

**Workforce Investment Board  
Executive Committee  
1880 Wardrobe Ave  
May 3, 2010, 7:30-8:30 a.m.  
Meeting Minutes**



<http://www.co.merced.ca.us/wi/wib/wib.html>

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**Members Present:**

Albert Montejano (Chair)	Edward Dietz	Debbie Glass	Steve Newvine
Alfonse Peterson	Al Romero	Vann (Mike) Smith	Hubert (Hub) Walsh

**Members Absent:**

None

**Others Present:**

Andrea Baker	Brian Cutler	Alfredo Mendoza	Cynthia Mount
Joanne Presnell	Eve Snelling	Jackie Walther-Parnell	

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1. Call to Order/Roll Call: Mr. Albert Montejano called the meeting to order at 7:35 a.m. Roll call was taken. Albert Montejano (Chair), Van (Mike) Smith, Edward Dietz, Hubert (Hub) Walsh, Debra Glass, Alfonse Peterson, Al Romero, Steve Newvine.
  2. Approval of Agenda: It was *M/S/C Romero/Smith* to approve the agenda as published.
  3. Approval of Minutes: It was *M/S/C Smith/Peterson* to approve the April 5<sup>th</sup>, 2010 minutes.
  4. Public Opportunity to Speak: None
  5. Action Agenda:
    - a. Support for Hiring Local: It was *M/S/C Newvine/Dietz*, to endorse a proposed Merced County Board of Supervisors Agenda Item (BAI) to recommend all County Departments that issue Requests for Qualifications, Proposals, Sole Source projects, and/or competitively bid construction road, and housing projects of all types to encourage the successful lowest responsible bidders or recipients to hire 50 percent of all project workforce within the legal boundaries of Merced County, when not precluded by law.
    - b. Business Education Alliance of Merced County (BEAM): It was brought the WIB's attention that the initial focus was for quality early care and that it is now broadened to focus and include all school experience not just pre-school. It was *M/S/C Smith / Peterson ; Abstain-Newvine*; approve the proposal from Merced County Office of Education (MCOE) allowing the expanded collaboration between the Workforce Investment Board (WIB) and Business Education Alliance of Merced County (BEAM) at a cost not to exceed \$60,000 and direct staff to negotiate a contract, and forward to the Board of Supervisors for approval.
    - c. Commerce, Aviation and Economic Development (CAED) Business Retention: It was presented that in talking with CAED, they would like to partner with the WIB in a business retention and development plan. Teams would be formed to do a one on one business focus on getting to know that business, what their issues and needs are and how we can help them. It was *M/S/C Dietz/Peterson* to approve the Department of Workforce Investment to contract with Commerce, Aviation, and Economic

Development to provide business retention and expansion services in Merced County for a 12 month period for an amount not to exceed \$27,702.

- d. Merced College – LVN to RN: It was *M/S/C Romero/Peterson* to approve the Department of Workforce Investment to contract with Merced College Los Baños for a LVN to RN Pathway Training Program for 1069 hours; summer through spring training program beginning July 1, 2010 through June 30, 2011 at a cost not to exceed \$223,350 to serve up to 8 students, and direct staff to negotiate the contract.
- e. Merced College – Child Development: This Contract will provide an avenue to upgrade child care providers (particularly for the infant level requiring a higher skill level), to assist individuals to get a job or a higher wage in the child care employment area. These courses could lead toward a degree in child development. It was *M/S/C Glass/Romero* to approve a direct contract with Merced College Los Baños for an Infant/Toddler Development class and the Infant Curriculum class in Los Baños; training beginning July 1, 2010 through June 30, 2011, at a cost not to exceed \$37,000 and direct staff to negotiate the contract.
- f. Merced College – Thrive and Survive in the Workplace Training Contract: Merced is to have 6 trainings and Los Baños would have 4 trainings. It was *M/S/C Newvine/Dietz* to approve a direct contract with Merced College for ten (10) Thrive and Survive Trainings beginning July 1, 2010 through June 30, 2011; at a cost not to exceed \$18,620 and direct staff to negotiate the contracts.
- g. Basic Education Services (PLATO Lab) – Merced: It was *M/S/C Peterson/Smith, Abstain-Glass* to accept the recommendation of the Evaluation Committee to contract with Merced Adult School for Basic Education Services (PLATO Lab Instruction) at the Merced Worknet Employment Resource Center for an amount not to exceed \$71,742, direct staff to negotiate contract, and forward to the Merced County Board of Supervisors for approval.
- h. Basic Education Services (PLATO Lab) – Los Baños: The PLATO labs are very structured; if one moved from Merced to Los Baños they would be able to pick it up without any interruption. It was *M/S/C Glass/Smith* to accept the recommendation of the Evaluation Committee to contract with Merced College for Basic Education Services (PLATO Lab Instruction) at the Los Baños Worknet Employment Resource Center for an amount not to exceed \$77,021, direct staff to negotiate Contract, and forward to the Merced County Board of Supervisors for approval.
- i. Rexel – Programmable Logic Controller Training Amendment: This is the same price of the contract as last year. There are already 50 slots and this will be adding 50 more. Currently 49 participants have taken advantage of this program. It will serve adults, dislocated workers and incumbent workers employed with a company. It was *M/S/C Peterson/Walsh* to approve directing staff to negotiate Amendment 1 to Contract No. 2010012 with Rexel to extend duration of contract to June 30, 2011, increase number and type of trainings in the field of Programmable Logic Controller (PLC), that will serve incumbent, adult and dislocated workers at a cost not to exceed \$83,950, and forward to the Board of Supervisors for approval.
- j. Green Jobs Study: Renewable Energy Technician jobs in the Merced area are projected to increase. Some of these occupations cross industries and may be imbedded within other occupations (i.e. constructing residences and solar power installation for solar). The Centers of Excellence will be at the WIB meeting on May 13<sup>th</sup> to give a presentation. It was *M/S/C Romero/Peterson* to accept the Merced County Green Jobs Study from the Centers of Excellence.

