

MADERA COUNTY WORKFORCE INVESTMENT BOARD

**January 18, 2007
11:30 a.m.**

**** ADDENDUM ****

Meeting will be held at:

***Madera Municipal Golf Course
23200 Avenue 17
Madera, CA 93637
(559) 662-4600***

AGENDA

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.

1.0 Call to Order

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 Executive Committee Minutes, October 26, 2006
- 4.2 Approve Executive Committee Minutes, December 7, 2006
- 4.3 Ratify New Workforce Investment Board Director, Private Sector, Robert Poythress
- 4.4 Ratify New Workforce Investment Board Director, Private Sector, Kelly McManis
- 4.5 Ratify New Youth Advisory Council Member, Amparo DeAnda
- 4.6 Approve New Youth Advisory Council Member, Olga Saucedo-Garcia
- 4.7 Ratify Kings View RSG Proposal for In-School and Out-of-School Youth Services

4.8 EDD Lease Agreement

5.0 Action Items

5.1 Department of Rehabilitation Lease

5.2 Possible Revisions to WIB Mission, Vision, Values, Goals, & Credo Statements

5.3 WIB Policies

5.4 WIB Director Ethics Training

6.0 Information Items

6.1 Reauthorization

6.2 January 25, 2007 WIB Executive Committee Meeting

6.3 Form 700

6.4 WIB Director Term Dates

6.5 Budget Update

6.6 Update on Various Grants

6.7 San Joaquin California Partnership

6.8 MOU Between the San Joaquin Valley Workforce Investment Boards

6.9 Possible Community Forum

7.0 Update on Madera County Workforce Assistance Center Partner Meetings

7.0 Written Communication

8.0 Open Discussion/Reports/Information

8.1 Committee Members

8.2 Staff

9.0 Next Meeting

March 15, 2007

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

Executive Committee

October 26, 2006

MINUTES

PRESENT: Debi Bray, Bob Carlson, Sally Frazier, Ed.D., Carol Long, Max Rodriguez, Robyn Smith, David Spengeman, Hubert Walsh

ABSENT: None

GUESTS: None

OTHERS: Elaine Craig, Jessica Roche, Nicki Martin

1.0 Call to Order

Meeting was called to order at 3:08 p.m. by Chairperson Bob Carlson.

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

3.1 Debi Bray, Executive Committee – Business Sector

3.2 David Spengeman, Executive Committee – Business Sector

Chairperson Bob Carlson welcomed Debi Bray and David Spengeman as new Business Sector members to the Executive Committee.

4.0 Consent Calendar

4.1 Consideration of Workforce Investment Board Minutes, September 21, 2006

4.2 Consideration of Youth Advisory Council Minutes, October 4, 2006

Carol Long moved to approve items 4.1 and 4.2, seconded by Bob Carlson. Motion carried unanimously.

5.0 Action Items

5.1 Possible Change to Upcoming Executive Committee and Workforce Investment Board Meeting Dates

Discussion held between Elaine and the Committee regarding changing the November and December Executive Committee dates due to possible conflicts with the dates due to the holidays. Elaine clarified that the Youth Advisory Committee had recently decided to revise their meeting dates and would be meeting on December 6, 2006 to discuss the Youth RFP. Board and Elaine decided to cancel

November Executive Committee meeting and reschedule December's meeting to December 7, 2006 so that the Committee can review the Youth Advisory Council's finding for the Youth RFP. The December Workforce Investment Board meeting had previously been rescheduled to January 18, 2007 as a retreat at the Madera Golf Course from 11:30 – 3:00 p.m.

Robyn Smith motioned to approve Change in Committee's November and December meeting dates, Max Rodriguez seconded. Motion carried unanimously.

5.2 Approve Nomination of New Youth Advisory Council Member

Elaine asked Committee to approve the nomination of Amparo DeAnda, Associate Superintendent for Educational Services, Madera Unified School District, to the Youth Advisory Council and forward the nomination to the Madera County Board of Supervisors for appointment.

Debi Bray moved to approve the nomination, Max Rodriguez seconded. Motion carried unanimously.

5.3 Approve Nomination of New Business/Private Sector WIB Director

Elaine asked the Committee to approve the nomination of Robert Poythress, Manager of Citizens Business Bank, to the Workforce Investment Board representing the Business/Private Sector and forward the nomination to the Madera County Board of Supervisors for appointment. Elaine stated that she is working with Georgia Pacific for a nomination. Steve Mindt will not be able to apply but he will forward the name of someone who can. Debi Bray asked that Elaine also try recruiting from the new businesses in Madera.

