

**Merced County  
Workforce Investment Board  
Merced County Fairgrounds  
Jr. Exhibit Building  
Meeting Minutes  
September 27, 2001**

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- 1. Call to Order and Roll Call** – The WIB Chair, Rick Osorio called the meeting to order and roll was taken by Donna Ornelas.

**Members Present:**

Andrea Baker	Don Bergman	Bob Bittner
George Brown	Bill Cahill	Doreen Crawford
Sharon Cresswell	Kathleen Crookham	Harry Dull
Ben Duran	Ernie Flores	Peter Fluetsch
John Fowler	Carol Greenberg	Brian Giffin
Leo Lamb	Charlie Lambert	Gisela Malone
Tom May	Nellie McGarry	Anne Newins
Rick Osorio	Alfonse Peterson	David Riordan
Carole Roberds	Al Romero	Dick Shipley
Vann (Mike) Smith	Mike Sullivan	Steve Tinetti
Elaine Trevino	James White	

**Members Absent:**

Kathy Andrade	Susan Armstrong	Richard Becker
Nicolas Benjamin	Bob Carpenter	Elaine Craig
Robert Harmon	John Heading	Jeff Knapp
Ned Miller	Jack Mobley	Grover Omyer
Leslie Peeler	Helen Sullivan	

**Others Present:**

Carla Barnes	Bunny Bentley	Evelyn Eagleton
Eddie Harding	Louie Martinez	Ed McLaughlin
Donna Ornelas	Joanne Presnell	Dick Skarke
Sylvia Smith	Jackie Walther-Parnell	

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- 2. Approval of Agenda** – It was *M/S/C (May/McGarry)* - 31 ayes to approve the agenda as written.
- 3. Approval of Minutes** - It was *M/S/C (Riordan/Peterson)* - 31 ayes to approve the minutes of July 26, 2001 as written.
- 4. Public Opportunity to Speak** – None

5. **Consent Agenda** - It was *M/S/C (Lamb/Fluetsch) – 31 ayes* to remove item *a. WIB/CLEO Agreement* from the consent agenda. It was *M/S/C (mcgarry/bergman) – 31 ayes* to approve remaining agenda. *Newins abstained item 5.e.*

- a. **WIB/CLEO Agreement** – It was noted item 4.A. of the agreement needed to be renumbered, as it appears there is a typo.

There was also discussion on item 4.D, Authorities and responsibilities of PITD... and subitems; i.e., [5] providing staff to the WIB and [6] select and hire staff to provide administrative/programmatic support to the local WIB. Some members felt the WIB should have input when selecting and hiring staff. Plus the WIB should be able to develop the job specifications/classification for WIB staff. Ms. Crookham confirmed a previous County Counsel opinion that only the Board of Supervisors (BOS) can establish/approve job specifications/classifications. It was recommended that a cooperative agreement between the WIB and PITD be developed to incorporate this type of involvement from the WIB in selection of staff to the WIB. Ms. Baker stated that WIB members have previously been part of selection panels for WIB staff, and will continue to be panel members in the future. Ms. Baker also stated the WIB can make recommendations but final approval for job specifications/classification remains with the BOS. Mr. Lamb indicated concerns with other areas of the agreement; however, no specifics were offered. It was recommended that the WIB/CLEO agreement be sent back to the Planning & Policy Committee for further review, and that Mr. Lamb appear at the next committee meeting to outline his concerns. It was *M/S/C (Lamb/May) – 28 ayes, 3 no, 1 absention [Ms. Baker]*

- b. **Application for Youth Council Membership**
- c. **Nomination of Replacement WIB Member**
- d. **Amended WIB Bylaws**
- e. **Letter of Support E-Commerce Program**

6. **Action Agenda**

- a. **Formal Collaboration with the Education and Business Alliance** – Joanne Presnell provided the WIB with an overview of the collaboration efforts. The WIB is requested to designate a WIB member to sit on the Education Business Alliance Board as a representative of the WIB. Mr. Duran spoke in favor of this motion and recommend two members from business community be designated. It was noted that the first board meeting is scheduled for late October. It was *M/S/C (Bergman/May) – 32 ayes*
7. **End of Year Report** – Andrea Baker provided an overview of the year-end report and the information from the WIB survey. In addition she provided clarification of Core A and Core B services mentioned in the report.

