



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

January 22, 2015

MINUTES

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

ABSENT: Debi Bray

GUEST: Elaine Craig, Tracie Scott-Contreras, Gail Lopez, Jessica Roche, Maiknue Vang, Nicki Martin

OTHERS:

1.0 Call to Order

Meeting called to order by Rich Mostert at 3:17 p.m.

1.1 Pledge of Allegiance

2.0 Public Comment

None

3.0 Introductions and Recognitions

None

4.0 Adoption of Board Agenda

Bob Carlson moved to adopt the agenda, seconded by Kelly Woodard.

Vote: Yes – anonymous

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

5.0 Consent Calendar

5.1 Approve Madera County Workforce Investment Corporation (MCWIC) Meeting Minutes – October 23, 2014

Bob Carlson moved to approve the minutes, seconded by Robyn Smith.

Vote: Yes – Unanimous

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

Abstain: Brett Frazier

6.0 Action Items

6.1 Approve MCWIC Form 990

The Form 990 is in Draft form at this time until it's finalized by the IRS. It is tied to the Single Audit. Everything is looking good.

Vote: Yes – Unanimous

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

6.2 Approve Financial Reports

Everything is going well. Averages are consistent from month to month. Trainings are increasing. The training budget will be increased due to the Jobs Driven NEG funds and the budget will need to be adjusted. Staff will bring adjusted budget to the Board for approval.

Brett Frazier moved to approve, seconded by Kelly Woodard.

Vote: Yes – Unanimous

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

7.0 Information Items

7.1 Grants/Projects Update

Information for all information items is provided in the Agenda Packet.

7.2 Facilities Update

Information for all information items is provided in the Agenda Packet.

7.3 MCWIC Board of Director Appointment Process

Information for all the information items is provided in the Agenda Packet. We need to set up a process/procedures for appointments to the MCWIC Board. Staff would like to put together an application in draft form for the Board to review. Rich Mostert suggested setting up a transitional process and a new app for prospective board members. Bob Carlson suggested placing term limits on members. Staff will bring a process, a draft application and revised Bylaws to the Board for approval.

7.4 Form 700 – Due April 1, 2015

8.0 Written Communication

None

9.0 Open Discussion/Reports/Information

9.1 Committee Members

None

9.2 Staff

- Tracie Scott-Contreras thanked the Board for their support these last few weeks.*
- Elaine Craig is glad to have Brett Frazier on the Board.*

10.0 Next Meeting

February 26, 2015

11.0 Adjournment

Robyn Smith moved to adjourn the meeting, seconded by Brett Frazier. Meeting adjourned at 3:48 p.m.