TO: Executive Committee   **DATE: 12/06/10**

FROM: Staff   ☒ **For Discussion**

                                                    ☐ **For Action**

                                                    ☒ **For Information**

SUBJECT: Move to Wardrobe - Considerations

PROPOSED MOTION(S): Information and Possible Direction

DISCUSSION: On November 5, 2010 a meeting was held to determine a timeline for moving the Worknet One Stop facility from 16th Street in Merced to 1880 Wardrobe Avenue in Merced, combining the Administration facility and the One-Stop operations. Items considered for the move included packing; notification of customers, vendors, partners, and other stakeholders; storage/disposal of items that will not be used, coordination among staff and partners, updating outreach materials; developing a calendar of events; and providing information and training to staff.

On November 17, 2010 a meeting was held with all Department of Workforce Investment employees to determine what the Merced County Workforce Investment System will look like that will provide full access and quality services to the community after the move takes place. This was a comprehensive meeting facilitated by Mr. Bob Lanter who has a very extensive background in Workforce Investment including positions such as Director of the Contra Costa Workforce Investment Area, key positions with the California Workforce Association, and Department of Labor. Committees and a time line were established to include; how to deliver effective customer service with the new arrangement; pursuit of additional funding opportunities; capacity building for staff and partners as well as cross training; increasing enrollments; and optimizing the use of technology.

The resulting report from Mr. Bob Lanter's facilitation has arrived and is under review. A sample report will be available at the meeting.

A Board Agenda Item (BAI) scheduled for December 14, 2010, has been prepared to inform the Board of Supervisors that the Worknet One Stop Employment Resource Center located on 16th Street will be moved to the Wardrobe location.

ATTACHMENT(S): None