



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

SPECIAL MEETING

September 17, 2014

MINUTES

PRESENT: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

ABSENT: Debi Bray, Manuel Nevarez,

GUEST: Gail Lopez, Jessica Roche, Nicki Martin

OTHERS:

1.0 Call to Order

Meeting called to order at 10:00 a.m.

1.1 Pledge of Allegiance

2.0 Public Comment

None

3.0 Introductions and Recognitions

None

4.0 Adoption of Board Agenda

Bob moved to approve adoption of the agenda, seconded by Kelly Woodard.

Vote: Approved – unanimous

Yes: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

5.0 Consent Calendar

5.1 Madera County Workforce Investment Corporation (MCWIC) Meeting Minutes – June 26, 2014

Kelly moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

6.0 Action Items

6.1 Approve Memorandum of Understanding between Madera County Workforce Investment Board and the Madera County Workforce Assistance Center System Consortium of Partner Agencies

The memorandum of understanding (MOU) was brought to the Board for their review and approval in order to have the MCWIC named the Operator of the Madera County's America's Job Center of California. The final document contains the signatures of all 4 partners on the MOU (Central Valley Opportunity Center, Employment Development Department, Dept. of Rehabilitation and Madera Adult School) and has not changed substantively since it was first brought to the Board.

Robyn Smith moved to approve, seconded by Bob Carlson.

Vote: Approved – unanimous

Yes: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

6.2 Approve MCWIC 2014-15 Budget

MCWIC staff brought a proposed budget to the Board until the year-end closing was finalized. The budget provided is preliminary until all auditing is completed. Staff will bring back a revised budget to include additional grants and all adjustments as a result of the final audit.

Kelly Woodard moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

6.3 Approve Financial Reports

Financial statements provided are preliminary until the audit is finalized. Statements provided provide information up to the end of the fiscal year and the end of August, 2014. Staff is now able to pull budget information directly from the new accounting system and will provide monthly budget reports to the Board.

Kelly Woodard moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

6.4 Approve Disposal of Obsolete Equipment from Inventory

New computers for customer use in the Resource Room were purchased with funds from the Chukchansi grant. Most of the replaced computers were used to swap out older staff computers. The computers marked for disposal are 8 years old and are no longer able to be updated. The old computers are marked for donations to other organizations.

Kelly Woodard moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Bob Carlson, Rich Mostert, Robyn Smith, Kelly Woodard

7.0 Information Items

7.1 Grants/Projects Update

- *The CDCR prison grants are going well. The MCWIC staff/program received a 100% monitor review. CDCR is interested in starting this project in other areas as well. MCWIC will apply for another 3 year contact*
- *The CCP probation grant provides services to probation and in-custody participants. We have 1 more year on this contract*
- *Wells Fargo awarded MCWIC an additional \$10,000 for veteran services*
- *MCWIC is working on starting up the PG&E Power Pathways grant. PG&E will post on their website in October. Staff is currently recruiting for the January or February start.*
- *The NEG OJT grant closed in May. MCWIC exceeded the number of participants proposed for the grant.*

Rich Mostert suggested that staff may want to search for grant in small community companies as well.

7.2 Facilities Update

A presentation and information for the new County Campus was provided at the Board of Supervisors meeting on September 15, 2014. The project received approval to move forward. They are looking at possible completion for 2016-17.

7.3 Auditor Engagement Letter

The auditor was on site for a week for an audit. The audit report will be provided to the Board at their next meeting.

7.4 Workforce Innovation Opportunity Act (WIOA) Update

Staff have been attending various webinars and training to gather information on WIOA. They have been gathering as much information from the Feds as possible and expect to receive information from the State soon. Staff is working on the customer flow per the WIOA information available and educating staff on WIOA. Changes will probably start to be implemented in January.

7.5 MCWIC Board Composition

Staff is continuously recruiting for members to the Board.

8.0 Written Communication

8.1 Side-by-Side Comparison of WIA and WIOA

9.0 Open Discussion/Reports/Information

9.1 Committee Members

None

9.2 Staff

None

10.0 Next Meeting

October 23, 2014

11.0 Adjournment

Kelly Woodard moved to adjourn the meeting, seconded by Bob Carlson. Meeting adjourned at 10:36 a.m.