

**Workforce Investment Board  
 Merced County Board of Realtors  
 635 W. Main Street  
 July 17, 2003 3:00-5:00 p.m.  
 Meeting Agenda**



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- I. Call to Order .....
  - II. Approval of Agenda .....
  - III. Approval of Minutes .....
  - IV. Public Opportunity to Speak ..... Lowe’s Manager
  - V. Advocacy Report ..... Andrea Baker (5 min)
  - VI. Operational Reports .....
    - a. Business Services.....Dave Heyer, Business Services Unit (5 min)
  - VII. Consent Agenda .....
    - a. Renewal of WIB Terms ..... Joanne Presnell
    - b. Submission of Application to Dept of Housing & Urban Development’s Continuum of Care Program..... Andrea Baker
  - VIII. Regional Strategic Issues .....
    - a. WIB Performance Review Report ..... Barbara Shaw (1 hr)
  - IX. Action Agenda .....
    - a. WIB Performance Improvement Report.....Chair
  - X. WIB Strategic Goals .....
    - a. Update Progress ..... Chair (5 min)
  - XI. Information Items .....
    - a. Committee Reports ..... [www.co.merced.ca.us/wi/wib/wib.html](http://www.co.merced.ca.us/wi/wib/wib.html)  
(or faxed upon request)
    - b. Form 700 Submission Requirements..... Joanne Presnell
    - c. Federal Interagency Task Force for Economic Development ..... Andrea Baker
    - d. WIB Member for Labor Organization ..... Joanne Presnell
    - e. LMI Updates ..... Dave Cramer
    - f. Fiscal/Participant Reports ..... Jackie Walther-Parnell
    - g. Director’s Notes ..... Andrea Baker
    - h. Workforce Academies ..... Elaine Craig
    - i. 50 Stories of Youth ..... Elaine Craig
  - XII. Spotlight on WIB Members .....(5 min)
  - XIII. Director’s Comments .....(5 min)

- XIV.** Chair Comments .....(5 min)
- XV.** Other .....
- XVI.** Adjourn .....

Workforce Investment Board  
Merced County Board of Realtors  
635 W. Main Street  
May 22, 2003, 3:00 – 5:00 p.m.  
Meeting Minutes



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**Members Present:**

Lee Andersen  
Mike Boardman  
Ernie Flores  
Carol Greenberg  
Gisela Malone  
Anne Newins  
Ana Pagan  
Al Romero  
Steve Tinetti

Andrea Baker  
George Brown  
Peter Fluetsch  
Brian Griffin  
Ned Miller  
Terry Nichols  
Alfonse Peterson  
Mike Smith  
Thomas Tsubota

Bob Bittner  
Kathleen Crookham  
John Fowler  
Doug Kirkpatrick  
Albert Montejano  
Rick Osorio  
Carole Roberds  
Mike Sullivan

**Members Absent:**

Paul Alderte  
Nicolas Benjamin  
Harry Dull  
Robert Harmon  
Nellie McGarry

Susan Armstrong  
Don Bergman  
Ben Duran  
John Headding  
Helen Sullivan

Richard Becker  
Sharon Cresswell  
Scott Galbraith  
Charlie Lambert

**Others Present:**

Bunny Bentley  
Kurt Craig  
Nancy Havens  
Joanne Presnell

Jim Brown  
Dave Davis  
Ed McLaughlin  
Chuck Purcell

Elaine Craig  
Gary Derr  
Donna Ornelas  
Dee Tatum

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- I. Call to Order/Roll Call – The meeting was called to order by Chair Rick Osorio. Roll was taken by Donna Ornelas.
- II. Approval of revised Agenda – It was *M/S/C Crookham/Boardman* to approve the revised agenda.
- III. Approval of Minutes – It was *M/S/C Miller/Crookham* to approve the minutes of March 27, 2003.
- IV. Public Opportunity to Speak – None.
- V. Introduction of New WIB Members – Mr. Osorio introduced Thomas Tsubota one of the newest WIB members. Mr. Alderte is also a new member, however was not present.
- VI. Consent Agenda – It was *M/S/C Fowler/Tinetti* to approve the consent agenda.
  - a. Renewal of WIB Terms
  - b. Stuart Foundation for Grant to Support Foster Youth Services
  - c. Letter of Support for CVOC Grant
  - d. Application for Youth Council (Edgar Perez)

- VII.** County Executive Officer Presentation – Dee Tatum addressed the Board and provided an overview of the current budget situation in Merced County as well as the State of California as a whole. After Mr. Tatum addressed the group, Ana Pagan, Director HSA, spoke specifically how of the impacts to Health and Human Services Programs. Andrea then spoke about the reduction to the CalWorks contract and the affect to the Department of Workforce Investment.
- VIII.** Action Agenda –
- a. Budget/Program Recommendations – It was M/S/C Griffin/Crookham to approve the recommendations.
  - b. Amended JCG Contract – It was M/S/C Fowler/Crookham (abstain Bittner, Roberds, Flores) to approve the amended JCG Contract.
  - c. Amended MCOE Contract It was M/S/C Fowler/Crookham (abstain Bittner, Roberds, Flores) to approve the amended MCOE contract.
  - d. WIB Election – It was *M/S/C Tinetti/Flores* to close nominations for the position of 2<sup>nd</sup> vice chair close. Elections were held and Mike Sullivan was appointed to 2<sup>nd</sup> Vice Chair. It was *M/S/C Fowler/Tinetti* to close nominations and accept the appointment for 1<sup>st</sup> vice chair and WIB Chair by acclamation. Nellie McGarry was appointed to the 1<sup>st</sup> Vice Chair and John Heading to the position of WIB Chair.
- IX.** Information Agenda –
- a. Funding for Initiatives, Consultants, Training, etc
  - b. Update on EITC – Mr Fowler noted good job to staff.
  - c. Fiscal/Participant Reports
  - d. LMI Updates
  - e. Director's Notes
- X.** Committee Reports – (committee reports available [www.co.merced.ca.us/wi/wib/wib.html](http://www.co.merced.ca.us/wi/wib/wib.html) or faxed upon request)
- a. Finance
  - b. Program Planning and Development
  - c. Quality Assurance
  - d. Youth Council
- XI.** Director's Comments – Andrea Baker reported on HR 1261 information. In addition, she noted the Department of Workforce Investment has completed the State Single Audit. And lastly, the State has announced performance measures negotiations.
- XII.** Chair Comments/Round Table/Future Agenda Items – Mr. Osorio thanked the WIB for allowing him to serve and wished the new Chair and the Board continued success.
- XIII.** Other – None.
- XIV.** Next Meeting **\*\*Note Change of Meeting Date\*\*** July 17, 2003, 3:00-5:00 p.m.
- XV.** Adjourn

**TO: Workforce Investment Board**

**DATE: 07/ 17/03**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: WIB Advocacy**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: There are upcoming and continuing issues that will need the action of WIB members. Emails and faxes to elected officials will be required when the Senate establishes their response to HR 1261 later in July. The Appropriations Committee will be meeting in August and members will need to provide input at that time.**

**Staff will send the Workforce Investment Board members emails or faxes regarding these issues, and the action that needs to be taken. Examples of letters and the elected officials' contact information will also be provided. The Director will report on actual WIB member advocacy efforts at each meeting.**

**ATTACHMENT(S): N/A**

**TO: Workforce Investment Board**

**DATE: 7/17/03**

**FROM: Executive Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Renewal of WIB Member Terms**

**PROPOSED MOTION(S): Recommend the renewal of WIB members, whose terms expire June 30, 2003, to the Board of Supervisors.**

**DISCUSSION: Mr. Bob Bittner's and Ms. Nellie McGarry's membership on the Workforce Investment Board will expire June 30, 2003. Both have been extremely valuable members and wish to continue to serve. If approved, their membership will be extended until June 30, 2007.**

**ATTACHMENT(S): N/A**

**TO: Workforce Investment Board**

**DATE: 7/17/03**

**FROM: Executive Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Submission of Application from the Department of Workforce Investment (WI) to the Department of Housing and Urban Development's Continuum of Care Program**

**PROPOSED MOTION(S): To concur with the Merced County Board of Supervisors' action taken 6/17/03 to authorize the Department of Workforce Investment to prepare and submit the application that would commit a match of \$50,481 over three (3) years.**

**DISCUSSION: The Department of Housing and Urban Development's Continuum of Care (COC) Program is designed to provide various types of assistance to homeless persons. The Merced County Association of Governments has been working at the request of the Board of Supervisors to create a Continuum of Care plan for the County that describes in detail how the County intends to address homelessness issues.**

**In conjunction with the COC plan, WI will submit a request for \$201,924 to provide paid work experience, supportive services and case management for up to 40 homeless individuals. A commitment of match in the amount of \$50,481 is required. The match will be in the form of Title I funds, and will be used for assessment, data collection, and other activities that would otherwise be provided by WI. These activities will be tracked separately as services to the homeless. Funding announcements are expected in October 2003.**

**ATTACHMENT(S): N/A**

**Draft**

**MERCED COUNTY  
WORKFORCE INVESTMENT BOARD**



**A Report on Interviews with Board Members**

**Executive Summary**

In mid-April, the Workforce Investment Board and *Barbara Shaw Seminars* entered into a contract to conduct a Performance Improvement Review. A board questionnaire was developed to determine areas of strength and to identify areas of concern. With the results of the questionnaire, we were able to direct the focus of the interviews with the Workforce Investment Board members. This process has allowed us to determine the status of the work of the organization in a very efficient manner.

It was personally my pleasure to meet with each of the board members and have the opportunity to discuss their hopes, concerns, and suggestions for the future. From these interviews, our firm has developed the following report. We have also attached the interview outline and the questionnaire results.

Project conclusions are divided into three key sections:

- ◆ **Areas That Are Working Well**
- ◆ **Opportunities for Improvement**
- ◆ **Recommendations**

As you read the summary of this project, it is important to recognize that this is a healthy organization and the board members are generally very pleased with the current progress of the WIB. The results of the questionnaires were quite positive and the interviews were also. There are always areas that need work but it does appear that the Board and staff are pleased with the direction of the organization and the success of the WIB.

\_\_\_\_ **Barbara Shaw Seminars** \_\_\_\_

During the interview process, there were several areas that were repeatedly mentioned as strengths of the organization.

### **System Strengths**

- ◆ WIB Staff
- ◆ Clarity of Roles and Responsibilities of the Chairs, Board Members, and CEO
- ◆ Collaboration and Team Work
- ◆ The Marketing Plan
- ◆ The Relationship with the Board of Supervisors
- ◆ Board and System Goals/Mission and Purpose
- ◆ Data, Information, and Analysis
- ◆ Innovative Programs
- ◆ Youth Council Representation and Activities

### **Areas of Opportunity**

Several areas were mentioned as areas for improvement. Board members wish the programs and services were more customer focused. They would like to see the board meetings improved. They wish successes and accomplishments were more clear. Board members would like to have a stronger relationship with the Local Elected Officials. They would like the board to be better oriented and knowledgeable.

It is particularly helpful that one of the strong areas identified in the interview process is the relationship between the Board and the staff. This means any areas identified or any work to be done will have a strong, unified team working on them!

