



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

MINUTES

**August 17, 2023
3:00 p.m.**

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

- PRESENT:** Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress
- ABSENT:** Debi Bray, Deborah Martinez, Mark Choe, Mattie Mendez, Mike Fursman, Mike Lopez, Wendy Lomeli
- GUEST:** Ara Keledjian, Madera Unified School District, Gary Beaudette, Beaudette Consulting Inc.
- STAFF:** Bertha Vega, Maiknue Vang, Nicki Martin

1.0 Call to Order

Meeting called to order at 3:03 p.m. by Chair Brett Frazier.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

Roundtable introductions were done by everyone in attendance.

5.0 Adoption of Board Agenda

Laura Gutile moved to adopt the agenda, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress

6.0 Consent Calendar

- 6.1 Consideration of ratification of the February 16, 2023, Workforce Development Board (WDB) meeting minutes.**
- 6.2 Consideration of ratification of the April 21, 2023, WDB Executive Committee meeting minutes.**
- 6.3 Consideration of ratification of the May 10, 2023, WDB Executive Committee meeting minutes.**

- 6.4 Consideration of approval of the June 15, 2023, WDB Executive Committee meeting minutes.
- 6.5 Consideration of ratification of the application of Brett Frazier, Papa Murphy's Pizza, to the WDB for a 3-year term representing the Private Sector.
- 6.6 Consideration of ratification of the application of Aaron Chambers, Hometown Tax Pros, to the WDB for a 3-year term representing the Private Sector.
- 6.7 Consideration of ratification of the re-appointment of Wendy Lomeli, Employment Development Department, to the WDB for an additional 3-year term: 6/6/23 to 6/6/26.
- 6.8 Consideration of ratification of the re-appointment of Deborah Martinez, Madera County Department of Social Services, to the WDB for an additional 3-year term: 8/8/23 to 8/8/26.
- 6.9 Consideration of ratification of the resignation of Joseph Giles, Operating Engineers Local 3, from the WDB.

Consideration of approval of the reappointment of Nichole Mosqueda, Camarena Health, to an additional 3-year term: 10/21/23 to 10/21/26.

- 6.10 Consideration of ratification of the application for subsequent local area designation and local board recertification for the 2023-25 program year.
- 6.11 Consideration of ratification of EDD Subgrant AA311014 Year of Authorization (YOA) 2022 transfer of funds request in the amount of \$180,000 from the Dislocated Worker funding stream to the Adult funding stream in order to maximize customer service and provide more flexibility of services in the areas of greatest need as allowed by WIOA Section 113(b)(4).
- 6.12 Consideration of ratification of Beaudette Inc.'s One Stop Operator (OSO) report for the period of January 1, 2023, through March 31, 2023.
- 6.13 Consideration of ratification of the revised application for subsequent local area designation and local board recertification for the 2023-25 program year and authorize staff to submit to the Madera County Board of Supervisors (BOS) for approval and signature.
 Since the WDB and BOS approval of Madera's recertification application, the State EDD issued a different set of performance requirements for the application. Per EDD's guidance, staff submitted a new application reflecting the revised performance data along with the original signed and approved application, which has been accepted by EDD and determined to have met the application deadline as outlined in EDD's final directive. Per the BOS, a revised application will be submitted as a ratification of the amended application for their records.

Omar Javaid moved to approve the Consent Calendar, seconded by Darren Rose.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omar Javaid, Robert Poythress

7.0 Action Items

- 7.1 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of April 1, 2023, through June 30, 2023.
- 7.2 Consideration of approval of Beaudette Inc.'s OSO Annual Report for fiscal year 2023.

Agenda items 7.1 and 7.2 were discussed as a group. Gary Beaudette reviewed the report with the Board. Partners meet to make sure everything is aligned and programs are integrated and that all of the Partners are meeting within the MOU requirements. There are also shared Mission and Vision statements that they work towards. Many objectives fall under those categories. The report provides meeting dates as well as attendance. The meetings are still taking place via Zoom. Each Partner has their own goals and share their progress and what they are working on. There will be an in-person meeting in September. Metrix are still being collected and shared with all Partners. This helps identify gaps and opportunities to improve. Staff will check in and fill out the Service Metrix to make sure all services are included. This will help Partner agencies know what services are provided and available and will help with referrals to other agencies. A universal referral system has been slightly delayed but staff are still hopeful to be able to implement. Mr. Beaudette uses the DMAIC

(Define, Measure, Analyze, Improve and Control) method to move through the goals and objectives and to keep everything on track. This method is used to identify, analyze, and solve existing processes that are inefficient or ineffective. Staff are working on having quarterly Resource Fairs that will bring partner agencies together in the Center to provide information and recourses from their agencies.

Omair Javaid moved to approve item 7.1, seconded by Chuck Riojas.

Laura Gutile moved to approve item 7.2, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress

7.3 Discussion on The Real Role of Workforce Boards retreat and consideration to continue working with the California Workforce Association and Bob Lanter on developing an action plan of priorities for the next 24 months.

