

**Workforce Investment Board
Executive Committee
PITD - Small Conference Room
1880 W. Wardrobe Avenue, Merced
September 10, 2001, 7:30 – 9:30 a.m.
Meeting Minutes**

Members Present:

Kathleen Crookham	Tom May	Nellie McGarry
Rick Osorio	Mike Smith	Steve Tinetti

Members Absent:

John Heading	Al Romero	Elaine Trevino
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Others Present:

Andrea Baker	Ed McLaughlin	Donna Ornelas
Dick Skarke	Silvia Smith	

I. Call to Order

The meeting was called to order 7 :45 a.m. by the Chair, Rick Osorio. Sign-In was used in lieu of roll call.

II. Approval of Agenda

It was M/S/C Tinetti/May to add the following items to the agenda:

- a. Addition of Nursing Program – information
- b. Appointment of New Chair to Subcommittee – discussion

III. Approval of Minutes of July 9, 2001

It was M/S/C Tinetti/May to approve the minutes of July 9, 2001.

IV. Public Opportunity to Speak

Andrea Baker reported that the County is working on a project called *Access*. The project will include looking at technological needs, and planning at the countywide level. The program is currently working with Action Business Center and County Information Systems. The WIB has been asked to help with printing of the final report. The Director will work with the Access Project to accomplish WIB sponsorship for the printing.

V. Executive Committee Action Items

- a. Nomination of Replacement WIB Member
It was M/S/C (*Tinetti/Crookham*) To recommend the nomination of Mike Boardman, President of Boardman Mitchell Partners to the WIB.

VI. WIB Agenda Setting

- a. Consent Agenda

- i. WIB/CLEO Agreement
- ii. Application for Youth Council Membership
- iii. Nomination of Replacement WIB Member

b. Action Agenda

- i. Formal Collaboration with the Education and Business Alliance
Sylvia Smith was present at the Executive meeting for discussion. The group brought several questions forward regarding the alliance. The group was in favor of this going forward to the full WIB.
- ii. *The other item originally on the agenda in relation to funding for a Project Director was pulled for further information. The questions were raised about who else would be funding the position and if the WIB was the only one requested to fund this. Additionally the question was raised as to what the alternative would be if the funding was not approved by the WIB. Ms. Smith noted that it was likely that there would be requests for grants to fund this. The Executive committee asked about the duration as it was a request for only six-months. The item will be returned to the Education and Employers Subcommittee for more discussion before it is returned to the full WIB.*

c. End of Year Report

d. Committee Reports

- i. Education & Employers - PowerPoint Presentation
- ii. Finance Committee
- iii. Marketing & Partnerships
- iv. Planning & Policy
- v. Standards & Certification
- vi. Youth Council- Video Presentation

e. One-Stop Steering Committee Report

VII. 501 (c)(3)

There was discussion on this item and what the WIB intended it's use to be. Steve noted that this was recommended at national level. Additionally, Lori Strumpf has communicated that she would be able to assist in accessing some of funding using the 501(c)(3).

VIII. WIB Staffing

This item was returned to the Executive Committee for more information. It was decided that staffing to the WIB in its current structure is adequate and there was no reason to make changes. There was discussion on Department name change.

There was some discussion on the current name recognition and what, if any, impact there would be. It was noted that it is likely that we would benefit from advertising from surrounding counties who marketed a similar theme. Andrea noted, that a name change would not be done without cost. Further exploration will be done.

IX. RN program Expansion

It was noted that an informal discussion occurred during the CWA conference regarding the expansion of this program. The discussion was between John Heading, Andrea Baker, and Ed McLaughlin. It was recommended that the information be brought to the WIB Executive Committee for consideration and discussion. There is a desire to expand the current nursing program to meet the needs of staffing for local hospitals. The committee discussed the proposal by Merced College to add twenty-four additional slots by entering twenty-four students each semester beginning January 2002. This would require bringing in additional instructors to accommodate the increase. The total cost for the recommended expansion will be \$198,680. It was noted that this is a problem, not only locally, but, statewide and even nationally. The question was raised about using state discretionary funding. Staff will investigate options.

X. Appointment of New Chair to Subcommittee

Rick noted that he has asked Gisela Malone to be the chair of the marketing committee due to the resignation of Elaine Trevino. He noted, however, that she has not responded as of yet. It was recommended that John Heading also be asked to sit on this committee.

XI. Chair Comments

Rick addressed the Executive committee and shared his ideas on the future of the WIB. He noted that there has been discussion on restructuring of subcommittees. One of the recommendations was changing the Marketing committee to incorporate Economic Development. Steve noted that the change was right in line with recommendations at the national level. It was noted that we have joined MCEDCO to assist with collaboration in working toward true economic development within the county.

Rick expressed his desire to reduce the number of committees by condensing and looking at restructuring what currently exists. He noted that he will ask staff to do an analysis and make recommendations to the WIB.

Mr. Osorio noted that he would like to see the WIB build on their relationship with the schools, primarily, the elementary schools. He suggested that two projects that would benefit would be the Nurses program (in conjunction w/youth programs) and CISCO Academies.

Steve Tinetti stated that he had input from other meetings and it appears that Workforce Investment at the state level is advocating this same direction. There

was discussion on review of work plan. It was recommend that long term as well as short term goals be reviewed and ensure they are in line with the direction we are headed.

Rick noted that he would like to have WIB members tour the one-stops and other valley WIBs, as well as tours of the schools. It was recommended that staff set up a calendar for tours throughout the year and coordinate with WIB members to make this happen.

XII. Other
none

XIII. Adjourn
The meeting was adjourned at 9:25 a.m.