



**WORKFORCE DEVELOPMENT  
BOARD OF MADERA COUNTY**

**MINUTES**

**February 21, 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, Susan Crosno, Jorge DeNava, Mike Fursman, Laura Gutile, Claudia Habib, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, David Salters, Cindy Vail
- ABSENT:** Jesse Carrasco, Brett Frazier, Gabriel Gil, Bobby Kahn, Exchille M. Mendoza, Mike Lopez, Terry Nichols, Ivan Otamendi, Les Taylor, Ruben Zarate
- GUEST:** Jessica Mendoza, Maria Munguia, Danny Patterson
- OTHERS:** Sophia Aguilar, Sarahi Cuellar, Jorge Espinosa, Erick Flores, Gail Lopez, Nicki Martin, Jessica Roche, Tracie Scott-Contreras, Maiknue Vang, Jennifer Vargas

**1.0 Call to Order**

*Meeting called to order by Rob Poythress at 3:08 p.m.*

**1.1 Pledge of Allegiance**

**2.0 Additions to the Agenda**

*None.*

**3.0 Public Comment**

*None.*

**4.0 Introductions and Recognitions**

*Staff, board members and guests introduced themselves. Staff noted that Susan Crosno is a new member on the WDB.*

**5.0 Adoption of Board Agenda**

*Chuck Riojas moved to adopt the agenda, seconded by Mattie Mendez.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Mike Fursman, Laura Gutile, Claudia Habib, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, David Salters, Cindy Vail*

**6.0 Consent Calendar**

**6.1 Consideration of approval of the December 20, 2018 Workforce Development Board (WDB) of Madera County meeting minutes.**

- 6.2 Consideration of approval of the re-appointment of Rob Poythress to the WDB for a three year term ending on April 6, 2022.**
- 6.3 Consideration of approval of a new training provider, Heavy Equipment College of California, which provides training for individuals to apply technical knowledge and skills to operate and maintain a variety of heavy equipment such as dozers, loaders, skid steers, excavators and backhoes.**

*Nichole Mosqueda moved to approve the Consent Calendar, seconded by Deborah Martinez.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Mike Fursman, Laura Gutile, Claudia Habib, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, David Salters, Cindy Vail*

## **7.0 Action Items**

- 7.1 Consideration of approval of the WDB of Madera County Local Plan PY 2017-21 Two Year Modification to include WDB Chair signature and authorization for staff to forward to the county local elected official (CLEO) for approval and signature.**

*There was very specific language for the plans specific to strengthening partnerships with local organizations such as child support agencies, strengthened partnership with the local food stamp and training program, services to ELL and immigrant populations and increased partnerships with the Department of Rehabilitation specific to competitive integrated employment. The public comment period is open until March 2, 2019. No comments have been received to date. Once approved by the Board, the plan will go to the Board of Supervisors for approval and will also be included and submitted as part of the Regional Plan. The plan is due to the State by March 15, 2019. If there are substantive changes requested by the State, the plan will be brought back to the Board for approval.*

*Debi Bray moved to approve, seconded by Mike Fursman.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Mike Fursman, Laura Gutile, Claudia Habib, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, David Salters, Cindy Vail*

- 7.2 Consideration of approval of the Regional Plan PY 2017-21 Two Year Modification to include WDB Chair signature and authorization for staff to forward to the CLEO for approval.**

*The Regional Plan places emphasis on the re-entry population with the majority of the narrative addressing how to reach out to that population in order to provide services. Staff have met with parole staff and will meet with the CDCR Wardens in the future. Madera already has a good working relationship with the corrections programs in the county. The Regional Plan must be approved by the Workforce Board and the Board of Supervisors before being submitted to the State. The Regional Plan is also due by March 15, 2019.*

*Mike Fursman moved to approve, seconded by Wendy Lomeli.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Mike Fursman, Laura Gutile, Claudia Habib, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, David Salters, Cindy Vail*

- 7.3 Consideration of approval of the One Stop Operator Quarterly Report for the period of October 1, 2018 through December 31, 2018.**

*Danny Patterson, ProPath, Inc., presented the One Stop quarterly report to the WDB. Danny has extensive experience working within the Workforce system. He has previously worked at the State workforce board. Danny reported that partners meet monthly and work towards better integrating services and focus on developing a functioning partnership. All partners were committed to staff cross training in the last quarter. Staff trainings were very successful. A referral workgroup was formed to discuss the various referral processes from each partner*

agency. A Business Committee was formed where members talk about how to best present a unified business services message to the community so that employers and organizations are presented with a singular message from all the partner staff. This committee also discusses and strategizes as to how to market business services to the community. Various business services staff visited and toured the Pacific Ethanol plant. Tracie stated that the Business Services Committee has made significant progress.

