



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

MINUTES

October 19, 2023

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

- PRESENT:** Aaron Chambers (7.2), Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Dr. Lucia F. Robles, Joe Perez, Ladislao (Lalo) Lopez, Laura Gutile, Mattie Mendez, Mike Fursman, Mike Lopez, Omair Javaid, Robert Poythress, Wendy Lomeli
- ABSENT:** Darren Rose, Donald Foster, Jorge DeNava, Lanie Suderman, Mark Choe, Michelle Brunetti, Nichole Mosqueda
- GUEST:** Amelia Meza
- STAFF:** Bertha Vega, Maiknue Vang, Nicki Martin

1.0 Call to Order

Meeting called to order at 3:00 p.m. by WDB 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 made by everyone in attendance.

5.0 Adoption of Board Agenda

Debi Bray moved to adopt the agenda, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Dr. Lucia F. Robles, Joe Perez, Ladislao (Lalo) Lopez, Laura Gutile, Mattie Mendez, Mike Fursman, Mike Lopez, Omair Javaid, Robert Poythress, Wendy Lomeli

6.0 Consent Calendar

6.1 Consideration of approval of the August 17, 2023, Workforce Development Board (WDB) meeting minutes.

6.2 Consideration of approval of the re-appointment of Chuck Riojas, IBEW #100, to the WDB for an additional 3-year term: 12/6/23 to 12/6/26

Laura Gutile moved to approve the consent calendar, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Dr. Lucia F. Robles, Joe Perez, Ladislao (Lalo) Lopez, Laura Gutile, Mattie Mendez, Mike Fursman, Mike Lopez, Omair Javaid, Robert Poythress, Wendy Lomeli

7.0 Action Items

7.1 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of July 1, 2023, through September 30, 2023.

The OSO meets monthly with all of the mandated Workforce Partners. The quarterly report covers the meetings held in July, August and September. The purpose of the Partner meetings is to align the workforce system related to business services and to align programs and services for all Partners. Staff will be working with the OSO in the coming months on the WDB Continuous Improvement Plan. In preparation for the next WDB recertification assessment, the Continuous Improvement Plan must be implemented. It contains different strategies in areas that must be completed. The Plan will be part of the discussion during the Partner meetings. Dr. Robles noted that the Community College is referred to in the report as Madera Community College Center and requested that the College be referred to as Madera Community College on reports.

Mike Fursman moved to approve, seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Dr. Lucia F. Robles, Joe Perez, Ladislao (Lalo) Lopez, Laura Gutile, Mattie Mendez, Mike Fursman, Mike Lopez, Omair Javaid, Robert Poythress, Wendy Lomeli

7.2 Consideration of approval of the revised contract between the Chief Local Elected Official (CLEO), the WDB and the Madera County Workforce Investment Corporation for the administration of the Workforce Innovation and Opportunity Act (WIOA). Revisions to the CLEO align the roles and responsibilities of each entity under WIOA and current practices.

The CLEO contract designates the roles and responsibilities and the purpose for the administration of the WIOA funds in Madera County. This contract has been referred to as the CLEO since the Workforce Investment Act (WIA) which was in effect before WIOA. The contract was last revised in 2018 when Workforce transitioned from WIA to WIOA. Under WIOA the CLEO is actually referred to as the Chief Elected Official (CEO) but staff suggested that CLEO still be the reference used in order to avoid any confusion with other titles such as Chief Executive Officer. The contract was revised minimally and included distinctions in the roles of the CLEO, the WDB, and the Madera County Workforce Investment Corporation (MCWIC). The current CLEO contract makes reference to dates for when the local Workforce Board was designated by the Governor, when the local Workforce Board became certified and also when the MCWIC became approved as the Adult and Career Services provider. These types of acknowledgments are on 2 to 3 year cycles which meant revising the contract after any new deadlines were met. The contract was revised in a way that provided information on these time-sensitive certifications but did not include due dates in order to avoid resending the contract back for those revisions. The CLEO now includes the initial dates for these events under WIOA and includes language stating that the WDB will reapply as needed. The MCWIC financial reports were revised from being provided monthly to quarterly. Language was added that clarifies the roles of the WDB and the MCWIC in providing Youth Program services. Under WIOA, the WDB is able to operate the Youth Program. The MCWIC has been designated as the Youth Program services provider. Language for developing the budget for program activities for the local workforce area consistent with the Local Plan is now placed under the MCWIC in the CLEO. This language was previously under the WDB but was moved to MCWIC. There is no longer a requirement to procure workforce youth program services because WIOA allows the WDB to provide the services internally or identify a provider for youth services. The MCWIC is identified as the provider for youth services. Developing a budget for the youth services was also removed from the youth services section since all budget responsibilities fall under the MCWIC.