**8. Committee Reports**

- a. Education & Employers** – Joanne Presnell provided a briefing on the youth employability card. She noted that the committee had met with principals from the area and they were supportive. The committee will develop the criteria and present same to the Executive Committee. It is anticipated this will be completed by spring of 2002.
- b. Finance Committee** – Tom May reported that the committee has reviewed financial statements. They are making modifications for more ease in reading. The next step will be for the committee to begin looking at audits of ARBOR, Inc.
- c. Marketing Committee** – Elaine Trevino reported that the committee has been continuing its work on development of a logo. The recommendation for a vendor was approved by the County BOS last week. It is anticipated they will be meeting with William Bell next week to negotiate the contract. She noted that the largest goal would be to establish identity.

Joanne Presnell gave a Powerpoint presentation and an overview of packets materials. The presentation is designed to be a tool for WIB members who go in to the community and speak on the WIB's purpose.

Mr. Osorio announced the appointment of Gisela Malone as new committee chair.

- d. Policy & Planning Committee** – Peter Fluetsch reported that the Policy & Planning Committee will be revisiting the WIB/CLEO agreement.
- e. Standards & Certification Committee** – no report.
- f. Youth Council** – Nellie McGarry reported that the Youth Council has merged Youth Leadership and Youth Marketing into one committee. The committee will be working on a new charter. The Youth Resource Directory is near completion. The Council has decided to do the gap analysis in-house. Ms. McGarry noted that they are working on the youth conference with CWA. It is anticipated they will be having a retreat in spring 2002. She noted some of the issues before the Youth Council and subcommittees. The items are as follows: Operations Committee is working on renegotiation of the contract with ARBOR, Inc as well as bringing forward a recommendation to reallocate money for the remainder of the contract. There was a video presentation on YOP. Evelyn Eagleton gave an overview of the youth yearbook, provided an explanation of collaboration of youth programs, and shared statistics on program progress.

**9. One-Stop Steering Committee Report** – report was included in meeting packet.

- 10. San Joaquin Demographics** – Statistical data on San Joaquin Valley was included in the meeting packet.
- 11. Special WIB Meeting** – Special WIB meeting to be held on October 18, 2001. The meeting will be to address strategic choices as they relate to the CSUS report findings. John Fowler noted that the agenda is intended to spur discussion on recommendations, he also noted there will be a facilitator from CWA at the special meeting.
- 12. Chair Comments** – Mr. Osorio noted that the Executive Committee will revise bylaws to include the past chair as part of Executive Committee. He also noted that they are looking at changing the Marketing Committee to Marketing and Economic Development. There will be a job fair October 13, 2001, 10:00-2:00 p.m. The WIB has submitted an application to become member of MCEDCO. Mr. Osorio explained a contest that has been developed for WIB members in effort to get them out into the community and visiting One-Stops. Each member is encouraged to visit One-Stops/Vendors. Each member was provided with a punch card. Once the site has been visited, the WIB member is to take their card to the next subcommittee meeting and discuss the visit. The card will be punched. The WIB members are to take the punched card to the next WIB meeting and the member with the most holes punched will be eligible for a prize.
- 13. Other** – Andrea Baker reported that we have a commitment from County Administration to provide clarification on filling out form 700 if needed. In addition, they have agreed to provide a workshop on how to fill out the form or answer questions if it is deemed necessary.
- Tom May noted that he researched how the community felt about the identity of the One-Stop in Los Banos. There had been discussion on how the community recognizes PITD. Mr. May indicated that although, originally, the thought was that if there were a name change in the Department there may be some confusion, this did not seem to be the case.
- 14. Adjourn** – 4:45 p.m.