

**Merced County Workforce Investment Board
Planning and Policy Development Committee
Merced County Department of Business Economic Opportunities
2000 "M" Street, Merced, CA
November 28, 2001, 3:00 p.m.
Meeting Minutes**

Members Present: Andrea Baker, Nick Benjamin, George Brown, Harry Dull, Peter Fluetsch (Chair), John Fowler, Carol Greenberg, Brian Griffin,

Members Absent: Grover Omyer

PITD Staff Present: Debby Hoban, John Kasnick, Ed McLaughlin, Dick Skarke

1. **Call to Order and Roll Call** - The Chair called the meeting to order. Roll call was taken.
2. **Approve Agenda** – Agenda was approved.
3. Approval of Minutes – It was *M/S/C Brown/Baker* to approve the October 17, 2001, minutes.
4. **Opening Comments from the Chair** –The Chair asked if there should be a December meeting, but the decision was postponed to the end of the meeting.
5. **Public Opportunity to Speak** – None
6. **Update – Meet the WIB Contest** – Mr. John Fowler reported on attending an ROP session. He visited numerous areas and gained much information.
7. **Election/Appointment of Committee Vice Chair** – Mr. Nick Benjamin volunteered for Committee Vice Chair. It was *M/S/C Greenburg/Fowler* to elect Mr. Benjamin to this position.
8. **MOU – Department of Rehabilitation** – It was *M/S/C Fowler/Benjamin* to approve the Department of Rehabilitation amendment.
9. **WIB/CLEO Agreement** – Staff distributed copies of the latest WIB/CLEO Agreement and explained the changes made. It was *M/S/C Greenburg/Fowler* to recommend to the WIB to approve the WIB/CLEO Agreement (Ms. Andrea Baker abstained).
10. **Individual Training Account Policy** – Staff provided copies and slide presentation of the existing Individual Training Account (ITA) Policy approved by the Transition Committee of the Merced County Private Industry Council on April 20, 2000. Following items were discussed:
 - a. Tasks at Hand: General language cleanup, recognition of separation of roles of Board, One-Stop Operator, Administrative Entity, etc., ITA Policy Issues and Consistency with other Board policies, the Act and Statute, e.g. Occupations in Demand, and Sufficient Funds Status.

“Merced County’s Workforce Investment System will keep pace with new growth, the emerging economy, and the ever-changing needs of the employers by creating a better educated, highly skilled workforce, that’s capable, prepared, and thoroughly knowledgeable.”

- b. ITA Policy Issues: Policy vs. One-Stop Operator internal procedures, occupations eligible, clients eligible, definition of Labor Market, type(s) of training covered by policy, choice – training provider vs. broad “investment decisions.
- c. ITA Policy Issues: Types of “investments” included – tuition, books and materials, fees, supportive services, intensive services, other.

Due to time constraints, the remainder of the presentation will be covered at the next meeting.

11. Exceptions to the Use of Individual Training Accounts – After discussion by committee members, it was *M/S/C Benjamin/Brown* to recommend to the full WIB that it declare the following two training programs qualified as exceptions to requirement of the Workforce Investment Act that all training services be provided through the use of individual training accounts:

- a. The Construction/Building Trades Pre-Apprenticeship Program with the Carpenters 46 Northern California Counties Conference Board; and
- b. The RN and LVN Program with Merced College

12. Other Comments – The Chair noted that the committee name has been amended to Planning Policy Development and Legislation Committee. The Executive Committee will give more structuring and formatting information to the committee.

13. Adjournment – Meeting was adjourned at 4:55 p.m. Next meeting will be December 26, 2001, at 3 p.m., at the Merced County Department of Business Economic Opportunities, 2000 M Street, Merced, CA.

Minutes Prepared by Debby Hoban