Mike Fursman moved to approve, seconded by Aaron Chambers.

Vote: Approved – Unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Dr. Lucia F. Robles, Joe Perez, Ladislao (Lalo) Lopez, Laura Gutile, Mattie Mendez, Mike Fursman, Mike Lopez, Omair Javid, Robert Poythress, Wendy Lomeli

Abstain: Debi Bray, Mattie Mendez

7.3 Discussion and consideration to schedule an Action Planning half-day session on 11/29, 11/30, or 12/13 with Bob Lanter, CWA, as a follow up to the Real Role of Workforce Boards Retreat.

The WDB made a commitment at the last Board meeting to move forward and bring Bob Lanter, CWA, for another half day of planning and work on a plan that would shape the work of the WDB for the next 24 months. Staff and the Board discussed the dates as listed and discovered that January 2024 might be a better time for the meeting. Staff also mentioned that Bob stated that some community members can also be invited to attend and provide input for the Plan. The Board would like to check Bob's schedule for the 2nd week or possibly the 3rd week of January. Staff will reach out to Bob for possible January 2024 meeting dates and provide the information to the Board for planning purposes.

8.0 Information Items

8.1 Success Stories

Information provided within the agenda packet.

8.2 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided within the agenda packet.

8.3 Workforce Development Professionals Day – September 1, 2023

Information provided within the agenda packet.

8.4 Eligible Training Provider Compliance Monitoring PY 2022-23 Results

Information provided within the agenda packet.

8.5 Workforce Data Presentation

Information provided within the agenda packet. The Board of Supervisors appreciated the Data Impact report presentation. Staff provided data for the Board's convenience. Some of the data may be used for the Planning Session in January.

8.6 Valley Community SBDC Business Workshops

Information provided within the agenda packet.

8.7 Workforce Assistance Center Quarterly Resource Fairs

Information provided within the agenda packet.

8.8 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

- *Mike Fursman mentioned that staff did a nice job on the First Job Friday social media posts.*
- *Rob Poythress mentioned that Madara hosted the California Transportation Commission for their bi-monthly meeting. It was their first time having the meeting in Madera. The Commission approves all of the State's road projects. They were taken on a tour of downtown Madera's, the new Amtrak station site and also took them to Avenue 9 where it's supposed to be expanded to 4 lanes. The Avenue 9 is*

important so that there are good routes to Valley Children's Hospital. The Commission was in town in time to see the traffic congestion on Highway 99.

- *Laura Gutile stated that the Madera County Farm Bureau is having their annual dinner meeting on November 9th in Chowchilla. There will be a comedian present for entertainment. Tickets are available at \$35 each.*

10.2 Staff

None.

11.0 Next Meeting

The next regularly scheduled meeting for the WDB is December 21, 2023 which is very close to the Xmas holiday. The Board preferred to pick an earlier date. Staff will survey the Board to check and see whether November 30th or December 14th would work better.

Next meeting to be determined.

12.0 Adjournment

Meeting adjourned at 4:08 p.m.