

**Workforce Investment Board
Merced County Board of Realtors
635 W. Main Street
November 15, 2001, 3:00 – 5:00 p.m.
Meeting Minutes**

- I. **Call to Order** - The meeting was called to order by the Chair, Rick Osorio and roll was taken by Donna Ornelas.

Members Present:

Susan Armstong	Andrea Baker	Richard Becker
Don Bergman	George Brown	Bill Cahill
Doreen Crawford	Harry Dull	Peter Fluetsch
John Fowler	Carol Greenberg	Brian Giffin
Robert Harmon	John Heading	Jeff Knapp
Leo Lamb	Charlie Lambert	Nellie McGarry
Ned Miller	Rick Osorio	Carole Roberds
Al Romero	Dick Shipley	Helen Sullivan
Mike Sullivan	Steve Tinetti	James White

Members Absent:

Kathy Andrade	Nicolas Benjamin	Bob Bittner
Mike Boardman	Bob Carpenter	Elaine Craig
Sharon Cresswell	Kathleen Crookham	Ben Duran
Ernie Flores	Tom May	Anne Newins
Grover Omyer	Alfonse Peterson	David Riordan

Others Present:

Dave Davis	Gary Derr	Eddie Harding
Kirsten Lee	Ed McLaughlin	Bob Molmen
Donna Ornelas	Joanne Presnell	Dick Skarke
Jackie Walther-Parnell		

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- II. **Approval of Agenda** – It was M/S/C (Tinetti/Cahill) – 27 ayes to approve the agenda as written.
- III. **Approval of Minutes** – It was M/S/C (Bergman/McGarry) – 27 ayes to approve the minutes of September 27, 2001 as written.
- IV. **Public Opportunity to Speak** – None
- V. **Consent Agenda** – It was M/S/C (Bergman/Cahill) 27 ayes to approve items a, b, f, j, and k.
- a. **Application for Membership (Chuck Dean)**
 - b. **Application for Membership (Micki Archuleta)**

- c. **Needs Assessment Survey** – There was discussion on sending out color copies and the expense of this process. It was recommended the information be sent out on CD to those interested. Ms. McGarry spoke to the process being requested. She noted that the color copies of this document are to be used to showcase the information and the Youth Council has already evaluated the options available for this. It is the recommendation of the Council to use color copies. Mr. Bergman requested an amendment to the requested action. The amendment would be to make half color copies and half CDs to send out the information. It was M/S/C Bergman/McGarry 27 ayes to approve amended action.
- d. **Youth Conference Agenda** – Mr. Fowler noted he would like to clarify the statement regarding the closure of the Aviation Challenger. It was stated that the quote was made by the Chair of Aviation Challenger, when in fact this was a quote taken from staff person located out of state. It is not certain what the outcome will be at this time. It was M/S/C Fowler/McGarry 27 ayes to approve the proposed agenda.
- e. **Re-Negotiation of Arbor, Inc Contract** – There was discussion on renegotiation of the contract. It was pointed out the cost per participant had risen with the renegotiation. Ms. McGarry noted that the program design is good and Youth Council recommends amending the contract and renegotiation. In addition to the renegotiation, the request for approval was made that Arbor be put on notice for monthly review and reports to the WIB. It was M/S/C McGarry/Fowler 25 ayes – 2 abstention Tinetti/Dull to approve the amended action
- f. **Request for Proposal for Out-Of-School Youth (17-21) Year-Round Program**
- g. **Funds Request Package** – Ms. McGarry explained the handout and why it was developed. It was M/S/C McGarry/Bergman 27 ayes to approve the recommended use of the funds request form. It was requested to send this item to the Planning and Policy Committee to make recommendation for the full WIB to adopt for use.
- h. **Determination of “Limited Funds” Status** – There was a request for clarification of the requested action. It was noted the action is to accept the declaration as noted on the action form in the package. It was M/S/C Fowler/Dull 27 ayes to approve the declaration.
- i. **Determination of “Occupations in Demand”** – The low threshold for occupations was questioned. It was noted that the threshold was intentionally set low to be more inclusive. It was M/S/C Griffin/Tinetti, 27 ayes to approve the determination
- j. **Locally Recognized Credentials**
- k. **Criteria for Affiliate Sites**

