

Workforce Investment Board
Department of Workforce Investment Lg Conf Rm
1880 Wardrobe Ave, Merced, CA
May 13, 2010, 3:00-5:00 p.m.
Meeting Minutes



<http://www.mercedwib.com/>

Members Present:

Lee Anderson
Al Romero
Rennise Ferrario
Debra Glass
Steve Newvine
Vann (Mike) Smith
Hubert "Hub" Walsh

Andrea Baker
Karyn Dower
Ernie Flores
Carol Greenberg
Brenda Callahan-Johnson
Nancy Ugarte

Agustin Beltran
Chuck Falkenstein
Peter Fluetsch
Albert Montejano
Loretta Schlosser
Greg Vincelet

Members Absent:

David Long
Henry Ildefonso
Mario Delgado
Joseph Lombardi
Mike Sullivan

Alfonse Peterson
Richard Liszewski
Darren Hughes
Terry Nichols
James Wood Jr

Cordell "Corky" Price
Edward Dietz
Amalee Jayasinghe
Rick Osorio

Others Present:

Brian Cutler
Alfredo Mendoza
Eddie Harding

Patricia Hinson
Joanne Presnell
Jackie Walther-Parnell

Cynthia Mount
Eve Snelling
John Fowler

The Chair, Mr. Albert Montejano, stated that since we are waiting on a quorum prior to calling the meeting to order we will move Item 7 Presentation to the beginning of the Agenda. Michele Marquez, Center of Excellence, presented a PowerPoint of the Green Job Study for Merced County. It was asked how the companies were surveyed and if she would be able to share the names of the "green" companies. Ms. Marquez said she would not be able to provide specific names due to confidentiality of the study, however, would be able to produce a data base of 2400 employers in the area that they surveyed. Ms. Marquez suggested having a Green Job Fair to engage the local employers. The Chair thanked Ms. Marquez for taking time to present the study to the WIB.

1. Call to Order/Roll Call – The quorum was met and the Chair called the meeting to order at 3:35 p.m. Roll call.
2. Approval of Agenda – the process of preparing the WIB meeting packet is being streamlined to find items easier, minimize preparation time and to decrease the cost of copying. The following information was noted regarding the WIB meeting packets:
 - a. Initial packets went out with a BEAM agenda item which was pulled prior to actual mailing producing a gap in the numbering of the pages 50 to 54.
 - b. Items 5 L and 5 M Youth contracts contained a mistake which was found after mailing of packet where each contract referenced the Executive Committee, which should have stated the WIB would ratify the Executive Committee's proposal.
 - c. Item 6a attachment was left out of the original packet and is in front of the members now.

It was *M/S/C Beltran/Romero* to approve the agenda but to move Item 7 to the top of the Agenda.

