

**Workforce Investment Board
Executive Committee
1880 Wardrobe Ave.
July 26, 2004, 7:30 – 9:00 a.m.
Meeting Minutes**



Members Present:

John Headding
Rick Osorio

Nellie McGarry
Mike Smith

Albert Montejano

Members Absent:

Kathleen Crookham

Mike Sullivan

Others Present:

Dave Davis

Donna Ornelas

Jackie Walther-Parnell

- I. Call to Order/Roll Call – The meeting was called to order by Chair, John Headding, and roll was taken by Donna Ornelas.
- II. Approval of Agenda – It was M/S/C Montejano/Smith to approve the agenda as written.
- III. Approval of Minutes – It was M/S/C Smith/Montejano to approve the minutes of June 28, 2004 meeting.
- IV. Public Opportunity to Speak - None
- V. Consent Agenda
 - a. Youth Contract Amendment – It was M/S/C Osoria/Montejano to approve the reallocation of approximately \$76,050 of PY 2003/04 Out-Of-School youth funds to younger youth funds.
 - b. 5-Year Strategic Plan Modification - It was M/S/C Smith/Montejano to approve the Five-Year Strategic Plan Modification and forward to the WIB for ratification.
- VI. Action Agenda
 - a. Exemplary Performance/Corrective Action Plan – It was M/S/C McGarry/Montejano to acknowledge the award to Merced County WIA and approve the corrective action plan. There was discussion on locally recognized credentials. Mr. Headding requested a report from QA committee to be brought back to Executive Committee.
- VII. Information Agenda
 - a. Enterprise Zone/LAMBRA Fee – A plan is being developed as part of the entrepreneurial efforts for the One-Stop. The plan will be submitted to the County Board of Supervisors.
 - b. WIB Teleconference Training and September WIB Meeting - The regular meeting of the full WIB will be moved to September 28, 2004, 8:00-10:00 to accommodate the teleconference. Members will be notified in advance and location confirmed.
 - c. Joint BOS/WIB Meeting – The joint meeting will be held October 26, 2004, 1:30 at County Board of Supervisor’s Chambers. The “State of Workforce Report” will be presented.

VIII. Committee Reports

Quality Assurance - Albert Montejano reported the committee has been meeting more frequently to complete the scorecard. He noted that two areas of the scorecard have been completed. It is anticipated the final draft will be completed by end of the week. The committee focus has been to align the goals with the strategies.

Program Planning and Development - Rick Osorio reported the committee has not met since the last Executive Committee meeting.

Youth Council - Nellie McGarry reported John Headding attended the last Youth Council.

Finance Committee - Mike Smith reported the committee reviewed expenditures at the last meeting. In addition, the committee has been looking at the feasibility of establishing 501(c)3. The recommendation from County is not to initiate this. Currently there is a group from the community working to put together a community foundation, which may assist with the needs of the WIA.

- IX. Director's Comments – Ms. Baker was not in attendance.
- X. Chair Comments – John Headding reported the P-16 Council has been meeting and working on the economic summit. Also, he noted they are looking at the development of a 501(c)3 and anticipates they will coordinate with community group who is working on this.
- XI. Other - Nellie McGarry reported a recent contact with a developer from the Tracy area regarding workforce housing. She noted that he had had some innovative ideas as they relate to workforce housing. Mr. Headding recommended staff coordinate to put them on the agenda for November WIB meeting.
- XII. Next Meeting – August 30, 2004, 7:30-9:00 a.m.
- XIII. Adjourn – meeting adjourned 8:20 a.m.