

**Merced County Workforce Investment Board
Planning and Policy Development Committee
Merced County Department of Business-Economic Opportunities
2000 "M" Street, Merced, CA
September 26, 2001, 3:00 p.m.
Meeting Minutes**

Members Present: Andrea Baker, Nick Benjamin, George Brown, Harry Dull, Peter Fluetsch (Chair), John Fowler, Carol Greenberg, Brian Griffin,

Members Absent: Grover Omyer

PITD Staff Present: Debby Hoban, John Kasnick, Ed McLaughlin, Dick Skarke

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

2. Approve Agenda – Agenda was approved as published.

3. Approval of Minutes – It was *M/S/C Griffin/Dull* to approve the August 22, 2001, minutes as presented.

4. Opening Comments from the Chair – The Chair thanked everyone for attending the meeting. He voiced concern regarding the disclosures required on Fair Political Practices Commission Form 700. Staff noted that per the Form 700 instructions, “full disclosure” is required only by those holding offices enumerated in Section 87200 of the California Government Code. Everyone else is governed by local Conflict of Interest policy that typically demands a far more limited degree of disclosure. Staff further stated that the presumption is that the “local policy” governing Workforce Investment Board members is the Conflict of Interest provisions of the WIB bylaws. Ms. Baker is arranging to have County Administration staff present at the WIB meeting for questions.

5. Public Opportunity to Speak – None

6. Determination of “Limited Funds” Status – Staff presented budgetary data covering Adult intensive and training services [total budget dollars, participant counts and average unit cost for intensive and training services] and observed that sufficient funds appear to be budgeted and available for Program Year 200 1/2002. Staff was directed to provide a monthly report of these statistics and keep committee members advised of the status of the program.

It was *M/S/C Fowler/Griffin* to recommend to the full Board that it declare, that for the purposes of Section 134(d)(4)(E) of the Workforce Investment Act of 1998 and 20 CFR §663.600, there are sufficient funds available to provide for Adult intensive and training services.

7. Determination of “Occupations in Demand” – Estimates of the top 20 occupations in demand for Merced County from three different sources (California State LMID, ERRIS and PITD’s LMI specialist) were presented to the Committee. Members were also provided with a forecast done by WIB staff that estimates the total gross and net employment growth of the Merced labor market for the next 24 months.

Staff explained that the committee’s task is to establish a policy for local implementation of the requirements of Section 134(d)(4)(A)(iii) of the Workforce Investment Act of 1998 and 20 CFR §663.310; requirements which preclude the expenditure of funds for “training services” unless such services are “directly linked” to 1) occupations in demand in the local area, 2) occupations in demand in another area to which the client is willing to relocate or 3) occupations determined by the Local Board to be in sectors of the local economy that have a high potential for sustained demand or growth.

Staff reiterated that the ultimate purpose of the policy is exclusionary; i.e., that its objective should be to prevent training dollars from being spent on occupations for which there is not some minimal level of demand. Stated another way, it should be a policy about where we should avoid spending as opposed to one directing the focus or targeting of our spending. Staff further opined that the two approaches to establishing local “occupations in demand” would be 1) to provide a list of occupations which would be updated from time to time or 2) establishing parameters which define “demand”; e.g., occupations with a forecasted demand of at least six gross hires per year.

It was suggested that another (fourth) source of occupations in demand could be obtained from the PITD job development group. It was *M/S/C Griffin/Benjamin* to table this item until staff provided the demand list from the job developers.

8. Adjournment – Meeting was adjourned at 4:25 p.m. Next meeting will be October 17, 2001, at 3 p.m., at the Merced County Department of Business Economic Opportunities, 2000 M Street, Merced, CA.

Minutes Prepared by Debby Hoban