3. Approval of Minutes – It was *M/S/C Ugarte/Beltran* to approve the March 11, 2010 minutes.
4. Public Opportunity to Speak –none
5. Consent Agenda: Mr. Montejano asked members to announce who would be abstaining from items on the Consent Agenda. Ms. Carol Greenberg and Mr. Lee Anderson abstained on items 5l and 5m; Karyn Dower abstained on items 5h through 5k; Ms. Debbie Glass abstained on items 5f and 5g; Ms. Loretta Schlosser abstained on items 5b, 5c, and 5d. Mr. Montejano then said he would go down the list to take the vote and to be clear on which items members were abstaining on.
 - a. Rexel, Programmable Logic Controller (PLC) Training – Amendment 1
It was *M/S/C Beltran / Walsh* to approve ratify the Executive Committee’s decision to approve 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) to serve incumbent, adult and dislocated workers at a cost not to exceed \$83,950, direct staff to negotiate contracts, and forward to the board of Supervisors for approval.
 - b. Commerce, Aviation, and Economic Development (CAED) Business Assistance
 - c. Commerce, Aviation, and Economic Development (CAED) Business Retention
 - d. Commerce, Aviation and Economic Development (CAED) Support for Hiring Local
It was *M/S/C Walsh/Beltran; Schlosser abstained*, to combine items 5 b,c,d, and make a motion to approve the Department of Workforce Investment:
 - to fund Commerce, Aviation, and Economic Development to provide business retention and expansion services in the vicinities of Merced, Los Baños, Atwater, Delhi and Planada/Le Grand for an 18 month period for an amount not to exceed \$46,890;
 - 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;
 - 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.
 - e. Green Jobs Workforce Study for Merced County Final Report (Brochure attached at end of packet).
It was *M/S/C Beltran/Greenberg* to ratify the Executive Committee’s approval of the Merced County Green Jobs Study for Merced County by the Centers of Excellence.
 - f. Merced Adult School – Computer Literacy Labs 2010/11
 - g. Merced Adult School Basic Education Services 2010/11 (PLATO Lab – Merced)
It was *M/S/C Flores/Dower; Abstain Glass*; to approve both items 5f and 5g to ratify the Executive Committee’s recommendation:
 - to approve the Department of Workforce Investment (WI) to partner with Merced Adult School to provide Computer Literacy Labs at the Castle Learning Center and Merced East Campus to serve Workforce Investment Act (WIA)/American Recovery and Reinvestment Act (ARRA) eligible participants in the amount not to exceed \$38,187.22 for the Castle Learning Center Lab, \$25,233.39 for the Merced East Campus Lab, for the period July 1, 2010 to June 30, 2011;
 - to accept the Evaluation Committee’s recommendation to contact with Merced Adult School for Basic Education Services 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. Merced College Course – Child Development

- i. Merced College Course – Certified Nurse Assistant (CNA) Fall Los Baños Course
- j. Merced College – Thrive & Survive in the Workplace Workshops for 2010/11
- k. Merced College Basic Education Services 2010/11 (PLATO Lab – Los Baños)

It was *M/S/C Walsh/Anderson; Abstain: Dower;* to approve items 5h thru 5k and to ratify the Executive Committee's decision:

- to accept the Executive Committee's recommendation to contract with Merced College for 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;
- to approve the Department of Workforce Investment (WI) to partner with Merced College Los Baños Campus for a Certified Nursing Assistant (CNA) Training Program and contribute funding in the amount of \$29,025;
- 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 to direct staff to negotiate the contracts;
- to accept the Evaluation Committee's recommendation 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.

- l. Merced County Office of Education – New Out-of-School Youth Contract 2010/11
- m. Merced County Office of Education – New Younger Youth Contract 2010/11

It was *M/S/C Beltran/ Flores; Anderson and Greenberg abstained;* to combine items 5l and 5m and to ratify the Executive Committee's recommendation to approve the Department of Workforce Investment negotiate contracts with the Merced County of Office of Education for the PY 2010/2011 Out-of-School Youth and Younger Youth (Youth Opportunity Program – YOP) programs, and forward to the Board of Supervisors for approval.

6. Action Agenda:

- a. Bridges to Success Grant Award(Attachment is at end of packet)
Ms. Andrea Baker noted that Merced County was 1 of the 7 that received this grant. It is to serve 16-18 year old at risk youths and tie them to classroom activities – for automotive and healthcare. It was *M/S/C Ugarte/Glass, Lee/Greenberg Abstained,* to recommend acceptance of Bridges to Success grant funding award in the amount of \$499,855 and forward to the Merced County Board of Supervisors to accept the Bridges to Success grant award.
- b. Renewal of Workforce Investment Board Member –Steve Newvine
It was *M/S/C Greenberg/Romero; Newvine Abstained,* to submit to the County Board of Supervisors, renewal nomination for Mr. Steve Newvine whose term ends June 30, 2010.
- c. Youth Council Membership – Baljit Gill
- d. Youth Council Membership – Carol Greenberg
- e. Youth Council Membership – Christina Kulina
- f. Youth Council Membership – Robert Bittner
It was *M/S/C Walsh/Flores; Greenberg Abstained* to combine items 6c thru 6f and to ratify the Youth Council's decision to approve Ms. Baljit Gill, Program Administrator for Foster Home Licensing through the Independent Living Program and the Permanency Planning Team for Social Services Branch at Human Services Agency (HSA); Ms. Carol Greenberg, Business-Education Alliance Facilitator for Merced County Office of Education; Ms. Christine Kulina, Job Developer for the San Jose Job Corps Center; and Mr. Robert Bittner, an EDD Retired Regional Manager for membership on the Youth Council forward to Board of Supervisors for final approval.
- g. WIB Endorsement of Children's Bill of Rights

