

# MADERA COUNTY WORKFORCE INVESTMENT BOARD

*"Committed to a Quality Workforce"*

## **AGENDA**

**March 18, 2010  
3:00 p.m.**

Meeting will be held at:

***Madera County Workforce Assistance Center  
Executive Conference Room  
209 East 7<sup>th</sup> 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. 7<sup>th</sup> St., Madera, CA 93638; Telephone 559/662-4589; Fax 559/673-1794.

If a quorum of the Workforce Investment Board is not present at the time of the meeting BUT a quorum of the Workforce Investment Board Executive Committee IS present, an Executive Committee board meeting will be conducted in place of the Workforce Investment Board meeting.

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](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 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

**5.0 Action Items**

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

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

**6.0 Information Items**

6.1 Office of Inspector General (OIG)/Legislative Hearings

6.2 Grants Update

6.3 Budget Update

6.4 Form 700

**7.0 Written Communication**

**8.0 Open Discussion/Reports/Information**

8.1 Committee Members

8.2 Staff

**9.0 Next Meeting**

June 17, 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 9<sup>th</sup>. 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 1<sup>st</sup> until December 17<sup>th</sup>, 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 1<sup>st</sup>. 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 10<sup>th</sup>. 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.*

M A D E R A C O U N T Y  
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## Executive Committee

**January 28, 2010**

### MINUTES

**PRESENT:** Bob Carlson, Max Rodriguez, Robyn Smith, Kelly Woodard

**ABSENT:** Debi Bray, Sally L. Frazier, Ed.D.,

**GUEST:**

**OTHERS:** Elaine Craig, Tracie Scott-Contreras, Jessica Roche, Nicki Martin

#### **1.0 Call to Order**

*Meeting called to order at 3:17 p.m. by WIB Chair Bob Carlson.*

##### **1.1 Pledge of Allegiance**

#### **2.0 Public Comment**

*None*

#### **3.0 Introductions and Recognitions**

*None*

#### **4.0 Consent Calendar**

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

*Max Rodriguez moved to approve WIB minutes, seconded by Kelly Woodard. Motion approved unanimously.*

#### **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**

*Susan Arteaga is resigning from the Youth Advisory Council and is being replaced by Debbie Blankenship. Bonita Gomez with Job Corps has resigned and is being replaced by Christine Kulina.*

*Max Rodriguez moved to approved items 5.1 to 5.4, seconded by Kelly Woodard. Motion approved unanimously.*

## **5.5 Approve Transfer Request of ARRA DW to ARRA Adults Funds**

*Staff request approval to transfer funds from ARRA Dislocated Worker to ARRA Adult funding stream in the amount of \$228,703. Programs are allowed to transfer up to 30% of funds with the current waiver. This is in keeping with past practices. Adult funding is more in-demand than Dislocated Worker and is easier to qualify for.*

## **5.6 Approve Transfer Request of Formula DW to Formula Adult Funds**

*Staff request approval to transfer funds from Formula Dislocated Worker to Formula Adult funding stream in the amount of \$364,365. The current program waiver allows transfers up to 50%. Previously the waiver allowed 100%.*

*Max Rodriguez moved to approve items 5.5 and 5.6, seconded by Robyn Smith. Motion approved unanimously.*

## **6.0 Information Items**

### **6.1 Budget**

*Handouts provided. Currently, all trainings and supportive services have stopped. We have spent much ARRA and Adult funds on many trainings. Not all funds have been expended but needed to put a freeze on spending in order to maintain funds for regular operating functions such as staffing. We are still providing job development, referrals, and workshops. There is no more Adult money available to apply for. We will apply for additional Dislocated Worker money and ARRA Dislocated Worker money. It is more difficult to use Dislocated Worker funds due to the criteria customers must meet in order to qualify. Youth allocations are due out in April unless things are backed up. There is currently \$170,000 in ARRA youth funds. Those funds will be put into youth accounts. ARRA funds are over 80% expended.*

