

TO: Workforce Investment Board

DATE: 11/10/05

FROM: WIB Committee Chairs

For Action

For Information

For Discussion

SUBJECT: WIB Committees End-of-Year Summary

PROPOSED MOTION(S): Information Only

DISCUSSION: The Workforce Investment Board Committees have had a busy year. The following were accomplished:

Program Planning & Development

1. **Worknet/One-Stop Partner Memorandums of Understanding were reaccomplished.**
2. **New Resource/Cost Sharing Agreements with One-Stop Partners were renegotiated and signed.**
3. **A Request for Proposal for PLATO Lab Services at Los Banos and Merced One-Stops was accomplished, and new contracts negotiated.**
4. **Renewal of Registered Vocational Nurse Contract.**
5. **Renewal of Licensed Vocational Nurse Contract.**
6. **Selection of Healthcare Industry Cluster and initiation of pilot program to understand and address the needs of the industry cluster.**
7. **Performed study on trends and Shift-share analysis concerning Healthcare Industry Cluster.**
8. **Approved Local Plan Modification to the 5-Year Strategic Plan.**
9. **Accomplished Study on Location Quotients for all WIB selected Industry Clusters.**
10. **Approved Self-Sufficiency Wage Policy and Waiver.**
11. **Added new courses to the Eligible Training Provider List:**
 - a. **Retail Skills Training**
 - b. **Office Technology Training**
 - c. **Janitorial Skills Training**
12. **Formed Economic Development Action Team – reviewing status and updating the Merced County Economic Development Strategic Plan.**
13. **Held Focus Group for Healthcare Industries.**

Youth Council

1. **Renewed Younger Youth WIA contract.**
2. **Renewed Out-of-School Youth WIA contract.**
3. **Devised corrective action plan for youth performance results identified in the Exemplary Performance Award.**
4. **Created an out-of-school Juvenile Justice Program after award of \$70,000 from California Workforce Investment Board.**

5. **Implemented Operational Agreements between the Youth Council and Human Services Agency to aid child crime victims.**
6. **Approved \$5000 of Youth Funds to provide clerical support of the P-16 Council.**
7. **Managed the addition of carryover monies to both youth contracts. Approved the percentages of enrollees in both programs.**
8. **Has begun work on a Construction Trades Career Fair for Merced County youth to be held in the spring.**

Finance Committee

1. **Monitored monthly the fiscal status of Adult, Dislocated Worker and Youth Programs.**
2. **Monitored monthly the fiscal status of WIA contracts.**
3. **Endorsed the Volunteer Tax Assistance Program conducted by the Department of Workforce Investment.**
4. **Monitored the status and income of the Enterprise Zone Vouchers.**
5. **Monitored and analyzed the addition of funds to Youth contracts.**
6. **Reviewed the End-of-Year Report.**

Quality Assurance Committee

1. **Created the Workforce Investment Board Strategic Scorecard.**
2. **Performed the Recertification of the Worknet Employment Resource Center.**
3. **Reviewed and monitored monthly program participation, customer satisfaction and business services results.**
4. **Negotiated with the State the Program Performance Measures.**
5. **Began training on new Department Of Labor Common Performance Measures.**

Executive Committee

1. **Produced the 2004 State of the Workforce Report and advocated for the Implications for Action concerning three identified Regional Strategic Issues: Economic Development, Workforce Housing and Education.**
2. **Directed Teleconferencing series for WIB members and staff. One such teleconference was “Partnering with Economic Development: Creating the Workforce Advantage”.**
3. **Appointed the Nominating Committee for new WIB Officers.**
4. **Accepted the LWIA Fiscal and Procurement Monitoring Report from the Compliance Monitoring Section, Employment Development Department of the State of California.**
5. **Approved the funding for clerical support of the P-16 Council.**
6. **Provided final approval of the 5-Year Strategic Plan Modification.**

Many of the listed actions of all the committees have taken the entire year to accomplish. The members of the Merced County Workforce Investment Board have had an extremely productive year.

ATTACHMENT(S): N/A