The intent of this document was to bring attention for the need to put youth first and the value that will come from it. The First Five had a gathering, where the community was invited, and each item was discussed and adopted by the community. Merced County may be the 2nd or 3rd in recent time that adopted a commitment such as this. It was *M/S/C Fleutsch/Callahan-Johnson* to approve that the Workforce Investment Board endorse the Children's Bill of Rights for Merced County.

- h. Workforce Investment Board Election – The ballot of nominations was presented and the WIB was informed that any member can bring a nomination from the floor. It was asked if there were any nominations from the floor.

It was *M/S/C Flores/Anderson* to close the nominations for the WIB chair.

It was *M/S/C Flores/Greenberg* to elect Alfonse Peterson WIB Chair by acclamation.

It was *M/S/C Walsh/Beltran* to open the nominations from the floor for all the remaining positions and if there are none then to approve them by acclamation by the WIB. It was *M/S/C Walsh/ Flores* that there being no nominations from the floor, that this slate of officers for 1st Vice Chairperson (Steve Newvine), 2nd Vice Chairperson (Nancy Urgarte), and two Members at Large (Edward Dietz and Al Romero) be elected.

- i. Workforce Investment Board Membership – Joanne Presnell

It was *M/S/ Greenberg/Romero; Baker Abstained* to accept the nomination of Ms. Joanne Presnell and forward it to the Board of Supervisors for approval.

- j. Merced College Course – Licensed Vocational Nurse to Registered Nurse Training

There were enough discussions at the Executive Committee meeting on May 5th, 2010 that it was decided to bring it back to the WIB for a full discussion. It was explained that this is a cohort of individuals who will be trained outside of the regular apportionment through the State of California. When the course is outside the apportionment, then the instructors will teach a second set and when a second set is taught, the price will reflect the full cost of the instructors. When the new hospital opened all of our graduating RNs were hired. The interim health director committed to take this to the consortium of all the health people in the area to utilize this resource. It was *M/S/C Beltran/Romero; Dower Abstained;* to approve a direct contract with Merced College for an LVN to RN Pathway program (1069 hours of instruction) for no more than 8 participants beginning July 1, 2010 through June 30, 2011, at a cost not to exceed \$223,350.

7. Presentations: Moved to before the top of the Agenda.

- a. Green Jobs Study – Merced County

8. Reports:

- a. Youth Council

The Road Trip Nation started with college students in a green RV identifying individuals who they wanted to know about and went around the nation to do so. A curriculum and training is being put together to get other people to engage youth in same type of experience. The Youth council is considering doing a similar project. The web site for Road Trip Nation is www.roadtripnation.com. The Youth Council approved its goals and functions.

- i. In-School Youth 3rd Quarterly Report (Jan-Mar)
- ii. Out-of-School Youth 3rd Quarterly Report (Jan-Mar)

- b. Quality Employment and Development Committee (QUED)

- i. Business Survey

A zoomerang type Business survey was used to inquire about the services provided to our local employers which the response was not very good. A plan is in the works to try again in a few months.

