



**MADERA COUNTY  
WORKFORCE  
INVESTMENT CORPORATION**

**MINUTES**

**October 27, 2022**

***Convened at the Workforce Assistance Center - Conference Room  
2037 W. Cleveland Avenue, Madera, CA 93637  
(559) 662-4589***

**PRESENT:** Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Mattie Mendez (7.1)

**ABSENT:** Gabriel Mejia, Tim Riche

**GUEST:**

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

**1.0 Call to Order**

*Meeting called to order at 3:03 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**

*Mike Farmer moved to adopt the agenda, seconded by Ramona Davie.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach*

**6.0 Consent Calendar**

**6.1 Consideration of approval of the September 22, 2022 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.**

*Ramon Davie moved to approve, seconded by Roger Leach.*

*Vote: Approved – unanimous*

*Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach*

**7.0 Closed Session**

*Mike Farmer moved to close open session and go into closed session at 3:06 p.m., seconded by Ramona Davie.*

*Vote: Approved – unanimous*

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

**7.1 Request for Closed Session: Public Employment Pursuant to Government Code 54957 – Title of Position: MCWIC Executive Director**

*Roger Leach moved to adjourn closed session at 4:05 p.m., seconded by Mike Farmer.*

**a. Closed Session Report-out**

*The MCWIC accepted the resignation of Tracie Scott-Contreras, Executive Director with a last duty day of Friday, March 3, 2023.*

**8.0 Action Items**

**8.1 Consideration of approval of the MCWIC year-to-date financial reports for period ending August 31, 2022.**

*Financial statements for the period ending 8/31/22 were presented to the Board. Everything is going well. The second allocation allotment should be in within the next week or so. Cash balances are good through November. The Aged Receivables report does not reflect the Employment Development Department's (EDD) back-rent payment. Staff were not able to provide the Budget to Actuals Report within the agenda packet – the Report was handed out and reviewed with the Board. Direct client codes and costs were broken out at the bottom of the report. Staff will most likely bring budget adjustments to the Board at their next meeting.*

*Mattie Mendez moved to approve, seconded by Roger Leach.*

*Vote: Approved – unanimous*

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

**9.0 Information Items**

**9.1 Workforce Development Board (WDB) of Madera County Update**

*Information provided within the agenda packet. The WDB will meet next on December 15, 2022.*

**9.2 Local and Regional Plan PY 2021-24 Two Year Plan Modifications Update**

*Information provided within the agenda packet. Staff met with David Shinder in September to review the Local Plan and discuss the plan modification. Stakeholder forums to gather public input were scheduled: Economic Recovery and the Workforce System 10/11/22 (in person); Job Seeker Forum 10/24/22 (virtual); Business Forum 11/1/22 (virtual). Regional forums are also scheduled to gather public input for the regional plan modification. Each workforce area is gathering data for David Shinder.*

**9.3 Beaudette Inc. One Stop Operator (OSO) report for the period of July 1, 2022, through September 30, 2022.**

*Information provided within the agenda packet. Staff provided the OSO quarterly report for the period of 7/1/22 through 9/30/22. Partners are working on cross trainings. Staff are working on creating videos for customers to use/view. Partner staff are training on using the Unite Us program.*

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

*Information provided within the agenda packet. The UI rates are staying relatively low. It jumped a 10<sup>th</sup> of a percent since the last report. Staff are not seeing large increases to UI claim numbers. Workforce has not been made aware of any business closures.*

**10.0 Written Communication**

*None.*

**11.0 Open Discussion/Reports/Information**

**11.1 Board Members**

- *Roger Leach expressed a concern for water supply shortages for Madera County residents. Mattie Mendez suggested that residents can call Self Help Enterprises for help in obtaining water and water tanks. Their services are provided for life sustaining purposes only.*

**11.2 Staff**

*None.*

**12.0 Next Meeting**

*December 7, 2022 – 9:00 a.m.*

**13.0 Adjournment**

*Roger Leach motioned to adjourn the meeting at 4:38 p.m., seconded by Ramona Davie.*