



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

MINUTES

April 28, 2022

**Convened at Madera County Workforce Assistance Center
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, Ramona Davie, Roger Leach, Gabriel Mejia, Tim Riche

ABSENT: Mike Farmer, Mattie Mendez, Time Riche

GUEST:

STAFF: Jessica Roche, Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

Meeting called to order at 3:08 p.m. by MCWIC 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

Tim Riche moved to adopt the agenda, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Roger Leach, Gabriel Mejia, Tim Riche

6.0 Consent Calendar

6.1 Consideration to reaffirm Resolution 2021-01 authorizing remote teleconferencing for the period of May 3, 2022 through June 1, 2022 in accordance with Assembly Bill 361.

6.2 Consideration of approval of the March 24, 2022 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

6.3 Consideration of approval of Robyn Smith's resignation from the MCWIC.

Gabriel Mejia moved to approve the Consent Calendar, seconded by Ramona Davie.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Roger Leach, Gabriel Mejia, Tim Riche

7.0 Action Items

7.1 Consideration of approval of the MCWIC year-to-date financial reports for the period ending February 28, 2022.

Staff presented financial documents through February 28, 2022. There was a significant jump in trainings in February and even more in March. Adult and Dislocated Worker expenditures are looking good and all expenditures are happening as anticipated. There have been some salary savings due to some open positions. Notes for some negative figures on the Encumbrance Budget Report in the Total Budget Variance column can be found at the bottom of the second page of that report. Madera is still waiting to receive Employment Development Department's (EDD) retroactive lease payment. Their retro payment will go back to October. An amendment will be done once received. The lease document is already approved but staff are waiting for the signed amendment. The lease document is strictly for space in the Center. Equipment such as phones are not included in lease documents.

Roger Leach moved to approve, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Roger Leach, Gabriel Mejia, Tim Riche

7.2 Consideration of approval of donation of laptops to the California Department of Corrections and Rehabilitation (CDCR)/Valley State Prison for the purpose of America's Job Center of California (AJCC) Agreement C5610584 valued at \$1,829.54 each.

CDCR requested that Madera get the contract in place which included the purchase of 2 laptops and a printer to be used by MCWIC staff at the facility. CDCR asked for the purchase specific items and that the items be donated to the facility. The purchase of the equipment was written into the contract and the funds for the purchase were included within the contract.

Tim Riche moved to approve, seconded by Ramona Davie.

Roger Leach moved to approve, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Roger Leach, Gabriel Mejia, Tim Riche

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

Information provided within the agenda packet. The Workforce Board last met on April 21, 2022. The agenda for that meeting were provided for the Board's review.

8.2 Program Update

Information provided within the agenda packet. Program information through March 31, 2022 was provided. Madera applied for the Wells Fargo grant again in the amount of \$22,000 to be used to pay for the IMAGO platform as well as equipment for participants. The Corrections Workforce Specialist position was filled. Their tentative start date is mid-May but will be dependent on how quickly that person can get access and the required training for the facility. Youth program services at Juvenile Hall have begun. 2 worksites for the Wildfire grant have been submitted. Stewards of the Sierras will be the worksite lead. Participants will work in areas affected by the wildfires. Staff are waiting for the State to approve the sites before work can begin. The P2E, ELL, and DEA projects ended as of 3/31/22. While the ELL participant numbers were met, the expenditure requirement for the project were not met and approximately \$15,000 in funds had to be de-obligated and returned to the State. ELL works slightly different than other grants. It aims to serve a number of individuals rather than enroll individuals. While some individuals can be enrolled into the program, there are a few that do not have right-to-work documents who can not be enrolled. They are still provided the basic services, though. Some individuals can sometimes qualify for multiple funding sources/grants at the same time. Youth services are targeted towards youth who are out of school (OSY) between the ages of 16-24. Services are not provided to in-school youth.

8.3 Update on WDB approval of AA111014 line item transfer of \$25,000 and AA211014 line item transfer of \$350,000 from the Dislocated Worker (DW) funding stream to Adult funding stream

In December, staff were worried that the program wouldn't be able to expend the required funds for trainings. People started coming into the Center in February. In March, 33 trainings were done where 8 is usually the average. Staff

have been slammed by training requests. The DW to Adult transfers were necessary to cover all the extra trainings. Some special grants also ended and so those funds were not available to pay for trainings. The State has not given the workforce areas information on the next fiscal year allocations. Allocations are done in 2 parts – Youth allocations are usually provided in the Spring and the other in October. The Youth allocations have not been sent to the areas at this time. Madera will partner with the Fresno Workforce Board to provide services to adult participants and will refer participants to community colleges for some trainings. Staff are referring participants to lower cost training options in order to save money on trainings. At this time, staff are being told to hold off on trainings for participants through our program directly. Anyone who has already been enrolled for training will still be trained since those funds have already been obligated. Anyone new or pending participants will be referred to Fresno for services.

8.4 Update on Beaudette Inc.'s One Stop Operator Reports for the Periods of October 1, 2022 to December 31, 2021 and January 1, 2022 to March 31, 2022

Information provided within the agenda packet. The Partner meetings are having good turn-outs. There have been cross-trainings between partners and documents are being centralized. The OSO is working with the Madera WDB on the Continuous Improvement Plan. Beaudette will continue to act as the OSO the next fiscal year.

8.5 Corrections Workforce Specialist (Grant Funded) Salary Update – correction to annual salary calculation listed on original Board approved salary schedule

Information provided within the agenda packet. The Annual Salary information provided on the non-exempt salary schedule approved at the last MCWIC meeting for the Corrections Workforce Specialist was incorrect. The hourly rate was listed correctly. Staff provided a corrected schedule.

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

Information provided within the agenda packet. UI claims continue to decrease and are now significantly lower. Numbers for specific areas/cities such as for the City of Madera or Chowchilla are not available through EDD. That information would need to be gathered through the last Census but may not reflect the current job market. Low UI numbers could be the result of people going back to work or some people falling out of the labor market and no longer being counted. Allocations are based on UI figures so the low UI numbers may impact future allocations.

9.0 Written Communication

9.1 Executive Order (EO) N-6-22: Sanctions in Response to Russian Aggression in Ukraine

Information provided within the agenda packet.

10.0 Open Discussion/Reports/Information

10.1 Board Members

Tim Riche shared that the Madera Unified Robotics Team came in 4th at the World Championships. The Career Technical Education (CTE) audit was completed and everything looked good.

10.2 Staff

None.

11.0 Next Meeting

May 26, 2022

12.0 Adjournment

Ramona Davie moved to adjourn at 4:11 p.m., seconded by Roger Leach.