### **Recommendations**

Also included in this report are our recommendations. There are 7 Key Areas:

- ◆ Improving Outreach and Customer Satisfaction
- ◆ Strengthening Tracking, Monitoring, and Follow Up
- ◆ Doing More Board Development
- ◆ Maintaining Good Strategic Planning and Fiscal Management
- ◆ Making Board Meetings More Efficient and Satisfying
- ◆ Capitalizing on the New UC Campus
- ◆ Expanding the One Stop System

**MERCED COUNTY**  
**WORKFORCE INVESTMENT BOARD**

A Report on Interviews with Board Members

**Draft**

■ **Purpose and Methodology**

This project began in April with the development of a board questionnaire. There were 24 responses to the Workforce Investment Board Assessment Survey. The Summary of Results by Category is attached. Then, the consultant developed an interview format to capitalize on the areas identified in the questionnaire. The interview format is also attached.

One-on-one interviews were scheduled with 22 board members and were conducted on April 30<sup>th</sup> and May 1<sup>st</sup> in Merced. In order to speak to all board members, 8 follow-up phone interviews were conducted with board members who could not attend the personal interviews. The consultant also interviewed several of the staff members. The interview comments were summarized and are reported by categories in the first two sections of this report. The third section of this report consists of our recommendations.

In discussions held prior to the beginning of this project, the Chair, the Executive Director, the Program Manager of Special Projects, and the Consultant agreed to very specific project goals.

The specific **desired outcomes** of this project are:

- To identify board functions that are strengths and that are areas to be built upon for the future;
- To clearly identify areas of greatest opportunity for improvement;
- To use the board questionnaires to direct the focus of the interviews;
- To conduct interviews with all of the board members;
- To summarize the information obtained from the interviews and to develop recommendations for the actions that should be undertaken to strengthen and improve the system.

■ **Areas That Are Working Well**

\_\_\_\_ **Barbara Shaw Seminars** \_\_\_\_

## **1. WIB Staff:**

Board members give staff very high ratings in terms of board support, timeliness of information, and responsiveness. Board members believe the staff to be hard working, professional individuals who care deeply about the mission of the WIB. Chairs are pleased with the staff that support their committees, and Chairs and the staff appear to work well together in preparing agendas, committee direction, and background materials.

It is widely agreed that the work of the Board is “huge and complicated” and that the staff does a good job of providing the information necessary so the board members will understand the issues. The direction of the Youth Council and the work of bringing together the local youth organizations was mentioned repeatedly. Board members frequently mentioned the importance of the labor market information and local statistical data they receive. The board members also discussed the financial reporting systems, the overviews provided by the Executive Director, and the responsiveness of staff regarding any fiscal questions. WIB members also appreciate the staff calls and reminders for meetings and enjoy the Director’s e-mails and comments in the board materials.

## **2. Roles and Responsibilities:**

The roles of the Chairs, Board Members, and the CEO seem to be quite clear. Be sure to note the response to Questionnaire Question #42. There was a very high response rate to the question of clarity of governance and roles of the Chair and CEO. The new committee structure also seems to be working well.

Board members feel people are there for the right reasons and are very dedicated to the mission of making sure residents are served. Board members were very positive about how well voting members handle any possible appearance of conflict of interest. It was often said, “even if people have contracts with the organization, they are able to put that aside, step out of their agencies, and vote for the good of the system”.

The strategic planning process helped people clearly identify their “Big Picture” goals for the WIB and for the Youth Council. Even though discussions and issues at the full board meeting are complicated and interrelated, board members said they are pleased that people seem to understand what they are there to do.

## **3. Good Collaboration and Team Work:**

The board members feel quite comfortable with the level of cooperation and collaboration. There were many examples of good collaborative efforts provided by board members. The specific areas mentioned were: seven agencies worked together on the Out-of-School Program; the Youth Council actively involves all

the local youth organizations and programs; Merced College works hard to obtain business input; ROP is well connected in the business community; the Nursing Program required good cooperation between the WIB, the Health Department, the Community College, and the hospitals; the Tech Grant required good cooperation and small business collaboration; the development of the Youth Employability Card was excellent; the Worknet certification process and creation of the Worknet Team have been helpful; and there are good ties with economic development.

The way the Board and staff work together was also cited as a good example of the teamwork that exists in the organization. Board members are also very proud of their regional efforts. There is an eleven member WIB regional group and the Merced WIB has been very open to including partners in their training and staff sessions.

#### **4. Marketing Plan:**

The board members like the marketing plan and the current activities proposed. In March and April, the number of people served at the One Stops has increased dramatically. Obviously, outreach and marketing efforts are working well. All members wish there were more exposure for the WIB, the One Stops, and the programs, but people do recognize that funding is an issue.

#### **5. Relationship with the Board of Supervisors:**

The relationship with the Board of Supervisors is strong. One of the board members is a voting member of the WIB and is quite active. This is rather unique in the system and is very helpful. To date, there have been no serious challenges of the decisions or votes of the WIB.

#### **6. Board and System Goals:**

The mission, purpose, and goals of the WIB are clearly spelled out and the goals of the Youth Council were developed when members were brought together to establish the Council. I found the WIB members and the staff to be very dedicated to serving the unemployed and to helping employers find a good job match. Board members seem to take very seriously their responsibilities for overseeing fiscal, performance, and program goals.

There is a long history of strong leadership in Merced County. A strong bond exists between agencies as the local employment issues are fairly severe. Unemployment rates are high, skill levels are somewhat low, and the respective issues are enormous. This has caused local leaders to network and use their connections and relationships to help people in need. Leaders know each other, see each other often, and can meet relatively easily.

## **7. Data, Information, and Analysis:**

The information the board members receive is quite extensive and appears to be helpful in the decision making process. Local census and demographic data, labor market data, and hard-to-serve population data is readily available and is used when needed for good decision making.

## **8. Innovative Programs:**

The Merced County WIB has developed some very innovative programs and services. Of particular note are the Youth Employability Card, the Nursing Program, the Youth Council measures for attendance, drug use, and teen pregnancy, and the Youth Council Conferences and Retreats. I am also very impressed with the Tax Program in the One Stops; having the IRS train volunteers and providing support help on site is a very creative One Stop service. The Worknet certification process was well developed by the WIB.

## **9. Youth Council Representation and Activities:**

It is very unique for youth to participate as they do on your Youth Council. Students are highly involved and the Vice Chair was originally a student representative. The Youth Retreats and the State Youth Representatives Conference are an outstanding approach for improving the coordination of youth activities and information sharing. These are wonderful “Best Practices”.

The three performance goals for youth programs – to increase attendance, to decrease drug usage, and to reduce teen pregnancy rates – are good benchmarks for youth goals and activities. The Youth Council appears to be strong, active, and very focused on their goals. The amount of “cross-over” between the WIB and the Youth Council (6 members) also seems appropriate.

Again, I would like to remind all of you to pay particular attention to the high ratings reflected in these nine areas on the questionnaire. The results of the questionnaires and the input from the interviews are very consistent.

## **■ Opportunities for Improvement**

### **1. Customer Focused:**

While the Board is comfortable with the marketing plan, the group is less than satisfied with how well recognized the programs and activities are in the community. Board members would like the business community to think of the One Stops as their first source for support. They would also like stronger

business input and connections to make sure programs satisfy the needs of local employers.

## **2. Board Meetings:**

Some concern was expressed regarding the board meetings and attendance. On occasion, it has been difficult to obtain a quorum, which is very frustrating for those who have made the effort to attend. Board members wish all members consistently came prepared for the meeting so that discussions and decisions could proceed more rapidly. There is a great deal of “rehashing” when people have not thoroughly reviewed their materials. It was also suggested that the materials and the board packet be e-mailed a bit earlier so members would have more time to prepare.

Currently, workforce boards in the system are quite large as is the Merced County WIB. This makes discussion at board meetings difficult at times. It is hard to hear everyone and to keep the discussion on target and focused. It is difficult for staff and the Chairs to satisfy everyone in the time allowed on the agenda. All board members wish that information would be taken back from meetings and distributed more widely throughout respective partner organizations.

The size of the Board also effects the education and orientation process. The level of understanding and knowledge is quite different among board members and that complicates the ability to make good decisions. Board members would like new members to “come up to speed” as quickly as possible but they know orientation sessions are hard for members and staff to schedule.

## **3. Measurable Results:**

This is an area that is rarely rated high by workforce boards. All board members wish there were better ways to benchmark success and to determine the real level of customer satisfaction. Board members would like goals and targets to be tracked more effectively and would like to briefly review performance, financial, and committee reports on a more regular basis. They would like to see the progress on the strategic plan and do more analysis of how to make things better. As you will note, the responses to Questions #9, 10, 11, 31, 38, 39 could be improved.

## **4. Relationship with Local Elected Officials and Community Leaders:**

Most board members would like to strengthen the relationship with local cities and county officials. They feel this would be an excellent way to obtain more support for the programs and for extending the programs to the community so the services are better known. Board members also felt this would be a good way to

bring community issues to the table. They would like to build stronger relationships with key organizations and local leaders.

## **5. Board Member Education and Development:**

Members would like to raise the overall knowledge level of board members. They would like to track progress more regularly, be more aware of successes, look at planned vs. actual data, look at “Best Practices”, and be more educated about programs. The “15 minute” education sessions at meetings are helpful and should be continued – it is just difficult to find time for all of the agenda items and business when the group only meets once every two months. The general consensus seemed to be that meeting every other month saves time but it makes the meetings hectic. If a member misses a meeting, discussions and information can be four months old and hard to follow. These issues mean committees need to be very informative and operate like “mini boards”.

### **■ Recommendations**

Merced County has a long history of high unemployment and the inherent challenges of a rural based economy. The high school drop-out rate is high, teen pregnancy rates are high, and the incidence of seasonal workers is also high. These employment issues combine to create a most difficult situation for the leaders and professionals involved in this program.

In addition to these challenges, the WIB has experienced a major reduction in funding for Program Year 2003-04. This reduction in funding was the third largest cutback in the State and will require skilled decision making by this Board. However, the Board and staff are strong and work well together. I have a lot of confidence that this group will work through these issues during the ensuing months. Discussions and decisions will need to be focused, sound, and always done with an eye on the budget.

The following are our recommendations for ways to strengthen this organization over the next number of months.

### **➔ Improving Outreach and Customer Satisfaction:**

- The **Program Planning & Development Committee** should consider targeting the top 50-100 businesses in the area; this could be done with the support of the Chambers, presentations, visits, and the economic development organizations. Members would like a coordinated approach, a message for each business contact, and the utilization of Industry Cluster interviews.
- The **Executive Committee** should develop a plan for how to strengthen the relationship with Local Elected Officials from the cities within the county. Many of the contacts already exist and just need to be “tapped” or expanded.

- The **Staff and the Board** should try to develop some strong contacts and connections with the newspaper, radio, and television folks to see if exposure could be improved.
- The **Chair and the Executive Director** should have as much contact with the CEO and the Chair of the Board of Supervisors as possible.
- The **Chair** might consider a panel presentation on business needs, skill requirements, and placement issues. Several current board members could make up the panel as these members come from the kinds of organizations that can bring good information to the WIB members.
- It would be healthy for the board members to be more aware of the successes of the WIB and the One Stops. **The Chair and the Executive Director** should identify strategies that would improve this area. More frequent updates and reviews of WIB goals and accomplishments is one place to start.

