

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



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

Members Present:

Edward Dietz	Debra Glass	Albert Montejano (Chair)	Steve Newvine
Alfonse Peterson	Al Romero	Vann (Mike) Smith	Hubert (Hub) Walsh

Others Present:

Andrea Baker	Brian Cutler	Dee Knight	Alfredo Mendoza
Joanne Presnell	Eve Snelling	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 Romero/Peterson* to approve the agenda as published.
3. Approval of Minutes: It was *M/S/C Smith/Walsh* to approve the November 5, 2009 minutes.
4. Public Opportunity to Speak: None.
5. Discussion/Possible Action Agenda:
 - a. Programmable Logic Controller Training Contract: It was *M/S/C Walsh/Peterson* to approve courses through Rexel, Inc for Merced County manufacturers' incumbent workers from January 1-June 30, 2010, and forward to the Board of Supervisors (BOS) for approval.
 - b. Virtual One-Stop Subscription (VOSS) – Contract for Automated Case Management: It was *M/S/C Glass/Dietz* to approve the VOSS electronic case management system contract with Geographic Solutions from January 1-December 31, 2010, and forward to the BOS for approval.
 - c. Ad Hoc Committees' Responsibilities: It was recommended both committees (Quality Employment and Development and Economic Development) meet together to define their respective roles, and bring the recommendations to the Executive Committee for approval.
 - d. Establish New Ad Hoc Outreach Committee: It was *M/S/C Walsh/Romero* that staff send an e-mail to Workforce Investment Board (WIB) members asking for volunteers for a 5-member committee (1-2 members would be from the Executive Committee). This committee would be active for approximately 6 months. If there are not enough volunteers, the Chair would then appoint someone to this committee.
 - e. On-Line Business Customer Satisfaction Survey: It was *M/S/C Newvine/Dietz* to approve the current On-Line Business survey format and send out as soon as possible, after making font changes on items 7 and 9,.
6. Reports:
 - a. Youth Council: Ms. Debra Glass noted the Council had a very good meeting in November. Council members are in the process of reviewing the mission and function. At the next meeting members would be deciding how to use the remaining funds.

b. and c. Quality Employment and Development Committee/Economic Development Committee:
Mr. Steve Newvine noted they would be scheduling a joint meeting to define the committees' respective roles.

c. Workforce Investment Board Membership: Staff noted there are 5 business sector members whose term ends in June 2010. A list of potential members has been developed. Staff will be making phone calls to these prospects. Staff asked for WIB help in identifying other business prospects or notifying staff if anyone knew of someone who is interested in being a WIB member.

7. Information:

a. Fiscal Reports: Clarification was asked as to what was an Enterprise Zone Deposit, which Ms. Jackie Walther-Parnell provided.

b. Labor Market Information:

c. Participant Report:

d. Regional Veterans Grant: Clarification was asked on paragraph 2 of this item, which Ms. Andrea Baker provided.

e. New Start Subgrant Update:

f. Innovation iHub Letters of Support:

g. Merced College Career Advancement Academy Memorandum of Understanding

h. Regional Cluster(s) of Opportunity Grant Proposal:

8. Director Comments: Ms. Baker noted it is possible President Obama would be using TARP funds to stimulate jobs, so the National Association of Workforce Boards has created a survey that she would be e-mailing to all private sector WIB members to respond, because the White House has been told decisions are not being made at the local level.

9. Chair Comments: The Chair noted this would be Ms. Dee Knight's last meeting (she's retiring), and thanked her for the support and help. He thanked Ms. Eve Snelling for making copies at the last minute, and wished everyone a Merry Christmas and a safe New Year. He would see everyone January 4, 2010.

10. Next Meeting: January 4, 2009, Dept of WI Large Conference Room, 1880 Wardrobe Ave.

11. Adjourn: The meeting adjourned at 8:17 a.m.