

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

April 22, 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 Madera Workforce Investment Board Meeting Minutes – March 18, 2010

5.0 Action Items

5.1 Approve Resignation of Christine Kulina, San Jose Job Corps, from the WIB Youth Advisory Council

5.2 Approve Application from Ernie Perez, San Jose Job Corps, to the WIB Youth Advisory Council

5.3 Approve Resignation of Maxine Yocum, Madera County Office of Education, from the Madera Workforce Investment Board

5.4 Approve Bobby Thatcher, Madera County Office of Education, to the Madera County Workforce Investment Board

5.5 Approved Revised Supportive Services Policy

5.6 Approve Re-appointment of WIB Director Debi Bray – Private Sector

5.7 Approve Re-Appointment of WIB Director Bob Carlson – Private Sector

6.0 Information Items

6.1 Budget Update

6.2 Grants/Projects Update

7.0 Written Communication

8.0 Open Discussion/Reports/Information

8.1 Committee Members

8.2 Staff

9.0 Next Meeting

May 27, 2010

10.0 Adjournment

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

"Committed to a Quality Workforce"

March 18, 2010

MINUTES

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

1.0 Call to Order

Meeting called to order by WIB Chair Bob Carlson at 3:06 p.m.

1.1 Pledge of Allegiance

2.0 Public Comment

None

3.0 Introductions and Recognitions

Roundtable introductions were done by WIB Directors and guests. Mr. Bobby Thatcher is attending and meeting the WIB. He will replace Maxine Yocum on the Board.

4.0 Consent Calendar

- 4.1 Ratify Madera County Workforce Investment Board Meeting Minutes – December 17, 2009**
- 4.2 Approve WIB Executive Committee Meeting Minutes – January 28, 2010**
- 4.3 Approve WIB Youth Advisory Council Meeting Minutes – March 3, 2010**
- 4.4 Ratify Resignation of Susan Arteaga, Department of Social Services, from the Youth Advisory Council**
- 4.5 Ratify New Youth Advisory Council Member Debbie Blankenship – Department of Social Services**
- 4.6 Ratify Resignation of Bonita Gomez, Job Corps, from the Youth Advisory Council**
- 4.7 Ratify New Youth Advisory Council Member Christine Kulina – Job Corps**
- 4.8 Ratify Transfer Request of ARRA DW to ARRA Adults Funds**
- 4.9 Ratify Transfer Request of Formula DW to Formula Adults Funds**
- 4.10 Ratify Request for Contract Amendment – Kings View In-School Youth Program 2009-2010**
- 4.11 Ratify Request for Contract Amendment – Kings View Out-of-School Youth Program 2009-2010**

Nick Benjamin moved to approved agenda items 4.1 through 4.11, seconded by David Hernandez. Motion approved unanimously.

5.0 Action Items

5.1 Approve Re-appointment of WIB Director Robert Poythress – Private Sector

Mr. Poythress' appointment expired on March 13, 2010. Mr. Poythress has indicated that he would continue on the WIB and staff request approval to forward Mr. Poythress' reappointment for a term of 3 more years to the Board of Supervisors for approval.

Terry Kershaw moved to approve, seconded by Kathy McCorry. Motion approved unanimously.

5.2 Approve Workforce Investment Area Local Plan Modification, Fiscal Year 2009-10

Because WIA has not been reauthorized, the State has asked for an extension to the Local Plan. This is Madera's 5th extension to the original 5 year strategic Plan. The plan covers the current fiscal year beginning on 7/1/09 and ending on 6/30/10. The plan is due at the end of the month and requires approval and signature from the Board of Supervisors. Everything is running on track.

Max Rodriguez moved to approve the Local Plan, forward to the Board of Supervisors for approval, and submit to the State, seconded by Nick Benjamin. Motion approved unanimously.

6.0 Information Items

6.1 Office of Inspector General (OIG)/Legislative Hearings

The Tulare WIB was randomly selected for an inspection of ARRA funds. Tulare and other WIB directors feel the findings were skewed. The findings were based on an accounting code error that occurred before they received their ARRA funding and were corrected before the audit. Tulare put out a press release addressing the findings. Local areas prepared letters to their State representatives with positive information such as the 500% more Adult and Dislocated Workers served using ARRA funds.

