

**Merced County Workforce Investment Board
Education and Employers Committee
Private Industry Training Department
Small Conference Room
1880 West Wardrobe Avenue, Merced, CA
October 16, 2001, 7:30 a.m. to 9:00 a.m.
Meeting Minutes**

Members Present: Don Bergman, Al Romero (Chair), Carol Roberds, James White

Members Absent: Anne Newins, Leslie Peeler, Gisela Malone

PITD Staff Present: Dee Knight, Debbie Morrow, Joanne Presnell

Others Present: Sharon K. Green, Motorola; John Heng, Motorola; Sylvia Smith, Merced County Education Business Alliance

1. Call to Order and Roll Call – The Chair opened the meeting, but no roll was taken due to the recorder being out of the room.

2. Approve Agenda – The agenda was approved as written.

3. Approve Minutes – It was **M/S/C Bergman/Roberds** to approve the September 18, 2001 minutes.

4. Opening Comments from the Chair – None.

5. Introductions – Everyone introduced themselves.

6. Public Opportunity to Speak – None.

7a. The Motorola Project – Ms. Sylvia Smith gave an overview of the presentation that was made to the Workforce Investment Board (WIB) Executive Committee before going over the specific questions that were asked about the project. Ms. Smith provided handouts addressing the questions submitted from the committee. She went over the following issues:

- 1) Who Else Will be Contributing? – Motorola will commit \$124,000, and the local community will contribute \$124,000 through grant funding to offset staff costs.
- 2) Budget – The WIB is being asked to fund \$58,500 for a Project Manager for six months of project completion. Merced College, Merced Union High School District, and the Education Business Alliance will contribute the remainder of the budget.
- 3) Job Description for the Project Manager was provided.
- 4) Workplan and Timeline – Ms. Smith stated the workplan and timeline were stipulated in sections C, D, and E of the Motorola Proposal. Ms. Smith reviewed the four deliverables that would be expected within the 6-month time frame, and these will be listed in the contract.

- 5) **Project Manager Reporting Structure** – The Project Manager will report to the Executive Director of the Merced County Education Business Alliance. The Project Manager will be housed at Merced College or at Castle in the Merced Union High School District office.

Mr. John Heng volunteered, if requested, to provide the committee several successful contracts of similar programs that Motorola is involved with.

The question was asked of Motorola what would happen if the Project Manager hired did not fulfill the requirements, to what extent would it impact Motorola's plan. Mr. Heng said it would have very little impact.

Mr. Don Bergman said since all questions had been satisfactorily answered, it was **M/S/C Bergman/Smith** that the information be sent to the WIB Executive Committee for review with a recommendation that it be sent to the WIB for approval to fund the Project Manager position at \$58,500.

Ms. Smith was asked if the WIB refused funding this position, what would be the alternative of the Education Business Alliance? Ms. Smith said they would approach World Color Press/Quebecor for funding, or Irvine Foundation might be interested. They also might have to seek funding from the outside.

7.b. Youth Employability Card – Staff provided handouts of examples of the card and marketing posters, along with the history, implementation plan, and marketing strategy of the of the Employability Card. Mr. Bergman gave an overview of the information submitted. He said it would be a collaborative effort on the part of this committee and the Marketing Committee to get all the information into the hands of local businesses and schools.

It was recommended that staff ask Chris Nakamura-Swenson to contact each of the principals and submit this information for their review and/or input, and see how fast she could get some feedback in hopes of submitting it to the WIB Executive Committee on October 29, 2001.

7.c. Selection of Education and Employers Committee Vice Chair - It was **M/S/C White/Roberds** that Don Bergman be Vice Chair.

8. Adjourn – Meeting adjourned at 9:05 a.m.

Minutes prepared by Devilla D. Knight.