



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

MINUTES

December 19, 2019

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

- PRESENT:** Debi Bray, Michelle Brunetti, Mark Choe, Brett Frazier, Santos Garcia, Marie Harris, Bobby Kahn, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Linda Monreal, Robert Poythress, Wayne Rylant, David Salter
- ABSENT:** Susan Crosno, Jorge DeNava, Mike Fursman, Gabriel Gil, Laura Gutile, Mike Lopez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Lanie Suderman, Cindy Vail
- GUEST:** Amelia Meza, Adriana Salmoran
- STAFF:** Jorge Espinosa, Erick Flores, Nicki Martin, Tracie Scott-Contreras, Maiknue Vang,

1.0 Call to Order

Meeting called to order at 3:08 pm. by Chair Brett Frazier.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

Tracie Scott-Contreras, Executive Director, thanked Camarena Health for their help in creating a video featuring Madera Workforce services. The video showcases services to job seekers and businesses. Debi Bray congratulated Bobby Kahn for the Economic Development Commission luncheon.

4.0 Introductions and Recognitions

Amelia Meza and Adriana Salmoran with the State of California Division of Apprenticeship Standards Fresno were introduced. Tracie congratulated Jorge Espinosa, Lead Business Services Specialist, for completing a Certified Business Engagement Professional online course and becoming certified. The course took 7 weeks. Maiknue Vang, Deputy Director, was recognized by Business Street Online for their 40 Under 40 professionals.

5.0 Adoption of Board Agenda

Wayne Rylant moved to adopt the agenda, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Brett Frazier, Santos Garcia, Marie Harris, Bobby Kahn, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Linda Monreal, Robert Poythress, Wayne Rylant, David Salter

6.0 Consent Calendar

6.1 Consideration of ratification of the August 15, 2019 Executive Committee meeting minutes.

6.2 Consideration of approval of the October 17, 2019 Executive Committee meeting minutes.

- 6.3 Consideration of the ratification of the re-appointment of David Salter, Salter's Distributing, for an additional 3 year term – 11/26/19 to 11/26/22.
- 6.4 Consideration of ratification of the removal of Exchille Mendoza from the WDB due to non-participation on the WDB as she is no longer with SpringHill Suites.
- 6.5 Consideration of ratification of the application of Mark Choe, The Pines Resort, to the WDB and authorization to forward his application to the Madera County Board of Supervisors for a 3 year term.
- 6.6 Consideration of ratification of the application of Lanie Suderman, Visit Yosemite | Madera County, to the WDB and authorization to forward her application to the Madera County Board of Supervisors for a 3 year term.
- 6.7 Consideration of approval of the resignation of Susan Crosno as she is no longer with the Caglia Family of Companies and is no longer available to sit on the Workforce Development Board (WDB) of Madera County.
- 6.8 Consideration of approval of the resignation of Ivan Otamendi, Exclusive Wireless, as his schedule does not allow him to attend the WDB meetings on a regular basis.
- 6.9 Consideration of approval of the resignation of Gabriel Gil, PG&E, as his schedule does not allow him to attend the WDB meetings on a regular basis.
- 6.10 Consideration of approval of the re-appointment of Jorge DeNava, Central Valley Opportunity Center, for an addition 3 year term: 4/4/20 – 4/4/23
- 6.11 Consideration of ratification of the transfer of funds in the amount of \$284,912 from the Dislocated Worker funding stream to the Adult funding stream.
- 6.12 Consideration of ratification of the final program budget for the 2019-20 fiscal year.
- 6.13 Consideration of ratification of Central Learning Adult School Site as a new training provider which provides training programs to prepare students for the State Certified Nurse Assistance Competency Exam.
- 6.14 Consideration of ratification of the One Stop Operator Quarterly Report for the period of July 1, 2019 through September 30, 2019.
- 6.15 Consideration of ratification of the revised Veterans and Eligible Spouses Priority of Services Policy.
- 6.16 Consideration of ratification of the Use and Confidentiality of Participant Personally Identifiable Information (PII) policy.
- 6.17 Consideration of approval of the revised Incumbent Worker Training policy.