6.2 Grants Update

Regional Vet Grant: This is a regional grant being done with Merced and Stanislaus counties. This grant started in December. Madera received 22 slots but has enrolled 42 vets. Disability Program Navigator (DPN): This grant will fund assistive technology and 2 full time positions to do outreach. Regional Industry Clusters of Opportunity Grant (RICOG): This \$200,000 regional grant is going to 8 central valley counties. Its focus is doing surveys on emerging industries and sectors in the central valley. Fresno is the lead. National Emergency Grant (NEG): \$11.2 million regional grant will provide funds for Dislocated Worker trainings. CBJTG: The Central California Workforce Collaborative has issued this grant opportunity. We previously provided nursing training with this grant. Madera has applied for Additional Assistance funds – Dislocated Worker. High Concentration of Eligible Youth (HCEY): Madera qualifies for HCEY funds and has applied and will receive. These funds will be used for services to Foster Youth transiting out of foster care. Industries with a Statewide Need: We were not awarded this grant. Staff will request rating sheets for review. Elevate America: Microsoft has provided free vouchers for various trainings and certifications. Free trainings which no not require any vouchers are available on Microsoft's website. Madera will also become a Certiport training center and will proctor voucher certification testing. Customers using vouchers have 90 days to complete the training and testing process. Anyone seeking information should contact Tina Vasquez. Project New Start: Madera received initial funds of \$23,000 for use with parolees. The second installment of funds in the amount of \$14,000 was pulled back by the State. Madera will use the original \$23,000 for Parolee trainings and supportive services. CDCR Transition Project: funds to pay for 2 staff members to provide community college developed curriculum to inmates transitioning out of system. Staff will provide 70 hours of instruction beginning 6/1/10 for 1 year.

6.3 Budget Update

Hand out provided. Everything is on track. Staff anticipates being flat funded next fiscal year and are working towards having 15% carry over to hold program over until cash is received. 2010-11 projections are much lower than previous years. ARRA funds were used to fund many trainings. ARRA ends June

30, 2011. The Department of Labor would like ARRA funds to be 70% expended by December of 2010. Madera will meet all ARRA guidelines. In-School and Out-of-School youth budgets are on target.

6.4 Form 700

Directors' Form 700s are due to our office on or before April 1, 2010.

7.0 Written Communication

None

8.0 Open Discussion/Reports/Information

8.1 Committee Members

Terry Kershaw: The Community College is hosting a Spring Extravaganza Open House – Think Green! On April 8, 2010.

Bobby Kahn: The State of the County luncheon was very well attended. 15 people “walked in” for the luncheon without previously registering.

Christine Watts-Johnson: The hospitals turn-over rate is down 10% since last year. They have only downsized 2 people. The Paradigm program has been abandoned by 4 out of 5 hospitals due to lack of funds. The hospital is currently not adding students.

8.2 Staff

Tracie Scott-Contreras: Elaine participated in a presentation regarding Community Colleges and the Workforce investment System at the California Community College Association For occupational Education (CCCAOE) Conference on March 17, 2010.

9.0 Next Meeting

June 17, 2010

10.0 Adjournment

Meeting adjourned at 3:34 p.m.

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I N V E S T M E N T B O A R D

"Committed to a Quality

Executive Committee

Agenda Item 5.1

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

**Subject: Approve Resignation of Christine Kulina, San Jose Job Corps, from the
WIB Youth Advisory Council**

Recommendation:

Staff recommends approval of Christine Kulina resignation from the Madera WIB Youth Advisory Council.

Summary:

Ms. Kulina is not able to serve on the Youth Advisory Council and will be replaced by Ernie Perez.

Financing:

Workforce Investment Act of 1998

Nicki Martin

Subject: RE Youth Council

From: Ernie Perez [mailto:Perez.Ernie@jobcorps.org]

Sent: Thursday, April 08, 2010 10:50 AM

To: Nicki Martin

Subject: RE Youth Council

I will be the representative from Job Corps for the Madera Youth Council instead of Christine Kulina. Please take the necessary steps to make this change and please let me know if you need anything further from me. Have a great day.

Ernie

MADERA COUNTY
WORKFORCE
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"Committed to a Quality"

Executive Committee

Agenda Item 5.2

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

**Subject: Approve application from Ernie Perez, San Joe Job Corps, to the WIB
Youth Advisory Council**

Recommendation:

Staff recommends approval of Mr. Perez's application to the Madera WIB Youth Advisory Council and authorization to forward to the Board of Supervisors for appointment.

Summary:

Mr. Perez is replacing Christine Kulina on the Youth Advisory Council.

