

**Workforce Investment Board
Executive Committee
1880 Wardrobe Ave
October 5, 2009, 7:30-8:30 a.m.
Meeting Minutes**



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

Members Present:

Debra Glass	Albert Montejano (Chair)	Steve Newvine
Alfonse Peterson	Hubert (Hub) Walsh	

Members Absent:

Edward Dietz	Vann (Mike) Smith	Al Romero
--------------	-------------------	-----------

Others Present:

Andrea Baker	Brian Cutler	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 7:35 a.m. Roll call was taken.
2. Approval of Agenda: It was *M/S/C Peterson/Glass* to approve the agenda as published.
3. Approval of Minutes: It was *M/S/C Walsh/Newvine* to approve the August 3, 2009 minutes.
4. Public Opportunity to Speak: None.
5. Consent Agenda:
 - a. Work Readiness Definition Approval: It was *M/S/C Glass/Peterson* to approve the Work Readiness Definition recommendation from the Youth Council for American Recovery and Reinvestment Act youth, ages 14-24, and forward to the Workforce Investment Board (WIB) for ratification.
6. Action Agenda:
 - a. Disposition of Unspent Youth Funding: It was *M/S/C Walsh/Peterson* to approve the recommended Disposition of Unspent Youth Funding, and forward to the WIB for ratification.

Ms. Andrea Baker noted both Merced County Office of Education (MCOE) and the Department had a significant amount of unspent youth funds.

 - b. Youth Council Schedule: It was *M/S/C Peterson/Walsh* to approve the Youth Council meeting schedule for PY 2009/10.
 - c. Occupations in Demand Policy: It was *M/S/C Glass/Newvine* to approve the Occupations in Demand Policy, and forward to the WIB for ratification.
 - d. Building Green Jobs: It was *M/S/C Walsh/Peterson* to approve staff soliciting proposals for a local Green Jobs Study, and forward to the WIB for ratification.

e. Incumbent Worker Policy: It was *M/S/C Peterson/Glass* to approve the Incumbent Worker Policy, and forward to the WIB for ratification.

f. Workforce Investment Board Membership – Greg Vincelet: It was *M/S/C Glass/Peterson* to approve the nomination of Mr. Greg Vincelet, and forward to the Board of Supervisors for approval.

7. Discussion:

a. Strategic Scorecard: Staff gave an update of the categories to be reviewed. It was suggested the Participant Activity be broken down by age and/or income.

b. Meeting of the Minds: The Chair, members and staff who attended Meeting of the Minds in Monterey, CA, Sept 8-10, 2009, gave an overview of some of the sessions they attended. It was suggested those who attended have a follow-up meeting to discuss how to move forward with some of the things learned.

c. Solar Power Assets Memorandum of Understanding: Staff noted Merced College has signed a Memorandum of Understanding with Solar Power Assets (who gave a presentation at the Sept 3, 2009, WIB meeting), and asked the Committee for their thoughts. It was decided not to commit to partnering with Solar Power Assets at this time.

d. Ed Morrison/Economic Development: Staff asked the Committee for their thoughts on Ed Morrison's "Strategic Doing vs Strategic Planning", and if they would like to follow Mr. Morrison's model through the Economic Development Committee.

It was noted several business/community leaders in Merced County are having the same type of forum in November 2009, and the WIB should support this initiative to determine if it is much like the information presented by Mr. Morrison. Mr. Steve Newvine will e-mail the flyer to staff.

It was suggested the next time we market a forum to use a title most people in the community would easily recognize and understand.

8. Reports:

a. Youth Council: Ms. Debra Glass noted most of the information regarding the Youth Council meeting was covered in item 6.a. above.

b. Summer Youth Outcomes: Ms. Joanne Presnell noted the Summer Youth Program would end for participants on Sept 18, 2009. The Summer Youth Counselors last day would be Sept 30, 2009. Approximately 10% of the youth participants got full-time employment. More specifics would be reported later.

c. Enterprise Zone Management: Ms. Andrea Baker noted the Department is now the Enterprise Zone Manager for Merced County. It entails getting memorandums from all the cities in the County. Even though it is separate from what the Department does for the WIB, it is directly connected with the WIB's mission, and regular progress reports would be made.

9. Information: No comments were made on the information items.

a. Fiscal Reports.

b. Customer Service and Satisfaction Report

c. Labor Market Information

d. Literacy and Numeracy Program Year 2008/2009: Ms. Baker noted it was a Department administrative error in timely reporting documents to State that led to the performance number for Literacy and Numeracy. That issue has been corrected. However, the Literacy and Numeracy performance measures would not have been obtained even with the delinquent number reported.

e. Participant Reports

10. Director Comments: Ms. Andrea Baker noted the following:

- Innovation Hub Grant application (no money)—UC Merced, Castle and the Department are working together to apply for this designation for Castle to be an Innovations Hub.
- Rick Moore, UC Riverside, talked about Social Networking and how it was important at one of the Meeting of the Minds Conference. Mr. Moore did a study of all the WIBs in California. He wanted to do a study of a WIB, and has selected our WIB. She asked the Executive Committee's permission to have Mr. Moore attend the November WIB meeting, and present the results of his study. This would give the WIB an idea of how to move forward.

11. Chair Comments: The Chair noted he would be sending a letter to PG&E thanking them for their participation in the Summer Youth HVAC program, and hope they will consider doing it again. The Chair thanked everyone for attending.

12. Next Meeting: November 2, 2009, Dept of WI Large Conference Room, 1880 Wardrobe Ave.

13. Adjourn: The meeting adjourned at 9:00 a.m.