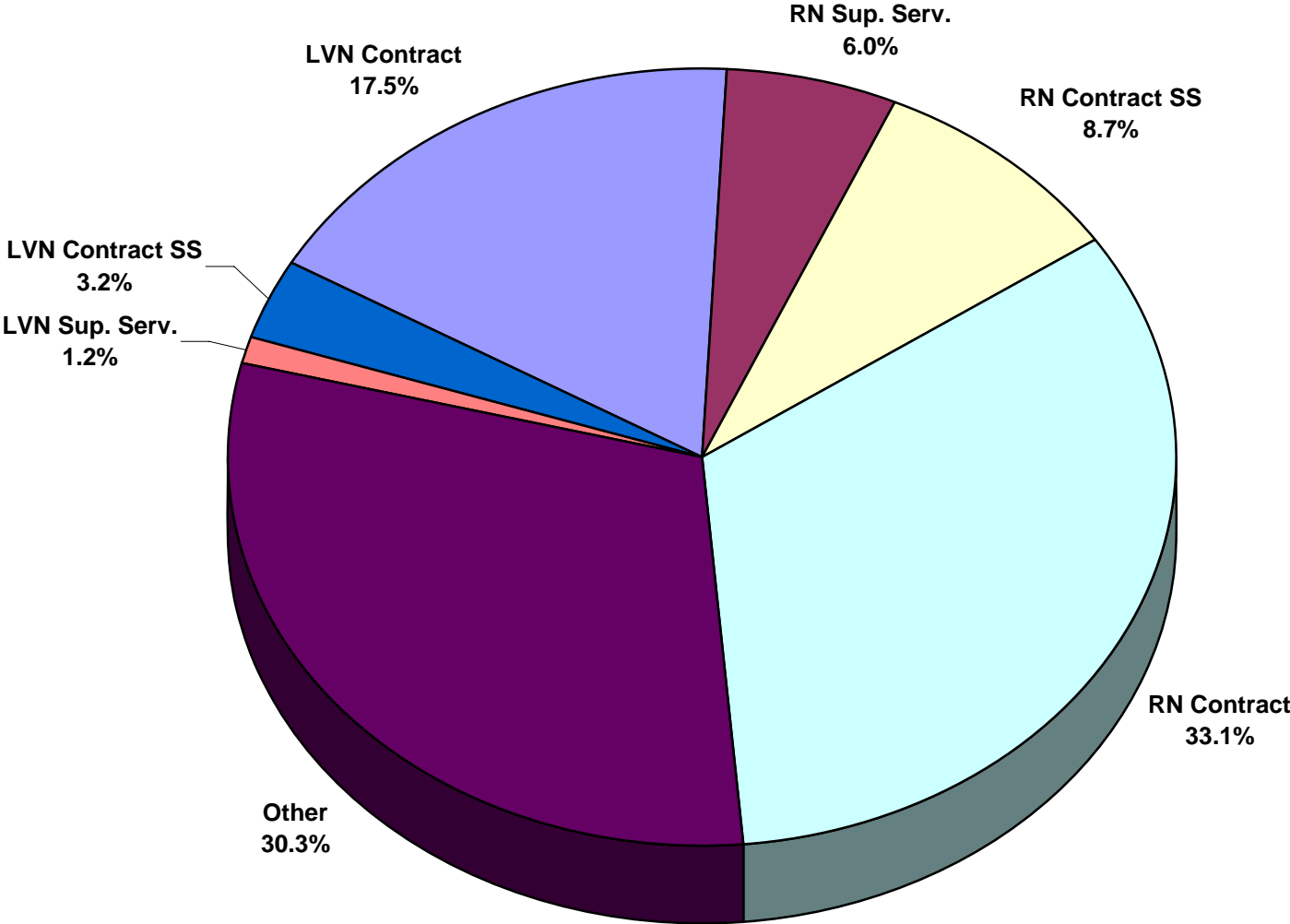
Adult Program Allocations

Year	Allocation	<u>% Decrease</u>
02-03	\$2,285,260	
03-04	1,704,305	25.4
04-05	1,699,292	0.3
05-06	1,661,856	2.3
06-07	(est 1,495,671)	(est 10.0)
<u>Total % Decrease 34.6%</u>		

**2005-06
Training Budget \$638,150**



**2006-07
Training Budget \$542,428**



OTHER TRAINING

Hourly wage at exit is the wage reported in JTA paid to the participant by the employer.