Robyn Smith moved to approve nomination, David Spengeman seconded. Motion carried unanimously.

5.4 Approve Kings View RSG! Budget Modification for Foster Youth Contract

Elaine clarified that the modification to the Kingsview RSG! Budget was to line items changed to reflect actual costs and that the budget itself had not been reduced. It was necessary to move money around due to various reasons. There was an increase to staff salaries because of the labor intensive nature of recruitment. Mileage was also affected. The program lost a couple of participants and subsequently a revision to the benefits had to be made. Discussion held between Elaine and Board as to the procedures for receiving and applying for the Foster Youth Project, High Concentration money. Elaine stated that we were not eligible to apply as we did not expend 75% of the funds awarded to us by the deadline to apply. Discussion held between Elaine and Board as to procedures that would facilitate the process of applying, receiving and using funds received for the Youth Program.

Debi Bray motioned to approve Kings View Budget Modification, seconded by Max Rodriguez. Hub Walsh Abstained. Motioned approved by majority.

6.0 Information Items

6.1 Update on State Bill to Codify Workforce Investment Act

Elaine stated that SB293 to codify WIA has been signed. It contains language that will require more labor representation on the Board. She will seek one more Labor Representative.

6.2 Update on Various Grants/Campaigns

Elaine stated that we currently have six grants out. We had been made aware that we had not been awarded the grant for Regional Advanced Manufacturing. We have not heard of the awards for the Manufacturing Grant or the Sign Technician grants. We participated in four other grants which were recently submitted; services for veterans, high wage/high growth manufacturing, state-wide need nurses and minimum wage or with barriers.

6.3 Update on Youth RFP

We recently conducted a bidders' conference in Oakhurst and Madera. There were no participants at the conference at either location. The deadline for the RFP is November 2, 2006. Discussion held between Elaine and Board as to procedures after deadline date, proposals received or not received and lack of proposal(s) specific to Eastern Madera County. Robyn Smith stated that there was a group in Eastern Madera County that was interested in applying but was unable to attend the bidders' conference. Elaine stated that staff would bring more information regarding the RFP at the next Board meeting in December.

6.4 Youth State Monitor

Elaine stated that a State Monitor for the Youth Program conducted a review the week of September 18. The Monitor pulled a percentage of files and found no disallowed costs issues but those were some file/paperwork issues. These coincided with the Workforce Development Office's finding for an internal audit conducted earlier this summer.

6.5 Change in Youth Advisory Meeting Dates

The Youth Advisory Council decided to change their meeting dates to better align them with the Workforce Investment Board's meeting. This will allow them to provide more timely input regarding Youth Programs and issues. The Council will now meet on December 6, 2006, March 7, 2007, and June 6, 2007.

6.6 San Joaquin California Partnership Letter of Support

Elaine stated that she forwarded a letter of support with her signature to the Governor on behalf of the WIB because it was time sensitive. Staff at a Partnership conference reported that there was no opposition to the Partnership as of 3:00 p.m. in the afternoon. They are considering final approval which will need to be forwarded to the Governor by October 31, 2006.

7.0 Written Communication

None

8.0 Open Discussion/Reports/Information

8.1 Committee Members

Max Rodriguez stated that he was aware of a paint booth on the property previously belonging to Upright. He thought it would be a good idea to use it towards youth vocational education. He would like to use it to encourage students who would like to train in the automotive field. Bob Carlson believed that Christy Products may have plans for the building.

Robyn Smith stated they will be hosting the Pacific Rim Association, Regional Association of Resource Conservation and Development Council at Tenaya Lodge from November 7 to the 10th.

Debi Bray invited everyone to the Chamber Mixer to take place at 5:00 p.m. in the evening at PTC hosted by the Bridge store. It is also an Open House for PTC.

Hub Walsh stated that he will ask his staff to work with Elaine's staff to discuss procedures for the Youth Project. He will ask staff to present at the Youth Advisory Council Meeting.

Sally Frazier stated that she was excited to have State Center presence at PTC.

Elaine stated that she went before the Madera County Board of Supervisors with a review of WIB activities.

8.2 Staff

None

9.0 Next Meeting

December 7, 2006

10.0 Adjournment

Meeting adjourned by Chairperson Bob Carlson at 4:05 p.m.