Bobby Kahn moved to approve the Consent Calendar, seconded by Debi Bray.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Brett Frazier, Santos Garcia, Marie Harris, Bobby Kahn, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Linda Monreal, Robert Poythress, Wayne Rylant, David Salter

7.0 Action Items

- 7.1 **Consideration of approval of the new Criminal Record Restrictions and Impact Based on Race and Nationality policy.**

The policy provided is based on State guidance. It is the staff's responsibility to vet listings to make sure that they are in compliance. The policy includes information on an organization's responsibilities as well as those of the employer's and the rights of individuals. Staff have ensured that the local policy is aligned with the State. Staff routinely check job listings to make sure that they meet the guidance by checking with employers directly and making sure any exclusions are legitimate. Any job seeker excluded must be allowed a rebuttal. Staff would continue to work with any individual to continue searching for employment. Staff has not come across any issues to date. The most challenging offenses usually involve children or sexual convictions. It is incumbent on the employer to prove why they can't hire an individual.

Bobby Kahn moved to approve, seconded by Rob Poythress

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Brett Frazier, Santos Garcia, Marie Harris, Bobby Kahn, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Linda Monreal, Robert Poythress, Wayne Rylant, David Salter

7.2 Consideration of approval of the new Services and Referrals to Victims of Human Trafficking policy.

Staff have participated in trainings to help them identify characteristics that may indicate victims of human trafficking. Staff have seen individuals who have been past victims. Staff have information for referring these individuals to services. It is difficult to gather statistics and numbers for these individuals as they often won't disclose the information. The emphasis is to train staff on working with these individuals rather than gather figures. Wendy Lomeli, EDD, stated that their staff have come across some of these individuals while working in the agriculture sector. Workforce staff has also been trained in trauma services which help them develop trust with individuals who may be or have been victimized.

Wayne Rylant moved to approve, seconded by Rob Poythress.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Brett Frazier, Santos Garcia, Marie Harris, Bobby Kahn, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Linda Monreal, Robert Poythress, Wayne Rylant, David Salter

8.0 Information Items

8.1 WDB Workshop: Identifying Criteria of Job Qualities

Discussion held regarding identifying criteria for a quality job and how that may be defined. Many times, unionized jobs are held as the ideal jobs, however, those jobs are not very common in Madera County. A significant number of employers in Madera have less than 50 employees. Looking at benefits packages, availability of professional development, safety and healthy environment, flexible schedules, career development – upward mobility could be some things that can be considered when identifying quality jobs. Some jobs are entry level and do not offer full time hours or benefits but can be considered beneficial in that they offer a chance for individuals to train and learn to work and become a good employee who can later go on to higher paying jobs. These jobs give individuals a chance to get an idea of where they may want to go. It was discussed that quality jobs means something different to everyone and may not be definable. Staff will routinely do site surveys before customers are referred to jobs. Self sufficiency can also be used to gauge quality jobs. The Insight Centers Family Needs Calculator is an online tool that can be used to calculate the necessary income per family (<https://insightcced.org/2018-family-needs-calculator/>). It can be difficult for some businesses to offer benefits but there are programs that can help with this. Santos Garcia noted that it is important to try to get quality jobs into Madera and spoke about a solar panel project for the City of Madera. It is also important to prioritize that local hiring is done when new projects come to the County. Career pathways can also be considered when trying to define quality jobs. Because the definition of a quality job is subjective for each business it can be difficult to come up with a definition. The WDB preferred to not define a quality job at this time.

8.2 MCWIC Update

Information provided in agenda packet.

8.3 WDB Program Year 2018-19 Performance

Information provided in the agenda packet. Madera Workforce exceeded their goals with the exception of Adult Median Earnings – 2 Quarter After Exit for which we achieved 96% of the established goal.

8.4 Program Update

Information provided in agenda packet.

8.5 Upcoming Grant Opportunities

Staff are working on grants for Disability Employment Accelerator funds with Madera Community College Center and Fresno State as well as a regional grant with Merced for services to Veterans and eligible spouses. Fresno Regional Workforce Development Board is leading an application for SB1 funds that will focus on apprenticeship training. Madera will submit a grant application for Workforce Accelerator funds specific to homelessness that will develop a more cohesive system to help the homeless. Madera is partnering with CAPMC, the Housing Authority and Madera County Behavioral Health on this grant. Madera was not awarded the AB1111 grant. Only

1 Central Valley area was awarded. Most awards went to areas in Southern California. Wells Fargo awarded Madera Workforce \$20,000 in grant funds to be used for the open entry, open exit HiSET class.

8.6 Quarterly Program Financial Reports Period Ending 9/30/19

Information provided in agenda packet.

9.0 Written Communication

10.0 Open Discussion/Reports/Information

10.1 Board Members

10.2 Staff

11.0 Next Meeting

February 20, 2020

12.0 Adjournment

Meeting adjourned at 4:16 p.m. due to loss of quorum.