Financing:

Workforce Investment Act of 1998

MADERA COUNTY
WORKFORCE
INVESTMENT BOARD

209 East 7th Street • Madera, CA 93638 • Phone (559) 662-4589 • Fax (559) 673-1794

Youth Advisory Council

Member Application

Under the Workforce Investment Act, agencies or individuals may be eligible to become Workforce Investment Board Youth Advisory Council members if they meet one of the following criteria:

1. Member of the Local Board such as an educator, employer, or representative of human service agencies who have special interest or expertise in youth policy
2. Representative of youth service agencies, including juvenile justice ~~and~~ local law enforcement agencies
3. Representative of local public housing authority
4. Parent of eligible youth (please see attached eligibility criteria)
5. Individual, including former participant or representative of organization that has experience relating to youth activities
6. Representative of a local Job Corps Center
7. Representative of local education agency serving youth

Please indicate which criteria qualifies you to become a Youth Advisory Council member: 6

Name: ERNIE PEREZ Title: SUPERVISOR

Agency Name (if applicable): SAN JOSE JOB CORPS CENTER

Address: 1900 MARIPOSA MALL # 360

Phone: 559 233 3868 FAX: 559 233 9536

Mobile: _____ Email: PEREZ.ERNIE@JOB CORPS.ORG

Please indicate how you received information about Youth Advisory Council Membership below:

OUR OFFICE ^{HAD} ~~HAS~~ A MEMBER ON THE MADERA Youth Advisory Council SINCE 1998. I STARTED ON THIS BOARD IN THE YEAR 2000 I WAS AN ACTIVE MEMBER UNTIL 2009 WHEN MY DUTIES CHANGED.

Agency:

Please describe your agency's experience with youth employment and training services that address assessment of youth academic and skill levels and how it has successfully identified and served youth needs:

THE JOB CORPS PROGRAM IS A VOCATIONAL/ EDUCATIONAL TRAINING PROGRAM IN A RESIDENTIAL SETTING. OUR TARGET POPULATION IS 16-24 YRS OLD AND LOW INCOME / AT RISK YOUTH. WE ARE THE ONLY PROGRAM THAT TAKES THESE YOUTH OUT OF THEIR ENVIRONMENT AND THEY TRAINED AT A JOB CORPS CENTER WHERE THEY RECEIVE FREE HOUSING / TRAINING / MEALS. AFTER COMPLETING OUR PROGRAM WE ALSO PROVIDE CAREER TRANSITION SERVICES FOR THESE YOUTH.

Other Agencies or Individuals:

Please describe how you or your organization can assist in the development and design of youth programs, foster youth education, and employment opportunities.

OUR PROGRAM HAS CONSTANT CONTACT WITH THE TARGET POPULATION OF MOST YOUTH PROGRAMS. IF EVER THERE WAS A PROGRAM THAT WENT HAND IN HAND WITH FOSTER YOUTH IT IS OUR PROGRAM. BECAUSE AT 18 AND AS THEY ACHIEVE THEIR HIGH SCHOOL DIPLOMA THEY AGE OUT OF FOSTER CARE. WE CAN PROVIDE A STABLE PLACE AND TRAINING. WE ALSO HELP THESE YOUTH FIND WORK.

Please return completed application to:
Madera County Workforce Investment Board
Attention: Elaine Craig, Executive Director
209 East 7th Street
Madera, CA 93638

MADERA COUNTY
WORKFORCE
INVESTMENT BOARD

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Agenda Item 5.3

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

Subject: Approve Resignation of Maxine Yocum from the Workforce Investment Board

Recommendation:

Staff recommends approval of Maxine Yocum's resignation from the Madera Workforce Investment Board.

Summary:

Mrs. Yocum represents the Madera County Board of Education on the Madera WIB. She has been reassigned and will not be able to serve on the WIB. Mrs. Yocum will be replaced on the WIB by Bobby Thatcher.

Financing:

Workforce Investment Act of 1998

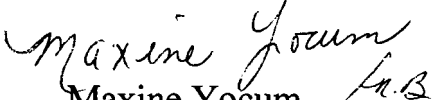
March 16, 2010

Workforce Investment Board
209 East 7th Street
Madera, CA 93638

Please be advised the Madera County Board of Education has appointed Bobby Thatcher to serve as the Madera County Board representative to the WIB. Please accept this letter as my resignation effective immediately.

I have enjoyed serving on the board and wish you continued success as you continue to provide much needed services to our community.

Sincerely,


Maxine Yocum *M.B.*

MADERA COUNTY
WORKFORCE
INVESTMENT BOARD

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Agenda Item 5.4

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

Subject: Approve Bobby Thatcher to the Madera County Workforce Investment Board

Recommendation:

Staff recommends approval of Bobby Thatcher to the Madera County Workforce Investment Board and authorization to forward to the Madera County Board of Supervisors for appointment.

Summary:

Mr. Thatcher will replace Maxine Yocum on the Madera WIB representing the Madera County Board of Education.