- c. P-16

P-16, review of pre-school thru college and university, was a national model, adopted and composed by a group in Merced about 4 years ago. Considerable work has been done to communicate the three areas;

preschool talking to kindergarten, operating to a point that we get a better idea of kindergarten skills and needs; and intense focus in high school for algebra or math in general (math tends to be a gatekeeper experience often preventing kids from graduating or entering colleges and determines their success). Data as to the strengths and weaknesses will be shared through the use of a repository to allow all school districts to receive reports on their student's achievements. UC Merced is serving as evaluator for P-16 and providing a tremendous amount of data. It was found students get right up to their senior year and realize they are missing one or two courses to get into UC. The students just stop, they don't take the course(s) in the senior year which eliminates them immediately from opportunities for UC placement. It was found that this was due to attention not being paid to the data. Appreciation was given Ms. Baker for co-chairing P-16. The Business Educational Alliance has been building awareness and taking action such as talking to legislatures about how important P-16 is. A grant from First Five was received last year using business representatives as a voice to build awareness of the community at large. A campaign is being launched and billboards around town as well as print ads and radio ads will market information to promote this effort.

9. Information:

- a. California Workforce Association Facilitation Methods Training (Technology of Participation) - Andrea Baker has participated in this training in the past and will be bringing it to Merced again not only for Workforce Investment staff to take advantage, but for community members to take advantage on how to develop conversations and develop consensus about initiatives that you want to make happen in the community. More information on enrollment will be available sometime in July.
- b. WIA Fiscal Report
- c. Merced Ahead / WIB – Support for Small Businesses Update
The second Merced Ahead/Workforce Investment Board community gathering is May 15th. Please bring a friend this Saturday.
- d. California New Start Program Prison to Employment Sub-Grant Update
- e. Quarterly Performance Measures
- f. Regional Veterans Grant Update
- g. Workforce Investment Act Statewide Allocation Comparison

- 10. Director Comments:** Ms. Andrea Baker reiterated about Merced Ahead/ WIB's second gathering on May 15th. The hope is that projects will be able to be brought back that fit into the whole community fabric, which the WIB could partner with, that are in line with the goals of the WIB.

Ms. Baker mentioned that there is a community conversations radio feature show and invited WIB members to participate.

A partnership with Human Services Agency is being sought which will help fund some summer youth programs with work experience slots for MCOE and WIB activities. The house and senate are still talking about summer youth. However, we are going ahead by working with the Human Services Agency and will still be keeping an eye on what is happening in Congress.

The results for Elevate America – E-learning vouchers: 1000 received for different software and issued 956 (IT vouchers - 250 received and issued 239; Microsoft 2003 - 500 received and only 125 people were interested because people are moving on to Microsoft 7; Microsoft 2007 – 500 received and 478 issued). Ms. Baker gave her thanks to staff for a great job.

11. Chair Comments:

The Chair welcomed Mr. Chuck Falkenstein. He thanked everyone for quickly getting through this very lengthy agenda and thanked the new board officers for accepting this responsibility.

The Chair acknowledged those that were leaving the WIB with a Certificate. The first Certificate was given to Carol Greenberg with a thank you on behalf of the Workforce Investment Board. Carol Greenberg

accepted the Certificate and shared that she would not be going far as she will be working on the Youth Council. She shared her appreciation for the staff here and their excellent work; “They are so professional and they make this all look so easy with their preparation.” Next, the Chair thanked Mr. Van “Mike” Smith for all his time, energy, and his help. Mr. Rick Osorio and Mr. Mike Sullivan were not present to accept their Certificates and those will be mailed to them. The Chair had one more member to acknowledge knowing that she did not want a plaque or certificate but he just felt she needed to be recognized – Andrea Baker. He acknowledged that the WIB runs because she is able to coordinate and facilitate.

Andrea Baker presented a Certificate to the outgoing Chair, Albert Montejano, for his service of two terms as Chair.

12. Next Meeting – July 8, 2010, Department of Workforce Investment, 1880 Wardrobe Ave, Merced. The wrong date was posted on the Agenda.
13. Adjourn – Meeting was adjourned 4:45 p.m.

DRAFT