Wayne Rylant moved to approve, seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Mike Fursman, Laura Gutile, Claudia Habib, Wendy Lomeli, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, David Salters, Cindy Vail

## **8.0 Information Items**

### **8.1 Success Stories**

*Maria Munguia Ortiz is a Workforce participant who was placed at Community Action Partnership of Madera County. She has been very successful in her position and expressed her gratitude for being able to participate in the program.*

### **8.2 WDB Workshop: WDB Director Affiliations and Outreach**

*Staff had previously sent out an email asking for information from Board members as to their associations/affiliations on other Boards and with other organizations so that the Board and staff can strategize as to how to help spread the word on the WDB's work and workforce development in Madera County. Staff have provided tours to organizations in the past and can and have done presentations on services at various locations. Staff asked for input from the WDB. Laura Gutile suggested that staff could put together a type of "elevator speech" that would provide them with information they could share when Board members are out in the community and at other functions/meetings. Wendy Lomeli suggested carrying brochures or a fact sheet. It was suggested that staff could create and send a survey to gauge what the community knows about Workforce. Debi Bray suggested that staff should reach out to the Eastern Madera County area so that the area is also represented. Mattie Mendez suggested that an app could be helpful. Staff can look into the development of an app and stated that staff are currently recording podcasts. Claudia Habib suggested that staff attend the various Rotary clubs in the area. Cindy Vail suggested that business cards can be created for WDB members. The cards could include bullet points on the back that would have information about the WDB and its services. Staff are currently working on WDB business cards for staff that will contain a QR code Staff will work on a card for Board members. Staff will look into the possibility of creating a video for marketing purposes. Staff will also reach out to various community organizations such as Love, Inc., various community calendars and the Ministerial Association. Workforce also installs a banner across Yosemite Avenue. WDB members suggested placing signs along highway 99. Wayne Rylant suggested that a sign could possibly be put up near the ethanol plant. Staff will make sure to consider placing signs and banners in Chowchilla and Oakhurst. It was suggested that perhaps staff could look into writing up an annual report. Staff should also consider sharing success stories and event with the media. Staff noted that this has been done in the past for events such as the job fairs.*

### **8.3 MCWIC Update**

*Information provided within in agenda packet.*

### **8.4 MCWIC Audited Financials Report**

*The Madera County Workforce Investment Corporation (MCWIC) received a clean audit and is now officially being moved out of the at-risk category.*

### **8.5 Program Update**

*Information provided within the agenda packet.*

### **8.6 Upcoming Grant Opportunities**

*There have been no updates on the DEA grant or the Workforce Accelerator grant submissions. Madera is part of a regional prison-to-employment grant that was recently submitted. This grant will continue efforts to provide more comprehensive services to that population. Staff will be working on an adult re-entry grant which has a*

housing piece attached to it. Staff hope to work with other community agencies for rental assistance. Staff have reached out to Turning Point for the rental assistance portion as they have experience with similar projects. The ELL Navigator 2.0 grant was released today. Madera will apply for this grant and are reaching out to partners. There is a DACA citizenship workshop scheduled to take place on Monday from 12:00 p.m. to 7:00 p.m. Assistance for filling out DACA renewals and citizenship paperwork will be provided. AB1111 was passed in 2017. The State has now operationalized how to spend the funds. This pot of money is coming from the State's general fund. These funds will be released competitively and will focus on serving migrant, justice-involved, homeless, low income, low level of literacy, unemployed and underemployed populations. There are approximately 14 targeted populations for the grant. Grant funds will be awarded in June.

#### **8.7 WDB Chair and Vice Chair Elections**

*Information provided within the agenda packet. Elections are usually held in June.*

#### **8.8 Form 700 Due April 1, 2019**

*Information provided within the agenda packet.*

#### **8.9 Madera County Pulse Newsletter**

*Information provided within the agenda packet.*

#### **9.0 Written Communication**

*None.*

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

##### **10.1 Committee Members**

- *Rob Poythress shared that the Chamber will be visiting their sister chamber in Pakistan.*
- *Nichole Mosqueda shared information about Camarena's scholarship luncheon which is taking place on April 11, 2019.*
- *Mike Fursman will be in Mexico in April and will be helping build homes.*

##### **10.2 Staff**

*Staff provided a survey from the National Skills Coalition that demonstrated voters' support for an increased investment in skills training. Trainings were even more popular than cutting taxes and paying school fees. Two Bills were passed recently. One Bill was specific to end employment discrimination against justice involved individuals – a State-wide Ban the Box initiative. The second Bill will make it easier to get access to remedial documentation for justice-involved individuals. AB593 will allow local workforce areas to access base wage information. This will allow staff to confirm whether or not an individual is working or not.*

#### **11.0 Next Meeting**

*April 18, 2019*

#### **12.0 Adjournment**

*Wayne Rylant moved to adjourn at 4:18, seconded by Laura Gutile.*