

M A D E R A C O U N T Y
W O R K F O R C E
I N V E S T M E N T B O A R D

"Committed to a Quality Workforce"

Executive Committee

AGENDA

January 28, 2010

3:00 p.m.

Meeting will be held at:

**Madera County Workforce Assistance Center
Executive Conference Room
209 East 7th Street
Madera, CA 93638
(559) 662-4589**

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Workforce Investment Board, may request assistance by contacting the Senior Administrative Assistant at Madera County Workforce Development Office, 209 E. 7th St., Madera, CA 93638; Telephone 559/662-4589; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Madera County Workforce Investment Board website at http://www.maderawac.org/Workforce_Investment_Board/Public_Meetings. These documents are also available at the Madera County Workforce Assistance Center – office of the Executive Director.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction. The comment period will be limited to 15 minutes. Each speaker will be limited to 3 minutes and only one speaker per subject matter.

3.0 Introductions and Recognitions

4.0 Consent Calendar

4.1 Approve Madera County Workforce Investment Board Minutes – December 17, 2009

5.0 Action Items

5.1 Approve Resignation of Susan Arteaga, Department of Social Services, from the Youth Advisory Council

5.2 Approve New Youth Advisory Council Member Debbie Blankenship – Department of Social Services

5.3 Approve Resignation of Bonita Gomez, Job Corps, from the Youth Advisory Council

5.4 Approve New Youth Advisory Council Member Christine Kulina – Job Corps

5.5 Approve Transfer Request of ARRA DW to ARRA Adults Funds

5.6 Approve Transfer Request of Formula DW to Formula Adult Funds

6.0 Information Items

6.1 Budget

6.2 Grants/Projects

7.0 Written Communication

8.0 Open Discussion/Reports/Information

8.1 Committee Members

8.2 Staff

9.0 Next Meeting

February 25, 2010

10.0 Adjournment

M A D E R A C O U N T Y
W O R K F O R C E
I N V E S T M E N T B O A R D

"Committed to a Quality Workforce"

December 17, 2009

MINUTES

- PRESENT:** Nick Benjamin, Debi Bray, Bob Carlson, Sally L. Frazier, Ed.D., Terry Kershaw, Ed.D., Mike Lagow, Tim Liermann, M.J. Nabors, Stacy Nieto, Robert Poythress, Max Rodriguez, Kelly Woodard, Maxine Yocum
- ABSENT:** David Hernandez, John Jepson, Bobby Kahn, Kathy McCorry, Rebecca Mendibles, Terry Nichols, M.S., Rosemary Rusca, Tara Ryan, Mary Smith, Christine Watts-Johnson, Gerald Zumwalt
- GUEST:** Steven Rodriguez - EDD
- OTHERS:** Elaine Craig, Tracie Scott-Contreras, Jessica Roche, Nicki Martin

1.0 Call to Order

Meeting called to order by WIB Chair Bob Carlson at 3:09 p.m.

1.1 Pledge of Allegiance

2.0 Public Comments

None

3.0 Introductions and Recognitions

Round table introductions by WIB Directors, Workforce Dev Office, and Steven Gutierrez - EDD

4.0 Consent Calendar

4.1 Ratify Workforce Investment Board Minutes – June 24, 2009

4.2 Ratify Youth Advisory Council Minutes – September 2, 2009

4.3 Approve Executive Committee Minutes – September 24, 2009

4.4 Approve Youth Advisory Council Minutes – December 2, 2009

4.5 Ratify Revised Workforce Investment Board Policy – Basic Skills Deficient

4.6 Ratify Revised Workforce Investment Board Bylaws

4.7 Ratify Resignation of Workforce Investment Board Director – Waseem Ahmed, Private Sector

Dr. Frazier moved to approve consent items 4.1 to 4.7, seconded my MJ Nabors. Motion approved unanimously.

5.0 Action Items

5.1 Approve New Workforce Investment Board Director – Larry Pistoresi, Private Sector

Larry Pistoresi was a former WIB director when the Board was the Private Industry Council. Mr. Pistoresi will be representing the Private Sector from the City of Chowchilla and Steve's Chevrolet of Chowchilla.

Debi Bray moved to approve Mr. Pistoressi's nomination, seconded by Robert Poythress. Motion approved unanimously.

5.2 Approve Resignation of Youth Advisory Council Member – Sally L. Frazier, Ed.D.

Dr. Frazier's schedule conflicts with the Youth Advisory Council meeting schedule. Nancy Isaacs is a current member of the Council and appropriately represents MCOE and the Educational Sector. A new Youth Advisory Council nomination representing the Special Education sector is on the agenda for approval.

