

**Workforce Investment Board of Merced County  
Standards and Certification Committee  
Mercy Hospital and Health Services  
November 30, 2001, 7:30 a.m. to 9:00 a.m.  
Meeting Minutes**

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**Members Present:** Richard Becker, George Brown, John Headding (Chair), Ned Miller, Carole Roberds, Helen Sullivan

**Members Absent:** Don Bergman, Charlie Lambert

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

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**1. Call to Order and Roll Call** – The Chair called the meeting to order at 7:35 a.m. and roll call was taken.

**2. Approval of Agenda** – The agenda was approved as published.

**3. Approval of Minutes** – It was *M/S/C Becker/Miller* to approve the October 26, 2001, minutes.

**4. Opening Comments from Chair** – None

**5. Public Opportunity to Speak** – None

**6. Update – Meet the WIB Contest** – The Chair stated that hopefully members have received by E-Mail several opportunities to tour various providers, one-stop affiliates, etc. This is the contest the WIB Chair has set up. Members should have received a punch card, and if they should visit those sites redeem the punch card at the committee's meeting. Members were reminded there are opportunities to tour other sites formally or informally and if they choose to do so to call directly to those sites..

**NOTE:** The Chair stated staff would give two major presentations: (1) Eligibility Training Provider List and (2) the Performance Measures/Negotiation. These two areas were assigned to the committee as both deal with standards.

**7. Eligible Training Provider List (ETPL).**

a. Slide presentation from staff covered the following:

- ETPL and the law
- Major policy areas/changes for 2001/2002 ETPL
- Initial and subsequent eligibility
- Time frame for 2001/2002 ETPL process

b. Committee then discussed their involvement in the ETPL process for PY 2001/2002.

It was *M/S/C Sullivan/Miller* that the Standards and Certification Committee develop policies and procedures for initial and subsequent eligibility and also review applications.

## **8. Performance Measures**

- a. Slide presentation by staff covered the following areas:
  - Fifteen Core Performance Measures and Customer Satisfaction Measures
  - Negotiation Process for PY 2002/2001 and PY 2001/2002 Targets
  - Problems with performance measures methodology and negotiation process
  - Performance Measures Strategy
  - WIB involvement in negotiations.
- b. Staff advised that the State of California, Workforce Development Division will conduct performance negotiations with local Workforce Investment Areas sometime in December 2001. The committee then discussed their involvement in the negotiation process. The Chair felt this involvement would not only be a learning opportunity, but it would give a positive statement to the state if private and public sector members were involved.

It was *M/S/C Miller/Brown* that the Standards and Certification Committee be involved in the negotiation process.

It was *M/S/C Becker/Miller* to form the subcommittee of the following members: Richard Becker, Ned Miller, George Brown, along with the Chair, John Headding.

**9. Next Meeting Date, Time & Location** – The next meeting will be December 21, 2001, in Mercy Hospital and Health Services – Staff Room B (2740 M Street, Merced).

**10. Adjournment** – Meeting adjourned at 8.46 a.m.

Minutes prepared by Debby Hoban