➔ **Strengthening Tracking, Monitoring, and Follow Up:**

All projects and programs need to be more frequently evaluated and improved. Some specific suggestions are:

- The committee structure was new as of January and the current feedback is good. The **Executive Committee** should formally evaluate the success of the new structure within the next 2-3 months.
- The **Program Planning & Development Committee** should develop a Priority of Service Plan and strategies for the impending cutbacks.
- The **Finance Committee** should bring the current budget to every WIB meeting; board members would like to see a plan versus actual column.
- The Nursing Program is a model program and should be monitored closely. This is a program that can have a major impact on careers and is a wonderful example of collaboration. The **Quality Assurance Committee** should conduct a formal evaluation of this program.
- The **Program Planning & Development Committee** needs to do some work with the Youth Employability Card Program. The concept is excellent and the program is a good example of how to work on soft skills development. Job readiness programs are only good, however, if employers are fully utilizing participants and are willing to acknowledge the value of the program. The employer component of this program needs to be strengthened.
- The **Youth Council** needs to look closely at their coordination efforts with the schools. The Merced County demographics show the number of young people 5-15 years of age is approximately 35%. It is critical to make sure all youth programs are as effective as possible – job readiness, career exploration, attendance, teen pregnancy, literacy, and all school-to-career type programs. The program with the Merced County Office of Education to

extend the hours of the One Stop so students have a “homework location” is an innovative way to better serve youth.

- Board members seem to be craving feedback on “how is it all working” and “where is the big huge report card”. I would like to see the **Quality Assurance Committee** review the North Bay Employment Connection process for benchmarking to see if these performance systems would provide some help in this area.

➔ **Strengthening Board Development:**

- **Staff and the Chair** should continue to schedule 15-20 minute presentations at the board meetings to help educate, orient, and develop the board members. There are a number of experts around the State that could be invited depending on the topics considered most important.
- The **WIB** might consider using a buddy-mentoring system to help orient and educate new board members.
- The current representation on the WIB is excellent. As there are vacancies, the **Chair and the Executive Committee** should work hard to find 2-3 prospective members who are major employers.
- **Board members** need to develop strong relationships with city and county officials; this will improve exposure and will also breed some good referrals for board membership.
- Some WIBs develop a four part orientation process. There is an initial, executive summary; there is a follow up formal orientation; there is a tour and One Stop orientation; and there is a buddy system for new members. **Staff**, with input from 2-3 board members, should refine the current process.

➔ **Maintaining Strategic Planning and Fiscal Management:**

- As cutbacks occur, **Board Members** need to be careful about requests for data and background materials. There is a lot of time and money spent on WIB support so be sure all requests are necessary, efficient, and effective.
- The **Finance Committee** should develop an actual vs. planned column for the presentation of the budget. Board members would be more comfortable if they were able to see comparisons related to spending.
- Because of the reduction in funding, the **Executive Committee** should work hard to maintain a “strategic focus”.
- The group might consider a combined **Executive Committee and Finance Committee** meeting to look at options for dealing with the funding levels.
- I would like to see the full board participate in the next Strategic Planning Meeting and Process. It is a good time for the WIB to reach full consensus on the direction of the Board and the WIB programs. The **Chair and the Executive Director** should schedule a time in the fall to revise the plan.

➔ **Making Board Meetings More Effective and Efficient:**

- The **Staff** needs to deliver (e-mail) board meeting materials and backup materials a couple of days earlier so there is better lead time for board member preparation.
- **Board Members** need to work harder at reading all materials in advance of the meetings so discussions can be high level and focused.
- **The Chair and the Executive Committee** need to work on keeping board discussions focused and lively. There were some concerns expressed that “some people get off on a tangent or harp on a message”.
- **Staff and the Chair** need to try to eliminate “walk in” items; it is very difficult for people to assimilate handouts and materials when they are delivered on the spot.

➔ **Capitalizing on the New UC Campus:**

- **Staff and the Program Planning & Development Committee** need to develop a plan for how to capitalize on the opportunities that will be available with the development of the new University of California campus. Relationships and program connections should be made as early as possible.

➔ **Expanding the One Stop System**

- All One Stops in the state and federal system could be so much more! Few of our One Stops have much in the way of partner funding. To me, receiving some amount of money from each key partner is the basis of truly being a partner. The commitment to the One Stop is what counts and a portion of that commitment needs to be in hard dollars at whatever level partners and/or agencies can manage.
- It would be nice if the legislature and/or federal law had made this clear for local areas so the importance of this role had been acknowledged and clarified. In the absence of this, local One Stops need to look seriously at their governance process.
- In the Merced system, the partners would like to see the One Stop services expanded. They seem to be willing to embrace any ideas or practices that would advance the One Stops and make them even more responsive to local businesses.

\_\_\_\_\_ **Barbara Shaw Seminars** \_\_\_\_\_

**TO: WIB**

**DATE: 7/17/03**

**FROM: WIB Executive Committee and  
Quality Assurance Committee**



**For Action**



**For Information**



**For Discussion**

**SUBJECT: WIB Performance Improvement Report**

**PROPOSED MOTION(S): To accept the Performance Improvement Report and have the Quality Assurance Committee set priorities for committee assignments to strengthen the organization.**

**DISCUSSION: In April of 2003, the WIB contracted with Barbara Shaw to conduct a Performance Improvement Review. The process began with a board questionnaire. The results were compiled and analyzed, and themes were developed. The consultant developed questions based on the themes, and conducted individual interviews with each active member. The report includes strengths, which can be built upon, and areas with the greatest opportunity for improvement.**

**On June 27, 2003, at a joint meeting of the Executive and Quality Assurance Committees, the draft report was reviewed and discussed. Recommendations were provided along with the appropriate committee that would be responsible. Ms. Barbara Shaw was invited to present the draft report, along with specific recommendations, to the entire Workforce Investment Board at its July 17, 2003 meeting.**

**ATTACHMENT(S):**

**Draft Performance Improvement Report**

**TO: Workforce Investment Board**

**DATE: 07/17/03**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: WIB Strategic Goals**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: The WIB has adopted four (4) strategic goals. Timelines have been established for each of the goals. All goals require review, assessment of progress, and possible redefinition.**

**Goal 1. Respond to business needs by targeting 3-5 area industries, develop current and emerging worker skills and assist the industries to develop worker retention strategies. Assist the specific industries with developing plans to expand and attract new workers.**

**Committee: Program Planning and Development**

**Goal 2. Establish the WIB as an economic development partner by developing workforce strategies aligned to community economic development initiatives.**

**Committee: Program Planning and Development**

**Goal 3. Influence the education system through building formal relationships to become responsive to business skill needs, and work to design and implement strategies that promote student achievement and graduation. Develop metrics to measure success.**

**Committee: Program Planning and Development**

**Goal 4. Become an active advocacy voice and take political action on workforce development issues at the local, state and national levels.**

**Committee: Executive**

**ATTACHMENT(S): Goal update**

**GOAL 1: Respond to business needs by targeting 3-5 area industries; develop current & emerging worker skills & develop worker retention strategies. Assist specific industries in developing plans to expand and attract new workers.**

**Committee: Program, Planning & Development**

Jan-03	Feb-03	Mar-03	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03
Publish Local LMI											
Review Local LMI by Industry											
Partner with EDD to Complete Occupation Growth Projections											
					Select 3-5 Industries & Related Occupations						
							Determine Skill Requirments/ID Gap Needs				
									Develop Metrics for Success		
									Contact Players/Establish Relationships		
									Collaborate with Training Providers/Local Industry Leaders		
											Market / Facilitate Training to Business and Job Seekers
											Implement the Program
<i>Completed</i>											
<i>Started/Ongoing</i>											
<i>To Be Started</i>											

**GOAL 2: Establish the WIB as an economic development partner by developing workforce strategies aligned to community economic development initiatives.  
Committee: Program, Planning & Development**

Jan-03	Feb-03	Mar-03	Apr-03	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	Dec-03
Publish State of Workforce											
			Discussion on Business Council (WIB & Community)								
		Communication & Education									
						Website (Linkage between WIB & County Economic Development Websites)					
		Completion of Economic Development Study									
		Coordinate Economic Development Activities									
					Reorganize & Align Externally & Align One Stops with Economic Development						
										Define Industry Niche to Prioritize Collaboratively	
										Implement Programs	
Completed											
Started/Ongoing											
To Be Started											





**TO: Workforce Investment Board**

**DATE: 7/17/03**

**FROM: Executive Committee**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Form 700 Submission Requirements**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: There has been some confusion concerning when WIB members must file the Form 700 concerning Statements of Economic Interests. The following is quoted from Section 4 of the Workforce Investment Board of Merced County Conflict of Interest Code.**

**Section 4. Statements of Economic Interests: Place, Time and Form of Filing**

**Disclosures pursuant to these rules shall be submitted to the County of Merced on Form 700 of the California Fair Political Practices Commission. Designated Individuals shall submit a disclosure within thirty (30) days of their appointment to the Board and annually thereafter within ninety (90) days of the end of the period covered in the disclosure. Persons who leave designated positions shall file statements within 30 days after leaving office.**

**In summary, each WIB member will file the Form 700 upon appointment to the WIB, once each year they are a member, and one last time when they leave the WIB. The Form will be provided to members by the Board of Supervisors' office.**

**ATTACHMENT(S): Conflict of Interest Code**

## **Workforce Investment Board of Merced County**

### **Conflict of Interest Code**

#### **Section 1. Definitions**

The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. sections 18100, et seq.), and any amendments to the Act or regulations, are incorporated herein by reference.

#### **Section 2. Designated Individuals**

This code shall apply to all members of the Workforce Investment Board of Merced County and its committees.

#### **Section 3. Disclosure Categories**

Designated Individuals shall disclose those economic interests which it can reasonably foresee will materially affected financially by the individual making, participating n making, or using or attempting to use his or her position to influence a Board or other governmental position.

#### **Section 4. Statements of Economic Interests: Place, Time and Form of Filing**

Disclosures pursuant to these rules shall be submitted to the County of Merced on Form 700 of the California Fair Political Practices Commission. Designated Individuals shall submit a disclosure within thirty (30) days of their appointment to the Board and annually thereafter within ninety (90) days of the end of the period covered in the disclosure. Persons who leave designated positions shall file statements within 30 days after leaving office.