Financing:

Workforce Investment Act of 1998

County of Madera
Application for Nomination
to the
Workforce Investment Board

Date: 4/10/10

Name: Bobby THATCHER Home Telephone: 559 674 0710

Place of Employment: Valley STATE PRISON for Women

Occupation/Position: TEACHER

Work Address: PO Box 99

Work Telephone: 559 665 6100 X 5085

Ed Dept. Chowchilla CA
93610

Work Fax: _____

Work e-mail: _____

Do you prefer to be contacted at work _____, or at home ? Please check one.

Please answer all of the questions on the attached two pages.

Please answer all questions with as much pertinent information about yourself as possible. Remember that this form will be used to determine if you have the qualifications to be nominated for consideration to serve on the Workforce Investment Board.

If you need more room for your answers, please use an additional sheet of paper.

1. List past or present involvement in community-related activities (i.e., committees, volunteer work, commissions, boards, chambers of commerce, etc.)

MC office of Ed. BOARD MEMBER 25 YEARS
FOUNDED & RAN MADERA COUNTY "TOYS FOR TOTS" 1980
MADERA Co. HISTORICAL SOCIETY - PRESIDENT, Vice President,
COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION SECRETARY
PRIVATE INDUSTRY COUNCIL (MCOE Rep)

2. Explain your understanding of the purposes, responsibilities and services offered by the Workforce Investment Act.

A federal law provides for distribution of WIA FUNDS to local level. The funds may be used for a wide variety of activities at the local level to facilitate job training, retention and assistance to see that local industries have a prepared workforce. Provide for programs for youth

3. List any experiences you feel would be advantageous to the Workforce Investment Board.

Self starter. worked 30 years in Pharmaceutical Industry. Outside sales experience in very technical field. Military Combat pilot - I can think and perform under high stress situation. Educated - B.A.M.S.

4. Please list any other information that you feel would be pertinent.

Have lived in community for 35+ years

5. Past experience in workforce development, economic development (e.g. Workforce Investment Board membership, youth employment/training committees).

PIC

6. References: List two references who can attest to your suitability for appointment to the Workforce Investment Board. (Name/Address/Telephone Number).

SALLY FRAZIER 24123 AVO 14 MADENA CA 93638 559-673-6051
SARA WILKINS PO Box 455 Coarceda CA 559 683-2033

Signature:



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Agenda Item 5.5

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

Subject: Approve Revised Supportive Services Policy

Recommendation:

Staff recommend approval of the revised Supportive Services policy which provides a clear delineation for non-WIA training at community colleges and adult schools where in registration and other fees, such as health and parking fees, are paid for under this policy.

Summary:

Staff are recommending the following revisions to the Supportive Services Policy:

- Miscellaneous Required Supportive Services reduced to \$250 from \$550
- Registration - \$800 NEW CATEGORY
- Health Fees - \$68 NEW CATEGORY
- Parking Fees - \$68 NEW CATEGORY

These revisions allow for the less expensive training that takes place at community colleges and adult schools to be accommodated up to four semesters and are still cheaper than the traditional ITA at \$3500, plus the ability to access the supportive services policy.

Example Revised Policy: if a participant were to attend four semesters at the community college we would potentially pay:

Supportive Services vs. ITA

\$ 800 Registration fees
68 Parking fees
1500 Textbooks
250 Misc Supportive Services
\$2686 Total for four semester

\$3500 Individual Training Account
1500 Textbooks
550 Misc Supportive Services
\$5550 Total for ITA

Financing:

Workforce Investment Act of 1998

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Agenda Item 5.6

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

Subject: Approve Reappointment of WIB Director Debi Bray – Private Sector

Recommendation:

Recommend approval of the reappointment of Debi Bray to the Madera County Workforce Investment Board for a term of 3 years and authorization for staff to forward to the Madera County Board of Supervisors for appointment.

Summary:

Ms. Bray, Madera District Chamber of Commerce, represents the Private Sector on the WIB. Her term expires on June 30, 2010.

Financing:

Workforce Investment Act of 1998

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Agenda Item 5.7

Consent

Action

Information

To: Madera County Workforce Investment Board

**From: Elaine Craig, Executive Director
Workforce Investment Board**

Date: April 22, 2010

Subject: Approve Reappointment of WIB Director Bob Carlson – Private Sector

Recommendation:

Recommend approval of the reappointment of Bob Carlson to the Workforce Investment Board for a term of 3 years and authorization for staff to forward to the Madera County Board of Supervisors for appointment.

Summary:

Mr. Carlson, Pacific Gas & Electric, represents the Private Sector on the WIB. His term expires on June 30, 2010.

Financing:

Workforce Investment Act of 1998