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

Executive Committee

December 7, 2006

MINUTES

PRESENT: Debi Bray, Bob Carlson, Sally Frazier, Ed.D., Carol Long, Max Rodriguez, Robyn Smith,

ABSENT: David Spengeman, Hubert Walsh

GUESTS: None

OTHERS: Elaine Craig, Tracie Scott-Contreras, Jessica Roche, Lucia Berlin

1.0 Call to Order

Meeting called to order at 3:08 p.m. by Chairperson Bob Carlson.

2.0 Public Comment

None

3.0 Introductions and Recognitions

Elaine Craig introduced Lucia Berlin. Lucia is standing in for Nicki Martin.

4.0 Consent Calendar

4.1 Consideration of Executive Committee Meeting Minutes, October 26, 2006

Robyn Smith moved to approve the October 26, 2006 Executive Committee meeting minutes, seconded by Max Rodriguez. Motion carried unanimously.

5.0 Action Items

5.1 Approve Nomination of WIB Director, Business Sector – Kelly McManis

Elaine asked the committee to approve the nomination of Kelly McManis, Manager for the Chowchilla Chamber of Commerce, to the Workforce Investment Board and authorize staff to forward the nomination to the Madera County Board of Supervisors.

Max Rodriguez moved to approve Kelly McManis' nomination to the WIB, seconded by Robyn Smith. Motion carried unanimously.

5.2 Approve Kings View RSG Proposal for In School and Out of School Youth Services

Elaine provided the rating forms used by the Youth Advisory Council Ad Hoc Committee for the In School and Out of School proposals. Five members of the Ad Hoc Committee served as readers for the proposal. The rating forms provide a summary of five readers' ratings of the proposal from Kings View RSG. Kings View RSG, the current youth services provider, was the only organization that submitted a proposal. Each reader independently rated the Kings View proposal for In School and Out

of School Services. The forms provide overall totals that indicate each individual reader's score as well as a cumulative and average total of all readers' ratings. Both In School and Out of School proposals meet the minimum requirements for responsiveness and appropriate proposal for the delivery of services; the minimum score is 65. As indicated on the rating forms, the average for In School was 94.8 and the Out of School average 93.6. Reader comments were also provided with the summary rating forms. All comments were transcribed onto the forms verbatim.

The Youth Advisory Council met for their regularly scheduled meeting on Wednesday, December 6, 2006. Unfortunately, a quorum was not established. A general discussion about the proposals, ratings, comments, and issues were discussed by those members present. Some issues were voiced specific to services to Eastern Madera County and, while the proposal submitted does address that the services will be delivered, there was not much specificity for those services. Although the lack of a quorum does not allow the Youth Advisory Council to move forward with an action item, the consensus from the Youth Advisory Council members present was to provide a recommendation to the Executive Committee to approve the proposal from Kings View RSG and authorize staff to begin contract negotiations.

Elaine requested that the Executive Committee approve the Kings View RSG proposal for In School and Out of School youth services and authorize staff to enter into contract negotiations. Elaine assured the Committee that staff would enter into very serious contract negotiations and will address every comment made by the readers and every concern that were additionally provided by or reinforced by the Youth Advisory Council members. Elaine stated that staff's (Elaine, Tracie Scott-Contreras, and Jessica Roche) initial review was for basic responsiveness. Subsequently, staff has since conducted a more thorough review and has many notes and comments that address the same concerns voiced by the Youth Council as well as provided some additional concerns that will be addressed and clarified. Discussion held between Elaine and Committee as to the types of concerns and clarifications that staff would be seeking. Bob Carlson asked for a timeline as to when the concerns and clarification would be begin given the current contract expires December 31, 2006. Staff anticipates negotiations will begin December 11, 2006. Staff will do a letter of intent to the provider so that there would be no "down time" related to an actual contract and the delivery of services if the Committee approves the proposal. Robyn Smith stated that there were no dissenting opinions at the Youth Advisory Council discussion. Elaine stated that the Ad Hoc Committee volunteered to stay in place and continue to provide input, guidance, recommendations, and observations, particularly for services for Eastern Madera County.

Debi Bray moved to approve Kings View RSG proposal for In School and Out of School youth services, seconded by Robyn Smith. Motion carried unanimously.

6.0 Information Items

6.1 WIB Retreat – January 18, 2006

Elaine reminded the Committee that a WIB Retreat was scheduled to take place at the Madera Municipal Golf Course on Thursday, January 18, 2007 from 11:30 a.m. to 3:00 p.m. Lunch will be provided. The intent is to hold a regular WIB meeting to be followed by a session that will be centered around WIB goals and policy review.