**TO: Workforce Investment Board (WIB)**

**DATE: 7/17/03**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Local Workforce Investment Areas (LWIAs) Consortium**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: An informal consortium of LWIAs has been formed to pursue funding opportunities to mitigate recent WIA funding reductions. The Central Valley LWIAs represented are Merced, Kings, Fresno, Madera, San Joaquin, Stanislaus, Kern and Tulare. In addition to these LWIAs, several LWIAs to the east and west of the valley who have also experienced cuts have joined the consortium in support of their valley neighbors, and in response to the anticipated regional affects these cuts will have. These LWIAs are Motherlode, San Benito, Santa Barbara and San Luis Obispo.**

**The consortium has begun correspondence with the Federal Interagency Task Force for the Economic Development of the Central San Joaquin Valley, California asking for assistance to secure funding. The consortium has chosen Merced to be its spokes-county.**

**ATTACHMENT(S): Letter, US Department of Labor, June 6, 2003**



**DEPARTMENT OF  
WORKFORCE INVESTMENT**

**Andrea T. Baker**  
*Director*

1880 W. Wardrobe Avenue  
Merced, CA 95340-6407  
(209) 724-2000  
(209) 725-3592 Fax  
[www.co.merced.ca.us/wi](http://www.co.merced.ca.us/wi)

Equal Opportunity Employer

June 6, 2003

Juan Regalado, Agricultural Services Specialist  
US Department of Labor  
Employment and Training Administration  
1900 Garden Road  
Monterey, CA 93940

Dear Juan Regalado:

As a member of the Federal Interagency Task Force for the Economic Development of the Central San Joaquin Valley, California, you are no doubt aware of the significant impact that workforce issues have on economic development in our region. Indeed, several of the Task Force's long-term goals (most notably, to "increase personal wealth, lower poverty, and raise employment and wage rates") are inextricably linked to the need to better prepare our workforce for today's jobs and tomorrow's careers.

As provided for by the Workforce Investment Act of 1998, the Local Workforce Investment Areas (LWIAs) throughout the Central Valley are charged with the responsibility of training workers to meet the demands of both existing and potential employers. True economic development cannot be achieved without ensuring that the labor force keeps pace with employer's ever-changing needs. Accomplishing this is a task that the LWIAs throughout the Valley are exceptionally committed to.

Like any other important public service, preparing people for work requires considerable resources. In April 2003, allocations of Workforce Investment Act (WIA) dollars for all the LWIAs in California were announced. While LWIAs in the San Francisco Bay Area experienced an increase in funding, all Central Valley LWIAs experienced funding reductions, with the average funding cut being an alarming 27%. These cuts will affect adults, youth, and dislocated workers currently receiving a comprehensive array of services under WIA-funded programs. In response to this crisis, which is sure to negatively impact economic development progress throughout the Valley, several LWIAs have come together to actively pursue funding opportunities that can mitigate this devastating loss. The LWIAs represented in this informal consortium are: Merced, Kings, Fresno, Madera, San Joaquin, Stanislaus, Kern and Tulare. In addition to these Central Valley LWIAs, several LWIAs to the east and west of the Valley who have also experienced cuts have joined the consortium in support of their Valley neighbors and in response to the anticipated regional affects these cuts will have. These LWIAs are Motherlode, San Benito, Santa Barbara and San Luis Obispo.

The devastating budget cuts described above coincide with changes in the economy that are driving increased need for the services that LWIAs provide through their One-Stop career centers. In order for businesses, particularly Central Valley businesses, to survive and grow in the changing economy, they must have access to a workforce that is flexible and prepared to meet challenges. Workers must have basic and vocational skills that can keep pace with the changing demands of an increasingly diversified economy. One-Stops prepare workers to meet all of these challenges, and the increasing numbers of individuals seeking services at the One-Stops bears this out.

As it will come as no surprise to anyone familiar with the Central Valley, we face overwhelming demographic, social and economic challenges that make it difficult to carry out workforce investment activities even under ideal budget conditions. The Valley has the highest proportion of dependent populations (under age 16 or over age 64) of any region in California. Over the past decade, the average household income in the Central Valley has been 20% lower than the state average. In March 2003, the average unemployment rate for the Central Valley Counties mentioned as members of this consortium was over 15%, compared to the state average of 6.8%. Low educational attainment rates throughout the Valley mean that clients receiving services under WIA-funded programs require more intensive and costly basic education training to prepare them for even entry-level positions. These are just a few examples of the barriers to employment that Central Valley LWIAs are charged with mitigating.

It is the hope of the consortium that the Federal Interagency Task Force for the Economic Development of the Central San Joaquin Valley, California will be able to assist the LWIAs in securing funding so that workforce activities absolutely necessary to the economic development of the Central Valley can continue.

Sincerely,

Andrea T. Baker  
Director

CC: Valley County Directors

**TO: Workforce Investment Board (WIB)**

**DATE: 7/17/03**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Required Membership on the Workforce Investment Board**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: Section 117 of the Workforce Investment Act requires representatives of labor organizations, nominated by local labor federations, to have representation on the Workforce Investment Board. Mr. Jerry Martin, President, CEO, Merced-Mariposa Central Labor Council, recommended Mr. Jeremiah Greggains, President, Communications Workers Local 9407, to fill the vacancy of Mr. Richard Becker. Mr. Martin sent the application to the Board of Supervisors for approval.**

**ATTACHMENT(S): Letter of Nomination, June 16, 2003**

JUN 18 2003



# Merced-Mariposa Central Labor Council

*Comprising Merced and Mariposa Counties*

625 W. Olive Ave., Suite 103 • Merced, CA 95348 • (209) 722-3636 • Fax 722-9640  
E-mail: jlm@elite.net



June 16, 2003

Kathleen Crookham  
Chair  
Merced Co. Board of Supervisors  
2222 "M" Street  
Merced CA 95340

RE: Labor Representative on  
Workforce Investment Board

Dear Supervisor Crookham:

Rick Becker, CWA Local 9407 held one of two labor seats on the Workforce Investment Board. Mr. Becker has now retired and we ask that the Board of Supervisors appoint Jeremiah Greggains to fill out the remainder of Mr. Becker's term to represent organized labor on the WIB Board.

Thank you for your attention to this matter and we look forward receiving notification of the appointment of Mr. Greggains to the WIB Board.

Sincerely,

Jerry Martin  
President, CEO

OPEIU-3/AFL-CIO(251)rr



## A Merced County Labor Market Review

**The QuickLook:** Welcome to the Merced County labor market summary. The QuickLook has been developed by the Department of Workforce Investment staff for the Merced County Local Workforce Investment Board. The data and information is provided by the California Employment Development Department. Questions can be referred to the Department of Workforce Investment, 1880 W. Wardrobe Ave., Merced, CA 95340. Telephone (209) 724-2152. Email: [PITD222@co.merced.ca.us](mailto:PITD222@co.merced.ca.us)

Merced County						
Data Not Adjusted for Seasonality						
	May 02	Mar 03	Apr 03	May 03		
			Revised	Prelim.		
Civilian Labor Force	87,800	94,000	94,200	93,100		
Civilian Employment	75,900	77,600	79,100	80,000	<b>Employed Increase (DECREASE)</b>	<b>Percent Increase DECREASE (-)</b>
Civilian Unemployment	11,900	16,400	15,100	13,000	<b>From Previous Month</b>	<b>Previous Month</b>
Merced County Civilian Unemployment Rate	13.5%	17.4%	16.0%	14.0%		
(CA Unemployment Rate)	6.2%	6.9%	6.7%	6.3%		
(U.S. Unemployment Rate)	5.5%	6.2%	5.8%	5.8%		
Total, All Industries	65,900	65,100	67,200	68,700	<u>1,500</u>	2.23%
Total Farm	10,900	8,400	10,200	11,500	<u>1,300</u>	12.75%
Total Nonfarm	55,000	56,700	57,000	57,200	<u>200</u>	0.35%
Total Private	41,300	42,700	43,000	43,300	<u>300</u>	0.70%
Goods Producing	13,300	13,500	13,500	13,900	<u>400</u>	2.96%
Natural Resources, Mining and Construction	2,400	2,500	2,500	2,600	<u>100</u>	4.00%
Manufacturing	10,900	11,000	11,000	11,300	<u>300</u>	2.73%
Durable Goods	1,900	1,900	2,000	2,100	<u>100</u>	5.00%
Nondurable Goods	9,000	9,100	9,000	9,200	<u>200</u>	2.22%
Food Man & Beverage & Tobacco	7,000	7,200	7,100	7,300	<u>200</u>	2.82%
Residual-Textile Mills	2,000	1,900	1,900	1,900	0	
Service Providing	41,700	43,200	43,500	43,300	(200)	-0.46%
Trade, Transportation and Utilities	10,800	11,800	11,800	11,900	<u>100</u>	0.85%
Wholesale Trade	1,400	1,600	1,600	1,600	0	
Retail Trade	7,200	7,600	7,600	7,700	<u>100</u>	1.32%
Food and Beverage Stores	1,600	1,900	1,900	1,900	0	
General Merchandise Stores	1,500	1,500	1,500	1,500	0	
Residual-Miscellaneous Store Retailers	4,100	4,200	4,200	4,300	<u>100</u>	2.38%
Transportation, Warehousing and Utilities	2,200	2,600	2,600	2,600	0	
Information	500	500	500	500	0	
Financial Activities	1,700	1,800	1,900	1,900	0	
Finance and Insurance	1,000	1,000	1,100	1,100	0	
Real Estate and Rental and Leasing	700	800	800	800	0	
Professional and Business Services	3,300	3,700	3,800	3,700	(100)	-2.63%
Educational and Health Services	5,400	5,200	5,300	5,200	(100)	-1.89%
Leisure and Hospitality	4,600	4,400	4,400	4,400	0	
Food Services and Drinking Places	3,800	3,700	3,700	3,700	0	
Residual-Arts, Entertainment, and Recreation	800	700	700	700	0	
Other Services	1,700	1,800	1,800	1,800	0	
Government	13,700	14,000	14,000	13,900	(100)	-0.71%
Federal Government	800	1,000	1,000	1,000	0	
State and Local Government	12,900	13,000	13,000	12,900	(100)	-0.77%
State Government	600	600	600	600	0	
Local Government	12,300	12,400	12,400	12,300	(100)	-0.81%

**The QuickLook:** The County continues with one of the highest unemployment rates in the State, ranking 53rd out of 58 counties. The preliminary May result is a decline of 2 percentage points in the unemployment rate from the revised April rate. This preliminary figure is 0.5 percentage point higher than one year ago; however the result is equal to the 20-year average unemployment rate for April.

Overall, the County saw a gain of 1,500 jobs in May following 2,100 new jobs created in April. The gain was led by total farm with 1,300 jobs while the additional 200 were found in durable goods with the largest gain in manufacturing occupations. Any substantial gains in this area were offset by a loss of 300 jobs in Professional and Business Services, Leisure and Hospitality and local government.

## Merced County Current Labor Force and Industry Employment

**The QuickLook At:** California's seasonally adjusted unemployment rate was 6.6 percent in May. This was down 0.2 percentage point from the rate in April and was unchanged from one year ago. In comparison, the U.S. unemployment rate was 6.1 percent in May. This was up 0.1 percentage point from April, but up 0.3 percentage point from one year ago.

