



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

MINUTES

February 20, 2020

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

PRESENT: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail
ABSENT: Debi Bray, Mark Choe, Brett Frazier, Mike Fursman, Santos Garcia, Wendy Lomeli, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Terry Nichols, Chuck Riojas
GUEST: Steven Gutierrez, Amelia Meza, Kao Saetern
STAFF: Jorge Espinosa, Erick Flores, Gail Lopez, Nicki Martin, Jessica Roche, Tracie Scott-Contreras, Bertha Vega

1.0 Call to Order

Meeting called to order at 3:44 p.m. by Vice Chair Wayne Rylant.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

None.

5.0 Adoption of Board Agenda

Bobby Kahn moved to adopt the agenda, seconded by Deborah Martinez.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail

6.0 Consent Calendar

6.1 Consideration of approval of the December 19, 2019 meeting minutes.

Rob Poythress moved to approve, seconded by Bobby Kahn.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail

7.0 Action Items

7.1 Consideration of approval of the One Stop Operator Quarterly Report for the period of October 1, 2019 through December 31, 2019.

Daniel Patterson was not able to attend to provide the report. Staff presented the report. Partners are continuing to work on integration across partners and services. Madera Unified is using Imago for their 5th and 6th graders. Partners are looking into possibly using Imago for soft skills development. Julie Herd, Madera County Economic Development Commission (EDC), provided information on various projects happening in Madera at a Partner meeting. The Center Business Committee is working together on a business services trifold and on a business facing website that will be part of the Workforce Development Board's (WDB) website. Staff are continuing to work on concerns that were brought up in the staff survey. Some concerns involved safety and security in the Center. There has only been 1 safety related occurrence where there was a threat of physical harm. Madera Adult School has security personnel working in the evenings while they are in session. Staff are getting quotes for a security services and will check with Partners for possible cost sharing. Staff have participated in safety and security trainings. Workforce works with a security company who can come if needed. A panic button is installed at the front lobby desk.

Laura Gutile moved to approve, seconded by Bobby Kahn.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail

7.2 Consideration of approval of Sanger Adult School as a new training provider which provides trainings for Clinical Medical Assistant, Pharmacy Technician and Phlebotomy Technician.

Staff are always looking for potential providers – particularly for items that are not readily available. Often participants do the research and provide the information to staff. These occupations are all in-demand. The provider has a 70% placement rate. Fresno Workforce has approved them for their area. Staff would like to add this vendor to the approved list for Madera as a participant has requested their services. They are reasonably priced and have the capacity to take more participants.

Deborah Martinez moved to approve, seconded by Mike Lopez.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail

7.3 Consideration of approval of Central California School of Continuing Education as a new training provider which includes training for diagnostic medical ultrasound.

A participant who is interested in this program brought information on this provider to staff. The school provides financial aid. Pell grants can also be used. The basic program cost to our program would be under \$6,000. The participants will have no out-of-pocket expense. The nearest similar programs are in Merced and Fresno City College, however, those programs are very impacted and not easily available. The program will take place in Coalinga. The participant is willing and able to commute to the site. Workforce will pay for mileage at a daily, flat rate. The main campus is located in San Luis Obispo. The school was vetted by staff and confirmed that they are currently listed on the ETPL.

Cindy Vail moved to approve, seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail

7.4 Consideration of approval of the WDB High Performing Board application.

The directive for the High Performing Board application is still in draft form but the deadline to apply is February 28, 2020. Madera WDB meets all the criteria to be designated a high performing board. The application must be formerly approved by the WDB before it can be submitted. The designation could possibly have funds tied to it which would most likely be unrestricted funds. If there are funds associated with the designation, staff would like to use the funds towards updating the current accessibility tools in use or can be used for other items that are not allowable expenses under federal or state guidelines.

Rob Poythress moved to approve, seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Laura Gutile, Marie Harris, Bobby Kahn, Mike Lopez, Deborah Martinez, Robert Poythress, Wayne Rylant, David Salter, Lanie Suderman, Cindy Vail

8.0 Information Items

8.1 WDB Hallmark of Excellence Continuous Improvement Plan Update

Information provided within the agenda packet.

8.2 Business Outreach Materials and WDB Website Redesign Input Session

Information provided within the agenda packet.

8.3 MCWIC Update

Information provided within the agenda packet.

8.4 Program Update

Information provided within the agenda packet.

8.5 Form 700 Due April 1, 2020

Information provided within the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

None.

10.2 Staff

None.

11.0 Next Meeting

April 16, 2020

12.0 Adjournment

Meeting adjourned at 4:11 p.m.