



**WORKFORCE DEVELOPMENT  
BOARD OF MADERA COUNTY**

**MINUTES**

**April 18, 2024**

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

- PRESENT:** Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Wendy Lomeli (7.4)
- ABSENT:** Darren Rose, Donald Foster, Lanie Suderman, Marrie Harris, Mark Choe, Mattie Mendez, Mike Fursman, Mike Lopez, Robert Poythress
- GUEST:** Amelia Meza, Bob Lanter, Gary Beaudette
- STAFF:** Bertha Vega, Jessica Roche, Jorge Espinosa, Maiknue Vang, Nicki Martin

**1.0 Call to Order**

*Meeting called to order at 3:04 p.m. by WDB Chair Brett Frazier. n*

**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 all attendees.*

**5.0 Adoption of Board Agenda**

*Larua Gutile moved to adopt the agenda seconded by Chuck Riojas.*

*Vote: Approved – Unanimous*

*Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid*

**6.0 Consent Calendar**

- 6.1 Consideration of approval of the October 19, 2023, Workforce Development Borad (WDB) meeting minutes.**
- 6.2 Consideration of approval of February 1, 2024, WDB Executive Committee meeting minutes.**
- 6.3 Consideration of approval of April 3, 2024, WDB Executive Committee meeting minutes.**

- 6.4 Consideration of approval of the February 15, 2024, Workforce Development Board (WDB) meeting minutes.
- 6.5 Consideration of approval of the re-appointment of Omair Javaid, World Financial Group, for an additional 3-year term: 5/11/24 to 5/11/27.
- 6.6 Ratification of approval of transfer of funds 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 Workforce Innovation and Opportunity (WIOA) Section 113(b)(4):
- EDD Subgrant AA311014 Year of Authorization (YOA) 2022 Transfer of Funds request in the amount of \$100,000
  - EDD Subgrant AA411014 YOA 2023 Transfer of Funds request in the amount of \$250,000

*Michelle Brunetti moved to approve the Consent Calendar, seconded by Deborah Martinez.*

*Vote: Approved – Unanimous*

*Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid*

## **7.0 Action Items**

*Agenda item 7.4 was discussed first, out of order in order to accommodate Bob Lanter's attendance via Zoom.*

- 7.1 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of January 1, 2024, through March 31, 2024.

*Gary Beaudette presented the OSO report to the WDB for the period of 1/1/24 to 3/31/24. The focus for the second quarter was the WDB continuous improvement plan. The Workforce Assistance Center customer survey was revised and launched. There were Partner cross trainings. Each Partner gave a presentation on their services and referral process. The trainings were well received and attended. Madera Workforce provided a training on customer center design. Mock interviews are being done on Wednesdays. Trainings were also done for serving individuals with barriers: Justice-Impacted, English Language Learners, Individuals with Disabilities. The main focus for the last quarter was to continue to work on the WDB continuous improvement plan – which was part of the last recertification cycle.*

*Laura Gutile moved to approve, seconded by Chuck Riojas.*

*Vote: Approved – Unanimous*

*Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Wendy Lomeli*

- 7.2 Consideration of approval of Emilio Hipolito's Director application to the WDB representing the Labor Sector for a 3-year term.

*Emilio Hipolito will fill a vacant labor sector vacancy after Joseph Giles resigned from the WDB. Emilio is a former Workforce participant. Bertha Vega, Program Manager, was his case manager.*

*Laura Gutile moved to approve, seconded by Chuck Riojas.*

*Vote: Approved – Unanimous*

*Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Wendy Lomeli*

- 7.3 Consideration of approval of Chris Childers' Director application to the WDB Executive Committee representing a non-WDB member.

*Chris Childers, Chief Probation Officer, will fill a non-WDB member vacancy on the Executive Committee. This vacancy was formerly filled by Robyn Smith.*