7.0 Written Communication

None

8.0 Open Discussion/Reports/Information

8.1 Committee Members

Debi Bray stated that the Madera District Chamber of Commerce Board of Directors approved a \$1,000 scholarship to the graduating class. It is a memorial scholarship. This year's scholarship is in recognition of Nancy Clute. Students qualify by showing academic improvement and overcoming hardships during their four years of high school. They also have to write a one page essay on the importance of being involved in the community or, if they choose to, they can share how they have

overcome hardships with the panel. This scholarship is available to alternative education students also.

Sally Frazier stated that a representative on the PTC Governance Council, a police officer, reported that a former PTC graduate had recently been hired as a police dispatcher. She thanked Debi Bray for submitting an article to the Merced editorial with some positive comments about the growth and change in Madera.

Max Rodriguez commented on the scholarship at PTC and the Merced editorial regarding Madera. He is excited about all the growth occurring in Madera.

Bob Carlson stated that he checked into the paint booth that was located at the Christy Products location and into whether or not students could use it. Bob was notified that there was no longer a paint booth on the premises.

8.2 Staff

Elaine stated that we are hosting the Regional Administrator's meeting tomorrow, Friday, December 8, 2006. This meeting is always held in Madera but she is facilitating Friday's meeting. This meeting is centered around the San Joaquin Valley Partnership. An invitation was extended, and accepted, by Ashley Swearingin, who has been named as the executive to give oversight to the Partnership. She will be providing information regarding a solicitation for proposal for 2.5 million dollars in seed money. Ashley will be providing guidance regarding the concept papers and what the regional group wants to do. There is still 1 million dollars available that is coming to the two local workforce investment areas that did not get Wired money.

Elaine stated that we are still waiting to hear about the four grants that are out.

9.0 Next Meeting

January 18, 2007

10.0 Adjournment

Bob Carlson moved to adjourn meeting, seconded by Carol Long. Meeting adjourned at 3:37 p.m.

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

Agenda Item 4.3

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

SUBJECT: Ratify New Workforce Investment Board Director, Private Sector, Robert Poythress

Recommendation:

Ratify the nomination of Mr. Robert Poythress, Manager of Citizens Business Bank as a new business/private sector Director to the Madera County Workforce Investment Board and authorize staff to submit to the Madera County Board of Supervisors for appointment. Mr. Poythress' nomination was approved at the October 26, 2007 Executive Committee meeting.

Summary:

The WIB is in need of additional business/private sector members in order to be in compliance with the Workforce Investment Act mandate to have a majority of private sector representation on the WIB. At this juncture, the WIB will continue to need two (2) private sector members to be in compliance.

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

Agenda Item 4.4

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

**SUBJECT: Ratify New Workforce Investment Board Director, Private Sector,
Kelly McManis**

Recommendation:

Ratify the nomination of Ms. Kelly McManis, Manager, Chowchilla District Chamber of Commerce, as a new business/private sector Director to the Madera County Workforce Investment Board and authorize staff to submit to the Madera County Board of Supervisors for appointment. Ms. McManis' nomination was approved at the December 7, 2007 Executive Committee meeting.

Summary:

The WIB is in need of additional business/private sector members in order to be in compliance with the Workforce Investment Act mandate to have a majority of private sector representation on the WIB. At this juncture, the WIB will continue to need two (2) additional private sector members to be in compliance. Contact has been made with a large manufacturing business and a representative is being determined at this time. Staff is continuing to contact other business sector members in the County that have been referred.

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

Agenda Item 4.5

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

SUBJECT: Ratify New Youth Advisory Council Member, Amparo DeAnda

Recommendation:

Ratify the nomination of Ms. Amparo DeAnda, Associate Superintendent of Educational Services for Madera Unified School District as an Educational representative to the Youth Advisory Council and authorize staff to submit to the Madera County Board of Supervisors for appointment. Ms. DeAnda's nomination was approved at the October 26, 2006 Executive Committee meeting.

Summary:

Ms. DeAnda replaces Dr. Mike Young as the representative from the Madera Unified School District.

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

Agenda Item 4.6

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

SUBJECT: Approve New Youth Advisory Council Member, Olga Saucedo-Garcia

Recommendation:

Approve the nomination of Ms. Olga Saucedo-Garcia, Community Programs Coordinator, as an Organization Working with Youth representative to the Youth Advisory Council and authorize staff to submit to the Madera County Board of Supervisors for appointment.