Bob Lanter facilitated a retreat in June. The session was very in-depth and engaging. Discussions were held around the local economic hardships and how to turn them into economic opportunities. The focus was on the Workforce Development Board (WDB) members' roles on the WDB and how we can continue to drive the economic success of Madera County and how the members' roles are that of community development. Everyone was challenged to identify at least 2 challenges and opportunities that they wanted to prioritize and focus on. The Madera WDB has an opportunity to continue the work with Bob and the California Workforce Association (CWA) to move beyond the general conversation and really take a deeper dive into what the WDB wants to prioritize as a Board. The decision to continue to work with Bob and create an action plan to work on Madera's challenges is up to the WDB. Continuing the work would involve possibly meeting for another half-day session to develop an Action Plan to be followed by follow up meetings and possibly creating committees or subgroups. The Action Plan would be an item on future agendas to be worked on and discussed by the WDB. Those members who were in attendance at the retreat stated that the session was very beneficial and Bob Lanter was able to show how the WDB can make an impact in the community. He understood the challenges Madera is facing and it was one of the most engaging conversations and dialogues that have taken place during a Board meeting in some time. Staff may want to consider inviting some community stakeholders to future sessions. Bob Lanter comes from a similar community and is familiar with what Madera needs to work on. He is working with 8 Workforce Boards. His services are being paid out of James Irvine Foundation funds and there will be no cost to the WDB.

Laura Gutile moved to move forward and continue to work with Bob Lanter, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress

7.4 WDB Chair Election

Darren Rose nominated Brett Frazier for Chair, Seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress

7.5 WDB Vice Chair Election

Nichole Mosqueda nominated Omair Javaid for Vice Chair, Seconded by Rob Poythress.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress

7.6 Discussion and consideration of the Program Impact and Data Reports

Staff previously worked with the Board on developing the Program Impact and Data Reports. The finished reports were provided for review. The Program Impact report contains information that would be for the Board of Supervisors, the WDB, the Workforce Investment Corporation or agencies like the CWA or other Workforce Boards. Staff invited the Board to provide input for any other information they would like to see on the report. The report provided represents data from July 1, 2022, to June 30, 2023. It was suggested that the numbers for each of the age groups represented in the AGE section be provided. It was also suggested that the sections be separated in a way that they don't seem to overlap with each other in order to make it easier to read. The infographics made the information easy to understand. The reports show that the number of people coming to the Center is still lower than before the pandemic. It helps demonstrate where we can provide services to ensure that performance and outcomes will increase. The Educational Attainment section shows where there may be opportunities to review policies and check to see if the current policies may be creating unintentional barriers for individuals who have a lower educational attainment. This could create an opportunity to review and possibly revise the policy to diminish those barriers and expand services. The Data Report is intended for local businesses and possibly other workforce area business services teams, Partners and the WDB. This report's data help staff gather information on local industries and areas of growth when looking for and applying for grants. This report provided labor market information. Staff invited the Board to provide input for the report, if any. Staff will work with Madera County Economic Development Commission to link the 2 websites so that the data is easily found by the community.

Nichole Mosqueda moved to approve the reports as presented, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Darren Rose, Donald Foster, Dr. Lucia F. Robles, Joe Perez, Jorge DeNava, Lanie Suderman, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress

8.0 Information Items

8.1 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided within the agenda packet.

8.2 National Workforce Development Month

September is National Workforce Development Month. Staff have planned a Workforce Development Professionals Day on September 1, 2023, and will celebrate Workforce Professionals annually in September. There will be a full day of staff development activities and planning for the coming year. Staff will receive logo engraved polo shirts. A marketing campaign focusing on Workforce Development Month has been planned and will include First Job Friday posts and Workforce Wednesday posts. First Job Friday will feature WDB members and what their first jobs were. Workforce Wednesday posts will feature line staff and resources. WDB members were invited to attend.

8.3 Small Business Development Center (SBDC) Ribbon Cutting Event

Information provided within the agenda packet.

8.4 EDD Funds Utilization Status Report for Period Ending March 31, 2023, for Program Year 2021-22 and Program Year 2022-2023.

Information provided within the agenda packet.

8.5 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

Information provided within the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

10.2 Staff

Maiknue shared information on the mini-America's Job Center of California (AJCC) at the Justice Center. This is a dedicated space inside the Justice Center. A ribbon cutting took place on July 21st. There is a fully dedicated staff member at the mini-AJCC Monday through Thursday. That staff member comes back to the office on Fridays. All AJCC services are provided at the Justice Center by this employee. The mini-AJCC contract covers a 3-year time period. Information on the Wildfires National Dislocated Worker Grant (NDWG) was provided. The grant was specific to the Creek fires. The grant provided \$300,000 in funds. \$218,000 was dedicated to temporary worker salaries for participants who cleaned up the various worksites around Whiskey Falls and the Beasore Meadows Area. The work was initially delayed due to the weather, but the grant was extended and will end in December 2023. A letter in support of funding for Madera Community Hospital was submitted on behalf of the WDB. There was no time to agendaize the letter due to its short turn-around deadline. It was requested that staff forward the letter to Secretary Ghaly as well. Staff will research his contact information and provide it if possible.

11.0 Next Meeting

October 19, 2023

12.0 Adjournment

Meeting adjourned at 4:19 p.m.