



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

MINUTES

January 28, 2021

*Convened at Madera County Workforce Assistance Center – via Teleconference
2037 W. Cleveland Avenue, Madera, CA 93637*

Zoom Meeting: <https://us02web.zoom.us/j/81999204075?pwd=TDh2T0t0Sml3SEU1K2NjcFhFaEtndz09;>
Meeting ID: 819 9920 4075; **Password:** 819 9920 4075; **Phone:** (669) 900-9128

PRESENT: Debi Bray, Gabriel Mejia (7.1), Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach
ABSENT: Tim Riche
GUEST:
STAFF: Jessica Roche, Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

Meeting called to order at 3:01 p.m. by Chair Debi Bray.

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, Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach

6.0 Consent Calendar

6.1 Consideration of approval of the December 10, 2020 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Roger Leach moved to approve, seconded by Mike Farmer.

Vote: Approved – unanimous

Yes: Debi Bray, Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach

7.0 Action Items

7.1 Consideration of approval of the MCWIC year-to-date financial reports for period ending November 30, 2020.

There has been a slight increase to trainings. Expenditures for trainings and participant expenses are low. Salaries and overhead costs remain the same as staffing has not changed and the Center has remained open during the

pandemic. Madera County Community College signed a 3 year lease instead of a 2 year lease as was discussed previously. The Employment Development Department (EDD) will be expanding their space in the Center. Staff is trying to contact Department of Rehabilitation (DOR) staff to discuss and finalize their lease. The building owner is considering installing solar panels. Everything is going well.

Mattie Mendez moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

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

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

Information provided within the agenda packet. The WDB met on December 17, 2020. The Career Services application was approved and is on the February 9, 2021 Board of Supervisors agenda for consideration of approval. The application is due to the State by March 1, 2021.

8.2 MCWIC Executive Director Mid-Year Goals Update

Information provided within the agenda packet. Tracie Scott-Contreras, Executive Director, provided an update on her mid-year goals. Madera Workforce has received a number of grants targeting the COVID-19 pandemic. Staff have worked with the Chambers on the distribution of personal protective equipment (PPE). Staff have participated in and conducted virtual events such as Rapid Response workshops for employers. Staff are using social media to help spread information on Workforce services to the community. Visitors to the Center have decreased. Customer visits to the Center have decreased from an average of approximately 5,000 to approximately 340 a month. Staff have helped coordinate and have participated in Drive-Thru resource fairs and are trying to connect people to services. Workforce has provided an Employee Assistance Program (EAP) for staff. Staff are cross training which allows them to cover for each other. Madera Workforce is working with the Region on the Regional Workforce Plan. Madera hosted a regional forum on January 7, 2021. Staff are working with a consultant for the Local Workforce Plan. 4 Local Plan forums have been held. The WDB has provided input for the Plan at their Board meetings. A procurement for the One Stop Operator (OSO) was released. The OSO's contract starts on July 1, 2021 for a 4-year term. Tracie has been communicating with a potential new MCWIC Board member. The potential member has not committed and Tracie will follow up. Tracie is a member of the California Workforce Association's (CWA) Executive Committee and also serves on the CWA Capacity Building Committee. Deputy Director, Maiknue Vang and Anabel Miranda, Program Navigator, did a presentation to the State on their participation and coordination of a drive thru resource and food event. Workforce staff have come into the office to work throughout the pandemic. Staff have made sure to maintain an adequate supply of PPE for staff use.

8.3 Program Update

Information provided within the agenda packet.

8.4 Local and Regional Plans Update

Information provided within the agenda packet.

8.5 One Stop Operator Request for Proposals Update

Information provided within the agenda packet.

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

Information provided within the agenda packet. New UI figures released earlier in the week and after the figures shared within the agenda packet show that UI figures have increased from 934 to 1,1693. The only sectors that grew were the trades, transportation and utilities. Education decreased 31%. The leisure sector decreased 31% year-over-year and 8% month-over-month.

8.7 COVID-19 Update

Information provided with the agenda packet. The Workforce program and staff have continued to ensure proper COVID-19 process and procedures. There have not been any exposures to staff that originated from the Center. There have been no outbreaks at the Center.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Debi Bray: The State opened up another round of the Paycheck Protection Program (PPP). The Chamber didn't apply for this round and instead chose to help businesses with the application process as needed. Some business reported that they were not able to get into the PPP system. Some businesses have reported that their applications were accepted and awarded funds but have not received any funding yet.*

10.2 Staff

- *Tracie Scott-Contreras: Tracie attended the California Workforce Association's (CWA) virtual youth conference. There were some very good keynote speakers. Eric Majette, Director/Founder of the African American Cultural Heritage Collection was excellent and provided a virtual museum exhibit of various items.*
- *Maiknue Vang: Workforce received many participant and employer testimonials as part of the Local Plan process. Many talked to the fact the Workforce staff and the Center have remained open and available throughout the pandemic and there were no delays in providing services.*

11.0 Next Meeting

February 25, 2021

12.0 Adjournment

Roger Leach moved to adjourn the meeting at 3:37 p.m., seconded by Mattie Mendez.