### **6.2 Grants/Projects**

*The Summer Youth Bill was approved by the Senate and is going to the House for approval. The Madera County Workforce Investment Board sent letters to 3 legislators in support of the Bill. Madera is the lead on a \$750,000 Vet Grant. Madera will receive a stipend for administrative costs. The Workforce Development Office hosted an informational meeting for veterans. 27 veterans were in attendance. A provider has been chosen. Services will include mental health services. The grant was written for 22 veterans but the program will try to help more. Madera did not receive the Allied Health Sector Grant. The only WIB to receive the grant was Tulare. Staff will ask for the ratings sheets to review results. The LVN grant is wrapped up. The program had to leverage with in-kind and may have to close out with nothing. There is no DSS contract. Tulare is the lead on the \$11 million NEG Grant which includes a total of 8 counties including Madera. Funds will be for Dislocated Worker funding around training. WIB Executive Director Elaine Craig and Tina Vasquez are working on Madera's portion of the State of the Workforce Report. Information will include budget, statistical data, labor market information, and performance measure results for Madera. In discussion is the year of the data to be used - possibly the 2009-10 fiscal year. Information will include the Learning Lab project. WIB Chair Bob Carlson suggested possibly using information comparing our area to other similar areas. Elaine Craig will be a part of a presentation at the California Community College Association for Occupational Education (CCCAOE) Conference in March. Workforce Development Office Manager, Tracie Scott-Contreras attended the CWA Youth Conference along with Kings View RSG staff. Tracie facilitated 2 presentations: An overview for new WIA staff and a 3 hours pre-conference session on building relationships with employers. The conference was the most attended, largest in the last 10 years. Tracie will also be attending the National Association of Workforce Development Professionals (NAWDP) Conference in New Mexico to facilitate a pre-conference session in May. The Green Job Corps project is going well. 7 out of the 9 original participants are still active in the project. 2 participants left the project after getting jobs. They have been learning about stream ecology, water systems and other green job fields. They have been doing presentations at middle schools as part of their community service component. The Greenies have been learning about water shed and forest resiliency and working with rangers and Hensley lake. They attended the Regional Green Job Summit in September which focused on green energy. They provided a presentation to the Youth Advisory Council when they returned. There has been very good feedback on the project. Microsoft is getting ready to launch Microsoft Elevate America. Microsoft is donating training vouchers for on-line Microsoft trainings. Madera is getting a total of 1080*

*for different levels of trainings which will include trainings for customers with minimal experience in Microsoft all the way to trainings for experienced customers such as network specialists. Some basic-level trainings are available without a voucher on Microsoft's website. The vouchers will be given out as soon as the Governor announces the program. The State has done some streamlining of the California Training Benefits system after receiving many complaints about its system. Customers who are receiving unemployment benefits and attending training will no longer be impacted. The Madera Vision 2020 mailer will go out to all residents. It will include a section on the Madera County Workforce Investment Board.*

## **7.0 Written Communication**

*None*

## **8.0 Open Discussion/Reports/Information**

### **8.1 Committee Members**

*Robyn Smith – developing Agri-Nature Tourism Workshops  
Kelly Woodard – DSS is still in a holding pattern for their ARRA funds.*

### **8.2 Staff**

*Elaine Craig – thanked the Board for making it to the meeting. It was important to meet and approve the budget items as the items were on a tight time frame for getting back to the State. Not meeting and approving may have caused a delay that could mean the program would not have been able to draw down funds.*

## **9.0 Next Meeting**

*February 25, 2010*

## **10.0 Adjournment**

*Meeting adjourned at 3:52 p.m.*

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W O R K F O R C E  
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## YOUTH ADVISORY COUNCIL

**March 3, 2010**

### MINUTES

- PRESENT:** Debbie Blankenship, Debi Bray, Joe Cabrera, Sharon Cloud, Sharon Hjella, Nancy Isaacs, Maria Juarez, Christine Kulina, Mary Anne Seay, Robyn Smith
- ABSENT:** Rachel Freeman, Cyndia Gray, Harry Nabors, Martha Vasquez, Rachel Vasquez-Moy
- GUEST:** Monica Delafuente – Kings View RSG, Ruby Martinez – Kings View RSG
- OTHERS:** Elaine Craig, Tracie Scott-Contreras, Jessica Roche, Nicki Martin

#### **1.0 Call to Order**

*Meeting called to order by Council Chair Robyn Smith at 3:39 p.m.*

##### **1.1 Pledge of Allegiance**

#### **2.0 Public Comment**

*None*

#### **3.0 Introductions and Recognitions**

*Roundtable introductions by Council members and guests.*

#### **4.0 Consent Calendar**

##### **4.1 Approve Meeting Minutes – December 2, 2009**

*Maria Juarez moved to approve the meeting minutes, seconded by Mary Anne Seay. Motion approved unanimously.*

##### **4.2 Approve Resignation of Youth Advisory Council Member – Sally L. Frazier, Ed.D., Madera County Office of Education**

