



## MINUTES

**October 27, 2016**

***Convened at Madera County Workforce Assistance Center - Conference Room  
441 E. Yosemite Avenue, Madera, CA 93638  
(559) 662-4589***

**PRESENT:** Debi Bray, Mattie Mendez, Robyn Smith

**ABSENT:** Bob Carlson, Victor Gonzalez

**GUEST:** Eugene Bell, Roger Leach

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

### **1.0 Call to Order**

*Meeting called to order by Chair Debi Bray at 2:17 p.m.*

#### **1.1 Pledge of Allegiance**

### **2.0 Additions to the Agenda**

*None*

### **3.0 Public Comment**

*None*

### **4.0 Introductions and Recognitions**

*Elaine Craig introduced Pastor Roger Leach. The Board had previously suggested recruiting a Board member from a faith based organization and suggested that Elaine reach out to Pastor Leach.*

### **5.0 Adoption of Board Agenda**

*Mattie Mendez moved to adopt the agenda, seconded by Robyn Smith.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Mattie Mendez, Robyn Smith*

### **6.0 Consent Calendar**

**6.1 Approve Madera County Workforce Investment Corporation (MCWIC) meeting minutes – August 25, 2016.**

**6.2 Approve MCWIC meeting minutes – September 19, 2016**

*Mattie Mendez moved to approve items 6.1 and 6.2, seconded by Robyn Smith.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Mattie Mendez, Robyn Smith*

## **7.0 Action Items**

### **7.1 Approve appointment of Lindsay Callahan, United Way of Fresno and Madera Counties, to the MCWIC.**

*Robyn Smith moved to approve, seconded by Mattie Mendez.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Mattie Mendez, Robyn Smith*

### **7.2 Consideration of determination of termination date for Out-of-School Youth (OSY) services contract.**

*Staff have brought the request to terminate the OSY services contract as of December 31, 2016 per the request of the MCWIC board after the meeting held on September 19, 2016. The recommended budget information provided is based on the early termination of the contract and would have the MCWIC staff providing the OSY services in house. Approximately 2.5 full-time equivalent staff would be assigned to the program. Alternate budget 1 represents leaving the OSY services contract intact but would lead to a deficit at the end of the fiscal year. Alternate budget 2 represents the service contract running through the end of its contract but with a reduced budget. Staff advised the MCWIC that through a review of the Workforce Innovation and Opportunity Act (WIOA) mandates for Board roles and responsibilities and after discussing and vetting the review with the Attorneys, staff are requesting the approval of the early termination of the OSY services contract from the Workforce Development Board (WDB) Executive Committee at a meeting scheduled later in the day. As described in WIOA, it is the WDB's role to decide and act upon decisions involving the programs and policies for the workforce area.*

*Mattie Mendez moved to approve the Recommended budget and terminate the OSY services contract as of December 31, 2016. There was no second. This item and the remainder of the agenda items were pulled and will be discussed at a later date.*

### **7.3 Approval of final 2016-17 budget.**

### **7.4 Approve financial reports through September 30, 2016.**

### **7.5 MCWIC Chair Election**

### **7.6 MCWIC Vice Chair Election**

## **8.0 Information Items**

### **8.1 Grants/Projects Update**

### **8.2 Facilities Update**

### **8.3 Update on AJCC One Stop Operator Procurement**

### **8.4 2015-16 Audit**

### **8.5 Facilitated Workforce Development Board (WDB) Session – October 31, 2016**

### **8.6 Workforce Innovation and Opportunity Act (WIOA) Board Roles and Responsibilities**

## **9.0 Written Communication**

### **9.1 Madera County Fall Job Fair**

## **10.0 Open Discussion/Reports/Information**

### **10.1 Committee Members**

### **10.2 Staff**

## **11.0 Next Meeting**

*A Special Meeting will be scheduled on November 15<sup>th</sup> in order to discuss and decide on agenda items 7.3,*

7.4, 7.5, and 7.6.

## **12.0 Adjournment**

*Mattie Mendez moved to adjourn the meeting, seconded by Robyn Smith. Meeting adjourned at 3:14 p.m.*