

**Workforce Investment Board of Merced County  
Program Planning and Development Committee  
Dept of Workforce Investment – Large Conference Rm  
1880 W. Wardrobe Avenue, Merced, CA  
Thursday, August 25, 2005, 3:00–4:30 p.m.  
Meeting Agenda**



[www.co.merced.ca.us/wi/wib/wib.html](http://www.co.merced.ca.us/wi/wib/wib.html)

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1. Call to Order and Roll Call .....
  2. Approve Agenda .....
  3. Approve Minutes (July 28, 2005) .....
  4. Public Opportunity to Speak .....
  5. Action Agenda .....
    - a. Self-Sufficiency Wage Waiver ..... Dave Davis
    - b. Economic Development Action Team..... Dave Davis
    - c. Healthcare Forum..... Dave Davis
  6. Information/Discussion Agenda .....
    - a. Update on Implications for Action..... Dave Davis
  7. Chair Comments .....
  8. Next Meeting Date/Time—September 22, 2005, 3:00-4:30 p.m., Department of Workforce Investment, 1880 W. Wardrobe Ave/Large Conference Room .....
  9. Adjourn .....

“Merced County’s Workforce Investment System will keep pace with new growth, the emerging economy, and the ever-changing needs of the employers by creating a better educated, highly skilled workforce, that’s capable, prepared, and thoroughly knowledgeable.”

**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>

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**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

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**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 25<sup>th</sup> 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.

**TO: Program Planning & Development Committee**

**DATE: 08/25/2005**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Self-Sufficiency Wage Waiver**

**PROPOSED MOTION(S): That the committee expand the self-sufficiency wage waiver to include applicants who are employed in the Healthcare Industry Cluster at time of application.**

**DISCUSSION: The WIB has chosen to support the Healthcare Industry Cluster. Part of that support involves upgrade training and upward employment of individuals presently employed in Healthcare. The Program Planning & Development Committee approved the limits for self-sufficiency at the last meeting. RN and LNV applicants were waived from the policy limits. Other individuals employed in Healthcare tend to fall outside of the policy limits and cannot receive our services. By adding the following wording to the policy, these individuals will be eligible for services:**

**“In accordance with action taken by the Workforce Investment Board on September 15, 2005, applicants who are employed within the Healthcare Industry Cluster and are seeking upgrade services or other Healthcare employment will be exempt from this policy.”**

**The Board, during its May 24, 2001 meeting, directed that the self-sufficiency wage be reassessed at least once per year.**

**ATTACHMENT(S):  
California Budget Project 2003 Calculations**

**Self-Sufficiency Wage -  
2005  
Basic Family Wage  
Calculation for Merced  
County Residents  
Based On California  
Budget Project 2003  
Methodology**

Expense Categories	Single Adult	Single Parent	Two Parent Family	Two Working Parent Family
	A	B	C	D
Housing & Utilities	\$444.00	\$615.00	\$615.00	\$615.00
Food	\$280.00	\$504.00	\$782.00	\$782.00
Transportation	\$322.00	\$322.00	\$322.00	\$580.00
Child Care	\$-	\$668.00	\$-	\$688.00
Health Care	\$192.00	\$345.00	\$345.00	\$345.00
Miscellaneous	\$267.00	\$547.00	\$695.00	\$695.00
Taxes	\$244.00	\$264.00	\$255.00	\$403.00
Total (Monthly)	\$1,749.00	\$3,265.00	\$3,014.00	\$4,108.00
Total (26 weeks)	\$10,494.00	\$19,590.00	\$18,084.00	\$24,648.00
Total (52 weeks)	\$20,988.00	\$39,180.00	\$36,168.00	\$49,296.00
Basic Family Wage*	\$10.09	\$18.84	\$17.39 (each for 2 parents)	\$23.70 \$11.85
	10.09	18.84	17.39	23.7
Semi-Annual (26 weeks)	\$10,493.60	\$19,593.60	\$18,085.60	\$24,648.00
Annual (52 weeks)	\$20,987.20	\$39,187.20	\$36,171.20	\$49,296.00

**TO: Program Planning & Development**

**DATE: 8/25/05**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Economic Development Action Team**

**PROPOSED MOTION(S): That the PP&D Committee re-establish its Economic Development Action Team with the intent to work with key Economic Development organizations to review the status and possibly update the Merced County Economic Development Strategic Plan.**

**DISCUSSION: Economic Development is a key activity in the WIB's Implications for Action as published in the 2004 State of the Workforce. An analysis of the implication reveals that most of the suggested actions have been completed. The first action – studying successful models of regional economic development collaborations and partnerships was accomplished thru visits of WIB members Andrea Baker, John Fowler, and Scott Galbraith to Kings, Tulare and Stanislaus Counties. Additionally, the Director for Workforce Investment in Stanislaus County presented their model to the WIB Executive Committee. The second action – develop and recommending a formal partnership has been accomplished by installing Economic Development partners as members of the WIB. Those partners are now offering an expanded relationship between the Economic Development professionals of the cities and the county to the WIB, specifically through the Program Planning & Development Committee.**

**An Implication action which needs attention concerns “Ensure the complete implementation of the Merced County Economic Development Strategic Plan by:**