**ITA & OJT HOURLY WAGE AT EXIT
By Occupation**

Occupation	ITA		OJT	
	PY04	PY05	PY04	PY05
Administrative Accounting Clerk	\$ 9.00			
Administrative Assistant				\$ 14.67
Administrative Assistant				\$ 20.68
Advanced Tractor Trailer Operator	\$ 18.00			
Advanced Tractor Trailer Operator	\$ 13.00			
Assistant Administrator			\$ 13.50	
Assistant Administrator				\$ 13.50
Billing Clerk			\$ 8.00	
Cabinet Maker			\$ 10.00	
Cabinet Maker			\$ 9.00	
Cabinet Maker			\$ 8.00	
Cabinet Maker			\$ 8.00	
Cable installer-Repairer			\$ 10.00	
Cable installer-Repairer				\$ 10.00
Cardiology Tech				\$ 20.40
Computer and Office Technology	\$ 22.00			
HVAC Tech.			\$ 11.00	
HVAC Tech.	\$ 19.00			
Insurance Billing Clerk			\$ 7.50	
Loan Clerk			\$ 8.50	
Loan Clerk		\$ 9.50		
Loan Clerk	\$ 9.50			
Medical Assistant			\$ 8.00	
Medical Assistant			\$ 8.00	
Medical Assistant			\$ 8.00	
Medical Assistant			\$ 9.00	
Medical Office Receptionist			\$ 8.42	
Medical Office Receptionist				\$ 8.42
Pharmacy Technician		\$ 12.50		
Pharmacy Technician		\$ 16.42		
Pharmacy Technician	\$ 8.50			
Pharmacy Technician	\$ 12.50			
Pharmacy Technician	\$ 16.42			
Physical Therapy Aide			\$ 8.67	
Receptionist			\$ 8.50	
Retail Store Manager			\$ 11.00	
Retail Store Manager				\$ 11.00
Site Representative			\$ 11.50	
Site Representative			\$ 11.50	
Site Representative			\$ 10.25	
Supervisor			\$ 10.80	
Travel Agent			\$ 7.50	
Truck Driver		\$ 9.00		
Truck Driver		\$ 16.75		
Truck Driver		\$ 14.00		
Truck Driver	\$ 11.00			
Truck Driver	\$ 12.25			
Truck Driver	\$ 16.90			
Truck Driver	\$ 17.00			
Truck Driver Training	\$ 10.50			
Truck Driver Training	\$ 10.50			
Truck Driver Training	\$ 18.00			
Welding & Industrial Maintenance	\$ 9.50			
Welding & Industrial Maintenance	\$ 12.00			

TOP FIVE OCCUPATIONS
Number Employed/Unemployed at Exit

Occupation	Total Trained (ITA/OJT)	Total Exits (ITA/OJT)	Employed		Unemployed	
			ITA	OJT	ITA	OJT
Truck Drivers	46 (46/0)	11 (11/0)	10	0	1	0
HVAC	16 (14/2)	2 (1/1)	1	1	0	0
Pharmacy Techs	15 (15/0)	7 (7/0)	5	0	2	0
Medical Assistants	12 (0/12)	4 (0/4)	0	4	0	0
Insert Bindery Workers	10 (0/10)	0 (0/0)	0	0	0	0

TO: Executive Committee

DATE: 6/05/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: PY 2006-07 Allocations & PY 2005-06 Rescission and Reallotment

PROPOSED MOTION (S): Information only.

DISCUSSION: Allocation information for Program Year 2006-07 has been received approximately one month late, and is not yet in final figures. The Department of Labor (DOL) allocated funds to the states based on guidelines issued under Training & Employment Guidance Letter (TEGL) No. 25-05. The TEGL states that computation of the full state allotments for the Adult and Youth programs have been delayed while states identify their Areas of Substantial Unemployment (ASU) data for PY 2006-07.

