



## MINUTES

### **SPECIAL MEETING** **September 19, 2016**

***Convened at Madera District Chamber of Commerce - Conference Room  
120 North E Street, Madera, CA 93638  
(559) 673-3563***

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

**ABSENT:** Bob Carlson

**GUEST:** Eugene Bell

**OTHERS:** Elaine Craig, Nicki Martin

#### **1.0 Call to Order**

*Meeting called to order by MCWIC Chair at 11:11 a.m.*

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

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

*None*

#### **3.0 Public Comment**

*None*

#### **4.0 Introductions and Recognitions**

*None*

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

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

*Vote: Approved – unanimous*

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

#### **6.0 Consent Calendar**

#### **7.0 Action Items**

- 7.1 Approve utilizing the termination clause in the youth services contract effective December 31, 2016 rather than June 30, 2017 in order to provide Out-of-School Youth (OSY) services as an in-house program.**

*Staff recommended and are asking for approval to utilize the exit clause in the youth provider contract as of January, 2017 instead of at the end of the contract on June 30, 2017. After staff were able to close out the fiscal year, they came to the conclusion that it may be necessary to lay-off staff in order to have enough cash on hand to pay for the costs associated with the relocation of the One Stop to its new location. In addition to moving expenses, MCWIC will have to carry Employment Development Department's (EDD) portion of the lease until the State approves and signs off on their lease. Once approved by the State,*

*MCWIC will be reimbursed for the funds that were paid on their behalf. In the past, EDD's process has been very time consuming. Placing and paying for staff out of the youth funds will allow for saving formula fund monies in the amount equivalent to the assigned staff salaries. Staff could also consider not complying with SB734 training requirements and use those funds that would have been spent on training towards staffing and relocation costs. Eugene Bell, Skills4Success Director, addressed the MCWIC regarding the success of their program. MCWIC will no longer procure a youth provider and will provide youth services as an in-house program once the current contract is concluded. Young adults will be provided services in the same way Adults and Dislocated Workers are. Discussion held as to the specifics of the advantages and reasons for taking youth services in January, 2017 as opposed to July, 2017. MCWIC board members asked that staff provide more fiscal information and details to better understand the reasoning for the early out clause.*

*Mattie Mendez moved that staff prepare data to show information related to closing the contract as of December 31, 2016 with information for the 2 staff that could be laid off due to the relocation and that another meeting be scheduled to consider approval, seconded by Victor Gonzalez.*

*Vote: Not Approved*

*Yes: None*

*No: Debi Bray, Victor Gonzalez, Mattie Mendez, Robyn Smith*

## **8.0 Information Items**

*None*

## **9.0 Written Communication**

*None*

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

*None*

## **11.0 Next Meeting**

*October 27, 2016*

## **12.0 Adjournment**

*Mattie Mendez moved to adjourn the meeting, seconded by Robyn Smith. Meeting adjourned at 12:35 p.m.*