

**Workforce Investment Board
Program Planning and Development Committee
Dept of Workforce Investment – Large Conference Room
1880 W. Wardrobe Ave, Merced, CA
Thursday, July 28, 2005, 3:00 – 4:30 P.M.
Meeting Minutes**



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

Members Present: Andrea Baker, Nicholas Benjamin, Sharon Cresswell, Scott Galbraith, Carol Greenberg, Anne Newins, Al Romero, Mike Sullivan (Chair)

Members Absent: Ernie Flores, Phil Flores, Peter Fluetsch (Vice Chair), John Fowler, Thomas Tsubota

Others Present: Dave Cramer, Dave Davis, Dee Knight, Larry Pitts – WIB member

1. Call to Order and Roll Call: The Chair called the meeting to order at 3:08 p.m. Roll call was taken.

2. Agenda: It was *M/S/C Galbraith/Romero* to approve the agenda as published.

3. Approve Minutes (May 26, 2005): It was *M/S/C Benjamin/Romero* to approve the May 26, 2005 minutes as written.

4. Public Opportunity to Speak: Mr. Larry Pitts, from Unilever Best Foods Company and a new Workforce Investment Board (WIB) member, was introduced to the committee.

5. Action Agenda:

a. Self-Sufficiency Wage: Staff noted the WIB directed that the self-sufficiency wage be reassessed at least once a year. With living costs constantly rising, there is a need to increase the self-sufficiency wage. Staff provided a handout showing the new Basic Family Wage Calculation.

It was *M/S/C Romero/Benjamin* that the new Self-Sufficiency Basic Family Wage Calculation go to the WIB for final approval.

b. Employment Training Provider List (ETPL) Addition – Goodwill Industries: 1) Retail Skills Training, 2) Office Technology Training, and 3) Janitorial Skills Training. Staff noted Goodwill Industries has applied to add three of its training programs to the ETPL. Staff provided copies of the applications.

It was *M/S/C Greenberg/Cresswell* that the three applications be approved for addition to the ETPL.

6. Information/Discussion Agenda:

a. Healthcare Cluster in Merced County, 2001-2004: Staff provided information on trends in employment and wages for the subsectors in healthcare.

b. Healthcare Training Options: Staff provided information on the fastest growing occupations in healthcare in Merced County for 2001-2008, along with entry level and median wage for each.

c. Healthcare Chosen – What Now? Before a decision is made, the committee made the following recommendation:

That staff invite the following healthcare sector Human Resources to give a presentation on their specific needs—Health Department, Hospital, Community Health Centers, Nursing Homes, and Private Medical and Dental. After finding out the needs, get a proposal from the specific industry for its priority needs. Staff will put together an outline for the August 25, 2005 meeting.

7. Chair Comments: The Chair noted he would like the Economic Development Goal to be an agenda item for the August 25th meeting.

8. Other Comments: Ms. Andrea Baker noted the Board of Supervisors has approved the Housing Task Force, and she is working on formulating the Task Force. She also noted that Mr. Lee Anderson is rewriting the Education Goal.

8. Next Meeting Date/Time: The next meeting is August 25, 2005, 3:00-4:30 p.m., Dept of WI, 1880 W. Wardrobe Ave, Large Conf Rm.

9. Adjourn: The meeting adjourned at 3:56 p.m.

Minutes prepared by Devilla D. Knight.