

**Workforce Investment Board
Executive Committee
1880 W. Wardrobe Ave
7:30-9:00 a.m., July 25, 2005
Meeting Minutes**



Members Present:

Albert Montejano	Rick Osorio	Mike Smith
Mike Sullivan		

Members Absent:

Kathleen Crookham	Nellie McGarry
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Others Present:

Andrea Baker	Donna Barnes	Dave Davis
Alfredo Mendoza		

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- I. Call to Order/Roll Call - The meeting was called to order by the Vice Chair Mike Sullivan and roll call taken by Donna Barnes.
 - II. Approval of Agenda – It was M/S/C Osorio/Montejano to approve the agenda as written.
 - III. Approval of Minutes - It was M/S/C Osorio/Montejano to approve the minutes of June 27, 2005.
 - IV. Public Opportunity to Speak - None
 - V. Action Agenda
 - a. Five-Year Strategic Plan Modification - Dave Davis gave an overview on the process of the update to the plan, the purpose of the plan, and the deadlines for submission. Andrea described the process for communication with the State and how the performance goals are determined and the status on reauthorization. It was M/S/C Montejano/Smith to approve and sign the Five-Year Strategic Plan Modification and forward to the WIB with the recommendation to ratify.
 - VI. Committee Updates –

Mike Sullivan reported the Program Planning and Development Committee is scheduled to meet later this week. The Committee will be working on the health industry cluster.

Albert Montejano noted the Quality Assurance Committee is reviewing the recertification application. Comments are due back to the consultant August 8. The committee is scheduled to meet this Friday.

Rick Osorio reported the Youth Council is working with the P-16 Council. The next meeting there will be representatives from 4-H in attendance. Mr. Osorio noted that they would like to see MCOE in attendance to discuss the summer employment programs offered to youth.

Mike Smith reported there will be no July meeting for the Finance Committee. Fiscal reports will be sent out to the members this week.

- VII. Director Comments – Andrea Baker reported the budget has gone through the conference committee at the federal level. It is anticipated that youth funding will be impacted in this process. Ms Baker noted that it will be beneficial for advocacy from the WIB on this issue. Ms. Baker reported that the department has previously shared financial responsibility for a grant writing position with Commerce, Aviation, and Economic Development Office. Currently position is empty Commerce, Aviation and Economic Development Office will not be able to sustain the funding. Therefore, the Department of Workforce Investment the considering using the money to fund a contract services for larger projects while handling the smaller projects in-house.
- VIII. Chair Comments - None
- IX. Other - None
- X. Next Meeting – August 29, 2005
- XI. Adjourn - The meeting was adjourned 8:10 a.m.