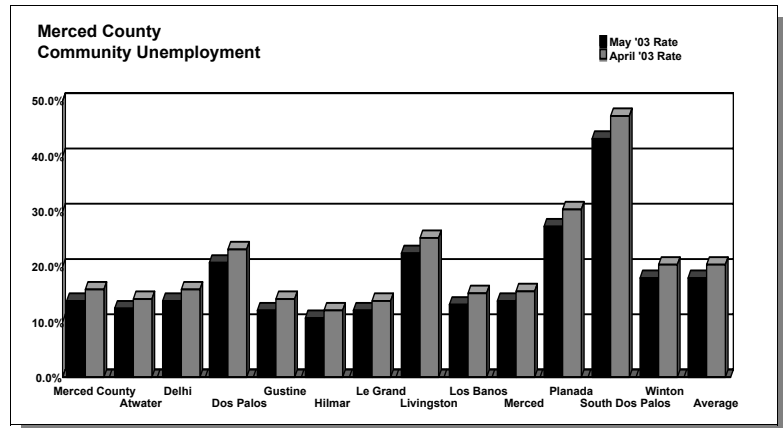
There were 14,439,000 jobs in total nonfarm industries (seasonally adjusted) in May, 21,500 jobs fewer than in April. Nonfarm payrolls have fallen in four consecutive months with losses totaling 54,300 jobs. However, year-to-date in 2003, California's total nonfarm employment has fallen 25,900 jobs, for an average monthly loss of 5,200 jobs. This is worse than the average monthly gain of 600 jobs in 2002, but much better than the average monthly loss of 18,300 jobs in 2001.

The actual California nonfarm job count (not seasonally adjusted) increased 19,500 jobs in May. Within nonfarm industries, six sectors had month-over job gains and five sectors had month-over job declines. Job increases were recorded in leisure and hospitality (13,400), construction (11,700), trade, transportation and utilities (5,000), other services (1,700), financial activities (1,600), and natural resources and mining (800). Job losses were recorded in professional and business services (4,800), government (4,600), information (2,300), educational and health services (2,200), and manufacturing (800).

Average hourly earnings for California production workers in manufacturing were \$14.94 in May. Average weekly earnings were \$591.62, an increase of \$3.77 from April. Average weekly hours increased 0.2 of an hour to 39.6 hours, and average weekly overtime hours was 3.7, increasing 0.2 of an hour from the prior month. (Data are not seasonally adjusted.)

**The QuickLook At: Sub County** average unemployment rates for the county, cities and municipalities saw an overall 2.3 percent decrease this month. The decline in the unemployment rate can be attributed to the beginning of the growing season in the county. All communities noted decreases in unemployment, led by South Dos Palos with a 3.9 percent decrease. Planada was close behind with a 3.2 percent decline.

Area Name	Labor Force	Employment	Unemployment	
			Number	Rate
Merced County	93,000	80,000	13,000	14.0%
Atwater - city	10,940	9,570	1,370	12.5%
Delhi - CDP	1,700	1,460	240	14.0%
Dos Palos - city	2,120	1,680	440	20.7%
Gustine - city	2,070	1,810	260	12.4%
Hilmar-Irwin - CDP	1,910	1,700	210	10.8%
Le Grand - CDP	560	490	70	12.1%
Livingston - city	4,350	3,370	980	22.5%
Los Banos - city	7,920	6,860	1,060	13.4%
Merced - city	28,270	24,350	3,920	13.9%
Planada - CDP	1,910	1,390	520	27.4%
South Dos Palos - CDP	580	330	250	43.4%
Winton - CDP	3,710	3,040	670	18.1%

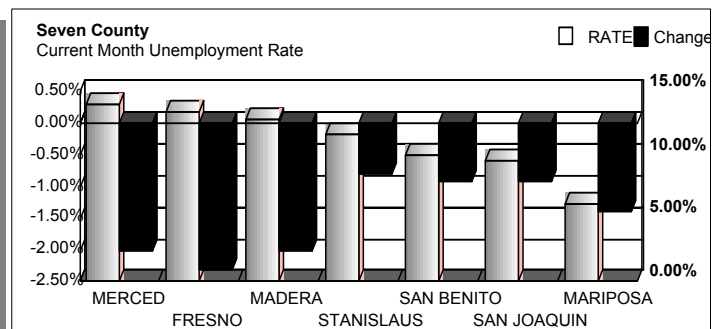


**The QuickLook At The Seven Counties:** Merced County's workforce has grown over the past 20 years reflecting improvement of the County's economic well being; however, unemployment remains a consistent barrier to greater prosperity. Average Unemployment has fluctuated from a yearly low of 11.1 percent in 1988 to a yearly high of 17.1 percent in 1995. Between the years 1983 to 2002 Merced County's average unemployment was 14.3 percent.

The county's unemployment rate is the sixth highest in the state, in spite of a 2.0 percent improvement over the revised April rate. Fresno County saw the greatest decline at 2.3 percent. All counties' unemployment rate improved in month-over average unemployment. Mariposa County's 1.4 percent decrease lowered its rate to below the state's unemployment for the first time this year.

San Joaquin County's rate dropped below double digits while the remaining counties continue to see rates at 10 percent or more.

COUNTY	RANK	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
MERCED	53	93,100	80,000	13,000	14.0%
FRESNO	50	402,500	348,700	53,800	13.4%
MADERA	49	57,900	50,500	7,400	12.8%
STANISLAUS	46	218,300	192,700	25,600	11.7%
SAN BENITO	44	27,640	24,890	2,750	10.0%
SAN JOAQUIN	43	278,400	251,600	26,700	9.6%
MARIPOSA	22	7,670	7,200	470	6.1%



**TO: WIB**

**DATE 7/17/2003**

**FROM: WIB Staff**

**For Action**

**For Information**

**Meeting Notes**

**SUBJECT:** Fiscal and Participant Reports

**PROPOSED MOTION(S):** None. Information only.

**DISCUSSION:** Reports are included in your packet and staff will be present at the meeting to answer questions.

The Fiscal Report includes accrued expenditures through May 31, 2003. This report includes the May rescission of \$11,188 in Adult allocation and \$2,390 in Dislocated Worker allocation. It also includes the June award of \$100,000 in Rapid Response funding which must be used by September 30, 2003. A fiscal year-end report through June 30, 2003 will be presented at the next meeting.

**ATTACHMENT(S):**

Your packet includes:

1. Fiscal report for Fiscal Year 2002-03, which includes expenses through 5/31/03 and funds that are currently obligated/committed for contracts and operating costs.
2. Report showing WIA Participant Data through 6/30/03.
3. Report on Performance Outcomes for Third Quarter 2002/03.

**MERCED COUNTY DEPARTMENT OF WORKFORCE INVESTMENT  
FISCAL SUMMARY OF ALLOCATIONS AND EXPENSES  
For Fiscal Year 2002/03  
July 1, 2002 through May 31, 2003**

**Target for Expenditures: 91.67%**

	* Allocation	Budget 7/1/02 to 6/30/03	Rescission May 2003	Reserve/ Carry Over	Total Available	Obligated Training	Obligated Other	** Committed Funds	**** Expenditures FY to Date	***** Balance	***** % Spent	% Spent + Obligated	Average Exp per month				
<b>ADULT 02/03 Allocation</b>	\$ 2,296,448	Core A \$ 402,577	\$ (11,188)	\$ 361,421	\$ 402,577	\$ 322,297	\$ 13,027	\$ -	\$ 570,556	-167979	141.73%	141.73%	\$57,056				
02/03 Allocation		Core B \$ 529,870			\$ 529,870			\$ 462,335	67535	87.25%	89.71%	\$46,234					
		Intensive \$ 403,258			\$ 392,070			\$ -	\$ 255,126	136944	65.07%	65.07%	\$25,513				
		Training \$ 731,099			\$ 1,092,520.0			\$ 322,297	\$ 889,697	202823	81.44%	110.94%	\$88,970				
		Admin \$ 229,644			\$ 229,644			\$ -	\$ 140,679	88965	61.26%	61.26%	\$14,068				
		Other \$ -			\$ 10,126			\$ -	\$ 10,126	0	100.00%	100.00%	\$1,013				
<b>Other includes Special Travel Funds and Universal Access (ADA) Funds</b>		<b>Total</b> \$ 2,296,448			\$ (11,188)			\$ 371,547	\$ 2,656,807	\$ 322,297	\$ 13,027	\$ 335,324	\$ 2,328,519	\$328,288	<b>87.64%</b>	<b>100.26%</b>	<b>\$232,852</b>
<b>DISPLACED WORKER</b>	\$ 2,421,153	Core A \$ 435,807	\$ (2,390)	\$ 102,676	\$ 435,807	\$ 182,226	\$ -	\$ -	\$ 588,811	-153004	135.11%	135.11%	\$58,881				
02/03 Allocation		Core B \$ 588,340			\$ 588,340			\$ 533,539	54801	90.69%	92.90%	\$53,354					
		Intensive \$ 479,389			\$ 476,999			\$ -	\$ 372,643	104356	78.12%	78.12%	\$37,264				
		Training \$ 675,502			\$ 778,178			\$ 182,226	\$ 598,539	179639	76.92%	100.33%	\$59,854				
		Admin \$ 242,115			\$ 242,115			\$ -	\$ 150,431	91684	62.13%	62.13%	\$15,043				
		<b>Total</b> \$ 2,421,153			\$ (2,390)			\$ 102,676	\$ 2,521,439	\$ 195,253	\$ -	\$ 195,253	\$ 2,243,963	\$277,476	<b>89.00%</b>	<b>96.74%</b>	<b>\$224,396</b>
<b>YOUTH</b>		\$ 2,807,336			In School \$ 1,768,622			\$ -	\$ 2,060,414	\$ 3,313,506	\$ -	\$ 708,751	\$ 393,405	\$ 2,749,473	\$170,628	82.98%	94.85%
02/03 Allocation	Out of School \$ 757,981		\$ 515,530	\$ 1,273,511	\$ 315,346	\$ 315,346	\$ 1,017,193			(\$59,028)			79.87%	104.64%	\$101,719		
	Admin \$ 280,733		\$ 280,733	\$ -	\$ 103,442	\$ -	\$ 103,442			\$177,291			36.85%	36.85%	\$10,344		
	<b>Total</b> \$ 2,807,336		\$ -	\$ 2,060,414	\$ 4,867,750	\$ -	\$ 708,751			\$ 708,751			\$ 3,870,108	\$288,891	<b>79.51%</b>	<b>94.07%</b>	<b>\$387,011</b>
<b>RAPID RESPONSE</b>	\$ 292,556		\$ 292,556	\$ -	\$ 292,556	\$ 292,556	\$ -			\$ -			\$ -	\$ 239,917	\$52,639	82.01%	82.01%
02/03 Allocation		\$ 292,556	\$ 292,556			\$ -		\$ -	\$ -		\$ 239,917	\$52,639	<b>82.01%</b>	<b>82.01%</b>	<b>\$23,992</b>		
<b>Welfare to Work</b>		Prog Activities \$ -	\$ -	\$ 635,286	\$ 587,425	\$ 54,414	\$ -	\$ 54,414	\$ 495,486	\$37,525	84.35%	93.61%	\$49,549				
Carryover Only - No New Funds		Admin \$ -			\$ 47,861			\$ 47,861	\$ -	\$ -	\$ 85,386	(\$37,525)	178.40%	178.40%	\$8,539		
		<b>Total</b> \$ -			\$ -			\$ 635,286	\$ 635,286	\$ 54,414	\$ -	\$ 54,414	\$ 580,872	\$0	<b>91.43%</b>	<b>100.00%</b>	<b>\$58,087</b>
<b>All Programs</b>	\$ 7,817,493	\$ 7,817,493	\$ (13,578)	\$ 3,169,923	\$ 10,973,838	\$ 571,964	\$ 721,778	\$ 1,293,742	\$ 9,263,379	\$947,294	<b>84.41%</b>	<b>96.20%</b>	<b>\$116,174</b>				

**\* Allocation**

Amount for current fiscal year.  
At least 80% must be spent/obligated by end of June.  
Up to 20% may be carried over to next fiscal year.

