



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Executive Committee
SPECIAL MEETING

MINUTES

October 28, 2024
9:00 a.m.

Convened in person and via teleconference at:

Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637

300 S. G Street, Madera, CA 93637

696 Ponderosa Way, W Madera, CA 93636

17149 Road 400, Madera, CA 93636

1745 Lester Avenue, Clovis, CA 93619

PRESENT: Brett Frazier, Chris Childers, Nichole Mosqueda, Pat Gordan, Robert Poythress

ABSENT: Omair Javaid

GUEST:

STAFF: Nicki Martin, Maiknue Vang

1.0 Call to Order

Meeting called to order at 9:01 a.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. Maiknue Vang, Executive Director, spoke of and recognized the work Workforce Staff did at the Madera Community Hospital (MCH) Job fair on October 19th and October 21st which was held at the MCH. 1,349 came through for interviews. 15 Workforce and Partner staff participated and worked with MCH staff. MCH administrators and staff were very happy with Workforce.

5.0 Adoption of Board Agenda

Rob Poythress moved to adopt the agenda, seconded by Pat Gordan.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Nichole Mosqueda, Pat Gordan, Robert Poythress

6.0 Consent Calendar

- 6.1 Consideration of approval of the august 15, 2024, Workforce Development Board (WDB) meeting minutes.
- 6.2 Consideration of approval of the reappointment of Debi Bray, Madera District Chamber of Commerce, for an additional 3-year term: 11/20/24 to 11/20/27.
- 6.3 Consideration of approval of the reappointment of Mattie Mendez, Community Action Partnership of Madera County and Madera County Workforce Investment Corporation, for an additional 3-year term: 11/20/24 to 11/20/27.

Rob Poythress moved to approve the Consent Calendar, seconded by Nichole Mosqueda.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Nichole Mosqueda, Pat Gordan, Robert Poythress

7.0 Action Items

- 7.1 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 was previously brought before the WDB Board in February 2024. During an audit by Madera County, it was discovered that there was an error when the final document was uploaded to the County agenda system and the incorrect version of the CLEO was used for the Board of Supervisors' (BOS) agenda. Staff advised the County of the error and were instructed to resubmit the document for approval. The CLEO being approved is the document that was reviewed and approved by the WDB in February.

Rob Poythress moved to approve, seconded by Chris Childers.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Nichole Mosqueda, Pat Gordan, Robert Poythress

- 7.2 Consideration of approval of the Comprehensive America's Job Center of California (AJCC) Baseline Certification Matrix and the AJCC Certification Indicator Assessment.

The AJCC certification is done every 3 years. David Shinder, a 3rd party consultant, was contracted to complete the documents. The recertification must be submitted by the November 1, 2024 deadline. Marketing and system referrals were the primary areas identified as needing improvement. No other substantive areas were identified.

Rob Poythress moved to approve, seconded by Nichole Mosqueda.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Nichole Mosqueda, Pat Gordan, Robert Poythress

8.0 Information Items

- 8.1 Program Impact Report July 1, 2023, through June 30, 2024

Information provided within the agenda packet. Staff presented the Program Impact Report. The report includes figures for the total number of customers who came to the Center, 37,505, and the total number of services provided, 48,547, as well as the number of people who attended workshops. Specific details and information on the demographic of individuals who were provided services by Workforce is provided within the report. This data is used when writing grant applications as well as to help staff strategize services to the community. It helps with expanding outreach and marketing. In terms of investments, nearly \$1 million dollars were invested back into the community for occupational skills training, work-based learning and total supportive services. These are direct participant costs that

were spent to get participants connected to employment, or to support them with some type of supportive service that will allow them to complete their training and allow them to complete their training and find employment.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

None.

10.2 Staff

None.

11.0 Next Meeting

To be determined.

12.0 Adjournment

Meeting adjourned at 9:29 a.m.