VI. Action Agenda

- a. **Technology Proposal** – Sylvia Smith gave a presentation on the proposal. She noted that it is the goal to integrate the use of technology into school practice. In addition, she noted the soft infrastructure of the program will work to compliment the Access project. It was M/S/C Bergman/Headding, 26 ayes, 1 abstention Fowler to approve the proposal.
- b. **Committee Restructure** – The recommendation was made to combine Finance with Standards and Certification, add Legislation to the Planning and Policy Development, and add Economic Development to Marketing. There was discussion on the proposal. It was M/S/C Fowler/Brown 27 ayes accept the amended proposal to include Finance combined with the Executive Committee.
- c. **School-to-Career Presentation** – Elaine Post gave an overview of programs provided through School-to-Career. In addition, she distributed handouts providing more information

on each of the programs. Ms. Post described some of the current projects the youth are involved in and showed an advertisement produced by students in the program.

VII. Strategic Choices/WIB Goals and Objectives

VIII. Meeting Notes from October 18, 2001 – for information

IX. Presentation – Andrea Baker provided overview of the strategic choices recommendations and how they relate to those items identified by WIB members and Economic Development Professionals on October 18. There was discussion on how this should be reviewed and where the WIB will begin with the recommendations. Mr. Osorio noted that the Executive Committee will review the information at the next committee meeting and provide direction for the subcommittees.

X. WIB Recruitment from the Private Sector – Mr. Osorio spoke to this and encouraged members to actively recruit prospective candidates from the private sector. In addition, Mr. Osorio noted the Executive Committee will be working with WIB staff to set up a breakfast or lunch function to aid in the recruitment process.

XI. WIB Notification/Calendar – Enclosed guideline for meeting notification and tentative calendar for WIB and subcommittees.

XII. Committee Reports

- a. Education & Employers** – Mr. Romero noted the committee is working on employability card.
- b. Finance Committee** – Nothing new to report.
- c. Marketing & Partnerships** – Mr. Cahill reported on behalf of Gisela Malone. Mr. Cahill noted that the Wm. Bell contract has been significantly reduced. Lastly, Mr. Cahill reminded the Board that the Powerpoint presentation is available for use by the WIB members to use as promotion for the WIB.
- d. Planning & Policy** – Mr. Fluetsch noted the committee had nothing new to report
- e. Standards & Certification** – Mr. Headding noted the committee had nothing new to report.
- f. Youth Council** – Jeff Knapp reported on behalf of Nellie McGarry. Mr. Knapp reported the Youth Council retreat is scheduled for November 17. Mr. Knapp also noted that copies of the Gap Analysis were available for those interested in a copy.

XIII. Board Information

- a. Youth Employability Card**
- b. Wm. Bell Contract**
- c. CVOC Faith-Based Initiative Proposal (Support Letter)**
- d. Los Banos Unified School District (MOU)**

XIV. Chair Comments

- a. Tours** – Mr. Osorio reminded the WIB Members of the tours. “Meet The WIB” Contest. Information on the contest was distributed to members. The next scheduled tour will be to the

Merced Adult School. There will be two tours scheduled for this site. The dates are December 4 and December 6, from 9:00 a.m. to 10:00 a.m.

- b. **Other** - Mr. Osorio announced that Mr. Cahill has been appointed the Assistant City Manager for Merced. In addition, he noted that Ms. McGarry has taken a new position and will be working with Senator Montieth's office.

XV. **Other** – Andrea Baker reported that PITD is working in coordination with other organizations on sector professional programs, specifically the medical field. Ms. Baker reported that she recently attended a NACo conference where there was much discussion on major national issues including funding. Additional information received at NACo is that training providers are being reduced due to the cumbersome reporting requirements. There are still issues with the performance measures. Ms. Baker noted that she has preliminary labor market information available and will share with WIB members upon request.

XVI. **Next Meeting** - January 24, 2002, 3:00–5:00, Merced County Board of Realtors Rm.

XVII. **Adjourn** - 5:00 p.m.