**Youth Funds:**

At least 30% must be spent on Out of School Youth.

**\*\* Committed Funds include:**

- 1) Funds in contracts or ITA's that have not yet been paid.
- 2) Annual Administrative Costs for remainder of FY 02/03.
- 3) Funds obligated for staff salaries by function and associated overhead.

**\*\*\*\* Expenditures:**

Expenditures are reported on an accrual basis

**\*\*\*\*\* Balance Formula:**

Total Available Funds - Committed Funds - Allocated for Training - Total Expenditures = Balance

Up to 20% of Allocation permitted for carryover to next fiscal year.

**\*\*\*\*\* Percent of Total Spent to date**

**\*\*\*\*\* Estimate of Carryforward to FY 03/04**

Includes some obligations.  
Does not include new DW allocation of \$100,000.

Active Enrollments in WIA Activities, May 2003

Cumulative/Monthly (C/M) Totals through May 31, 2003

Grant/Participant Type	Registered/Enrolled		Exited		Employed		Active
	Cumulative	Monthly	Cumulative	Monthly	Cumulative	Monthly	Total
<b>Adult</b>							
New Enrollees	71	8	8	0	6	0	63
Carry Over	184		104		62		80
<b>Total Adult</b>	<b>255</b>	<b>8</b>	<b>112</b>	<b>0</b>	<b>68</b>	<b>0</b>	<b>143</b> **
<b>Dislocated Worker</b>							
New Enrollees	92	9	8	0	6	0	84
Carry Over	114		72		49		42
<b>Total Dislocated Worker</b>	<b>206</b>	<b>9</b>	<b>80</b>	<b>0</b>	<b>55</b>	<b>0</b>	<b>126</b> **
<b>Youth</b>							
<b>Younger Youth (14-18) (MCOE)</b>							
New Enrollees	359	0	10	0	4	0	349
Carry Over	797		375		60		422
<b>Total Younger Youth</b>	<b>1156</b>	<b>0</b>	<b>385</b>	<b>0</b>	<b>64</b>	<b>0</b>	<b>771</b> *
<b>Older Youth (19-21) (JCG)</b>							
New Enrollees	111	0	2	0	0	0	109
Carry Over	39		23	2	5		16
<b>Total Older Youth</b>	<b>150</b>	<b>0</b>	<b>25</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>125</b> *
<b>Total Youth</b>	<b>1306</b>	<b>0</b>	<b>410</b>	<b>0</b>	<b>69</b>	<b>0</b>	<b>896</b> **
<b>Grand Total</b>	<b>1749</b>	<b>17</b>	<b>601</b>	<b>17</b>	<b>191</b>	<b>7</b>	<b>1165</b> ***

**Note:** Grand Total may not equal sum of individual grant totals due to dual enrollment.

- \* Individual Youth Category Subtotal
- \*\* Grant Subtotal
- \*\*\* WIA Grand Total

Source: State JTA, Extraction Date 6/20/2003

Code	Description	Adult		Youth		Dislocated Worker		Totals		
		New	Carry Over	New	Carry Over	New	Carry Over	New	Carry Over	
10	FOLLOW UP SRVCS CNSLNG	20	13			30	12	50	25	75
11	STAFF ASSIST JOB DEVELOP									
12	STAFF ASSIST JOB REFER	1				1		2		2
13	STAFF ASSIST JOB SRCH	19	23			24	22	43	45	88
14	STAFF ASSIST WRKSHHP									
15	OTHER CORE SERVICES	4				7		11		11
16	NON WIA FUNDED SERVICES									
17	CO-ENROLLED CORE SERVICES									
30	CASE MGMT FOR PARTIC	18	38	180	18	33	9	231	65	296
31	COMPREHENSIVE ASSESSMNTS	5		1		5		11		11
32	DEVELOP INDIV EMPL PLAN	6	6	2		6		14	6	20
33	GROUP COUNSELING									
34	EMPL EXPERIENCE			17	2			17	2	19
35	INDIV CNSLNG CAREER PLAN	1		7		1		9		9
36	OUT OF AREA JOB SEARCH									
37	RELOCATION EXPENSES									
38	SHORT TERM PREVOC SRVCS									
39	INTERNSHIPS									
40	OTHER INTENSIVE SRVCS					2		2		2
41	NONWIA FUND INTENS SRVCS									
42	CO-ENROLLED INTENSIVE SRVCS									
50	ADULT EDUCATION			34	3			34	3	37
51	CUSTOMIZED TRAINING			1				1		1
52	ENTREPRENEURIAL TRAINING			10				10		10
53	JOB READINESS TRAINING			4				4		4
54	OCCUP SKILLS TRAINING	8	21	55	5	17	1	80	27	107
55	ON THE JOB TRAINING	5		2		3	1	10	1	11
56	PRIVATE SECTOR TRAINING									
57	SKILL UPGRADING RETRNG		1						1	1
58	WRKPLCE TRNG AND COOP ED									
59	OTHER TRAINING SRVCS									
60	NON-WIA FUNDED TRNG SRVCS	13	25			18	6	31	31	62
61	CO-ENROLLED TRAINING SRVCS									
70	SUMMER RELATED				1				1	1
71	EDUCATNL ACHVMNT SRVCS			327	178			327	178	505
72	EMPLOYMENT SERVICES			121	288			121	288	409
73	CITIZEN LEADERSHIP SRVCS			3	6			3	6	9
74	OTHER YOUTH SERVICES			164	53			164	53	217
75	NONWIA FUNDED YOUTH SRVCS									
76	CO-ENROLLED YOUTH SRVCS									
80	OTHER JTPA									
81	SUPPORTIVE SERVICES	27	45	89	5	40	6	156	56	212
82	NEEDS RELATED PAYMENT									
83	BREAK IN SERVICE		1	1				1	1	2
84	NON-WIA FUNDED MISC									
85	CO-ENROLLED MISCELLANEOUS									
TOTAL		127	173	1018	559	187	57	1332	789	2121

**WORKFORCE INVESTMENT ACT PARTICIPANT REPORT**  
**7/2002 through 05/2003**  
**Subgrant/Contract Number: R380515**

May 2003

**PARTICIPANT SUMMARY**

	Adult		Dislocated Worker		Older Youth		Younger Youth	
	Prior Qtr	Curr Period	Prior Qtr	Curr Period	Prior Qtr	Curr Period	Prior Qtr	Curr Period
<b>Total Participants</b>	253	112	204	80	163	25	281	429
Participants Carried In	183	68	114	55	38	6	40	72
New Participants Entering Grant	70	53	90	35	125	1	10	22
		0	0	0	0	0	0	2
		0	0	0	0	0	8	8
		0	0	0	0	0	105	138
		0	0	0	0	3	1	4
		54	72	39	50	9	253	354
		0	0	0	0	1	252	350
		0	0	0	0	0	5	21
		4	5	0	1	0	2	5
Other Exits	37	54	26	41	17	19	278	422
<b>Program Activities/Services Summary</b>	<b>Enrolled</b>	<b>Exited</b>	<b>Enrolled</b>	<b>Exited</b>	<b>Enrolled</b>	<b>Exited</b>	<b>Enrolled</b>	<b>Exited</b>
Core Services (Registered)	246	106	197	73	1	0	0	0
Intensive Services	240	103	164	56	131	4	78	2
Training Services	132	61	116	50	69	1	57	1
Youth Services	0	0	0	0	115	23	1110	427
Concurrent Program Participation	12	7	19	5	126	3	1046	382
Individual Training Accounts	36	15	52	18	0	0	0	0
Goals Set (Younger Youth Only)	0	0	0	0	0	0	606	53

PARTICIPANT CHARACTERISTICS SUMMARY

	WIA											
	Adult		Dislocated Worker		Older Youth		Younger Youth					
	Enrolled	Exited	Enrolled	Exited	Enrolled	Exited	Enrolled	Exited				
<b>Total Participants</b>	253	112	204	80	163	25	1,164	429				
<b>Gender</b>												
Female	172	77	99	46	78	12	572	226				
Male	81	35	105	34	85	13	592	203				
<b>Age</b>												
14-18	5	3	1	0	0	0	1164	429				
19-21	29	13	6	3	163	25	0	0				
22-29	84	33	42	13	0	0	0	0				
30-44	94	35	88	33	0	0	0	0				
45-54	29	17	49	23	0	0	0	0				
55-61	6	5	16	8	0	0	0	0				
62-64	2	2	2	0	0	0	0	0				
65 and Older	4	4	0	0	0	0	0	0				
<b>Race/Ethnicity</b>												
American Indian/Alaskan Native	7	4	0	0	2	1	13	4				
Asian	23	9	6	2	19	1	230	89				
Black/African American	19	8	11	5	27	6	91	35				
Hawaiian Native/Other Pacific Islander	7	4	4	2	0	0	11	3				
White	113	50	83	39	37	8	179	66				
Ethnicity Hispanic or Latino	88	38	103	33	84	10	669	241				
<b>Labor Force Status</b>												
Employed	101	35	3	2	15	1	44	14				
Unemployed	152	77	201	78	147	24	1119	415				
<b>Educational Status</b>												
Student, High School or Less	1	0	2	0	2	1	1062	419				
Student, Attending Post High School	61	8	29	7	0	0	0	0				
Out-of-School, High School Dropout	19	13	19	11	38	6	23	0				
Out-of-School, high School Grad, with Employment Difficulty	90	58	99	48	123	18	79	16				
Out-of-School, High School Grad, No Employment Difficulty	82	33	55	14	0	0	0	0				
<b>Barriers to Employment</b>												
Disabled	24	17	14	7	5	2	204	48				
Limited English Proficiency	6	2	3	2	12	1	145	63				
Single Parent	49	24	36	14	23	4	31	13				
Worker Profiling/Reemployment Services Referral	2	2	9	5	1	1	1	0				
Low Income	143	75	90	31	161	25	1102	404				
Displaced Homemaker	1	1	0	0	1	0	0	0				
Offender	22	14	17	5	16	3	67	24				
Homeless	3	2	0	0	4	0	5	2				
Runaway Youth	0	0	0	0	1	0	12	5				
Pregnant/Parenting Youth	0	0	0	0	32	4	60	22				
Youth Needing Additional Assistance	0	0	0	0	156	25	1149	428				
Basic Literacy Skills Deficient	56	28	63	29	150	22	1104	408				
Substance Abuse	7	3	2	2	4	0	36	9				
Foster Youth	0	0	0	0	1	0	30	10				

