



MINUTES

April 27, 2017

***Convened at Madera County Workforce Assistance Center - Conference Room
2037 W. Cleveland Avenue, Madera, CA 93637
(559) 662-4589***

PRESENT: Debi Bray, Lindsay Callahan, Victor Gonzalez, Mattie Mendez

ABSENT: Bob Carlson, Roger Leach, Robyn Smith

GUEST:

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 2:16 p.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 Victor Gonzalez.

Vote: Approved – unanimous

Yes: Debi Bray, Lindsay Callahan, Victor Gonzalez, Mattie Mendez

6.0 Consent Calendar

6.1 Consideration of approval of the Madera County Workforce Investment Corporation (MCWIC) February 23, 2017 meeting minutes.

Lindsay Callahan moved to approve, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Debi Bray, Lindsay Callahan, Victor Gonzalez, Mattie Mendez

7.0 Action Items

7.1 Consideration of approval to dispose of MCWIC 2002 Dodge Caravan.

Staff reported that the Dodge Caravan has begun to fail and has been repaired. It is not passing a

Smog test without further repairs for an estimated cost of \$700. Selling or scrapping the van could bring as little as \$200. Staff recommend that the van be disposed of and donated to the Madera County Food Bank. The Food Bank will most likely be able to repair and continue to use the van. The van was used by staff for work purposes only. Staff will be reimbursed the IRS mileage rate when using their personal vehicles for work purposes. All staff must have a valid license and automobile insurance in order to have been able to use the van.

Lindsay Callahan moved to dispose the 2002 Caravan and donate it to the Madera County Food Bank, seconded by Victor Gonzalez.

Vote: Approved – unanimous

Yes: Debi Bray, Lindsay Callahan, Victor Gonzalez, Mattie Mendez

7.2 Consideration of the approval of the financial reports for the February 1, 2017 through March 31, 2017 time period.

Staff provided financial reports and charts reflecting grants and program funding balances. Staff anticipate that the budget may end in a deficit and may need to tap into the carry-over funds. Moving expenses were slightly higher than anticipated by approximately \$5,000. A temporary freeze on trainings was lifted approximately a month ago.

Mattie Mendez moved to approve, seconded by Victor Gonzalez.

Vote: Approved – unanimous

Yes: Debi Bray, Lindsay Callahan, Victor Gonzalez, Mattie Mendez

8.0 Information Items

8.1 Moss-Adams LLP Report of Independent Auditors

Information provided within agenda packet.

8.2 Executive Director Evaluation

The Executive Director evaluation is coming up in June. The evaluation committee consists of the Chair, Vice Chair and 1 other Board member. Robyn Smith has serviced on the committee in the past. Debi will check with Robyn and see if she will participate in the committee again. Victor Gonzalez volunteered to join the committee if Robyn is unable to do so.

8.3 2017-18 Budget Update

Staff provided estimated budget amounts based on unemployment formula data. The overall allocations to California appear to have been reduced.

8.4 Grants/Projects Update

Information provided within agenda packet. Wells Fargo awarded MCWIC \$20,000 to be used for the HiSET class. The CDGB grant award was reduced to \$7,500. It should be finalized in May. MCWIC was awarded the DEA Round 3 funds. PG&E has invited MCWIC to apply for grant funds to focus on technology for the One Stop.

8.5 Facilities Update

Information provided within the agenda packet.

8.6 Workforce Development Board (WDB) Update

Information provided within the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Committee Members

Mattie Mendez: asked whether there is any collaboration with the High Speed Rail (HSR). Elaine is a member of the County HSR committee. The county is promoting the Heavy Maintenance Facility for Madera. Merced appears to be out of the running for the facility – only Madera and Fresno are being considered. All interested job seekers must apply for HSR jobs at the local union halls.

Debi Bray: an HR Law seminar was held – there were 6 no shows. Unfortunate due to the very important nature of the topic.

10.2 Staff

None.

11.0 Next Meeting

May 25, 2017

12.0 Adjournment

Meeting adjourned at 3:28 p.m.