



**MADERA COUNTY  
WORKFORCE  
INVESTMENT CORPORATION**

**April 23, 2015**

**MINUTES**

**PRESENT:** Debi Bray, Bob Carlson, Rich Mostert, Robyn Smith

**ABSENT:** Brett Frazier, Kelly Woodard

**GUEST:**

**OTHERS:** Elaine Craig, Tracie Scott-Contreras, Jessica Roche, Maiknue Vang, Nicki Martin

**1.0 Call to Order**

*Meeting called to order by WIB Chair Debi Bray at 3:50 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 Rich Mostert.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Bob Carlson, Rich Mostert, Robyn Smith*

**5.0 Consent Calendar**

**5.1 Approve Madera County Workforce Investment Corporation (MCWIC) Meeting Minutes – February 26, 2015**

*Roby Smith moved to approve the minutes, seconded by Rich Mostert.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Bob Carlson, Rich Mostert, Robyn Smith*

**6.0 Action Items**

**6.1 Approve Disposal of Inventory**

*Staff requested approval for disposal of equipment that is no longer working.*

*Bob Carlson moved to approve, seconded by Robyn Smith.*

*Vote: Approved – unanimous*

Yes: Debi Bray, Bob Carlson, Rich Mostert, Robyn Smith

## **6.2 Approve MCWIC FY 2014-15 Revised Budget**

*The budget needed to be revised/adjusted after additional grants were awarded to Madera. No additional staff has been added to the budget. Madera received funds for the Job Driven National Emergency Grant (JD NEG) and is the lead for the project. Other workforce areas are subcontracted with Madera.*

*Bob Carlson moved to approve, seconded by Rich Mostert.*

*Vote: Approved – unanimous*

Yes: Debi Bray, Bob Carlson, Rich Mostert, Robyn Smith

## **6.3 Approve Financial Reports**

*Staff included reports for the periods ending February 2015 and March 2015. Rich Mostert commended staff for their work on the financial documents provided to the Board.*

*Rich Mostert moved to approve, seconded by Robyn Smith.*

*Vote: Approved – unanimous*

Yes: Debi Bray, Bob Carlson, Rich Mostert, Robyn Smith

## **7.0 Information Items**

### **7.1 Grants/Projects Update**

*Information provided in the Agenda Packet.*

### **7.2 Facilities Update**

*Information provided in the Agenda Packet.*

### **7.3 Madera WIB High Performance Local Board (HPB) Certification**

*Information provided in the Agenda Packet.*

### **7.4 Workforce Innovation and Opportunity Act (WIOA) Update**

*Information provided in the Agenda Packet.*

### **7.5 Madera County Financial Oversight**

*Madera Workforce received a letter from the Madera County Auditor's office related to the financial oversight of the MCWIC by the County. Staff have in the past met with Madera County Staff to provide information on the Workforce system and have always shared financial/audit information and results with the County. Staff will meet with Madera County staff in order to clarify the role of the County as well as their requirements for the Workforce program.*

## **8.0 Written Communication**

*None*

## **9.0 Open Discussion/Reports/Information**

### **9.1 Committee Members**

- *Rich Mostert: the Technical Resource Assistance Center (TRAC) now has a mobile van that is used for events. It is equipped with computer and office equipment and can serve as a mobile office.*
- *Debi Bray: the Mayor's Prayer Breakfast is scheduled to take place on May 7<sup>th</sup>. The Salute to Education is scheduled to take place on May 14<sup>th</sup>.*

**9.2 Staff**

*None*

**10.0 Next Meeting**

*May 28, 2015*

**11.0 Adjournment**

*Meeting adjourned at 4:21 p.m.*