

Workforce Investment Board of Merced County
Finance Committee
Department of Workforce Investment (Small Conf Rm)
1880 W. Wardrobe Ave, Merced, CA
Wednesday, September 29, 2004, 7:30–9:00 a.m.
Meeting Minutes



Members Present: Lee Andersen, Ed Anderson, Andrea Baker, Alfonse Peterson (Vice Chair)

Members Absent: John Fowler, Vann (Mike) Smith (Chair)

Staff Present: Dave Davis, Dee Knight, Joanne Presnell, Jackie Walther-Parnell

1. Call to Order: The Vice Chair called the meeting to order at 7:35 a.m. A sign-in sheet was used in lieu of roll call.

2. Approve Agenda: It was *M/S/C Baker/Andersen* to approve the agenda as published.

3. Approve Minutes (June 30, 2004): It was *M/S/C Andersen/Baker* to approve the June 30, 2004 minutes.

4. Public Opportunity to Speak: None.

5. Discussion/Action:

a. WIB Strategic Scorecard: Staff gave an overview of the WIB Strategic Scorecard, and noted the Quality Assurance Committee developed it. Each WIB committee is reviewing its applicable Measurement categories for clarification. The Finance Committee made the following changes:

1) Financial/Market Perspective – Item 1 Metric, change to 70% of available funds (carryover plus current year allocation) to be expended by the end of the fiscal year, and 80% of current year allocation to be obligated by the end of the fiscal year.

2) Financial/Market Perspective – Item 2.a. and b. How Often, change to quarterly.

It was asked if there is a means to compare our success rate of generating funds with that of other WIBs. Staff will put together an anecdotal report of the kinds of funds received by local WIBs.

It was *M/S/C Andersen/Baker* to approve the applicable Measurement categories of the Finance Committee with the above-cited changes.

6. Information Agenda:

a. Meeting Notes (August 25, 2004): No comments.

b. Fiscal Report: Staff provided handouts of the Allocations, Obligations and Expenses for FY 2004/05 (July 1, 2004-June 30, 2005) through August 31, 2004, gave a brief description of each program category and overview of the report, and answered specific questions.

Staff noted the fiscal report provided to the WIB on September 28, 2004, was the year-end report. The WIB receives a quarterly report, and the Finance Committee receives a monthly report. All programs are on track.

c. National Emergency Grant: This grant is a collaborative agreement with San Jose to provide training to up to 50 individuals living in Merced County who had worked in the technology field, and were laid off in Santa Clara County.

7. Vice Chair Comments: None.

8. Next Meeting Date: The next meeting is October 27, 2004, 7:30-9:00 a.m., in the Wardrobe Large Conference Room.

9. Adjourn: The meeting adjourned at 8:17 a.m.

Minutes prepared by Devilla D. Knight.