

**Workforce Investment Board
Executive Committee
1880 Wardrobe Ave
May 4, 2009, 7:30-8:30 a.m.
Meeting Minutes**



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

Members Present:

Rennise Ferrario	Albert Montejano (Chair)	Alfonse Peterson	Al Romero
Vann (Mike) Smith	Hubert (Hub) Walsh		

Members Absent:

Edward Dietz	Steve Newvine
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Others Present:

Andrea Baker	Brian Cutler	Debra Glass	Dee Knight
Alfredo Mendoza	Joanne Presnell	Jackie Walther-Parnell	

1. Call to Order/Roll Call: The Chair, Mr. Albert Montejano, called the meeting to order at 7:33 a.m. Roll call was taken.
2. Approval of Agenda: It was *M/S/C Smith/Romero* to approve the agenda as published.
3. Approval of Minutes: It was *M/S/C Walsh/Smith* to approve the April 6, 2009 minutes with the following changes:
 - Item 5.a. – PLATO Lab Amendment (Merced Adult School): Change motion to read ... “to approve adding \$11,563 to the contract for afternoon basic skills instruction, and forward”.
 - Item 5.b. – PLATO Lab Amendment (Merced College): Change motion to read ... “to approve adding additional evening classes in the PLATO Lab, and forward ...”.
4. Public Opportunity to Speak: None.
5. Action Agenda:
 - a. Work Readiness Definition Recommendation: It was *M/S/C Walsh/Romero* to approve the Work Readiness definition using any composition of the recommendations from the Youth Council Workgroup and added pre- and post-assessment testing, and forward to the Workforce Investment Board (WIB) for ratification.
 - b. Approve Younger Youth Contract with ARRA Augmentation (MCOE) 2009/2010: It was *M/S/C Ferrario/Peterson* to approve the contract of \$697,493 and adding ARRA funds in the amount of \$175,000, making a total of \$872,493 (for ages 14-18), and forward to the Board of Supervisors (BOS) for approval.
 - c. Approve Older Youth Contract with ARRA Augmentation (MCOE) 2009/2010: It was *M/S/C Peterson/Smith* to approve the contract of \$697,493 and adding ARRA funds in the amount of \$175,000, making a total of \$872,493 (for ages 17-21), and forward to the BOS for approval.
 - d. PLATO Lab New Contract 2009/2010 (Merced College): It was *M/S/C Smith/Peterson* to approve the contract with Merced College in the amount not to exceed \$84,401 to provide basic skills instruction in the Worknet Los Banos PLATO Lab, and forward to the WIB for ratification.
 - e. PLATO Lab New Contract 2009/2010 (Merced Adult School): It was *MS/C Smith/Romero* to approve the contract with Merced Adult School in the amount not to exceed \$70,628 to provide basic skills instruction in the Worknet Merced PLATO Lab, and forward to the WIB for ratification.

- f. Summer Youth Training Activities (Merced College): It was *M/S/C Ferrario/Peterson* to approve negotiation of the Summer Youth Training contract with Merced College, and forward to the WIB for ratification.
- g. Employment Skills Lab (Merced Adult School): It was *M/S/C Peterson/Ferrario* to approve negotiating with Merced Adult School for employment skills labs at Castle Learning Center and East Campus to serve WIA-eligible participants, and forward to the WIB for ratification.
- h. Business Retention Classes (Commerce, Aviation and Economic Development): It was *M/S/C Smith/Ferrario (abstain Peterson)* to approve contract negotiations with Commerce, Aviation and Economic Development to provide Business Retention Training to employers/employees from local businesses, and forward to the WIB for ratification.
- i. Approve Older Youth Contract Amendment (MCOE) 2008/2009: It was *M/S/C Walsh/Peterson* to approve negotiating the addition of \$155,366 of ARRA funds to the 2008/09 contract to take care of payroll services of MCOE for summer youth participants provided MCOE can issue the paychecks every two weeks, and forward to the BOS for approval.

6. Discussion:

- a. Regional Collaboration – Sector Training: Ms. Andrea Baker noted the San Joaquin Valley Partnership has met several times to compile a list of trainings that would be provided by the various community colleges to participants in the valley. This would allow the community colleges to specialize in specific trainings that match the regional demand industries. They want a regional process that would maximize the ARRA dollars.

- b. ARRA Projects: Staff went over the following suggested projects and services the Department would like to implement with the stimulus funds—1) An Additional Cohort for LVNs at Merced College, 2) An On-site Programmable Logic Controller Training for Employer Staff; and 3) Implementation of a Medical Assistant (MA) Career Lattice Project. The Executive Committee was asked for other suggestions.

It was suggested that staff check into van pooling for participants. Regarding MAs, it was suggested to create the lattice at another college if Merced College didn't want to change its program to a transferable program, or add the MA program to the Regional Collaboration list. Staff was also asked to check with Human Services Agency on the number of WIA graduates from the MA program.

7. Reports:

- a. CA Workforce Association Conference: Mr. Alfredo Mendoza and Ms. Jackie Walther-Parnell gave an overview of some of the items discussed at the conference—Summer Youth Program and the rules, Use of WorkKeys at the One-Stops, and emphasis was put on spending the ARRA funds, but more importantly how the funds are spent.

- b. Results from Recent Monitoring and Audits: Staff noted the \$1.8 million LVN grant monitoring report from the Dept of Labor had no findings. The committee was also told the difference between “monitoring” and “auditing”, and what times during the year each is done.

- c. Meeting with Commerce, Aviation and Economic Development (CAED): Ms. Andrea Baker noted she and Mr. Steve Newvine met with the new Director Mark Hendrickson and discussed things the two Departments could collaborate on for business retention and expansion. CAED wants to partner with the WIB in bringing Mr. Ed Morrison here sometime in the fall, and maybe having the Merced Chamber of Commerce also help in supporting this community event. They also discussed having the Dept's Business Resource Team work more closely with CAED's Team for Business Retention and Expansion.

8. Information:

- a. Fiscal Reports.

WIB Executive Committee

May 4, 2009

Page 3

- b. Workforce Investment Board Recruitment Update.
- c. Participant Report.

9. Director Comments: Ms. Baker noted the prospective WIB members are representatives of the Laborers, Brick Laying and Carpenters Unions. The Governor just put out a Request for Proposal for CA Green Jobs Corps, and Ms. Evelyn Eagleton will be employed as a consultant to help submit a grant for regional collaboration on Green Jobs. The grant must be submitted by May 26, 2009.

10. Chair Comments: Since this was her last meeting, the Chair again thanked Ms. Rennise Ferrario for her service as Chair on the Youth Council. The Chair welcomed Ms. Debra Glass to the committee and as the new Chair of the Youth Council. He thanked everyone who attended the joint meeting with the Board of Supervisors last month.

11. Next Meeting: June 1, 2009, Dept of Workforce Investment Large Conference Room, 1880 Wardrobe Ave.

12. Adjourn: The meeting adjourned at 9:02 a.m.