

**Workforce Investment Board
Program Planning and Development Committee
Merced Chamber of Commerce Conference Room
690 W. 16th Street, Merced, CA
January 26, 2005, 3:00 – 4:30 P.M.
Meeting Minutes**



Members Present: Andrea Baker, Nicholas Benjamin, Don Bergman, Sharon Cresswell, Phil Flores, Peter Fluetsch (Vice Chair), John Fowler, Rick Osorio (Chair), Al Romero

Members Absent: Scott Galbraith, Carol Greenberg, Anne Newins, Thomas Tsubota

Others Present: Elaine Craig, Dee Knight, Joanne Presnell

1. Call to Order and Roll Call: The Chair called the meeting to order at 3:11 p.m. A sign-in sheet was used in lieu of roll call.

2. Agenda: It was *M/S/C Fowler/Fluetsch/Creswell* to approve the agenda as published.

3. Approve Minutes (September 22, 2004): It was *M/S/C Flower/Flores* to approve the October 27, 2004 minutes as written.

4. Public Opportunity to Speak: None.

5. Action Agenda:

a. Request for Proposal for Basic Education Services for PLATO Labs: Staff noted this is to approve a Request for Proposal (RFP) for PLATO Basic Education Services Labs at the Worknet Employment Resource Centers in Merced and Los Banos.

It was *M/S/C Fowler/Romero* to approve the RFP and stipulate that the contract is for a one-year period with option to extend an additional year, not to exceed three years. It was recommended that staff remove the dollar amount from the Agenda Item sheet posted on the website, and in Section 2.1.1., page 9, last line, change “that” to “which”.

b. Worknet One-Stop Memorandums of Understanding: Staff noted the new format for the Memorandums of Understanding (MOU) was approved at the October 27, 2004 meeting. There was a consensus that a definition and example for “Cost Sharing” be added to the MOU. Also reflect the name change of Action Business Center to Commerce Aviation and Economic Development.

It was *M/S/C Benjamin/Cresswell* to approve the new MOUs with the above-cited changes being made.

6. Information Agenda:

a. Resource/Cost Sharing Agreements: Staff noted this is a list of the One-Stop partners within the One-Stop system, and what each partner contributes in resources and cost sharing. This has been made a separate document from the MOU, and will be reviewed annually or when any change is made.

7. Chair's Comments: The Chair noted he would like the WIB selected Industry Clusters on the next agenda for discussion. It was recommended that the committee be briefed on the Retreat exercise, and One Voice, which is a committee put together by MCAG to lobby both in Sacramento and Washington, DC. One specific issue that will be lobbied is the Campus Parkway. Contact either the One Voice Chair or Jess Brown for the briefing. The Chair asked for any other comments.

Ms. Andrea Baker noted that all the items discussed today would be seen again in the Workforce Investment Act Reauthorization. Staff will inform the committee of any WIA Reauthorization changes when they are made, most likely in March or April.

Mr. Nick Benjamin noted the Merced County Housing Authority has had significant cutbacks in personnel and budget; therefore, their services at the One-Stop were reduced. He has five staff positions that are frozen, and there will possibly be more staff reductions.

Mr. Don Bergman gave information on the One Voice conference that is being held in conjunction with the Economic Development & Jobs Committee. It will be held February 8-9, 2005, in Sacramento. There will be four panels—Regulations (wastewater/water), Economic Development, Workforce, and Jobs/Workforce Development. There also will be a meeting in Washington, DC on February 28-March 3, 2005.

8. Next Meeting Date/Time: The next meeting is February 23, 2005, 3:00-4:30 p.m., Merced Chamber of Commerce, 690 W. 16th Street, Merced.

9. Adjourn: The meeting adjourned at 3:55 p.m.

Minutes prepared by Devilla D. Knight.