

**Workforce Investment Board  
Executive Committee  
1880 Wardrobe Ave.  
November 24, 2003, 7:30 – 9:00 a.m.  
Meeting Minutes**



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**Members Present:**

Kathleen Crookham  
Rick Osorio

Nellie McGarry  
Mike Smith

Albert Montejano

**Members Absent:**

John Heading

Mike Sullivan

**Other Presents:**

Andrea Baker  
Donna Ornelas

Dave Davis  
Joanne Presnell

Holly Newlon  
Jackie Walther-Parnell

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- I. Call to Order – The meeting was called to order by the Vice-Chair Nellie McGarry in the absence of the Chair, John Heading.
- II. Approval of Agenda – It was M/S/C Montejano/Crookham to approve the Agenda as written.
- III. Approval of Minutes – It was M/S/C Montejano/Osorio to approve the minutes of October 27, 2003.
- IV. Public Opportunity to Speak - None
- V. Action Agenda
  - a. Private sector WIB member recruitment – There was discussion on the need for representation from the business sector on the WIB. Ms. Presnell noted the requirement is 51% of the membership is to be from the business sector. Currently, the board composition meets the law, however, if one or more representatives leave the board, the composition would be out of compliance. It is being recommended that a process be developed to identify and target representation for the board. Mr. Osorio noted that the Program Planning and Development Committee decided to target the construction industry to seek out potential business sector representatives. In addition, it was noted that the automotive industry would also be a good target. There were several names recommended to staff to follow up with. Additionally, members of the Executive Committee were asked to forward any other contact names to staff.
  - b. Central Valley California Regional Economic Forum, February 2004 – There have already been four forums held throughout California. Fresno will be hosting the Central Valley Forum for the Valley LWIAs in February 2004. The purpose of the forums will be to identify an industry within each region in order to prepare a request for funding to the Governor for infrastructure in that particular industry. It was noted that locally, two industries have been identified as mentioned above. The structure for input will be done through a survey. It was the consensus of the committee to support this effort.
- VI. Information Agenda
  - a. JCG Update – Ms. Jackie Walther-Parnell reported the department is still working with the Auditor’s office and gathering invoices and bank statements. Once the documentation is received, and the books are reconciled, it will be determined if any outstanding payments are due to JCG .

- b. MCOE Out-of School Youth Program – Ms. Holly Newlon from MCOE gave a presentation on what has transpired with the Older Youth Program since the closure of JCG. Ms. Newlon went over a program timeline. She noted there have been a lot of coordination and communication over the last two months in an effort to continue the delivery of services. During the meetings there has been discussion with partners, staff, and participants in order to provide up-to-date information. She noted that case managers are meeting and contacting participants to evaluate the status of each participant. It is anticipated those contacts will be completed by the end of December. Ms. Newlon noted the greatest challenge appears to be childcare. She indicated MCOE will be working with Children’s Services Network, CalWorks and Child Development Centers in a collaborative effort to meet the needs of the participants. It was requested that Ms. Newlon give a presentation to the full WIB. Staff will coordinate this.
- c. January 2004 State Advocacy Meeting for WIB Chairs, Directors and Legislators – California Workforce Association is framing a letter for all 50 WIB Chairs to sign. Merced is drafting a white paper on these issues to be shared with the new Governor and legislators.

VII. Director’s Comments – Ms. Andrea Baker shared that Merced received the CSAC award for its RN program. The award is one of eleven Challenge Awards given. Merced County received three of the eleven in the state. Ms. Crookham noted the Board of Supervisors will recognize the awards at the board session on November 25, 2003.

VIII. Chair Comments – Nellie McGarry noted the Youth Council received an award from the state. The award is the Architecture of Change award.

IX. Other - None

X. Next Meeting – December 29, 2003, 7:30-9:00 a.m.

XI. Adjourn – Meeting was adjourned at 8:35.