

**Merced County Workforce Investment Board  
Employability Card Work Group  
Merced Union High School District Office  
3430 'A' Street, Castle Airport, Atwater, CA  
Tuesday, August 28, 2001, 10:00 a.m.  
Meeting Minutes**

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**Members Present:** Don Bergman (Co-Chair), Don Gormly (Chair), Gisela Malone, Chris Nakamura-Swenson, Carol Roberds, James D. White

**Members Absent:** Elaine Craig, Michele Fagundes, Rennise Ferrario, Robert Harmon, Jerry Johnson, Nellie McGarry, Anne Newins, Aaron "Jack" Page, Noah Pou Lor, Mayra Ramirez, Ralph Vigil, Rev. Craig E. White, Sr.

**PITD Staff Present:** Dee Knight, Debbie Morrow, Joanne Presnell

**Others Present:** Bob Abraham, Doug Creighton, Linda Lucas, Mike Rivard, Tom Scheidt, Ernie Sopp, Ralf Swenson, Robert Wendel

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**1. Call to Order and Roll Call** – The Chair called the meeting to order, and a sign-in sheet was used in lieu of roll call.

**2. Approve Agenda** – It was **M/S/C Roberds/White** to approve the agenda.

**3. Approve Minutes** – It was **M/S/C Bergman/Malone** to approve the August 7, 2001 minutes.

**4. Introductions** – The Chair welcomed everyone, noted how happy he was to see the principals, and then asked everyone to introduce themselves.

**5. Public Opportunity to Speak** – None.

**6. Background for Establishment of Local Employability Card** – The Chair indicated the purpose of this subcommittee, and gave a background and summary regarding the establishment of a local Employability Card. The Chair requested comments for any unique needs Merced County schools might have. The following criteria was discussed for the employability card:

- a. It was noted some students have deficiencies in reading, math, and language skills. It was recommended the employer should determine the proficiency of the language skills.
- b. The criteria should be a 2.0 GPA in the core subjects or in overall subjects.
- c. Punctuality is a must. This will be explained to the student, and all teachers must sign off on the application form.

- d. There should be a two-thirds standard for “behavior” (4 out of 6 teachers), and it’s easy for the vice principals to sign because they keep track of all behavioral problems. All vice principals will be made aware of the criteria.
- e. The student must be able to get along with fellow students and adults.
- f. The employability card and the work permit could have two different measuring sticks. The employability card might be higher.
- g. The employability card will be issued on a semester basis, and the expiration date will be listed on the card.
- h. The employability card will be “revoked” for any major disciplinary problem.
- i. The implementation of the employability card will be the second semester (January 2002), and there will be a vigorous marketing and educational campaign to make students and business community aware of this program. Qualification time periods will be from January to January or June to June of each year. It is possible the first employability card will be issued in June 2002.

**7. Madera Employability Card** – The following modifications were made to the application form:

- a. Punctuality – Sign off **ONLY** if the student has three or fewer tardies over the previous semester.
- b. Attendance – Sign off **ONLY** if the student has zero unexcused and 3 or fewer excused absences over the previous semester.

**8.** With the Employability Card Work Group and principals in agreement, and after recommendation by the Education and Employers Subcommittee to the Workforce Investment Board (WIB) Executive Committee, the employability card concept will be presented for approval to the full WIB.

**9. Next Meeting Date/Time** – The next meeting will be sometime in October to finalize the youth employability card, and committee members will be notified of the exact date.

**9. Adjournment** – The meeting was adjourned at 11:40 a.m.

Minutes prepared by Devilla D. Knight.