- **Reviewing status and recommending action.**

**The action was recently reviewed during an Economic Development “Brown Bag” meeting attended by five (5) members of the Program Planning & Development Committee and WIB staff. A question arose as to whether the Strategic Plan should undergo a plan update, and if an update is undertaken, who would help with the update.**

**The WIB members present felt the Plan should undergo an update and that the WIB would want to participate. It is suggested that the Program Planning & Development Committee re-establish its Economic Development Team for this purpose.**

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

**TO: Program Planning & Development**

**DATE: 8/25/05**

**FROM: WIB Staff**

**For Action**

**For Information**

**For Discussion**

**SUBJECT: Healthcare Forum**

**PROPOSED MOTION(S): That a Healthcare Forum be convened for the purpose of discussion of Healthcare employment needs between industry representatives and Workforce Investment Board members.**

**DISCUSSION: During the July 28, 2005 meeting of the Program Planning & Development Committee, it was directed that planning begin on a Healthcare Forum.**

**Recommended Healthcare organizations to present include:**

**Hospital – Mercy Medical Center Merced**

**Bloss Castle Family Health Centers**

**Community Health Center – Golden Valley Health Centers**

**Residential Care & Skilled Nursing – New Bethany Residential Care & Skilled Nursing**

**Pharmacies - ?**

**Mental Health Services for Merced County**

**Recommendations from committee members are encouraged.**

**Date: October 13<sup>th</sup> (2<sup>nd</sup> Thursday) is suggested.**

**Time: 2:00pm – 4:00pm**

**Where: Sam Pipes Room**

**Agenda: Similar to the past Contractor’s Forum. Invitations could be sent to Healthcare professionals as attendees, but the presenters would be those chosen by the committee. The forum would include brief introductions, a statement from the WIB explaining their intent to aid the Healthcare Industry fill its employment needs, and then presentations from Healthcare businesses concerning their present and future workforce needs and problems.**

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

**TO: Program Planning & Development**

**DATE: 8/25/05**

**FROM: WIB Staff**

For Action

For Information

For Discussion

**SUBJECT: Update on Implications for Action – Education & Workforce Housing**

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

**DISCUSSION: The WIB presented three Implications for Action as a part of the 2004 State of the Workforce for Merced County. The Implications for Action were offered as “.... opportunities and recommendations to be considered and supports the following actions that need to happen as any action plans are framed around the Regional Strategic Issues.”**

**Education: At the July 14, 2005 meeting of the WIB, the WIB members who chose to evaluate progress concerning the Education Implication for Action decided to rewrite the Implication. The new verbiage follows:**

**The Merced County Workforce Investment Board strongly recommends that two related organizations be established and strengthened in order to improve the quality of education in Merced County and as a result improve Merced County’s workforce and economy.**

**The first of these organizations, and essentially an umbrella for the second, is a Preschool Through 16 Council (P-16). The Council’s goals include:**

- **Supporting continuous increases in academic performance (as outlined in the Merced County Economic Development Strategic Plan, Goal 4.30).**
- **Including stakeholders from all levels of education, workforce development organizations, economic development organizations, businesses and others as interested.**
- **Focusing on “macro” issues relevant to schools and the community.**
- **Promoting P-16 communication and collaboration.**
- **Sharing and using data to promote and demonstrate school achievement progress.**

**The second organization is the Community Business Alliance. Still in the conceptual stage, it is expected that the Alliance will be linked closely with the P-16 Council, sharing many of the same goals and some of the same members. Planning for the Alliance will focus on:**

- **Supporting the development of comprehensive career education services for K-14 students, dropouts and underemployed individuals.**
- **Services will include K-12 career/technical education, career/technical education curriculum development, career/technical student awareness – particularly of career pathways and instruction in adult basic skills (including English as a second language, and Vocational English as a second language).**

- Membership from business in industry will be targeted.

**Workforce Housing: The Workforce Housing Implication for Action has been active. On June 28, 2005, the BOS approved the creation of a Workforce Housing Taskforce. By the first week in August, the Board had appointed Supervisor Deidra Kelsey as its representative to the Taskforce. At the present time the following individuals have agreed to serve on the Taskforce:**

<b>Atwater</b>	<b>Moe Khatami</b>	<b>Asst City Manager</b>
<b>Dos Palos</b>	<b>Everett Younce</b>	<b>City Council Member</b>
<b>Gustine</b>	<b>Don Hutchins</b>	<b>City Manager</b>
<b>Livingston</b>	<b>Gerald Forde</b>	<b>City Manager</b>
<b>Los Banos</b>	<b>Ken Hubler</b>	<b>Redevelopment Director</b>
<b>Merced</b>	<b>Masoud Niroumand</b>	<b>Housing Program Coordinator</b>

<b>Christina Alley</b>	<b>Member at Large</b>
<b>Don Borgwardt</b>	<b>Housing Authority</b>
<b>Nelson Crabb</b>	<b>Insurance Industry</b>
<b>Ray Rodriquez</b>	<b>Real Estate Industry</b>
<b>Joe Ramirez</b>	<b>Finance Banking Industry</b>
<b>Don Bergman</b>	<b>Workforce Investment Board</b>
<b>Rolli Smith</b>	<b>HUD (Advisor to the Taskforce)</b>

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