5.3 Approve New Youth Advisory Council Member – Shelly Hjella

Dr. Frazier pointed out that Ms. Hjella's name is incorrectly listed as Shelly. Ms. Hjella's first name is Sharon. Ms. Sharon Hjella works with the Special Education department for MCOE.

Nick Benjamin moved to approved items 5.2 and 5.3, seconded by Robert Poythress. Motion approved unanimously.

5.4 Approve Revised Workforce Investment Board Policy – Supportive Services

When we received an influx of ARRA monies, staff presented WIB revised policies to reflect ARRA funds to the Board with significant increases to various supportive services. Individual Training Accounts (ITA) were increased from \$3,500 to \$6,000, mileage was increased to the federal reimbursement rate of .55 and miscellaneous was increased from \$550 to \$1,000. Child care was done on a case by case basis. Because of budget and funding encumbrances, the funds for ARRA policies are no longer there. Staff requests that we revert back to the original policies. ITA back to \$3,500, mileage goes from .55 or .50 or some other appropriate formula when the federal guide changes in January and miscellaneous to \$550. Childcare will remain on a case by case basis. Staff expects to have expended all ARRA funds by the end of the fiscal year.

Max Rodriguez moved to approve revised ARRA WIB local policies, seconded by Nick Benjamin. Motion approved unanimously.

5.5 Approve Revised Workforce Investment Board Policy – Incumbent Worker Training

Staff is requesting approval to revise the Incumbent Worker Training policy which was created due to ARRA. Incumbent Worker Trainings were not done before receiving ARRA funds. The program is currently on a DOL waiver around how much we can spend on incumbent worker training. Previously 50% of formula funds could be spent on Incumbent Worker training. Staff has done significant amount of trainings on various projects and have expended the majority of the funds. The waiver has expired and the State has approved a revised waiver that any incumbent training we do has to be done as a lay-off aversion training and participants must be low-income adult. Additionally, only 10% of formula funds can be used for incumbent worker training.

Tim Liermann moved to approve, seconded by Terry Kershaw. Motion approved unanimously.

6.0 Information Items

6.1 ARRA Update

Staff is currently working with MaderaCAP and their staff on the Test of English for International Communication (TOEIC). The TOEIC project was done as Incumbent Worker Training. MaderaCAP employees under contracted agreements must have a certain score on the TOEIC for their job classification. Staff has remediated those employees around the TOEIC to help them attain the necessary scores to retain their jobs. The final TOEIC will be done on January 9th. The MaderaCAP employees would have been laid off in October but were given a 1 year extension while they remediate.

6.2 Budget/Data Update

Madera has done an incredible amount of training and providing supportive services. The program has had to freeze training activities until the budget can be reviewed. There is an average of 6 to 8 requests for trainings or supportive services that average about \$6,000 to \$8,000 per participant on a

daily basis. There was a total of \$137,000 on training for the whole of last year. Since July 1, the program has spent approximately \$421,000 just in training for both adult and dislocated worker. These funds are from a combination of ARRA stimulus funds and formula funds. The adult monies were frozen about a month ago. Staff will review where we are with the budget. We are expecting more ARRA Dislocated Worker monies – approximately \$155,000. It is possible that there may be more but have not received confirmation. Our program EDD Regional Advisor has encouraged Staff to request more ARRA Adult stimulus funds. Some incumbent worker projects had to be cancelled for the moment including the second half of the TOEIC training which had not started yet. Performance Measures/Common Measures help ensure that the participants receiving services are being successful and the program is on course and meeting its goals. Earned Income, credential certificate and employment are tracked. The law allows for follow up services that allows participants to come back to the program if necessary to help keep them employed. Just under 1,000 received training/supportive services. Many recipients received large amounts of funds for mileage reimbursements which were being put through the Needs Based payments. There are many special grants that are funded with ARRA monies. WDO received \$750,000 for a veteran's grant. Madera, Merced, and Stanislaus received the grant regionally. This grant will provide assistance with mental health services and work accommodations. There are many reporting and monitoring mandates with ARRA funds. Formula funds must be spent by 6/30/10; ARRA funds must be spent by 6/30/11. Staff is not projecting any carry-over at this time. Staff reports that since July 1st until December 17th, the program has provided 23,276 different levels of services to individuals coming into the One Stop. There have been 6,623 external job referrals which includes recruitments for Panda Express. There have been 967 WIA enrollments and applications since July 1st. There was a total of approximately 515 for an entire year the year before the integration project.

