

**Workforce Investment Board
Program Planning and Development Committee
Merced Chamber of Commerce Conference Room
690 W. 16th Street, Merced, CA
October 27, 2004, 3:00 – 4:30 P.M.
Meeting Minutes**



Members Present: Andrea Baker, Nicholas Benjamin, Don Bergman, Peter Fluetsch (Vice Chair), John Fowler, Anne Newins, Al Romero, Thomas Tsubota

Members Absent: Paul Alderete, Sharon Cresswell, Phil Flores, Scott Galbraith, Carol Greenberg, Rick Osorio (Chair)

Others Present: Elaine Craig, Dave Davis, Dee Knight, Joanne Presnell

1. Call to Order and Roll Call: The Vice Chair called the meeting to order at 3:02 p.m. A sign-in sheet was used in lieu of roll call.

2. Agenda: It was *M/S/C Fowler/Romero* to approve the agenda as published.

3. Approve Minutes (September 22, 2004): It was *M/S/C Bergman/Fowler* to approve the September 22, 2004 minutes as written.

4. Public Opportunity to Speak: None.

5. Action Agenda:

a. Workforce One-Stop Memorandums of Understanding: Staff noted this is to modify all partner Memorandums of Understanding (MOUs) to eliminate the requirement that minor administrative procedures be approved by the Board of Supervisors. Signing of the new MOUs will revoke the present One-Stop MOUs.

It was *M/S/C Newins/Romero* to approve modifying the MOUs to a general format.

6. Chair's Comments: None.

7. Next Meeting Date/Time: It was *M/S/C Fowler/Bergman* to cancel the November meeting. Staff will poll committee members to determine which day is better to meet, December 15 or 22, 2004.

It was announced the Workforce Investment Board Retreat would be January 13, 2005, 12:00 – 4:30 p.m., at City Hall in the Sam Pipes Room.

8. Adjourn: The meeting adjourned at 3:13 p.m.

Minutes prepared by Devilla D. Knight.