



**WORKFORCE DEVELOPMENT  
BOARD OF MADERA COUNTY**

**MINUTES**

**April 18, 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, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda (3:16), Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor
- ABSENT:** Jesse Carrasco, Mike Fursman, Gabriel Gil, Laura Gutile, Claudia Habib, Deborah Martinez, Exchille M. Mendoza, Robert Poythress, Cindy Vail, Ruben Zarate
- GUEST:** Tsegay Arefaine
- OTHERS:** Sarahi Cuellar, Erick Flores, Nicki Martin, Tracie Scott-Contreras, Maiknue Vang

**1.0 Call to Order**

*Meeting called to order by Chair Brett Frazier at 3:04 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, guests and Board members introduced themselves.*

**5.0 Adoption of Board Agenda**

*Bobby Kahn moved to adopt the agenda, seconded by Debi Bray.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

**6.0 Consent Calendar**

- 6.1 Consideration of approval of the minutes for the February 21, 2019 Workforce Development Board (WDB) of Madera County meeting minutes.**
- 6.2 Consideration of approval of the re-appointment of Mike Lopez, Sheet Metal Workers Local 104, for an additional 3 year term – 6/7/19 to 6/7/22.**
- 6.3 Consideration of approval of the re-appointment of Cindy Vail, Vail Insurance Services, LLC, for an additional 3 year term – 8/23/19 to 8/23/22. .**

- 6.4 Consideration of approval of the re-appointment of Laura Gutile, Laura's Nuts, for an additional 3 year term – 6/7/19 to 6/7/22.
- 6.5 Consideration to accept the resignation of Les Taylor, California Employers Association, from the WDB.
- 6.6 Consideration to accept the resignation of Ruben Zarate, Laborers' International Union of North America #294, from the WDB.
- 6.7 Consideration of approval of the WDB's draft Memorandum of Understanding (MOU) with the America's Job Center of California (AJCC) partners as mandated by the Workforce Innovation and Opportunity Act (WIOA) and authorization for signature by the WDB Chair once finalized.
- 6.8 Consideration to accept the One Stop Operator Quarterly Report as submitted by ProPath, Inc.

*Bobby Kahn moved to approve the consent calendar, seconded by Les Taylor.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

## **7.0 Action Items**

- 7.1 Consideration of approval of the application for subsequent local area designation and local board recertification for the 2019-21 program year.

*The State and Federal government requires that local areas and workforce boards be recertified. Madera is working with the Central Labor Council for a nomination of a labor sector representative to replace Ruben Zarate on the Board. Staff are actively recruiting additional private sector members in order to ensure that the WDB's composition is in compliance with all requirements.*

*Wayne Rylant moved to approve, seconded by Mattie Mendez.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

- 7.2 Consideration of approval of the preliminary program budget for the 2019-20 fiscal year.

*Staff anticipate that allocations will be flat funded. Staff assume that Madera will receive the ELL Phase 2 grant and the DEA grant funds and have included it in the budget. \$175,000 for the P2E grant are not included in the budget until figures are finalized. The budget is based on the same level of staffing and operations with funds set aside for carry over and mandated participant training expenditures. Staff are aware of a possible 10% sequestration at the end of the year. Debi Bray inquired as to staff looking for privatized grants. Staff continue to search for all manner of grants including private. Staff are also anticipating receiving SB1 grant funds. These funds require a pre-apprenticeship component and will be awarded regionally.*

*Bobby Kahn moved to approve, seconded by Chuck Riojas.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

- 7.3 Consideration of approval of the Pathways to Services, Referral, and Enrollment policy.

*Madera's local practice is different than the State's approach. Staff do not ask for right-to-work (RTW) documents for participants who want to access/be referred to educational services. Services can include assistance for individuals who are trying to process their legal status documents. Staff will ask for RTW documents at the point where participants are ready to receive services or be referred to work. All workforce areas are required to have this policy.*

*Mike Lopez moved to approve, seconded by Les Taylor.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

#### **7.4 Consideration of accepting the Hallmarks of Excellence progress report.**

*The progress report is required as part of the certification of the America's Job Center of California (AJCC). The Center has made significant progress. A customer satisfaction survey has been created and implemented. A Partner survey was also used. There have been a number of cross trainings done. The business services team is excited to be working together. The team consists of business services staff from Central Valley Opportunity Center, Department of Rehabilitation, MCWIC and EDD. The team is coming up with a unified message and branding for the Center. They have made major progress on a majority of their goals and there doesn't seem to be any issues with them getting them all accomplished. Center staff will continue to cross train in order to understand the variety of services provided by the Partners. A Dropbox account was set up so that Partners can have a central location to share documents. The Partner survey indicates that we need to build on Partner engagement.*

*Wayne Rylant moved to accept the report, seconded by Debi Bray.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

#### **7.5 WDB Chair Election**

*The WDB bylaws require that the Board hold elections for the Chair and Vice Chair every two years. Brett Frazier offered to continue as Chair if acceptable to the Board.*

*Mike Lopez nominated Brett Frazier for WDB Chair, seconded by Chuck Riojas.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