Participant Summary	Cumulative Totals
Total Participants Enrolled	635
Total Participants Served	300
<b>General Eligibility/Noncustodial Parents Category (70%)</b>	175
Long-term TANF Recipients/TANF Exhaustees	126
Noncustodial Parents	49
<b>Other Eligibles Category (30%)</b>	125
TANF Recipient w/Characteristics Long Term Welfare	13
Former Foster Care Participants	107
Custodial Parents w/Income Below 100% Poverty	5
<b>Total Participants Terminated</b>	247
General Eligibility/Noncustodial Parents Category (70%)	171
Other Eligibles Category (30%)	76
<b>Placed in Unsubsidized Employment</b>	11
Greater Than or Equal to 30 Hrs Per Week	10
Less Than 30 Hrs Per Week	1
<b>Employed in Unsubsidized Employment When Entering WTW</b>	2
Greater Than or Equal to 30 Hrs Per Week	1
Less Than 30 Hrs Per Week	1
<b>Placed in Subsidized Employment</b>	12
Greater Than or Equal to 30 Hrs Per Week	3
Less Than 30 Hrs Per Week	9
<b>Transfers</b>	0
Transfer from Grant 800 to Grant 801	0
Transfer Eligibility from 30% to 70% within the Same Grant	0

ACTIVITIES SUMMARY	Cumulative Totals
<b>Total Activities</b>	651
Community Service	0
Work Experience Program	280
Public Sector Employment Wage Subsidy	0
Private Sector Employment Wage Subsidy	0
On-the-Job Training	3
Job Readiness Services	104
Job Placement Services	0
Post-Employment Services	0
Job Retention Services	0
Support Services	2
In-Depth Assessment, Individualized Service, Case Mgmt	262
Pre-employment Job Training/Vocational Education	0

**PARTICIPANT CHARACTERISTICS SUMMARY (Participants from 7/1/2000)**

<b>Gender</b>	300
Male	103
Female	197
<b>Age</b>	300
14-17	0
18-35	207
36-50	86
51-64	7
65 and older	0
<b>Race and Ethnicity (Aggregate Count)</b>	300
American Indian or Alaska Native	3
Asian	4
Black or African American	54
Hispanic or Latino	136
Native Hawaiian or Other Pacific Islander	15
White	88
<b>Participants with Disabilities</b>	7

**Local WIA Performance Detail Report for Merced County**  
 3rd Quarter - 01/2003 through 03/2003 : Pages 1 through 4  
 Cumulative 07/2002 through 03/2003 : Pages 5 to 8

**Local WIA Performance Outcomes Report**  
 Report Period 7/2002 - 3/2003 : Page 9

Local WIA Performance Detail Report 3rd Quarter - ADULT

4/22/2003

**Quarterly Report: 03/2003 to 03/2003**

Unemployed at Registration and Employed by 1st Qtr After Exit	18
Unemployed at Registration	25
Employed 1st Qtr and 3rd Qtr After Exit	22
Employed 1st Qtr After Exit	24
Post Program Earnings (2nd and 3rd Qtrs)	\$ 256,464.91
Pre-Program Earnings (2nd and 3rd Qtrs)	\$ 109,857.66
Received Training Services, Employed in 1st Qtr after Exit and	
Received Credential by 3rd Qtr After Exit	20
Received Training Services	28

<b>Adult</b>	Entered Employment		Retention		Earnings Change		Employment & Credential	
	18	72.00%	22	91.67%	\$ 146,607.25	\$ 6,108.64	20	71.43%
	25		24		24		28	
<b>Special Populations:</b>								
Public Assistance	1	50.00%	4	80.00%	\$ 23,383.08	\$ 4,676.62	3	75.00%
	2		5		5		4	
Veterans	1	50.00%	3	100.00%	\$ 8,519.53	\$ 2,839.84	1	50.00%
	2		3		3		2	
Disabled	1	50.00%	4	100.00%	\$ 34,981.28	\$ 8,745.32	1	50.00%
	2		4		4		2	
Older Individuals	1	33.33%	4	100.00%	\$ 34,981.28	\$ 8,745.32	1	50.00%
	3		4		4		2	
<b>Other Outcomes:</b>								
Training Services	16	69.57%	21	91.30%	\$ 139,464.38	\$ 6,063.67	20	71.43%
	23		23		23		28	
Only Core	0	-----	0	-----	0	-----	0	-----
	0		0		0		0	
Intensive Services	2	100.00%	1	100.00%	\$ 7,142.87	\$ 7,142.87	0	-----
	2		1		1		0	

Local WIA Performance Detail Report 3rd Quarter - Dislocated Worker  
 Quarterly Report: 01/2003 to 03/2003

4/22/2003

All Dislocated Workers Employed By 1st Qtr After Exit	26
All Dislocated Workers Exiters	33
Employed 1st Qtr and 3rd Qtr After Exit	17
Employed 1st Qtr After Exit	18
Post Program Earnings (2nd and 3rd Qtrs)	\$ 243,204.14
Pre-Program Earnings (2nd and 3rd Qtrs)	\$ 145,597.73
Received Training Services, Employed in 1st Qtr after Exit and Received Credential by 3rd Qtr After Exit	14
Received Training Services	20

Dislocated Worker	Entered Employment		Retention		Earnings Replacement		Employment & Credential	
	Count	Percentage	Count	Percentage	Count	Percentage	Count	Percentage
	26	78.79%	17	94.44%	\$ 243,204.14	167.04%	14	70.00%
	33		18		\$ 145,597.73		20	
<b>Special Populations:</b>								
Veterans	5	100.00%	4	100.00%	\$ 65,217.55	102.10%	3	100.00%
	5		4		\$ 63,879.23		3	
Disabled	3	100.00%	0	-----	\$ -	-----	1	100.00%
	3		0		\$ -		1	
Older Individuals	4	100.00%	0	-----	\$ -	-----	2	100.00%
	4		0		\$ -		2	
Displaced Homemaker	1	100.00%	0	-----	\$0.00	-----	0	-----
	1		0		\$0.00		0	
<b>Other Outcomes:</b>								
Training Services	17	85.00%	17	94.44%	\$ 243,204.14	167.04%	14	70.00%
	20		18		\$ 145,597.73		20	
Only Core	5	71.43%	0	-----	\$ -	-----	0	-----
	7		0		\$ -		0	
Intensive Services	4	66.67%	0	-----	\$0.00	-----	0	-----
	6		0		\$0.00		0	

**Local WIA Performance Detail Report 3rd Quarter - Older Youth**  
**Quarterly Report: 03/2003 to 03/2003**

4/22/2003

Unemployed at Registration, Not in Post-sec Educ or Adv Trng In the 1st Qtr after Exit and Employed 1st Qtr After Exit	9
Unemployed at Registration, Not in Post-sec Educ or Adv Trng In the 1st Qtr After Exit	14
Employed in the 1st Qtr After Exit, Not in Post-Sec Educ or Adv Trng In the 1st Qtr After Exit and Employed 3rd Qtr	4
Employed in the 1st Qtr After Exit, Not in Post-Sec Educ or Adv Trng In the 3rd Qtr After Exit	4
Employed in 1st Qtr After Exit, not in Post-sec Educ or Adv Trng In 3rd Qtr After Exit	4
Post Program Earnings (2nd and 3rd Qtrs)	\$ 22,636.91
Pre-Program Earnings (2nd and 3rd Qtrs)	\$ 6,871.25
Employed in Post-sec Educ or Adv Trng in 1st Qtr After Exit and Received Credential by 3rd Qtr After Exit	4
Total Exiters in Qtr measured	14

Older Youth	Entered Employment		Retention		Earnings Change		Credential	
	9	64.29%	4	100.00%	\$ 15,765.66	\$ 3,941.42	4	28.57%
	14		4		4		14	
Special Populations:								
Public Assistance	1	100.00%	1	100.00%	\$ 5,315.00	\$ 5,315.00	0	0.00%
	1		1		1		1	
Veterans	0	-----	0	-----	\$0.00	-----	0	-----
	0		0		\$0.00		0	
Disabled	0	-----	0	-----	\$0.00	-----	0	-----
	0		0		\$0.00		0	
Out of School	9	64.29%	4	100.00%	\$ 15,765.66	\$ 3,941.42	4	36.36%
	14		4		4		11	

**Local WIA Performance Detail Report 3rd Quarter - Younger Youth  
Cumulative Report: 07/2002 to 03/2003**

4/22/2003

Of All In-school and Any Out-of School Youth Needing Basic, Work  
Readiness and/or Occupational Skills

Total # of Basic, Work Readiness, and Occ Skills Attained	279
Total # of Skill Attainment Goals Set	305

Of Those Younger Youth Who Register Without a Diploma or Equivalent  
(Those Not Still in Secondary School at Exit):

Attained Diploma or Equivalent By 1st Qtr After Exit	289
Younger Youth Exiters in Qtr Measured	317

Of Those Found in One of the Following - Post-Secondary Education,  
Advanced Training, Employment, Military service or Qualified

Apprenticeship (Those Not Still in Secondary School at Exit):	
Found in 3rd Qtr After Exit	46
Younger Youth Exiters in Qtr Measured	70

<b>Younger Youth</b>	Skill Attainment		Diploma or Equivalent		Retention Rate	
	279	91.48%	289	91.17%	46	65.71%
	305		317		70	
<b>Special Populations:</b>						
Public Assistance	85	90.43%	116	88.55%	11	52.38%
	94		131		21	
Disabled	150	94.94%	33	86.84%	24	63.16%
	158		38		38	
Out of School	0	-----	0	-----	0	-----
	0		0		0	

Local WIA Performance Detail Report Cumulative 1st through 3rd Qtr. - ADULT

4/22/2003

**Cumulative Report: 07/2002 to 03/2003**

Unemployed at Registration and Employed by 1st Qtr After Exit	46
Unemployed at Registration	63
Employed 1st Qtr and 3rd Qtr After Exit	22
Employed 1st Qtr After Exit	24
Post Program Earnings (2nd and 3rd Qtrs)	\$ 256,464.91
Pre-Program Earnings (2nd and 3rd Qtrs)	\$ 109,857.66
Received Training Services, Employed in 1st Qtr after Exit and Received Credential by 3rd Qtr After Exit	53
Received Training Services	79

Adult	Entered Employment		Retention		Earnings Change		Employment & Credential	
	46	73.02%	22	91.67%	\$ 146,607.25	\$ 6,108.64	53	67.09%
	63		24		24		79	
<b>Special Populations:</b>								
Public Assistance	6	75.00%	4	80.00%	\$ 23,383.08	\$ 4,676.62	10	76.92%
	8		5		5		13	
Veterans	3	50.00%	3	100.00%	\$ 8,519.53	\$ 2,839.84	3	37.50%
	6		3		3		8	
Disabled	9	75.00%	4	100.00%	\$ 34,981.28	\$ 8,745.32	7	58.33%
	12		4		4		12	
Older Individuals	3	60.00%	0	-----	\$ -	-----	0	0.00%
	5		0		0		4	
<b>Other Outcomes:</b>								
Training Services	41	71.93%	21	91.30%	\$ 139,464.38	\$ 6,063.67	53	67.09%
	57		23		23		79	
Only Core	0	-----	0	-----	0	-----	0	-----
	0		0		0		0	
Intensive Services	5	83.33%	1	100.00%	\$ 7,142.87	\$ 7,142.87	0	-----
	6		1		1		0	

**Local WIA Performance Detail Report Cumulative 1st through 3rd Qtr. - Dislocated Worker  
Cumulative Report: 07/2002 to 03/2003**

