



**May 28, 2015**

## **MINUTES**

**PRESENT:** Debi Bray, Bob Carlson, Rich Mostert, Kelly Woodard

**ABSENT:** Brett Frazier, Robyn Smith

**GUEST:**

**OTHERS:** Elaine Craig, Tracie Scott-Contreras, Gail Lopez, Jessica Roche, Nancy Her, Nicki Martin

### **1.0 Call to Order**

*Meeting called to order by WIB Chair Debi Bray at 3:33 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: approved – unanimous*

*Yes: Debi Bray, Bob Carlson, Rich Mostert, Kelly Woodard*

### **5.0 Consent Calendar**

#### **5.1 Approve Madera County Workforce Investment Corporation (MCWIC) Meeting Minutes – April 23, 2015**

*Kelly Woodard moved to approve, seconded by Bob Carlson.*

*Vote: approved – unanimous*

*Yes: Debi Bray, Bob Carlson, Rich Mostert, Kelly Woodard*

### **6.0 Action Items**

#### **6.1 Approve Financial Reports**

*Staff provided standard monthly financial reports. There was a large cash balance at the time the reports were printed due an upcoming payroll. The budget information provided is based on a proposed budget from the last meeting. There are currently no official allocation figures. Staff will bring a revised budget to the Board once the official allocations are received.*

*Rich Mostert moved approve the reports as presented, seconded by Kelly Woodard.*

*Vote: approved – unanimous*

*Yes: Debi Bray, Bob Carlson, Rich Mostert, Kelly Woodard*

## **7.0 Information Items**

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

*The CDCR Prison project ends on June 30, 2015. 4 staff provide job readiness workshops. The contract with the prison won't be extended. CDCR notified Workforce that the workshop provider needs to be a government agency and that working with non-profits is not allowed. Workforce will continue to work with the Probation department and will provide workshops to participants. Staff have not heard any news on the Department of Labor grant application. The application includes plans to build a specialized Job Center at the County Jail and staff to work it. Workforce received \$15,000 to be used towards services for single female head of household participants. The PG&E PowerPathway grant has wrapped up with 20 participants graduating from the program. An additional training for forklift and trades electrical, plumber, pipefitter, and sheet metal certification was added. About half of the participants are working. Several of the graduates are being considered for jobs with PG&E. Madera applied for VEAP veteran funds as a region with Fresno, Merced, and Kings counties. Workforce staff are meeting with PG&E and discussing a 12 week training program for a PG&E Call Center in Fresno. The program would train 20 veterans who will be hired using an OJT contract with PG&E after the conclusion of the training. Madera will receive Disability Employment Accelerator (DEA) funds. DEA funds focus on Employer engagement and increasing employment for people with disabilities. Workforce will hold another pre-apprenticeship training for pipe fitters, electricians, and sheet metal training. There will be 10 days of classroom workers. The Community Development Block Grant (CDBG) committee initially recommended that the Workforce be funded \$20,000 for the grant but the amount was later decreased to \$13,000. The funds will be used for services to low-income adult residents of the City of Madera. Services can include supportive services such as health and parking fees at the community college. Madera is the lead on the Slingshot Initiative project and received \$20,000 for the lead role. The Central Valley region received \$1 million from the project. The project is concentrating on the manufacturing sector employers and changing the Community College vocation training system.*

### **7.2 Facilities Update**

*Elaine Craig attended a meeting regarding the County Campus building. Funds are still short for the project. County staff were directed to let an RFP for the project.*

### **7.3 MCWIC Board Composition Update**

*Staff are working on revising the composition of the WIB and MCWIC boards according to WIOA mandates and for transparency/firewall standards. The Executive Committee and the MCWIC must each have completely different members. Staff have started to contact WIB members and inquiring as to their availability and willingness to come off the WIB and on to the MCWIC.*

### **7.4 Madera County Financial Oversight Update**

*Elaine and Jessica met with the County CAO and County Auditor to discuss MCWIC auditing process and the County's oversight responsibilities. MCWIC has always shared and forwarded all auditing documents with the County. They reviewed the process and mandates per Employment Development Department (EDD) directives. Everything appears to be cleared up and staff will continue to provide all auditing information to the county.*

### **7.5 Fiscal Year 2015-16 Budget Information**

*The State just received allocation amounts but the local areas have not received the official dollar amounts. It appears as though Madera may see a \$65,000 increase across Adult, Dislocated Worker and Youth programs. Staff is waiting on news regarding a possible grant award from the Department of Labor (DOL) for its application submission. The California Department of Corrections and Rehabilitation (CDCR) grant will finish up on June 30, 2015. Receiving the DOL grant funds could make a difference in staffing and averting layoffs.*

## **7.6 2014-15 Executive Director Performance Evaluation**

*The Executive Director gets evaluated during the month of June. The MCWIC Chair, Vice Chair, and a 3<sup>rd</sup> evaluator will be responsible for evaluating the Executive Director. Robyn Smith will be their 3<sup>rd</sup> evaluator. The Chair will send the evaluation documents and will gather and compile the results on to one form.*

## **8.0 Written Communication**

*None*

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

### **9.1 Committee Members**

*None*

### **9.2 Staff**

*None*

## **10.0 Next Meeting**

*June 25, 2015*

## **11.0 Adjournment**

Kelly Woodard moved to adjourn the meeting at 4:26 p.m., seconded by Bob Carlson.