##### **4.3 Approve Resignation of Youth Advisory Council Member – Susan Arteaga, Department of Social Services**

##### **4.4 Approve New Member Appointment – Debbie Blankenship, Department of Social Services**

##### **4.5 Approve Resignation of Youth Advisory Council Member – Bonita Gomez, Job Corps**

##### **4.6 Approve New Member Appointment – Christine Kulina, Job Corps**

##### **4.7 Approve New Member Appointment – Sharon Hjella, Madera-Mariposa SELPA**

*Debi Bray suggested that the Council present Sally L Frazier, Ed.D and Susan Arteaga a token to show the Councils appreciation for their participation. It should be something other than a plaque. Both Sally and Susan had been members for a very long time – Sally since the Council's inception. Staff will obtain something to present them with and possibly present it to Sally at a Workforce Investment Board meeting as she is still a member. Susan Arteaga can be invited to a Council meeting to receive hers.*

*Debie Bray moved to obtain a token of appreciation and present it to Sally L. Frazier, Ed.D and Susan Arteaga and approve agenda items 4.2 to 4.7, seconded by Nancy Juarez. Motion approved unanimously.*

## **5.0 Action Items**

### **5.1 Approve Request for Contract Amendment – Kings View In-School Youth Program 2009-2010**

### **5.2 Approve Request for Contract Amendment – Kings View Out-of-School Youth Program 2009-2010**

Staff requests approval of an amendment to the contract budget for In-School Youth (ISY) and Out-of-School (OSY) services. The amendment for the ISY contract is for line item movements only and will not impact the budget total. Funds will be moved from staff cost to instructional materials and instructional supplies. The ISY program will participate in a Build Me, Keep Me computer class. Kings View is also requesting the flexibility to lengthen the hours used per ISY youth participant from a limit of 140 hours to a range of acceptable hours per participant. This would allow staff to specify the hours that may be more appropriate per participant. The amendment to the OSY contract is for line item movements from staff cost to participant line items in order to offer additional paid work experience and additional workshops or training activities. Staff would like to adjust the OSY participant hours from a limit of 180 per participant to an acceptable range of hours per participant.

Maria Juarez moved to approve items 5.1 and 5.2, seconded by Sharon Hjella. Motion approved unanimously.

## **6.0 Information Items**

### **6.1 Presentation – CWA Youth Conference Summary**

*Workforce Development Office Manager Tracie Scott-Contreras attended the Youth Conference along with Kings View RSG staff. She facilitated a pre-conference session on relationship with employers and a Workforce 101 session during the conference. Ruby Martinez and other RSG staff attended the conference. She attended “green” workshops. She attended the San Joaquin Green Job Corp with uses 6 modules for each project they do.*

### **6.2 Green Job Corps Project Status Report**

*The Green Job Corps is involved in a regional project with other counties. Participants are attending a 10 week Customer Service Academy at the State Center. Participants have expressed an interest in participating in the Home Energy Raters project and becoming certified-staff is reviewing. The Green Job Corps project is an 18 month project. Staff is continually looking for ways to keep the participants engaged.*

### **6.3 Program Update – Kings View “Ready, Set, Go!”**

*Hand out provided. There are 2 classes going in Madera and a small group in Chowchilla. Students attend PTC School once a week. Students recently viewed the Impact Teen Driver presentation which speaks to distracted or reckless driving prevention. Martha Tessmer spoke of the dangers of distracted and reckless driving and shared her personal story of losing her son in an accident due to distracted driving. In-School and Out-of-School participants committed to practicing safe driving practices by signing a contract to be a safe driver. For more information on Mrs. Tessmer, visit [www.impactteendrivers.org](http://www.impactteendrivers.org). The Out-of-School program is in its second group of Customer Service Academy. The first group is now doing work experience. The Educational Employees Credit Union will provide their Wise Up Financial Literacy Program during Spring Break to youth participants.*

### **6.4 Final 2008-2009 Youth Program Performance Outcomes**

*Hand out provided with Madera’s Performance Outcomes information. Staff is encouraged to see that the program met or exceeded all performance requirements. The Literacy or Numeracy Gains exceeded the State’s requirement of 15% with 50%. Staff and Council commends Kings View RSG for their excellent work.*

### **6.5 Budget Update**

*Hand out provided. The Youth program is just under its budget. There are 5 months left in the fiscal year and everything is on track.*

