

**Workforce Investment Board  
Executive Committee  
1880 Wardrobe Ave  
Merced, CA 95341  
December 6, 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:**

Alfonse Peterson (Chair)    Debbie Glass                      Hubert (Hub) Walsh    Al Romero  
Steve Newvine                      Edward Dietz

**Members Absent:**                      Albert Montejano

**Others Present:**

Andrea Baker                      Brian Cutler                      Alfredo Mendoza                      Cynthia Mount  
Nancy Havens                      Jackie Walther-Parnell

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1. Call to Order/Roll Call: Mr. Alfonse Peterson called the meeting to order at 7:32 am. Roll call was taken.
  2. Approval of Agenda: It was *M/S/C Glass/Romero* to approve the agenda as published.
  3. Approval of Minutes: It was *M/S/C Walsh/Glass* to approve the November 1<sup>st</sup>, 2010 minutes.
  4. Public Opportunity to Speak: None
  5. Action Agenda
    - a. Fiscal Report –*M/S/C Romero/Glass* to approve the Fiscal Reports as submitted.
    - b. WIB Strategic Scorecard Updates and Changes *M/S/C Newvine/Dietz* to accept the recommended updates and changes by the Quality Employment Committee to the WIB’s Strategic Scorecard and forward updated Strategic Scorecard to the Workforce Investment Board for ratification.
  6. Reports
    - a. Youth Council – Ms. Debra Glass reported that the Youth Council will meet December 15<sup>th</sup>. There is an RFP Ad hoc Committee looking at best practices used by youth providers. The Chair has been working with Staff in preparing the Youth Build grant. This grant will provide services for 66 participants over a period of two years between the ages of 16 and 24, who will receive basic education with the goal of obtaining a GED or High School Diploma and also would receive construction trades training. Staff stated that the Youth Build Grant was successfully submitted on time.
    - b. Quality Employment and Development Committee: Mr. Steve Newvine indicated the committee’s work from its last meeting was addressed in Item 5b above.
  7. Presentation
    - a. Virtual One-Stop (VOS) Presentation to the WIB: Mr. Brian Cutler gave a presentation on the Virtual One-Stop System (VOS), which is an on-line customer service and tracking system with benefits and

features for employers, job seekers and for the Department. The members requested Staff give a similar presentation to the January WIB meeting and invite the Merced Sun Star. It was recommended to present the VOS system to the Board of Supervisors in conjunction with the joint Board of Supervisors/Workforce Investment Board meeting in late February or March.

8. Discussion Agenda

a. Strategic Scorecard

- 1) Participant Report – This is based on the 5 year Strategic Plan with the State.
- 2) Quarterly Performance Updates –The State has issued a Draft Directive that lists the performance Goals that each Local Workforce Investment Area (LWIA) will need to achieve for program years 09/10 and 10/11. There has been a considerable amount of controversy on the State’s recommendations from various LWIAs. Letters have been written and conference calls made to negotiate the measures to be more reflective of the local economic environment. Staff is waiting to hear a response from the State.

Note: Hub Walsh and Debbie Glass left the meeting at 8:10 am for meetings

- b. Information Technology Changes – Update – The centralization of the County Information Systems (IS) is going forward. It was originally slated to go to the Board of Supervisors on November 30, 2010, but was rescheduled for the 14<sup>th</sup> of Dec. County IS will be preparing a service level agreement which should be received shortly which Staff will share with the QUED. The total monthly cost for each computer and printer is about \$140.00 per unit. The Department is doing a cost study to determine a possible reduction of the monthly cost for the lab computers as these computers do not utilize County e-mail and does not appear that they need access to the County network at this time. Members requested Staff to research what it would cost to have lab computers maintenance and internet functions outsourced.
- c. Possible Funding Rescissions – Possible rescissions were discussed when addressing item 5a above Staff discussed HR 6403 as being recently introduced to immediately rescind all unobligated discretionary stimulus funds that have not been obligated. Staff will keep committee members apprised of any information on this matter.
- d. Move to Wardrobe – Considerations – Staff informed the committee that there have been two comprehensive meetings to determine how a move will take place to combine operations of the 16<sup>th</sup> Street One-Stop and Department personnel, to be located at the 1880 Wardrobe facility. The committee was informed of the moving considerations from management and staff that were reviewed and implemented.

9. Information

- c. Customer Satisfaction Report
- d. Customer Service Report
- e. California’s 49 Local Workforce Investment Area Configuration
- f. Local Plan Modification Instructions

10. Director Comments: The Director showed a flyer for the Entrepreneurial Challenge that will go out when the web site is live. Incentives were included to motivate participation by offering not only a grand prize winner but an additional prize winner from each county. This Entrepreneurial Challenge will help small businesses and generate the entrepreneurial spirit. Prizes are not only cash, but various business services

which may include expertise such as graphic design artists, attorneys, and other services to help start a new business.

11. Chair Comments: The Chair thanked everyone for coming out early this morning.

12. Next Meeting: The next scheduled meeting is January 3<sup>rd</sup>, 2011.

13. Adjourn: The meeting adjourned at 8:36 am.