

4. Training Milestone – a satisfactory or better progress report towards established milestones from an employer or training provider. This applies to participants enrolled in OJT and Registered Apprenticeships.
 - a. OJT
Documentation
 - The OJT mid-point monitoring evaluation demonstrating the participant is achieving satisfactory progress in meeting the training objectives outlined by the employer.
 - b. Apprenticeship
Documentation
 - Upon completion of one year in the program, a progress report documenting satisfactory progress on established milestones.
 - Exam results demonstrating satisfactory progress on key competency areas required by the Apprenticeship.
5. Skills Progression – Successful passage of an exam that is required for a particular occupation, OR progress in attaining technical or occupational skills as demonstrated through a trade-related benchmark.
Documentation
 - Copy of exam results demonstrating a passing score for a knowledge based or completion test necessary to obtain a credential for a particular occupation. Examples include a Class A Commercial Driver's License, CNA License, CompTIA A+ Certification, HiSET Exam Scores, HiSET Instructor verification.

ACTION:

This policy is effective on the date of approval by the Workforce Development Board of Madera County and will remain in effect from the date of issue until such time that a revision is required.

INQUIRIES:

If you have questions, please contact the Executive Director or designee at (559) 662-4500.

8.2 Program Update

8.3 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

8.4 COVID-19 Update

8.5 Census 2020 Update

8.6 MCWIC Building Lease Update

9.0 Written Communication

10.0 Open Discussion/Reports/Information

10.1 Board Members

10.2 Staff

11.0 Next Meeting

October 22, 2020

12.0 Adjournment

7.0 Action Items

7.1 Consideration of approval of a new category leave category: Disaster/Emergency Leave.

Due to recent events, staff realized that employees had access to traditional leave only which does not allow for instances such as natural disasters, water or power outages, etc. In the past, employees would have had to use vacation or sick leave if the office was forced to close in those types of situations. The disaster/emergency leave would provide 40 hours of leave annually. These hours would not carry-over to the next year and cannot be used for COVID-19 related absences. Should the office ever need to be closed for more than 40 hours, staff would be able to use unemployment or their sick or vacation leave. Staff would also look into alternative ways to bring staff back to work such as finding an alternate location to work from.

Mike Farmer moved to approved, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.2 Consideration of approval of the MCWIC unaudited year-to-date financial reports for period ending June 30, 2020.

Staff provided the unaudited financials for approval. Once the financials are finalized, they will be brought back to the Board for approval. Jessica stated that the agreement with the county local elected official (CLEO) specifies that the financials must be presented to the Board for approval on a monthly basis. Currently, staff were presenting the financials as information items and providing quarterly financials for approval. Staff will make sure to bring the financials for approval monthly as per the agreement. Everything is going well and as expected.

Roger Leach moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.3 Consideration of approval of the resignation of Lindsay Callahan, United Way Fresno and Madera Counties, from the MCWIC.

Lindsay Callahan has been asked to become involved in Statewide committees and groups and has had to re-organize some of her commitments. The MCWIC regretfully accepted her resignation. Staff will look into recruiting new members from organization such as Habitat for Humanity, Goodwill and other organizations that are trying to expand their footprint in the community. The MCWIC Board will have 8 members after Lindsay's resignation and a quorum of 5 would still be needed. Currently, the MCWIC bylaws cap the membership number at 9 members. Should the Board want to revise the maximum number of members, the bylaws would need to be revised. Revisions to the bylaws must be publicly posted before coming to the Board.

Roger moved to accept Lindsay's resignation, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.4 Consideration of approval of the finalized budget for the 2020-21 fiscal year.