## **6.6 Reauthorization Update**

*Previously, Reauthorization was getting a lot of attention in Congress. That has changed due to the push for Health Care reform. Reauthorization could possibly be taken up again this year alongside job reform. There is still discussion around funding for Summer Youth. Stimulus funds and spending continue to get much attention from the media. Madera has done everything in accordance with the law and as transparently as possible.*

## **6.7 Form 700**

*The Form 700 is due April 1, 2010.*

## **7.0 Written Communication**

*None*

## **8.0 Open Discussion/Reports/Information**

### **8.1 Committee Members**

*Debi Bray – The Madera Chamber is hosting a trip to Ireland. They are considering organizing an eco tourism trip in future.*

*Debbie Blankenship – The Out of Home Youth Advisory Committee with the Department of Social Services is having a Resource Fair on March 23, 2010 at the 629 Building. The event is scheduled from 3:00 to 5:00 p.m. There will be vendors and service providers with information for out-of-home youth.*

*Mary Anne Seay – The new Youth Center is almost completed and will be opening soon. She will let the Council know when the Grand Opening is scheduled – possibly in May. A new dog park is opening soon at Rotary Park with is part of a community based block grant. The Frank Bergon center was recently remodeled.*

*Sharon Cloud – Madera Unified is trying to save what programs they can. A lot of work is being done. Work Experience is still considered a valuable part of what the district considers saving.*

*Nancy Isaacs – The Independent Study charter school has 140 students enrolled. Gail McIntire is coordinating. It is going very well. PTC currently has 240 students enrolled. It started 8 years ago with approximately 25 students. The students put together a video for the Milkquarious contest. It was shown and voted on in YouTube. They won 2<sup>nd</sup> place and \$10,000.*

*Christine Kulina – There are 2 San Jose Job Corps centers – one in San Jose and one in Utah. The admissions process is taking approximately 9 months to the San Jose Center. Please forward any information for any employers who are willing to hire youth from 18 – 24 in age.*

*Sharon Hjella – Sharon works with the Workability program which experienced some growth. The program places children or students with disabilities in jobs. The program does work experience, training, and job placement with the teachers at the schools. The program has placed 77 so far. 3 students were hired permanently.*

### **8.2 Staff**

*Tracie Scott-Contreras – The Workforce Development Office is anticipating receiving funds for the High Concentration of Eligible Youth grant. The application is at the State currently. Funds will be used to provide services through Kings View RSG to foster youth transitioning out of foster care. Tracie will be facilitating a preconference session at the National Association of Workforce Development Professionals Conference in Albuquerque, New Mexico.*

## **9.0 Next Meeting**

*June 2, 2010*

## **10.0 Adjournment**

*Sharon Hjella moved to adjourn the Council Meeting. Meeting adjourned at 4:29 p.m.*

MADERA COUNTY  
WORKFORCE  
INVESTMENT BOARD

*"Committed to a Quality"*

**Agenda Item 5.1**

Consent

Action

Information

**To: Madera County Workforce Investment Board**

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

**Date: March 18, 2010**

**Subject: Approve Reappointment of WIB Director Robert Poythress – Citizens  
Business Bank**

**Recommendation:**

Recommend approval of the reappointment of Robert Poythress to the Workforce Investment Board for a term of 3 years and authorize staff to forward to the Madera County Board of Supervisors for appointment.

**Summary:**

Mr. Poythress represents the Private Sector on the WIB. His term expired on March 13, 2010.

**Financing:**

Workforce Investment Act of 1998

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*

**Agenda Item 5.2**

Consent

Action

Information

**To: Madera County Workforce Investment Board**

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

**Date: March 18, 2010**

**Subject: Approve Workforce Investment Area Local Plan Modification, Fiscal  
Year 2009-10**

**Recommendation:**

Recommend approval of a fifth one-year extension to the existing Madera County Local Workforce Investment Area five-year strategic local plan for the period April 1, 2009 through June 30, 2010 and authorize the WIB Chair signature and forwarding to the Board of Supervisor for final approval and signature.

**Summary:**

The State has issued a directive giving the local areas a fifth one-year extension to the local plans. This is primarily due to the fact that WIA has not been reauthorized. The only substantive modifications to our local plan are the inclusion of information surrounding the implementation and use of ARRA funds, and changes to the economic and labor market information due to the economic downturn. We have completed the required 30 day public notice, through print ad and website, and the state's directive, dated February 4, 2010, requires that we provide a copy of the plan by March 31, 2010. The 30 day public comment period will end on March 18, 2010, and we are currently putting a place holder on the Board of Supervisor's agenda for a date immediately thereafter for their signature.

