



## MINUTES

**December 17, 2020**

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

**Zoom Meeting:** [https://us02web.zoom.us/j/81274206285?pwd=enROTmo3RTRidG5EcnhTM2Y2TXRWdz09](https://us02web.zoom.us/j/81274206285?pwd=enROTmo3RTRidG5EcnhTM2Y2TXRWdz09;);  
**Phone: (669) 900-9128; Meeting ID: 812 7420 6285; Password: 274155**

**PRESENT:** Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Deborah Martinez (7.2), Mattie Mendez, Linda Monreal, Nichole Mosqueda, Robert Poythress, Chuck Riojas (7.2), Wayne Rylant, Lanie Suderman

**ABSENT:** Debi Bray, Mark Choe, Wendy Lomeli, Mike Lopez, Terry Nichols, David Salter, Cindy Vail

**GUEST:** David Shinder

**STAFF:** Michelle Anderson, May Her, Nicki Martin, Jessica Roche, Tracie Scott-Contreras, Maiknue Vang

### **1.0 Call to Order**

*Meeting called to order at 3:04 p.m. by Chair Brett Frazier.*

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

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

*None.*

### **3.0 Public Comment**

*None.*

### **4.0 Introductions and Recognitions**

*Tracie Scott-Contreras, Executive Director, introduced David Shinder and May Her. David is helping Madera with their local workforce plan. May Her was recently hired as a Principal Accounting Technician.*

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

*Bobby Kahn moved to adopt the agenda, seconded by Laura Gutile.*

*Vote: Approved – unanimous*

*Yes: Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Deborah Martinez, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman*

### **6.0 Consent Calendar**

#### **6.1 Consideration of approval of the October 15, 2020 Workforce Development Board (WDB) of Madera County meeting minutes.**

*Wayne Rylant moved to approve, seconded by Bobby Kahn.*

*Vote: Approved – unanimous*

Yes: Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Robert Poythress, Wayne Rylant, Lanie Suderman

## **7.0 Action Items**

### **7.1 Consideration of approval to release a request for proposal (RFP) for the One Stop Operator.**

*ProPath has worked as Madera's One Stop Operator (OSO) for the past 4 years. They have also been the Regional OSO. There have been no issues with their performance. The State requires that the OSO provider be procured every four years in order to ensure that areas are getting the best services. Staff would like to issue the RFP tomorrow, 12/18/20 and receive proposals in February 2021. The proposals will be rated and the chosen proposal will be brought to the WDB for approval. The OSO will start services on 7/1/21.*

*Bobby Kahn moved to approve, seconded by Mike Fursman.*

*Vote: Approved – unanimous*

Yes: Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Robert Poythress, Wayne Rylant, Lanie Suderman

### **7.2 Consideration of approval of the America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider application.**

*The Madera County Workforce Investment Corporation (MCWIC) has provided adult and dislocated worker career services for the past 4 years. Career Services providers must apply every 4 years.*

*Mike Fursman moved to approve, seconded by Nichole Mosqueda.*

*Vote: Approved – unanimous*

Yes: Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Deborah Martinez, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Robert Poythress, Wayne Rylant, Lanie Suderman

*Abstain: Chuck Riojas*

### **7.3 Consideration of approval of the Dental Assisting Institute as a new training provider.**

*There is a lack of dental assisting trainers in the area. Their facility is out of Fresno. They are on Fresno and Stanislaus WDBs' list of providers. Participants who use this provider will be paid mileage for their travel to the facility.*

*Mike Fursman moved to approve, seconded by Wayne Rylant.*

*Vote: Approved – unanimous*

Yes: Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Deborah Martinez, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman

## **8.0 Information Items**

### **8.1 Local Workforce Area Plan Workshop**

*Information provided within the agenda packet. David Shinder, consultant on the Madera local workforce plan, summarized the Board's vision input provided on 10/15/20 and 12/17/20 with additional information provided from the public forms in October and November. David highlighted input on 4 topics – approach to job seeker services, communication with businesses, business needs and other Board priorities.*

#### **APPROACH TO JOB SEEKER SERVICES:**

- *Deborah Martinez: 4<sup>th</sup> bullet - suggested that the statement about adults who, for various reasons, did not develop marketable skills earlier in life may be a little negative and noted that people may not have developed certain skills because certain skills may not have been what was needed at the time.*

- Wayne Rylant: people may have developed their skills at certain points in their lives but they may not be what is needed in today's market. Perhaps can change the wording to indicate not being able to join the market today.
- Brett Frazier suggested using language for the bullet that indicates that for various reason they have underdeveloped skills necessary for entering the current workforce. Brett suggested using – adults who could benefit from developing marketable skills for the current workforce.
- David will rewrite the comments in a way that will exclude words such a “not” or precede a word with “un” - will make a similar statement in a more positive light.
- Michelle Brunetti: suggested that language around working from home could be included.

**COMMUNICATION WITH BUSINESSES:**

The local plan is a vision of what we want to become for the workforce area. Board members previously spoke about being ambassadors to the area and going out in teams to share workforce information – a business visitation team to meet with owners and managers at locations where work is accomplished. These teams could report back to the board and staff about companies' hiring and workforce needs.

- Wayne Rylant: don't want to just go out and find a business to talk about Workforce but rather want to make sure members go out and teach them about the services so that they can also help spread the information - make sure that they can take the information they learn and share it with another business.
- Lanie Suderman: loves presenting to Rotary. Rotary Clubs are composed of business owners which can also be connected to other businesses or organizations.
  - David Shinder: there are many service organizations out there including Kiwanis and Soroptimist that can be included in member visits. Could try to connect with only services organizations as a pilot project for the first year.

**BUSINESS NEEDS:**

David suggested that Michelle Brunetti's comments on employees working from home could fit into this category. Soft skills were a topic that came up a number of times at meetings and forums.

- Wane Rylant: we need to help job seekers who may be stuck in entry level positions. We may need to rely on partners or other funding sources to help job seekers.
  - David Shinder: it is ok to search for other funding when WIOA may not allow or if Boards don't have the funds to do it within the established budget.

**OTHER BOARD PRIORITIES:**

David reviewed the aggregated comments for this topic.

Additional community forums are scheduled for January 7, 2021 at 11:00 a.m. and January 12, 2021 at 5:30 p.m. The focus of the forums is on service improvement. There will be a Regional forum on January 12, 2021 at 3:30 p.m. that will be hosted by Madera. That forum will focus on business ecosystem in the valley – valley/region wide.

**8.2 MCWIC Update**

Information provided within the agenda packet.

**8.3 Program and Financial Update**

Information provided within the agenda packet. Not many people coming to the Center yet. Another stay at home order was issued. Staff continues to do outreach. Everything is going well.

**8.4 COVID-19 Update**

Information provided within the agenda packet. Maiknue Vang, Deputy Director, worked with Sierra HR to develop an Injury and Illness Prevention Program (IIPP) for the organization.

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

Information provided within the agenda packet. To date, almost 51,000 people have filed for unemployment since the pandemic. Staff anticipate that more people will file. CVOC was in the Center preparing 450 boxes of food for 225 families. Boxes of food ran out at the last 2 drive thru events.

**9.0 Written Communication**

**9.1 Madera WDB High Performing Board Certification**

Madera WDB applied for high performing board certification approximately 9 months ago. The official designation letter was received on 12/1/20. The designation is effective 7/1/20.

**10.0 Open Discussion/Reports/Information**

**10.1 Board Members**

*None.*

**10.2 Staff**

*None*

**11.0 Next Meeting**

*February 18, 2021*

**12.0 Adjournment**

*Meeting adjourned at 4:00 p.m.*