6.3 Projects/Grants Update

- **3 Year Annual Vision Report, Jobs Forum, Microsoft Elevate America Project, DPN, Veteran Grant, Allied Health, Green Job Corp, High Concentration of Youth Money, WIA Reauthorization, CDCR**

The city of Madera asked us to provide information for the 3 Year Vision Report. The report is a direct mailer and will go out to everyone. The Vision Plan is around a strong workforce. Madera County was one of the first in California to mirror the President's Job Summit which was held at the White House. The North Fork Indian Tribe was asked to host and coordinate the Madera County Job Forum. The Madera WIB was asked to partner. Approximately 34 community members attended and provided input. The report was emailed to the WIB directors. Microsoft Elevate America is an opportunity to use licensed software to give participants training vouchers for varying levels of Microsoft trainings. Madera received 1080 vouchers. Participants will have 90 days to activate the vouchers and will have 1 year to complete the training. The trainings are available online. We are receiving ARRA monies around our request to hire Disability Program Navigator (DPN) positions. These funds will help purchase and use assistive technology. This DPN positions will be outreach positions to help people with disability. We received \$750,000 from the Veterans Grant. We applied regionally for the Allied Health Grant for \$1 million with Merced and Stanislaus counties. This grant is around allied health. Madera will do Emergency Room Techs I & II, Home Health Care Aides/CNAs. Merced is doing Computed Topographers and Pediatric Sonographers. They are the only college in the state that has a certified instructor and program around that area. Stanislaus will do Pharmacy Technicians. Green Job Corp is going well. The participants recently did a mini presentation for the Youth Advisory Council of their community service project – Green Recycling. They will be doing presentations to the elementary schools. Only 2 youth had to drop out of the program as they found employment and are working. The remaining 7 are doing a tremendous job. Staff is going after High Concentration of Youth monies. This is a small amount of money that will be used towards foster youth. You must be within the top 25 on the at-risk youth list. Madera ranks around 10th. WIA Reauthorization: CWA has put together draft language on their thoughts for reauthorization. It will be taken to the Hill and presented at the National Association of Workforce Boards Conference in March. We've received additional money from California Department of Corrections and Rehabilitation (CDCR). We now have a total of approximately \$70,000 to help parolee's when they come out of the system. Staff is looking into using funds to have staff conduct 70 hours of job readiness workshops at the prison. Staff will also help participants look for and obtain right-to-work documents. The 2008-09 performance outcomes were released and the program met all of the performance goals. 2008-09 was the year the program participated in the Learning Lab project. The project did not affect the goals. There was a total of 2507 participants enrolled during the course of the Learning Lab project.

6.4 RDA Summer Youth Wrap Up

A Power Point Presentation of the homes worked on by youth was shown to the Board. The project ended with \$170,000 in ARRA summer youth money which we are holding because of budget. It can only be used for youth PWEX. We are waiting to see how the year-round program does with its limited funding in order to see if ARRA funds will be transferred for that program's use. Staff is speaking with RDA for a possible future RDA landscaping project. The House passed a bill which will provide \$500 million for WIA youth workforce activities. They also changed eligibility which may allow more youth to be eligible to participate.

6.5 Letters of Support

• San Joaquin Valley Workforce Funders Collaborative, NEG, RICOG

Funders collaborative: new initiative with San Joaquin Valley WIBs to organize a foundation to provide monies for workforce trainings. National Emergency Grant (NEG): \$11.5 million for the 8 WIBs use with Dislocated Worker training - Tulare is the lead. Regional Industries of Cluster of Opportunities Grant (RICOG): Fresno is lead. No training dollars but will allow for comprehensive sector strategies surveys.

7.0 Written Communication

None

8.0 Open Discussion/Reports/Information

8.1 Committee Members

Terry Kershaw: had some exciting students go through program. There was a Maintenance Mechanic certification ceremony last week. State Center now has a new, \$3.4 million state of the art manufacturing facility. An LVN cohort will graduate tonight. The CASHEE grant for remediation has been extended. Madera WIB is doing an excellent job with the State Center.

Kelly Woodard: DSS has been trying to get ARRA funds released to use for activities with participants. The Department is waiting for 80/20 funds. The program will cover 80% and participants pay remaining 20%.

Max: State has proposed \$250,000,000 for a 500 bed re-entry facility in Madera. These will be inmates that are ready to return to the community. Madera will partner with Fresno and will hopefully be finalized in approximately one year. An important project is the High Speed Rail. There is approximately \$45 billion being spent on project. The Rail would go between LA and San Francisco in just over 2 hours. The County is working towards the having the Maintenance Facility come to Madera.

8.2 Staff

Happy Holidays on behalf of Staff.

9.0 Next Meeting

March 18, 2010

10.0 Adjournment

Meeting adjourned at 4:19 p.m.