

**Workforce Investment Board
Merced County Office of Education
632 W. 13th Street, Newbold Room
September 28, 2004, 7:30 – 10:00 a.m.
Meeting Minutes**



Members Present:

Lee Andersen	Ed Anderson	Andrea Baker
Nicolas Benjamin	Don Bergman	Bob Bittner
Ben Duran	Phil Flores	Peter Fluetsch
Scott Galbraith	Carol Greenberg	Robert Harmon
John Heading	Charlie Lambert	Nellie McGarry
Anne Newins	Terry Nichols	Rick Osorio
Al Peterson		

Members Absent:

Paul Alderete	Sharon Cresswell	Kathleen Crookham
John Fowler	Jeremiah Greggains	Brian Griffin
Ned Miller	Albert Montejano	Carole Roberds
Al Romero	Mike Smith	Mike Sullivan
Steve Tinetti	Thomas Tsubota	

Others Present:

Michelle Allison	Bernedette Castaneda	Elaine Craig
Dave Davis	Patric Farrar	Eddie Harding
Robin Keezer	Donna Ornelas	Joanne Presnell
Jackie Walther-Parnell		

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- I. Call to Order/Roll Call - The meeting was called to order by the Chair, John Heading. Roll call was taken by Donna Ornelas.
 - II. Approval of Agenda - It was M/S/C Fluetsch/Bergman to approve the agenda as written.
 - III. Approval of Minutes - It was M/S/C Duran/Bergman to approve the minutes of July 8, 2004.
 - IV. Public Opportunity to Speak - None
 - V. Consent Agenda It was M/S/C McGarry/Fluetsch to approve the Consent Agenda, items a-f.
 - a. Addition to ETPL – Clinical Medical Assistant
 - b. Addition to ETPL – Medical Billing
 - c. ITA Policy
 - d. Marketing Plan Amendment
 - e. Movement of Youth Funds
 - f. High Concentration of Youth
 - VI. Action Agenda

- a. California Performance Review (CPR) Advocacy Letter - Ms. Presnell provided overview of CPR advocacy. It was suggested by Mr. Duran the letter also be sent to the Governor. Ms. Baker noted letters should be prepared on each WIB member's own business letterhead. It was M/S/C Duran/Peterson to approve the request to have WIB members support and advocate for the concept of local control.

VII. Information Agenda

- a. National Emergency Grant (NEG) Contract - Ms. Baker reported the Department of Workforce Investment has a contract with the City of San Jose to provide WIA services for up to 50 individuals who live in or near Merced County, but who previously worked and were laid off in Santa Clara County. The funds to support the training of these individuals are provided by Technology and Transportation National Emergency Grants (NEG) administered through the San Jose Silicon Valley Workforce Investment Area (City of San Jose).
- b. End-of-Year Fiscal Report - Ms. Walther-Parnell noted there was a small amount of carryover for FY 03-04.
- c. Monitoring Summary Jan 04-Jul 04 - Ms. Craig reported the monitoring activity summary was included in the meeting packets. She noted there were no findings that impacted program activity.

VIII. Advocacy Report - Ms. Baker noted that it is important for the WIB members to follow up with the letters of support for the CPR. She noted that the Local Workforce Investment Areas are watching the federal budget. It is anticipated the budget will remain approximately the same for the next year in Adult Services, and there will be a small increase in Youth and Dislocated Worker funding. Staff will watch closely and advise the WIB members of issues that would require additional advocacy.

IX. Information Items

- a. Labor Market Information Updates - Reports included in the package.
- b. Committee Reports - Available on the website.

X. Director's Comments - Ms. Baker announced the promotion of Ms. Presnell to the position of Assistant Director. In addition she noted that the WIB support assignment will be consolidated with Marketing and Ms. Craig will be the Program Manager assigned to this area.

XI. Chair Comments - Mr. Heading noted the teleconference would take place immediately following the business meeting 8:00 a.m. - 10:00 a.m.

XII. Other - None

XIII. Next Meeting - Joint WIB/BOS Meeting - October 26, 2004

XIV. Adjourn - Business Meeting adjourned at 8:00 a.m.