Summary:

Ms. Saucedo-Garcia replaces Leon Emo as the representative from the City of Madera Parks & Community Services Department.

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

Agenda Item 4.7

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

SUBJECT: Ratify Proposal for In-School and Out-of-School Youth Services

Recommendation:

Recommend ratifying the Kings View RSG proposal for delivery of in-school and out-of-school youth services for Madera County for the term of January 1, 2007 through June 30, 2008 and authorize staff to continue negotiations to develop a contract for that term related to the delivery of services. The budget is for the term of January 1, 2007 through June 30, 2007. The budget would be negotiated for the second year of the contract prior to June 30, 2007 when we have been notified of allocation amounts.

Summary:

The Executive Committee approved the proposal at their regularly scheduled meeting on December 7, 2006 and authorized staff to enter into negotiations with Kings View for a contract and work statement. The Youth Advisory Council held a discussion about the proposal at their regularly scheduled meeting on December 6, 2006 but was unable to take action due to a lack of quorum. However, the discussion led to a consensus that the proposal should be approved by the Executive Committee and ratified by the full Board.

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

Agenda Item 4.8

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

SUBJECT: Approve Sublease with Employment Development Department

Recommendation:

Recommend approval of the sublease between State of California Employment Development Department and Madera County Superintendent of Schools for the term of November 1, 2006 through January 31, 2011.

Summary:

This sublease has been in negotiation for approximately two years. EDD has been on a month to month during that time. This is a continued sublease agreement originally developed and implemented as a lease between David L. Berry and Patricia R. Berry and Madera Superintendent of Schools on January 27, 1999.

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

Agenda Item 5.1

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

**SUBJECT: Approve Sublease between Department of Rehabilitation and Madera
County Superintendent of Schools**

Recommendation:

Recommend approval of sublease between Department of Rehabilitation and Madera County Superintendent of Schools for the term January 1, 2006 through June 30, 2008 to occupy space as a partner in the Madera County Workforce Assistance Center.

Summary:

The Department of Rehabilitation is providing staffing and support on a regular basis at the One Stop and is being provided with office space thus has entered into this sublease agreement and will pay proportionate to that space.

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

Agenda Item 5.2

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

**SUBJECT: Review and Approve, If Necessary, Revisions to WIB Mission, Vision,
Values, Goals and Credo**

Recommendation:

Recommend WIB Directors review for any necessary changes their stated mission, vision, values, goals and credo and approve those agreed upon changes.

Summary:

The WIB reviewed and made significant changes in September 2005 to bring their mission, vision, values, goals and credo in to alignment with current practices, the workforce and economic environment and funding. Staff indicated at that time they would periodically bring these items back to the WIB for review and discussion as well as benchmarking and continuous quality improvement. It has been placed as an action item in the event any changes are determined to be necessary and appropriate.

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

Agenda Item 5.3

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

SUBJECT: Review and Approve Local Policies

Recommendation:

Recommend approval of local policies, if necessary, to be identified at the meeting.

Summary:

Local Workforce Investment Areas, within the framework and compliance of the Workforce Investment Act, have tremendous flexibility related to adopting and implementing local policies deemed appropriate for their areas by the local WIB. Local policies, however, must be adopted and in alignment with the funding and needs of the area. This is an opportunity to review those policies that have been previously established but also to discuss needed policies that will provide guidance for the operation of the local workforce development system.

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

Agenda Item 5.4

Consent

Action

Information

TO: Madera County Workforce Investment Board

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

DATE: January 18, 2007

**SUBJECT: Approve Ethics Training for WIB Directors and Youth Advisory Council
Members**

Recommendation:

Recommend approval of online ethics training through the Fair Political Practices Commission website for all WIB Directors and members of the Youth Advisory Council to be completed by March, 1 2007.

Summary:

Ethics training was mandated by Employment Development Directive WIAD06-13 dated December 28, 2006. This was in response to AB 1234 dated October 7, 2005. Training must occur every two years after initial training. Staff has subsequently researched options to satisfactorily comply with this mandate. The FPPC ethics online training has been deemed compliant. This training can either be done independently by Directors and Youth Advisory Council members or can be facilitated by staff. The website is www.fppc.ca.gov. Directors and members must provide a copy of the Certificate of Completion wherein it will be maintained by the Workforce Development Office staff.

Financing:

Workforce Investment Act of 1998