



**MADERA COUNTY
WORKFORCE
INVESTMENT CORPORATION**

MINUTES

October 24, 2019

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

PRESENT: Debi Bray, Gabriel Mejia (3:05), Lindsay Callahan (3:13), Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

ABSENT:

GUEST:

STAFF: Bertha Vega, Jessica Roche, Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

Meeting called to order by Chair Debi Bray at 3:00 p.m.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Tracie Scott-Contreras requested the addition of information item 8.6 to provide information related to possible MCWIC staff involvement in litigation. The information does not require a closed session.

Mike Farmer moved to add information item 8.6 to the agenda, seconded by Roger Leach.

Vote: Approved – majority

Yes: Debi Bray, Mattie Mendez, Mike Farmer, Robyn Smith, Roger Leach, Tim Riche

Abstain: Mattie Mendez

3.0 Public Comment

Mattie Mendez would like to make sure that the MCWIC keep information regarding the upcoming 2020 U.S. Census on the agenda in order to keep the Board informed and updated on the Census.

4.0 Introductions and Recognitions

Ramona (Mona) Davie was introduced. Her application is on the agenda for approval. She will represent the financial institution sector on the Board. Roundtable introductions were done by everyone in attendance.

5.0 Adoption of Board Agenda

Roger Leach moved to adopt the agenda, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mattie Mendez, Mike Farmer, Robyn Smith, Roger Leach, Tim Riche

6.0 Consent Calendar

6.1 Consideration of approval of the September 26, 2019 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Roger Leach suggested that "Other" be removed from the minutes attendance section and replaced by "Staff".

Mattie Mendez moved to approve the minutes with the change as recommended by Roger Leach to replace "Other" with "Staff", seconded by Time Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mattie Mendez, Mike Farmer, Robyn Smith, Roger Leach, Tim Riche

7.0 Action Items

7.1 Consideration of approval of the application of Ramona Davie to the MCWIC.

Mona Davie will represent the financial institution sector on the MCWIC. She is very involved in the community. Mona has worked for Union Bank for over 20 years. She has worked with a couple of offices in Madera plus an office in Merced. She has worked with Jr. Achievement, the Downtown Association and provided financial classes.

Robyn moved to approve, seconded by Mike Farmer.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mattie Mendez, Mike Farmer, Robyn Smith, Roger Leach, Tim Riche

7.2 Consideration of approval of revising the MCWIC Mission, Vision, Credo statement.

Staff are asking that the Board review and consider whether the Mission, Vision and Credo statement needs to be revised. It was suggested that MCWIC staff could also provide input for the Statement. Tracie will gather input from staff as well as look at Statements from similar organizations.

Mattie Mendez motioned to table this to a meeting in December or January to include MCWIC staff, seconded by Lindsay Callahan.

Vote: Tabled – unanimous

Yes: Debi Bray, Gabriel Mejia, Lindsay Callahan, Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

The WDB approved the new members. Two of the members represent the hospitality sector – Marck Choe and Lanie Suderman. Tracie is now on the Visit Yosemite Board. It is a good relationship and will provide opportunities for Workforce to become more active in the communities in Eastern Madera County.

8.2 MCWIC Year-to-Date Financial Reports Update

Financials presented are un-audited. Staff are still waiting to receive the final unaudited financials and will provide when they are made available to staff.

8.3 Program Update

No new information on AB1111 has been provided - may receive some information in mid to late November. Staff provided the Program Impact Report. The infographic provides information on the number of customers served and services provided. 45,205 people came through the Center and 19,711 services provided to individuals. Information on job seeker demographics and the costs of

services provided and its impact on the budget was included in the report. Business Services information was also included. This report was also provided to the Workforce Development Board. It was suggested that total earnings be included. All input is welcome. Mattie Mendez was interested in knowing whether it was possible to track childcare needs. Staff have not noticed any roadblocks regarding childcare for customers coming to the Center. This could be due to various factors including families providing their own childcare. Childcare needs are part of the initial questionnaire given to customers coming in for services. Staff are able to make referrals to other organization for childcare as needed. Workforce makes sure to offer trainings that use alternative schedules which might help with childcare issues. Maiknue Vang, Deputy Director, stated that childcare tends to be mentioned within the ELL population.

8.4 Wells Fargo Grant Application Award

The Wells Fargo Foundation invited Workforce to apply for an application. It was a short turn around – notified on a Thursday and due on Monday. Staff were notified that Workforce had been awarded a \$20,000 grant which will be used to provide ongoing support for the HiSET and ESL programs. These funds may be used to fund another summer class.

8.5 Update on Advertising

Staff provided information related to advertising costs for advertising at the DMV offices through MVN and also with Pecan Pie advertising. Tim Riche stated that he had been to the DMV office recently and noticed that people were not paying attention to the monitors. Customers are asked how they heard about Workforce services when they come in to meet with staff. The number one way people hear about the Workforce is through friends and family. A Friends and Family referral program was implemented where staff will provide a referral card to customers. The cards that are turned in to staff will be included in a quarterly raffle for the customer who made the referral. Staff need to work on marketing to employers as well as young adults. Mailing information through USPS may be an option. Staff need to get out to the outlying communities. A schedule will be created to schedule staff visits to the outlying communities so staff can share information on Workforce.

8.6 Possible Workforce Staff Involvement in Litigation

Staff have been made aware and received a records request for a TOEIC program from 2009. A staff member received a subpoena. The attorney has been contacted. There were not many documents as this program took place while Workforce was still under Madera County Office of Education – MCWIC had not been established at that time. The attorney is reviewing the subpoena and will give guidance to MCWIC.

9.0 Written Communication

Information provided for the California's Forgotten Children event taking place at Edward's Theatre on January 9, 2020. The Future of Work Commission – A Bird's Eye View article was provided that speaks to quality jobs, inclusivity, entrepreneurial efforts and other information.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Mattie Mendez: wants to make sure updates on the Census are added to MCWIC meeting agendas. Wants to make sure we let the community know how important it is. Staff stated that the Census will be using the Center for some recruitments.*
- *Debi Bray: attended the State Center Community College District (SCCCD) accreditation meetings. A recommendation for accreditation will go to the Commission in January where they will receive information on whether the District will receive accreditation or will need to continue to work towards that goal. Tracie believes that the campus will most likely get approval and start to work separately from the Reedley College system.*

10.2 Staff

- *Tracie Scott-Contreras: The Fall Job Fair was held today at the Pan American Center. 235 job seekers attended, 37 employers participated and 5 resource organization were in attendance. ABC30 came to the Fair and interviewed Jorge Espinosa – Lead Business Specialist. Jorge also did*

an early morning interview with Arriba Valle Central. Tracie nominated Maiknue Vang, Deputy Director, for the 40 under 40 award – Maiknue was selected to receive an award! A reception will be held on December 5, 2019 at Chukchansi Park. Madera Workforce was featured in a dun & bradstreet newsletter for their use of Econovue and the Madera Job Fair. Staff have been part of CTE committee and the Growing Healthy Families workgroups.

- *Maiknue Vang: reported that the MUSD Planning group is looking into other countries' achievements within their education programs. Other countries spend more funds on CTE than the U.S. High performing countries focus on helping low performing students and increase efforts on developing high performing teachers. Maiknue reported that the EO monitoring found no findings. EO monitoring focuses on universal access to services.*

11.0 Next Meeting

The next meeting will be held on December 12, 2019 and will include staff recognition.

12.0 Adjournment

Roger Leach moved to adjourn at 4:26 p.m., seconded by Mike Farmer.