



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

MINUTES

February 18, 2021

***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;>
Phone: (669) 900-9128; Meeting ID: 812 7420 6285; Password: 274155

PRESENT: Michelle Brunetti, Jorge DeNava (3:10pm), Brett Frazier, Mike Fursman, Laura Gutile, Bobby Kahn, Wendy Lomeli (3:08pm), Mike Lopez, Deborah Martinez, Mattie Mendez (3:08pm), Linda Monreal, Nichole Mosqueda, Terry Nichols, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail
ABSENT: Debi Bray, Mark Choe, Santos Garcia, Marie Harris, David Salter
GUEST: Steven Gutierrez, Omair Javaid, Danny Patterson, Yvette Quevedo
STAFF: Jessica Roche, Tracie Scott-Contreras, Maiknue Vang

1.0 Call to Order

Meeting called to order at 3:03 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 Steven Gutierrez, Employment Development (EDD) Labor Market Specialist, Yvette Quevedo, EDD Regional Advisor, Danny Patterson, ProPath One Stop Operator and Omair Javaid. Omar is a potential new Workforce Development Board (WDB) private sector director. Staff hope to have Omair's WDB Director application on the next Board meeting agenda for approval.

5.0 Adoption of Board Agenda

Bobby Kahn moved to adopt the agenda, seconded by Deborah Martinez.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Brett Frazier, Mike Fursman, Laura Gutile, Bobby Kahn, Mike Lopez, Deborah Martinez, Linda Monreal, Nichole Mosqueda, Terry Nichols, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

6.0 Consent Calendar

6.1 Consideration of approval of the December 17, 2020 Workforce Development Board (WDB) of Madera County meeting minutes.

6.2 Consideration of approval of Follow Up Services Policy.

Wayne Rylant moved to approve the Consent Calendar, seconded by Rob Poythress.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Brett Frazier, Mike Fursman, Laura Gutile, Bobby Kahn, Mike Lopez, Deborah Martinez, Linda Monreal, Nichole Mosqueda, Terry Nichols, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

7.0 Action Items

7.1 Consideration of approval of the application for subsequent local area designation and local board recertification for the 2021-23 program year.

The local area designation and board recertification is an administrative requirement by the State and is done every 2 years. Each local area must apply to continue to be certified. The application includes information for WDB composition, performance standards, information on local and regional planning. The application must be approved by the workforce boards and by the county local elected official (CLEO) prior to submission to the state. The deadline for submittal to the State is March 31, 2021.

Bobby Kahn moved to approve, seconded by Laura Gutile.

Vote: Approved

Yes: Michelle Brunetti, Brett Frazier, Mike Fursman, Laura Gutile, Bobby Kahn, Mike Lopez, Deborah Martinez, Linda Monreal, Nichole Mosqueda, Terry Nichols, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

7.2 Consideration of approval of ProPath, Inc.'s One Stop Operator reports for the periods from July 1, 2020 through September 30, 2020 and October 1, 2020 through December 31, 2020.

Danny Patterson provided a report on the 7/1/2020 to 9/30/2020 One Stop Operator (OSO) quarterly report. The pandemic has impacted the numbers coming to the Center as well as the work on integration within the partners. There has been some reinvigoration on the partner integration recently with partners providing some trainings on agencies' scope of work with the intent to familiarize partner staff with each other's work and procedures.

Wayne Rylant moved to approve, seconded by Deborah Martinez.

Vote: Approved – unanimous

Yes: Michelle Brunetti, Jorge DeNava, Brett Frazier, Mike Fursman, Laura Gutile, Bobby Kahn, Wendy Lomeli, Mike Lopez, Deborah Martinez, Mattie Mendez, Linda Monreal, Nichole Mosqueda, Terry Nichols, Robert Poythress, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

8.0 Information Items

8.1 Local and Regional Workforce Area Plans Update

Information provided within the agenda packet. The local plan process is moving along well. Staff anticipate having a draft of the plan Narrative by the middle of the upcoming week. The Regional Plan is also moving along well. That Regional Plan draft should be ready for public comment in mid-March along with the local plan. The Local Plan is due to the State by 4/30/21.

8.2 MCWIC Update

Information provided within the agenda packet. The Executive Director's mid-year goals and objectives progress report are included. The report was provided to the MCWIC at their January 2020 board meeting.

8.3 Program and Financial Update

Information provided within the agenda packet. Everything is starting to pick up a bit. More people are starting to come to the Center and staff have been able to enroll customers in more trainings than the past few months. Staff are still having some difficulty finding participants for the wildfire clean-up grant/project. Staff have contacted various agencies as potential worksites for information but have not received the information back. Funds can not be released for use until all information is gathered. Staff need to identify at least 1 worksite to submit the information to the State. Additional worksites can be identified afterwards as needed.

8.4 COVID-19 Update

Information provided within the agenda packet. Staff have implemented all the appropriate safety and health requirements. The Center continues to be open and operational.

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

Information provided within the agenda packet. Staff have provided UI information since the 3/21/20 initial closure order. Madera County has a labor force of approximately 62,000. At some point since March 2020 59,239 have been unemployed. This has caused a significant impact to the economy. Some sectors have done better than others. Manufacturing experiences less impact. The transportation and logistics sector grew a bit. Hospitality and Retail suffered through the pandemic. The UI claim numbers are starting to reduce.

8.6 Form 700 Due April 1, 2021

Information provided within the agenda packet. Directors are required to submit a Form to the Workforce office every year. Forms should be sent to Nicki, Executive Assistant, in the Center office.

9.0 Written Communication

9.1 WIOA PY19-20 Fiscal and Procurement Monitoring Report

Information provided within the agenda packet. There were no Findings for this report.

9.2 WIOA PY19-20 Program Review Monitoring Report

Information provided within the agenda packet. There was a finding on the Program Review report which was related to the follow-up process for the youth participants. The issue has been corrected. The Finding will remain open until the State comes back for the next monitoring.

9.3 WIOA PY19-20 Nondiscrimination and Equal Opportunity Review Monitoring Report

Information provided within the agenda packet. There were no Findings for this report.

10.0 Open Discussion/Reports/Information

10.1 Board Members

None.

10.2 Staff

None.

11.0 Next Meeting

April 15, 2021

12.0 Adjournment

Meeting adjourned at 3:25 p.m.