#### **7.6 WDB Vice Chair Election**

*Les Taylor is resigning from the WDB and a new Vice Chair will need to be elected. At a future point, the Vice Chair may move into the Chair position if desired.*

*Debi Bray nominated Wayne Rylant for WDB Vice Chair, seconded by Mike Lopez.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Michelle Brunetti, Susan Crosno, Jorge DeNava, Brett Frazier, Bobby Kahn, Wendy Lomeli, Mike Lopez, Mattie Mendez, Nichole Mosqueda, Terry Nichols, Ivan Otamendi, Chuck Riojas, Wayne Rylant, David Salters, Les Taylor*

### **8.0 Information Items**

#### **8.1 Success Stories**

*Jacqueline Valadez works for the Madera County Workforce Investment Corporation (MCWIC) and received services through the workforce program. Her success story was also featured on EDD's success stories website. Jacquie came to the United States and learned to speak English in 2 years. She took HiSET classes and passed*

*the HiSET exam in 6 months. She received MCWIC services through the young adult program and worked in the lobby of the Workforce Assistance Center under a PWEX contract. She was hired by MCWIC as a Workforce Technician I after her contract was completed and has been an outstanding member of the staff since. Sarahi Cuellar was a former MCWIC participant under the young adult program. She worked in the Workforce Assistance Center lobby through a PWEX and was hired as a temporary employee through Placement Pros. She has since been hired as a permanent MCWIC employee and has been an excellent addition to the organization.*

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

*Staff gathered the input the WDB has provided about how to get the WDB's message out into the community and how to support Board members helping to facilitate our message at gatherings they may be involved in. Staff created a list of community organizations and possible outreach opportunities as provided by the WDB and asked members to prioritize the categories so that staff can work on a plan. Staff provided a draft copy of options for a WDB Director business card with talking points on the back and a QR code for the Board website. The Directors provided input and selected a card design. Business cards will be printed and provided to the Board.*

## **8.3 MCWIC Update**

*Information provided in the agenda packet.*

## **8.4 Program Update**

*Information provided in the agenda packet.*

## **8.5 Legislative Update**

*Staff provided information on upcoming State Assembly and Senate Bills. AB23 is of interest to our area. This bill will better facilitate communication between businesses, labor advocates and educational institutions. SB291 will establish the California Community College Financial Aid Program which will provide broader eligibility. SB593 will add the Workforce Development Boards to the list of agencies that have access to State unemployment insurance base wage information. AB186 will allow tax credit to employers in an amount equal to \$1 for each hour a registered apprentice works for them up to 10 registered apprentices. More information provided within the agenda packet.*

## **8.6 WDB Member Recruitment**

*Staff requested that Board members refer any possible members to them so that they can contact for possible membership to the Board. Private Sector representatives are always necessary. It would be good to have a representative from the Ranchos or Eastern part of the county.*

## **8.7 WDB Member Engagements Report Out**

*Wayne Rylant attended the CWA Day at the Capitol event along with Tracie, Maiknue and Mike Fursman. They met with State Legislators who are familiar or may represent our area. He noted that the legislators had a real passion for their work and constituents. They were able to see how things work and learn many things. Wayne has had the opportunity to sit in on Panel Interview with staff - Erick Flores. The panels are practice interviews for participants who are ready to be referred to jobs. Wayne also attended the State of the County luncheon.*

## **8.8 Future WDB Member Engagement Opportunities**

- *CWA Meeting of the Minds: September 3-5, 2019*
- *California Economic Summit: November 7-8, 2019*
- *CWA WORKCON Conference in Orange County: May 15-17, 2019. CWA has experienced some issues with the hotel accommodations as the hotel is experiencing union labor issues and many State staff are unable to attend as a result.*

## **9.0 Written Communication**

### **9.1 Central Valley Opportunity Center's Spirit of Independence Banquet**

*Central Valley Opportunity Center offers scholarships in 3 counties – Madera, Merced and Stanislaus.*

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

## **10.1 Board Members**

- *Debi Bray stated that the Madera Chamber has partnered with Workforce to co-host a sexual harassment training for employers and are planning to co-hosting additional workshops. She reminded members that Ivan Otamendi was also a youth program participant for Workforce and worked at the Chamber while he was a senior in high school.*
- *Mike Lopez stated that they have been very busy at the building trades. He asked that if members know anyone that wants to pick up a trade that they send them to the trades office to sign up. Participants must be 18 years old or older to qualify. A high school diploma is not required by all the trades.*

## **10.2 Staff**

*Tracie stated that the Job Fair was a great success. There were 60 employers. Several employers had immediate openings. Susan Crosno attended the job fair on behalf of Caglia and noted that there was a good turn-out. The Eastern Madera job fair is significantly smaller in scale. There were 23 employers for that event. Tracie and Maiknue Vang, Deputy Director, attended the NAWB conference in Washington DC. Maiknue presented at the CWA WORKCON conference.*

## **11.0 Next Meeting**

*June 20, 2019*

## **12.0 Adjournment**

*Meeting adjourned at 4:10 p.m.*