



**WORKFORCE DEVELOPMENT  
BOARD OF MADERA COUNTY**

**EXECUTIVE COMMITTEE**

**MINUTES**

**August 15, 2019**

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

**PRESENT:** Brett Frazier, Nichole Mosqueda, Robert Poythress, Wayne Rylant  
**ABSENT:** Pat Gordon, Robyn Smith  
**GUEST:** Steven Gutierrez, Marie Harris, Linda Monreal, David Shinder  
**OTHERS:** Sarahi Cuellar, Nicki Martin, Jessica Roche, Tracie Scott-Contreras, Maiknue Vang

**1.0 Call to Order**

*A quorum of the Workforce Development Board (WDB) was not established, however a quorum of the Executive Committee was present. An Executive Committee meeting was convened at 3:08 p.m.*

**1.1 Pledge of Allegiance**

**2.0 Additions to the Agenda**

*Staff introduced Linda Monreal. Jesse Carrasco was reassigned and will no longer be available to participate in the WDB. Linda Monreal will take Jesse's place on the WDB.*

*Rob Poythress moved to add agenda item 6.13 to nominate Linda Monreal to the WDB in Jesse's place, seconded by Nichole Mosqueda.*

*Vote: Approved – unanimous*

*Yes: Brett Frazier, Nichole Mosqueda, Robert Poythress, Wayne Rylant*

**3.0 Public Comment**

*None.*

**4.0 Introductions and Recognitions**

*Roundtable introductions were done by everyone in attendance.*

**5.0 Adoption of Board Agenda**

*Wayne Rylant moved to adopt the agenda, seconded by Rob Poythress*

*Vote: Approved – unanimous*

*Yes: Brett Frazier, Nichole Mosqueda, Robert Poythress, Wayne Rylant*

## **6.0 Consent Calendar**

- 6.1 Consideration of the ratification of the minutes for the April 18, 2019 Workforce Development Board (WDB) of Madera County meeting minutes.**
- 6.2 Consideration of approval of the minutes for the July 25, 2019 Executive Committee meeting minutes.**
- 6.3 Consideration of the ratification of the nomination and application of Santos Garcia, Labor Sector, to the WDB and authorization to forward his application to the Board of Supervisors for an appointment to the WDB for a 3 year term.**
- 6.4 Consideration of the ratification of the re-appointment of Mike Fursman, UFCW 8, for an additional 3 year term – 8/23/19 to 8/23/22**
- 6.5 Consideration of the ratification of the re-appointment of Michelle Brunetti, Valley Children’s Hospital, for an additional 3 year term – 8/23/19 to 8/23/22**
- 6.6 Consideration of the ratification of the resignation of Claudia Habib, State Center Community College District, from the WDB.**
- 6.7 Consideration of the ratification of the resignation of Bob Carlson, Community-member-at-large, from the WDB Executive Committee.**
- 6.8 Consideration of the ratification of the revised application for subsequent local area designation and local board recertification for the 2019-21 program year.**
- 6.9 Consideration of the ratification of the transfer of funds from the Dislocated Worker funding stream to the Adult funding stream in the amount of \$200,000.**
- 6.10 Consideration of approval of the application of Marie Harris, State Center Community College District, to the WDB and authorization to forward her application to the Madera County Board of Supervisor for a 3 year term.**
- 6.11 Consideration of approval of the AB1111 Grant Document and Grant Submission.**
- 6.12 Consideration of approval of the One Stop Operator Quarterly Report for the period of April 1, 2019 through June 30, 2019.**
- 6.13 Consideration of approval of the nomination of Linda Monreal to the WDB as the replacement for Jesse Carrasco.**

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

*Vote: Approved – unanimous*

*Yes: Brett Frazier, Nichole Mosqueda, Robert Poythress, Wayne Rylant*

## **7.0 Action Items**

*None.*

## **8.0 Information Items**

### **8.1 WDB Strategic Planning Workshop – David Shinder, Facilitator**

*David Shinder facilitated a workshop on opportunities and priorities for strengthening workforce development in Madera County. David also facilitated convenings for various workforce areas for the work that was done around the local and regional workforce plans including Madera. Many boards are taking time under the current legislation to establish priorities and are also establishing targets both on the demand and on the supply side. On the demand side, boards are identifying priority sectors. In Madera, labor market analysis were done to identify local sectors. On the supply side, boards must identify which population they want to prioritize. The Federal law mandates that boards and partners be collaborative. The work that the boards do is vital for the success of the local and regional economies because boards are charged with developing partnerships and implementing programs that make the workforce better prepared for employment. WIOA states that boards have the ability to make and approve contracts. The US Department of Labor has recently published some guidance that is very useful to boards – A Call to Action for Workforce Development Boards. The publication is provided within the agenda packet. The publication notes that as members of Workforce Boards, members are strategists, a conveners, managers and optimizers. One of the requirements boards have is seeking public*

*input when developing workforce plans – Madera is very good at getting the community involved and providing input. As a convener, the board can help develop non-traditional partnerships within the community. The Board is poised well to understand the business needs of the community and increasing the pool of available workers. Currently the local labor force participation rate is under 60% which causes a shortage of workers for businesses. The board must consider focusing on a population of workers who in the past may have been overlooked by businesses such as the formerly incarcerated or persons with disabilities due to the current very low unemployment rate. David lead a conversation with the WDB on identifying and developing the Board's priorities in order to develop a workforce with in-demand skills. David highlighted the 4 P's: People, Progress, Prosperity and Programs. David asked the Board to consider the 4 P's as a starting point for their input but welcomed input for any area the board felt would be important to include. The Board identified a list of 10 priorities/areas that they would like to look more closely at and gather information on.*

- 1. Who is not participating in the labor force?*
- 2. How do we move under-skilled, under-employed people up the career ladder?*
- 3. (Need) to talk "careers" early and often within the K-12 system*
- 4. Better communication of career technical education (CTE) pathways to businesses*
- 5. How do we better prepare internal candidates to help them move up (incumbent worker training)?*
- 6. Better marketing of workforce services*
- 7. Use data more effectively*
- 8. Focus on "economic engines"/identify priority sectors*
- 9. Focus on second chance individuals (25 to 49 year-olds)*
- 10. Better career planning and information (apprenticeships; trades; AA degrees)*

## **9.0 Written Communication**

*None.*

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

### **10.1 Board Members**

*Wayne Rylant shared information on a food drive that Pacific Ethanol is participating in that will benefit the Madera County Food Bank during the month of September.*

### **10.2 Staff**

*Name badges and WDB director business cards were developed and provided to members. A one page informational flyer is also being developed.*

## **11.0 Next Meeting**

*October 17, 2019*

## **12.0 Adjournment**

*Meeting adjourned at 4:51 p.m.*