Because of the lack of ASU data, the states were told they would initially receive allotments for the Adult and Youth programs based on the minimum amounts a state would be guaranteed under the WIA formula. Funding to states for the Dislocated Worker (DW) program will reflect the full year's allotment.

The State has figured our local allocation using similar provisions. Once all the states have submitted revised ASU data, and the data is certified, DOL will issue the remainder of the formula funds. The State will then revise the allocation to the local Workforce Investment Areas. No dates have been forecast. The State has made it clear that negative as well as positive adjustments may be required once the final computations are made.

Program Year 2005-06 Rescission and Reallotment

DOL has also announced a federal rescission of 1.0% and a reallotment to the present Adult and Dislocated Worker programs. Those figures for Merced County are:

Program	2005-06 Allocation	Rescission/Reallotment	Adjusted Allocation
Adult	\$1,661,859	(13,197)	\$1,648,659
Dislocated Worker	\$1,447, 654	(10,288) \$505	\$1,437,871

Program Year 2006-07 Allotments and Planning Estimates

Youth funds have been received as an allocation through Master Subgrant Agreement

R 760332. Rapid Response funding has been forecast and should not change. Both Youth and Adult funding are now being referred to by the Employment Development Dept as Planning Estimates.

Program Year 2006-07 Allocations and Planning Estimates

Program	2006-07 Allocation/PE	2005-06 Allocation	% Change
Adult	\$1,296,055	1,648,659	- 21.4%
Youth	1,407,379	1,805,052	- 22%
Rapid Response	278,173	211,238	+ 31.7

ATTACHMENT (S): N/A

TO: Executive Committee

DATE: 6/05/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Veterans Workforce Investment Program – Joint Grant Application

PROPOSED MOTION (S): Information only.

DISCUSSION: The Alliance Network (AW) of Stanislaus County, acting as lead agency in a collaboration with Merced, San Joaquin and Tuolumne Counties, is applying for Dept of Labor (DOL) grant monies for veterans programs.

The Veterans Employment and Training Service, US Department of Labor, is authorized to competitively award Veterans Workforce Investment Program grants to public agencies and private nonprofit organizations (including faith-based and community organizations) that the Secretary determines to have an understanding of the unemployment problems of veterans, familiarity with the area to be served, linkages with the One-Stop Career Centers, and the capability to administer a program of workforce investment activities for such veterans effectively. The maximum grant available is \$750,000, and only 9 grants will be awarded. Announcement of award is expected by June 20, 2006.

“Operation Vet Connect” proposes to enroll a minimum of 140 veterans, and provide training opportunities to 115. Operation Vet Connect staff will target high growth, high wage industries, including transportation, healthcare, construction and advanced manufacturing—all listed in the President’s High Growth Training initiative, and in demand in the regional labor market.

Merced County, according to the 2000 census, has 15,307 veterans, 38% from the Vietnam era.

ATTACHMENT (S): N/A

TO: Executive Committee

DATE: 6/05/06

FROM: WIB Staff

For Action

For Information

For Discussion

SUBJECT: Workforce Investment Board Retreat

PROPOSED MOTION(S): Information only.

DISCUSSION: A Retreat for the Workforce Investment Board (WIB) will be held on Monday, July 24, 2006, from 8:00 a.m.–2:00 p.m., at Workforce Investment, 1880 West Wardrobe Ave, Merced. The retreat will be facilitated by Ms. Virginia Hamilton, Executive Director, California Workforce Association (CWA). Ms. Hamilton has 20 years of experience in workforce, welfare-to-work, economic development, and related public policy areas. She is also trained as a master facilitator, and facilitates groups using participatory methods.

The retreat is being held to better determine the WIB's structure to facilitate aligning with economic development, education, workforce housing, and the needs of the WIB's selected industry clusters.

Continental breakfast and lunch will be served.

ATTACHMENT (S): N/A