

**Merced County Workforce Investment Board
Planning and Policy Development Committee
Merced County Department of Business Economic Opportunities
2000 "M" Street, Merced, CA
December 26, 2001, 3:00 p.m.
Meeting Minutes**

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

Members Absent: George Brown, Harry Dull

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** – It was *M/S/C Greenberg/Fowler* to approve the agenda.
3. **Approval of Minutes** – It was *M/S/C Baker/Benjamin* to approve the November 28, 2001, minutes.
4. **Public Opportunity to Speak** - None
5. **Update – Meet the WIB Contest** – Mr. John Fowler visited two areas. He asked that the Action Business Center be included on the list for agencies to be visited.
6. **Funds Request – Adult and Dislocated Workers** – It was *M/S/C Fowler/Griffin* that the Committee recommend to the WIB approval of the Funds Request Package for Adult and Dislocated Workers.
7. **Individual Training Account Policy (Continued)** – Staff gave a brief overview of the slide presentation from the November 28, 2001, meeting. The law requires that, at a minimum, the clients have a choice of a training provider and other policies are decided by the local WIB. At present time, an ITA training limit is two years and there is no dollar cap. A slide presentation covered the following:
 - a. ITA Policy Issues: Dollar caps and time limits, client type/population, occupation, relocation for training, relocation after training, priority system (statutory requirement for adults), and training agreement/individual employment plan.
 - b. ITA Policy Issues: Application for/exhaustion of/coordination with other sources of funds, previous (i.e., repeat) clients/recipients – limitations, satisfactory progress, appeals/challenges to policy or actions of the One-Stop operator, and exceptions to policy – conditions/authority.

Committee members discussed a separation of services. Services could be separated by: 1) have a cap for training program and educational material, and 2) supportive service program. A request was made for staff to provide the following historical data at the next meeting:

- a. How much was spent on training and how much on supportive services (what percentage of the budget was spent for each),
- b. Number of participants put through training,
- c. Number of participants that required supportive services,
- d. List of schools courses and individual cost, and
- e. What is the success rate for obtaining employment after completing the program?

After reviewing the historical data and the current ITA policy and Supportive Service policy at the January meeting, the committee will make a decision on how to proceed.

8. Chair Comments – The Chair stated that in last couple of months the committee has been asked to change its name to the Planning Policy Development and Legislative Committee. The Chair asked how does the committee blend in the legislation part? Ms. Baker informed committee members of current legislative issues. The committee is waiting to get additional structuring and formatting documents from the Executive Committee before they can proceed.

9. Next Meeting Date and Time – Next meeting will be January 23, 2001, at 3 p.m., at the Merced County Department of Business Economic Opportunities, 2000 M Street, Merced, CA.

10. Adjournment – Meeting was adjourned at 4:38 p.m.

Minutes Prepared by Debby Hoban