*Vote: Approved – Unanimous*

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Wendy Lomeli

#### **7.4 Consideration of approval of the Draft WDB Action Plan 2024-2026.**

Agenda item 7.4 was discussed out of turn because Bob's schedule only permitted a limited amount of time for his attendance at the WDB meeting. Bob has been working with the Madera WDB since the June 2023 Real Role of Workforce Boards retreat which provided a deeper understanding of the Workforce system and the WDB's role as one of community development. The WDB made a commitment to continue to work with Bob and met for another half day and identified 5 priority areas that will be plotted out for the next 24 months. The WDB Executive Committee met in February and started working on the Action Plan. Priority areas were identified, and tasks were assigned to the priority areas. The priority areas were identified as Leadership Engagement, Training, Work Ethics, Marketing/Branding, and Policy. The Real Role of Workforce Boards training was created 3 years ago. The State of California and the James Irvine Foundation have been instrumental in spreading the training information and scaling the training to/for Workforce Boards across California. 20 of the 45 WDBs in California are participating in this training. This training was developed so that WDBs understand that their role isn't just about implementing WIOA but also that their role is about being centered in their community and really considering economic opportunities that the board and its investments can support and partner on as well as addressing socio-economic issues. The Action Plan should be brought back quarterly and revised/amended as needed. Nichole Mosqueda stated that the action planning meetings have been some of the most fruitful meetings. Todd Lile joined an action planning meeting and had some good thoughts and ideas. Brett Frazier stated that the Action Plan could be helpful information to new members. This will help new members understand the work they are doing for the community and the impact the WDB makes for the community as well. Maiknue Vang stated that the Plan is created by the WDB and that everything is doable – some tasks may have already been started. Michelle Brunetti suggested that the references to Madera Unified School District (MUSD) be replaced with Madera County school districts so that it includes all school districts. The Action Plan is a working document that will change, and morph as needed. The plan is to turn each priority area into a sub-committee with a Chair from the WDB and a co-chair from the Workforce staff. The rest of the WDB members will be assigned to one of the sub-committees. WDB members are welcome to review and let staff know if they have a preference. Members are also welcomed to join more than one sub-committee. The final sub-committee assignments will be brought to the WDB in June with the intent to start work on the Plan in July. The sub-committees will not be held to Brown Act requirements and the way they meet can be determined by each sub-committee. Other community members can also be invited to participate.

Omair Javaid moved to approve the Action Plan with the change in the Work Ethics to include Madera County school districts in place of MUSD, seconded by Aaron Chambers.

Vote: Approved – Unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Joe Perez, Jorge DeNava, Ladislao (Lalo) Lopez, Laura Gutile, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Wendy Lomeli

#### **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 Approval of Local Area Subsequent Designation and Local Board Recertification Program Year (PY) 2023-25**

Information provided within the agenda packet. The local workforce area and the Madera WDB has been officially recertified by the State through June, 2025.

##### **8.4 Approval of Biennial Local Plan Modification PY 2021-24**

Information provided within the agenda packet. The biennial plan has been officially approved through June, 2025.

## **8.5 Update on Local Workforce Area Performance Goals/Scores**

*Information provided within the agenda packet. Madera exceeded all performance goals like never before. Staff created a database to better track data and checking points. Staff's goal was to meet 90% of the goal and higher.*

## **8.6 America's Job Center of California (AJCC) Recertification and Local Plan Procurement**

*Information provided within the agenda packet.*

## **8.7 California Workforce Association (CWA) WORKCON Conference**

*Information provided within the agenda packet. Madera Workforce will present on the mini America's Job Center of California (AJCC) located at the Madera County Justice Center. Many individuals get lost as they go through probation to the Workforce for services. The mini AJCC is on-site and captures many individuals this way.*

## **8.8 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County**

*Information provided within the agenda packet.*

## **9.0 Written Communication**

### **9.1 Annual Review 85% Formula Grant Fiscal Year 2022-23 Final Monitoring Report**

*Madera Workforce received a clean monitoring report. There were no findings. Program and fiscal were done at the same time. This is the first time the 2 programs were done at the same time as they have been done separately previously.*

## **10.0 Open Discussion/Reports/Information**

### **10.1 Board Members**

- *Deborah Martinez stated that the Department of Social services initiated an agreement to create a local plan on aging through. Work is being done alongside the University of San Diego. Marketing is being done now.*
- *Nichole Mosqueda is planning on having a dedicated health center for seniors.*
- *Brett Frazier congratulated staff on the SBDC Partner of the Year award at their annual luncheon on 3/20/24.*

### **10.2 Staff**

- *Maiknue Vang shared information on some upcoming webinars: Top 10 Ways to Stay Out of Court (4/23/24), Proper Steps of a Legal Termination (5/22/24), and the Free HR Hotline flyer. These services and webinars are a result of Workforce's partnership with the California Employer Association (CEA).*

## **11.0 Next Meeting**

*June 20, 2024*

## **12.0 Adjournment**

*Meeting adjourned at 4:08 p.m.*