Staff brought the final budget to the Board for approval. There were no significant changes to staffing and operations. Someone was hired to replace the Career Specialist that worked with the corrections project. A Program Navigator was also hired. The Navigator is required under the English Language Learner grant. Workforce is in a good position. There are a couple of new grants added to the budget since the preliminary budget was presented to the Board. Funding sources are provided at the top of the budget documents. Figures at the bottom of the first page of the budget shows the funding amounts that will be carried over into the next fiscal year. Staff are continuously searching for occupants for the empty space in the building. EDD has stated they would like an additional 2 to 3 cubicles for their department/staff. A training provider has showed some interest in leasing some space, but staff have not received a commitment from them. Staff have reached out to school districts and partners. Staff are planning to schedule a call with the building owner to speak about the

8.8 Census 2020 Update

Information provided within the agenda packet. Staff are continuing to market the census in various ways and through social media.

9.0 Written Communication

None

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Mattie Mendez: Community Action Partnership of Madera County (CAPMC) has funding for rental assistance. People can call 559-673-9173 for information on applying.*
- *Debi Bray: The Madera Chamber is teaming up with the City of Madera, Madera County Public Health and the Central Valley Community Foundation to go out into the community to promote the importance of wearing masks. They will go out and select people who are wearing masks properly and award them a \$100 Visa card. They will try to come to the Workforce Assistance Center as well. The Chamber was not able to apply for the Payment Protection Program (PPP) funding but they will be able to use some CARES funds they received from North Fork Rancheria towards small business relief funding. The chamber will award amounts from \$750 to \$2,500 to local small businesses. They are considering increasing the cap to \$5,000. Debi was on a call with and will work with the State of California's Office of Emergency Services. The State has made arrangements through local educational entities and local governments to obtain and distribute personal protective equipment (PPE). This will involve researching local business for number of employees. Tracie stated Workforce has software that may be able to help with gathering information on local businesses.*

10.2 Staff

Tracie Scott-Contreras stated that she was selected as the co-chair of the California Workforce Association (CWA) Capacity Building committee. She also sits on CWA's Executive Committee.

11.0 Next Meeting

September 24, 2020

12.0 Adjournment

Mattie Mendez moved to adjourn the meeting at 4:34 p.m., seconded by Time Riche.

Number of Weekly Unemployment Insurance (UI) Initial Claims for Madera County			
Week Ending	County	Initial UI Claims	PUA Claims
1/11/2020		387	0
1/18/2020		423	0
1/25/2020		269	0
2/1/2020		256	0
2/8/2020		225	0
2/15/2020		257	0
2/22/2020		206	0
2/29/2020		287	0
3/7/2020		310	0
3/14/2020		283	0
3/21/2020		498	0
3/28/2020		2,793	0
4/4/2020		2,133	0
4/11/2020		1,590	0
4/18/2020		1,317	0
4/25/2020		867	0
5/2/2020		1,377	597
5/9/2020		832	286
5/16/2020		646	242
5/23/2020		758	198
5/30/2020		871	200
6/6/2020		1,030	204
6/13/2020		975	195
6/20/2020		1,281	284
6/27/2020		1,332	349
7/4/2020		1,331	303
7/11/2020		1,393	372
7/18/2020		1,557	486
7/25/2020		1,281	374
8/1/2020		1,100	302
8/8/2020		1,051	371
8/15/2020		1,128	453
8/22/2020		1,159	500
8/29/2020		1,489	755
9/5/2020		1,790	993
9/12/2020		1,309	425
9/19/2020		1,144	260
9/26/2020		830	175
	TOTAL	34,861	8,325
			43,186

Please Note: The data by county represents the mailing address given by the claimant at the time of filing for UI. It is possible that an individual can reside in a different county than their mailing address. Also, this information does not represent the county where the individual worked. It is also possible that a claimant could have moved or changed their mailing address after filing for UI which would not be reflected here. Data for claimants residing outside of California but collecting benefits are not included in these figures nor are invalid addresses in California where a county cannot be determined. A "0" value is included in the Pandemic Unemployment Assistance (PUA) data for dates prior to April 28, when PUA was not available. Initial claims includes new claims, transitional claims, and additional claims of both regular and PUA type claims. The PUA claims is a breakout from this total that only includes initial PUA claims.

