

WORKFORCE DEVELOPMENT BOARD of MADERA COUNTY

MINUTES

February 16, 2017

**Convened at Madera County Workforce Assistance Center - Conference
Room 2037 W. Cleveland Avenue, Madera, CA 93637
(559) 662-4589**

- PRESENT:** Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate
- ABSENT:** Michelle Brunetti, Ernie Flores, Brett Frazier, David Hernandez, Bobby Kahn, Terry Nichols, Robert Poythress, Jim Rodriguez, Les Taylor, Cindy Vail, Carey R. Wilson, Kelly Woodard
- GUEST:** Steven Rodriguez, Jorge DeNava, Shirley Gregory, Wendi Lomeli
- OTHERS:** Elaine Craig, Tracie Scott-Contreras, Gail, Lopez, Jessica Roche, Maiknue Vang, Nicki Martin

1.0 Call to Order

Meeting called to order by Chair Pat Gordon at 3:08 p.m.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Staff requested the addition of an action item to approve a new training provider – ProTrain, LLC to the agenda. Additions to the agenda require a 2/3 majority vote.

Chuck Riojas moved to add to the agenda, seconded by Mike Fursman.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

3.0 Public Comment

None

4.0 Introductions and Recognitions

Directors, guests and staff introduced themselves. Shirley Gregory, Madera Adult School, teaches and is very excited to have joined the Workforce Assistance Center.

5.0 Adoption of Board Agenda

Nichole Mosqueda moved to adopt the agenda, seconded by Lura Gutile.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

6.0 Consent Calendar

- 6.1 Consideration of approval of the Workforce Development Board (WDB) meeting minutes – December 15, 2017.**
- 6.2 Consideration of approval of the Executive Committee meeting minutes – February 2, 2017.**

Staff noted that the date stated on the agenda for the December minutes for item 6.1 is incorrectly listed as December 15, 2017. The correct date for the minutes is December 15, 2016. The date is correct on the minutes.

Elizabeth Wisner moved to approve items 6.1 and 6.2, seconded by Kimberly Thomas.

Vote: approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

7.0 Action Items

- 7.1 Consideration of approval of the resignation of Ernie Flores, Central Valley Opportunity Center, from the WDB.**
- 7.2 Consideration of approval of the application of Jorge DeNava, Central Valley Opportunity Center, for appointment to the WDB.**
- 7.3 Consideration of approval of the resignation of Sofia Morales, Employment Development Department, from the WDB.**

Mike Fursman move to approved agenda items 7.1, 7.2, and 7.3, seconded by Chuck Riojas.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

- 7.4 Consideration of the ratification of the transfer of funds from the Dislocated Worker funding stream to the Adult funding stream in the amount of \$95,000.**

Agenda items 7.4 and 7.5 were taken to the Executive Committee in order to move forward as soon as possible. Dislocated Worker numbers are down. The transfer will allow for more Adult training.

Mike Fursman moved to approve, seconded by Claudia Habib.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

- 7.5 Consideration of the ratification of the WDB of Madera County's application to be America's Job Center of California adult and dislocated worker career services provider.**

Previously, per the Workforce Innovation and Opportunity Act (WIOA), the Madera County Workforce Investment Corporation (MCWIC) was going to lose the ability to provide Career Services. A waiver is now available that may allow the MCWIC to provide Career Services. It will still be necessary to obtain a One Stop Operator. The contract covers a 3 year term for career services.

Elizabeth Wisener moved to approve, seconded by Nichole Mosqueda.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter,

Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

7.6 Consideration of revised strategic goals to align with the Workforce Innovation and Opportunity Act (WIOA).

Staff presented revised strategic goals. The goals are aligned with WIOA and were compiled based on input from Directors at a Facilitated session. Directors broke up into separate groups and provided input based on 17 questions. Staff previously emailed information to the Board and asked for further input. An Ad Hoc workgroup will need to come together in order to plan for each of the 4 goals.

Mike Fursman moved to approve, seconded by Ruben Zarate.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

7.7 Consideration of approval of new training provider – ProTrain, LLC

ProTrain is based in Sanger and operates out of the Sanger Adult School. Their primary focus is providing services in adult schools in rural areas. The majority of their trainings are based in the medical area. They offer certificates or recognized licenses.

Chuck Riojas moved to approve, seconded by Mike Fursman.

Vote: Approved – unanimous

Yes: Bridget Carpenter, Casey R. Diaz, John Fitzer, Mike Fursman, Gabriel Gil, Pat Gordon, Laura Gutile, Mike Lopez, Sofia Morales, Nichole Mosqueda, Ivan Otamendi, Chuck Riojas, David Salter, Kimberly Thomas, Elizabeth Wisener, Ruben Zarate

8.0 Information Items

8.1 MCWIC Update

Information provided within agenda packet.

8.2 Financial and Program Activity Update

Information provided within agenda packet.

8.3 Grants/Projects Update

Information provided within agenda packet.

8.4 Facilities Update

Information provided within agenda packet.

8.5 One Stop Certification

Information provided within agenda packet.

8.6 MOU Phase II

Information provided within agenda packet.

8.7 Website and Branding

Information provided within agenda packet.

8.8 Strategic Regional and Local Workforce Development Plans

Information provided within agenda packet.

8.9 Regional One Stop Operator Procurement

Information provided within agenda packet.

8.10 Local Workforce Board Review of WIOA Title II Adult Education and Family Literacy Act Grant Application

Information provided within agenda packet.

8.11 Young Adult Program Update

Information provided within agenda packet.

8.12 Workforce Assistance Center Ribbon Cutting – February 27, 2017 from 3:00 p.m. to 5:00 p.m.

The Center's ribbon cutting was organized by Debi Bray and Madera Chamber of Commerce. Some local elected officials are planning to be in attendance. Staff will provide tours after the ceremony.

9.0 Written Communication

None

10.0 Open Discussion/Reports/Information

10.1 Committee Members

10.2 Staff

- *Elaine Craig: Staff will be providing tours to anyone interested after the Board meeting. EDD is working on moving 4 staff into the Center. Claudia Habib has met with staff to discuss having State Center staff and services in the Center. Central Valley Opportunity Center is also considering having staff in the building. Madera Adult School has 6 classrooms.*
- *Tracie Scott-Contreras: Tracie suggested that everyone should take a look at the testimonials included in the Career Services contract.*

11.0 Next Meeting

April 20, 2017

12.0 Adjournment

Meeting adjourned at 3:45 p.m.