- k. New Younger Youth Contract for 2010/2011: Ms. Andrea Baker informed the committee that there was not a quorum at the Youth Council to move this item to the Executive Committee. Even though the dollar figure isn't finalized due to the reduction in funding of 9.57%, it is necessary to start working with Merced County Office of Education (MCOE). It was *M/S/C Walsh/Peterson* to include items 5k and 5l in the motion to negotiate a contract with the Merced County Office of Education for the PY 2010/2011 Youth Opportunity Program (YOP) Younger Youth program and the New Out-of-School Youth a Contract for PY 2010/2011 Empower Older Youth program and reflect the new funding and forward to the Board of Supervisors for approval.
  - l. New Out-of-School Youth Contract for 2010/2011: Motion made, seconded, and carried under item 5k.
6. Reports:
- a. Youth Council: It was noted that Mr. Paul Clayton made a presentation about the generations. There are four generations in the work force and it was very interesting as to how they relate to one another. On May 12<sup>th</sup> will be a presentation on Road Trip Nation. One of the gentlemen who co-authored the book will be here to make the presentation. This is a project that people who went to the CWA Youth Conference this year were very excited about and would like to see how to incorporate this into youth activities for Merced County.
  - b. Quality Employment Development Committee: The Committee met on the April 14<sup>th</sup> and brought items 5c through 5f to today's meeting.
7. Discussion Agenda:
- a. Strategic Scorecard:
    - a.2 – Performance Measures: State Performance mandates have not been received at this point which are usually received around April or May. We do have the negotiated levels from the previous years for comparison or bench marks. So far we are doing well in several areas. It was explained why we do not have performance measures for this year; due to the State's economy they asked for a waiver to lower performance measures for 2 years (the current and upcoming fiscal years). The literacy and numeracy measure in youth has been a concern – but it is up to 33% which is up 11% or 12 % from last year.
    - a.3 – Audits: As the Executive Committee also acts as the Finance Committee; when the contracts were amended with Merced County of Education (MCOE), there was a requirement that MCOE provide estimated figures of where they anticipate to be on their contracts each month. Those estimates are in the Empower and YOP program which are included in the fiscal report that the committee will be getting every month. It will show their projects as to where they should be in order to be 100% spent at the year end and as well as their actual numbers.
    - a.4 – Fiscal Reports: expenditures
8. Information:
- a. National Association of Workforce Boards (NAWB) Update: Four members of the Workforce Investment Board attended the May 1<sup>st</sup> meeting. The invitation is open for everyone to attend on the 15<sup>th</sup>. Tim Aldinger and Julian Roberts went thru the first half of the process and developed not only a tree of ideas but also developed maps for 4 areas of interest: Education Attainment; Pre-School through Incumbent Worker; Public Collaboration for "Systems" Change, Growing-Nurturing Small Business, and Reinventing Merced. Topics included fostering entrepreneurship and assisting small businesses. Next meeting on May 15<sup>th</sup> will take these areas and develop action plans for each of them. It was noted that many of the people in the room were either current or former business owners and knew the

experience in opening a business in Merced and the difficulty with bureaucracy and the lack of training. It was from this conversation that “soft skills” were deemed necessary and it was framed that no one should get hired without some type of community credential for soft skills.

- b. Regional Grant efforts: Information was presented about recent grant efforts which have come out of collaborative or regional efforts. A list was prepared to show that there were many job training grants that were successful. There were actually two community based job training grants that were brought to the Committee’s attention: Madera was the lead on a logistics industry grant for truck driving, hazmat and forklift operation. There is also a two county grant with Merced College as the lead, for programmable logic controller training.
9. Director Comments: The CEO of NAWB was at the May 1<sup>st</sup> meeting and will be taking directly back to Congress and Assistant Secretary Jane Oats the strategic items being done by WIBs. Ms. Baker was told that Merced is now on the map. Ms. Baker said how she is really proud of the WIB. Another item is that Ms. Baker has been asked by the County for the centralization of the IT functions. There is a concern because of the response time for our customers. Ms. Baker will work with the QUED in discussing that matter.
10. Chair Comments: The Chair thanked those attending members today and appreciates all of your discussion and to staff for preparing the meeting packet.
11. Next Meeting: June 7<sup>th</sup>, 2010, Dept of WI, Large Conference Room, 1880 Wardrobe Ave.
12. Adjourn: The meeting adjourned at 8:44 A.M.