4/22/2003

All Dislocated Workers Employed By 1st Qtr After Exit	69
All Dislocated Workers Exiters	90
Employed 1st Qtr and 3rd Qtr After Exit	17
Employed 1st Qtr After Exit	18
Post Program Earnings (2nd and 3rd Qtrs)	\$ 243,204.14
Pre-Program Earnings (2nd and 3rd Qtrs)	\$ 145,597.73
Received Training Services, Employed in 1st Qtr after Exit and Received Credential by 3rd Qtr After Exit	47
Received Training Services	69

Dislocated Worker	Entered Employment		Retention		Earnings Replacement		Employment & Credential	
	69	76.67%	17	94.44%	\$ 243,204.14	167.04%	47	68.12%
	90		18		\$ 145,597.73		69	
<b>Special Populations:</b>								
Veterans	13	92.86%	4	100.00%	\$ 65,217.55	102.10%	9	81.82%
	14		4		\$ 63,879.23		11	
Disabled	4	80.00%	0	-----	\$ -	-----	2	66.67%
	5		0		\$ -		3	
Older Individuals	4	80.00%	0	-----	\$ -	-----	2	100.00%
	5		0		\$ -		2	
Displaced Homemaker	1	100.00%	0	-----	\$0.00	-----	0	-----
	1		0		\$0.00		0	
<b>Other Outcomes:</b>								
Training Services	56	81.16%	17	94.44%	\$ 243,204.14	167.04%	47	68.12%
	69		18		\$ 145,597.73		69	
Only Core	9	69.23%	0	-----	\$ -	-----	0	-----
	13		0		\$ -		0	
Intensive Services	4	50.00%	0	-----	\$0.00	-----	0	-----
	8		0		\$0.00		0	

**Local WIA Performance Detail Report Cumulative 1st through 3rd Qtr. - Older Youth  
Cumulative Report: 07/2002 to 03/2003**

4/22/2003

Unemployed at Registration, Not in Post-sec Educ or Adv Trng In the 1st Qtr after Exit and Employed 1st Qtr After Exit	17
Unemployed at Registration, Not in Post-sec Educ or Adv Trng In the 1st Qtr After Exit	38
Employed in the 1st Qtr After Exit, Not in Post-Sec Educ or Adv Trng In the 1st Qtr After Exit and Employed 3rd Qtr	4
Employed in the 1st Qtr After Exit, Not in Post-Sec Educ or Adv Trng In the 3rd Qtr After Exit	4
Employed in 1st Qtr After Exit, not in Post-sec Educ or Adv Trng In 3rd Qtr After Exit	4
Post Program Earnings (2nd and 3rd Qtrs)	\$ 22,636.91
Pre-Program Earnings (2nd and 3rd Qtrs)	\$ 6,871.25
Employed in Post-sec Educ or Adv Trng in 1st Qtr After Exit and Received Credential by 3rd Qtr After Exit	6
Total Exiters in Qtr measured	38

Older Youth	Entered Employment		Retention		Earnings Change		Credential	
	17	44.74%	4	100.00%	\$ 15,765.66	\$ 3,941.42	6	15.79%
	38		4		4		38	
Special Populations:								
Public Assistance	3	75.00%	1	100.00%	\$ 5,315.00	\$ 5,315.00	0	0.00%
	4		1		1		4	
Veterans	0	-----	0	-----	\$0.00	-----	0	-----
	0		0		\$0.00		0	
Disabled	0	0.00%	0	-----	\$0.00	-----	0	0.00%
	1		0		\$0.00		1	
Out of School	17	44.74%	4	100.00%	\$ 15,765.66	\$ 3,941.42	6	15.79%
	38		4		4		38	

**Local WIA Performance Detail Report Cumulative 1st through 3rd Qtr. - Younger Youth  
Cumulative Report: 07/2002 to 03/2003**

4/22/2003

Of All In-school and Any Out-of School Youth Needing Basic, Work  
Readiness and/or Occupational Skills

Total # of Basic, Work Readiness, and Occ Skills Attained	821
Total # of Skill Attainment Goals Set	888

Of Those Younger Youth Who Register Without a Diploma or Equivalent  
(Those Not Still in Secondary School at Exit):

Attained Diploma or Equivalent By 1st Qtr After Exit	289
Younger Youth Exiters in Qtr Measured	317

Of Those Found in One of the Following - Post-Secondary Education,  
Advanced Training, Employment, Military service or Qualified

Apprenticeship (Those Not Still in Secondary School at Exit):	
Found in 3rd Qtr After Exit	46
Younger Youth Exiters in Qtr Measured	70

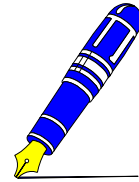
Younger Youth	Skill Attainment		Diploma or Equivalent		Retention Rate	
	821	92.45%	289	91.17%	46	65.71%
	888		317		70	
Special Populations:						
Public Assistance	308	90.06%	116	88.55%	11	52.38%
	342		131		21	
Disabled	225	92.59%	33	86.84%	24	63.16%
	243		38		38	
Out of School	6	100.00%	0	-----	0	-----
	6		0		0	

Local WIA Performance Outcomes Report  
 Report Period 7/2002 - 3/2003

	Original Standard	Adj	Final Standard	Actual	Difference
<b>Adult</b>					
Employment/Credential Rate	60%	0	60%	67.09%	7.09%
Entered Employment Rate	63%	0	63%	73.02%	10.02%
Earnings Change - 6 mos.	\$ 3,400.00	\$ -	\$ 3,400.00	\$ 6,108.64	\$ 2,708.64
Retention Rate - 6 mos.	72%	0	72%	91.67%	19.67%
<b>Dislocated Workers</b>					
Employment/Credential Rate	45%	0	45%	68.12%	23.12%
Entered Employment Rate	68%	0	68%	76.67%	8.67%
Earnings Change - 6 mos.	86%	0	86%	167.04%	81.04%
Retention Rate - 6 mos.	81%	0	81%	94.44%	13.44%
<b>Older Youth</b>					
Credential Rate	45%	0	45%	15.79%	-29.21%
Entered Employment Rate	55%	0	55%	44.74%	-10.26%
Earnings Change -6 mos.	\$ 2,400.00	0	\$ 2,400.00	\$ 3,941.42	\$ 1,541.42
Retention Rate - 6 mos.	69%	0	69%	100.00%	31.00%
<b>Younger Youth</b>					
Diploma/Equiv. Attainment	45%	0	45%	91.17%	46.17%
Retention Rate	42%	0	42%	65.71%	23.71%
Skill Attainment Rate	70%	0	70%	92.45%	22.45%

# DIRECTORS NOTES

07/08/03



## Local News

- Cost-savings measures due to budget reductions have resulted in the Department having to take the following actions: 1) A reduction in force of 16 positions, to include staff that supports the WIB and Youth Council; 2) Consolidation of space (elimination of 2 leases); 3) Reduction of training and travel.;4) Elimination of weekend and evening hours at the One-Stops in Merced and Los Banos; 5) Delay the replacement of computers, software and other equipment; 6) Reduction in the number of vehicles used by the Department; 7) Reduction of the Marketing budget; 8) Reductions of supplies and memberships; and 9) Reduction or elimination of contracted services.
- The Department has received the draft WIA local plan modification instructions for PY 2003-04. Staff has developed a timeline for completion, and will be working through the Program Planning and Policy Committee to complete the plan modification to meet the August 29<sup>th</sup> deadline. A public hearing is required.
- The Department has received Merced's final performance measures for PY 2002-03 (see attached). The State has also issued a draft announcement of the process to begin negotiations for PY 2003-04 performance levels. Staff will be working through the Quality Assurance Committee to complete local performance proposals for submission to the State by the proposed August 29<sup>th</sup> deadline. All parties to be consulted will be informed of the process. The State has informed the local areas that the Credential rates and Diploma rate are not negotiable. The LWIA's goals for these measures will be the same as the State goal.
- The Department is working with IBM in their work for the Department of Labor to develop costs for the One-Stop infrastructure. This work is being done in anticipation of WIA reauthorization, and the authorization that governors will have to allocate funds for One Stop infrastructure.
- Merced Workforce Investment Area has received its Monitoring Report for the Fiscal/Procurement Monitoring from the State. All areas were deemed to be satisfactory, however, one finding was noted. Although the WIB has a Partner contribution in each MOU, which has been accepted by the State in the past, a formal cost-sharing agreement is now required. The Department has developed a timeline to develop agreements with each partner and will be working through the Quality Assurance Committee to address this finding.

- The Merced Director has been elected to the Executive Board of the California Workforce Association. This will provide an opportunity for Merced to have influence in the initiation of advocacy, and the agenda of the State Association.

#### State and National News

- Senate WIA reauthorization begins in the Education, Labor and Pensions Committee. Senate majority would like to have a bill for markup by July 30<sup>th</sup>. While possible, it is more likely that Senate Committee markup of WIA reauthorization legislation will take place in the fall, provided that bipartisan agreement can first be reached on the bill.

**PY 2002 - 2003 Performance Goals for Merced County**

	<b>Entered Employment</b>	<b>Retention Rate</b>	<b>Earnings Change</b>	<b>Employment &amp; Credential Rate</b>
<b>Adult</b>	63%	72%	\$3,400	60%
<b>Dislocated Worker</b>	68%	81%	86%	45%
<b>Older Youth</b>	55%	69%	\$2,400	45%
	<b>Skill Attainment</b>	<b>Diploma Rate</b>	<b>Retention Rate</b>	
<b>Younger Youth</b>	70%	45%	42%	

Source: EDD Draft Directive: WIADD-57

**TO: Workforce Investment Board (WIB)**

**DATE: 7/17/03**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Workforce 2020 Academy**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: Workforce 2020 is an initiative of Merced County Economic Development Corporation, in partnership with the Greater Merced Chamber of Commerce and the Merced County Department of Workforce Investment, to help Merced County address workforce development concerns and issues. Workforce 2020 explores the business community's employment needs and concerns, educates it on employment and workforce development programs, and facilitates the process of building and improving relationships between employers and workforce service providers.**

**The first Workforce 2020 Academy was held July 26, 2003 at the Branding Iron. Representatives from both the private and public sectors were in attendance. The Academy curriculum was well received, and has already resulted in two local employers contacting the Department of Workforce Investment seeking services to train and retain their workforces.**

**The next Workforce Academy will be sometime later this summer in Los Banos.**

**ATTACHMENT(S): N/A**

**TO: Workforce Investment Board (WIB)**

**DATE: 7/17/03**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: 50 Stories for Youth**

**PROPOSED MOTION(S): Information Only**

**DISCUSSION: An ongoing project of the California Workforce Association (CWA) has been an annual publication—“*50 Stories, One System*”. Developed in cooperation with local Workforce Investment Areas throughout the State, the publication presents an informative description of California’s Local Workforce Investment Areas (LWIA) their One-Stop Career Centers, and the many-faceted successes of their workforce development programs in serving our communities, citizens, and businesses.**

**CWA’s newest project is being developed along the same lines as *50 Stories, One System*, but will concentrate on Youth. Demographics concerning youth will be included, collaborations to enhance services to youth, major initiatives of Youth Councils, effective practices, outcomes, and personal success stories will be presented from each LWIA.**

**ATTACHMENT(S): Will be provided at the WIB meeting.**