

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



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

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**Members Present:**

Kathleen Crookham	Edward Dietz	Albert Montejano (Chair)	Steve Newvine
Alfonse Peterson	Al Romero	Vann (Mike) Smith	

**Members Absent:**

Rennise Ferrario

**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. Albert Montejano, called the meeting to order at 7:38 a.m. Roll call was taken.
  2. Approval of Agenda: It was *M/S/C Romero/Peterson* to approve the agenda as published.
  3. Approval of Minutes: It was *M/S/C Smith/Crookham* to approve the May 5, 2008 minutes.
  4. Public Opportunity to Speak: None.
  5. Action Agenda:
    - a. Workforce Investment Board Membership – Ms. Amalee Jayasinghe: It was *M/S/C Newvine/Peterson* to accept the nomination of Ms. Jayasinghe, which has been sent to the Board of Supervisors for approval.
    - b. Workforce Investment Board Strategic Scorecard: It was *M/S/C Peterson/Smith* to accept the revised Workforce Investment Board Strategic Scorecard.
    - c. Authorization to Sign Documents Resolution Approval Request: It was *M/S/C Romero/Peterson (abstain Crookham)* to approve the recommended Documents Resolution Request with the below-stated changes, and forward to the Workforce Investment Board (WIB) for submission to the Board of Supervisors.
      - o Add that the Executive Committee would have oversight of the application process.
      - o Add that no matching funds would be requested from Merced County General Fund.
      - o Staff will take the Resolution Request to appropriate County officials for their input before submission to the WIB.
    - d. Workforce Investment Board & Executive Committee Meetings for PY 08/09: It was *M/S/C Smith/Crookham* to approve the meeting calendar for PY 08/09.
    - e. Workforce Investment Board Members at Large: It was *M/S/C Crookham/Smith* to accept the current appointed and at-large members, and their names be submitted to the WIB for approval.
    - f. Recertification of Los Banos Worknet Employment Resource Center: It was *M/S/C Peterson/Newvine* to approve the Los Banos recertification recommendation, and forward to the WIB for approval.

It was recommended that a Letter of Recognition be sent to the Los Banos Office Assistant for her energetic and helpful attitude toward the customers.

g. Exceptions to Individual Training Account Policy: It was *M/S/C Newvine/Peterson* to approve the change to the Individual Training Account Policy.

6. Discussion:

a. Workforce Investment Board Retreat: It has been two years since the last retreat. Staff would provide WIB members with a list of suggested topics for the retreat, and a Zoomerang would be sent to get the top three topics. It was suggested the retreat occur during the 3<sup>rd</sup> or 4<sup>th</sup> week in September. Anyone having a topic to be considered should e-mail it to Ms. Baker within the next two weeks.

b. Review Workforce Investment Board Strategic Scorecard Categories: Staff went over the categories to be reviewed for July.

7. Information:

a. Youth Council Report: Staff noted the Youth Council would be having a presentation in September from Tulare County, who already has a youth website, to get ideas for Merced's youth website. Before the Youth Council meeting this Wednesday, at 3:30 p.m., there will be a showing of "2 Million Minutes" (a documentary of students in high school that is an eye-opener). There are still copies of the Youth Council Directory available.

b. Political Issues of Importance.

c. Fiscal Reports.

d. Customer Service and Satisfaction Report May 08.

8. Director Comments: Ms. Andrea Baker noted Human Services Agency has asked to review its contract with our Department. It is expected the impact would be minimal to the Workforce Investment Act programs. She provided a copy of the Merced Sun-Star showing an article on the Chair's son who was recognized as Student of the Year for Merced College.

9. Chair Comments: The Chair thanked everyone for attending the meeting. He welcomed Mr. Steve Newvine and Mr. Alfonse Peterson to the Executive Committee as the new vice chairs, and stated he was looking forward to working with them.

10. Next Meeting: August 4, 2008, Dept of Workforce Investment Large Conference Room, 1880 W. Wardrobe Ave.

11. Adjourn: The meeting adjourned at 8:46 a.m.