**Financing:**

Workforce Investment Act of 1998

## EXECUTIVE SUMMARY

Madera County continues to participate in the Integrated Services Delivery Model project in collaboration with EDD, and has done so since July 1, 2008. Customers accessing the One Stops in Madera County are registered in our Virtual One Stop (VOS) Case Management System and enrolled into appropriate WIA, Wagner Peyser, and TAA activities. Customers are provided with an Orientation to the robust menu of services available, and the opportunity to attain appropriate skill enhancement, skill development or upgrade to make them more competitive and marketable to our employers. Customers are assessed, both for academic and work skill levels, and remediated as necessary through a variety of different services and resources. Throughout the coming year the Madera County Workforce Investment Area will continue to develop and improve the local system, so as to continue to increase its contribution in the provision of a competitive workforce to local business. Through the local system of Workforce Assistance Centers, we offer all citizens and qualified aliens the opportunity to maximize their employment potential. The Centers offer a variety of information and training services based on individual job seeker needs. Employers are provided with access to both an available pool of workers, and to services to assist their business growth and development, as well as to VOS to place job orders and match jobseekers with the employer needs. The integrated model continues to facilitate this objective.

With the infusion of funding through the American Recovery and Reinvestment Act, the Madera County Workforce Investment Area continues to build on our local vision of a system of streamlined services offered by multiple agencies through our local Workforce Assistance Centers. This systematic and consolidated approach allows for customer needs to be met in a more efficient manner, and has expanded the current customer base for all partners. Duplication of services is being eliminated through the consolidation of partner activities.

The Centers have established services to provide individuals with the information necessary to make informed consumer choices regarding their careers and the selection of training providers. All services are aimed at helping individuals manage their own careers. Services are provided based on an individualized evaluation of needs, so that customers with skill deficiencies or other barriers to employment and advancement will receive more intensive services as resources permit. Individual Training Accounts have been developed for those requiring such support.

A core set of career decision-making and job search tools is universally available through the Centers.. All Centers meet the requirements of the Americans with Disabilities Act (ADA) and provide reasonable accommodation to those with special needs.

Responsibility for the success of the workforce development system rests with a partnership between the local Workforce Investment Board and the Chief Elected Officials. Management will continue to monitor service providers and program operators, to ensure performance outcomes as established by the Board. The Board, through negotiations with the State, will establish annual performance benchmarks for job placements, earnings, retention, skills gains, and certifications/credentials earned in specific occupational or academic areas.

The Chief Elected Officials, recognizing the need for a strong Workforce Investment Board, encourage active private sector participation, and encourage contributions of training and resources from the companies represented on the Board. The Board will strategically plan for the use of workforce resources; establish performance levels for all workforce programs, and provide oversight for the Workforce Assistance Centers. Additionally, the Board has negotiated Memorandums of Understanding and Resource Sharing Agreements with all

partners in the Workforce Assistance Centers, ensuring that all partners contribute substantively to ongoing operations.

The Board provides sufficient guidance for the Centers and training providers, but not to a degree that would stifle flexibility and creativity in meeting local workforce needs. The Board will continue to focus on building responsive systems that adapt to the ever-changing needs of a dynamic labor market and that contribute to the emergence of a stronger, more vital economy.

The Board conducts a periodic labor market analyses of our local area to guide the choice of those placed on the eligible list of training providers. Customized projects may be developed as needed to respond to special needs of the employer community, or to address specific skill or labor shortages.

The Youth Advisory Council has been established to improve youth programs and to advocate for youth in our local communities. Linkages between academic and occupational learning will be strengthened and broader youth development opportunities will be developed. Youth will be provided opportunities to achieve career goals that enhance their ability to compete in the labor market. Resources will be provided to youth serving agencies that have a proven track record, and that have the capacity to provide comprehensive programs incorporating the design elements contained in the Act.

Quality principles will continue to guide the remaking of the local Workforce Development System, as we continue to refine the Integrated Services Delivery Model. These principles include the development of effective leadership, the creation of action plans and strategic objectives, the customer-focused design of products and services, the effective management of performance data, staff development, and a focus on bottom-line results to business.

The Madera County Workforce Development System continues to focus on becoming a more efficient, user-friendly, customer-focused, results-driven system serving a broader range of clients for the benefit of the local community. Business will perceive genuine value in the services provided by our Centers and the provision of skilled workers to local employers will far surpass the capacity of the system, as it exists today. The Madera County Workforce Investment Board is committed to a continued leadership role to ensure a vital and dynamic workforce development system.