



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

A G E N D A

**April 20, 2023
3:00 p.m.**

Meeting will be held at:

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

***Via teleconference at
Madera County EDC
2425 West Cleveland Avenue, Suite 101, Madera, CA 93637***

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Workforce Development Board of Madera County, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

If a quorum of the Workforce Development Board is not present at the time of the meeting BUT a quorum of the Workforce Development Board Executive Committee IS present, an Executive Committee board meeting will be conducted in place of the Workforce Development Board.

This agenda and supporting documents relating to the items on this agenda are available through the Workforce Development Board website at <http://www.maderaworkforce.org/workforce-board-meetings/>. These documents are also available at the Madera County Workforce Assistance Center – office of the Executive Director. The Workforce Development Board is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the Agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction but not appearing on the agenda. The Board will not take action on any items presented under public comment. The comment period will be limited to 15 minutes.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Consent Calendar

6.1 Consideration of approval of the February 16, 2023, Workforce Development Board (WDB) meeting minutes.

6.2 Consideration of approval of the re-appointment of Wendy Lomeli, Employment Development Department, to the WDB for an additional 3-year term: 6/6/23 to 6/6/26.

7.0 Action Items

- 7.1 Consideration of approval of the application for subsequent local area designation and local board recertification for the 2023-25 program year and authorization for staff to forward to the Board of Supervisors for approval.
- 7.2 Consideration of approval of the application of Brett Frazier, Papa Murphy's Pizza, to the WDB for a 3-year term representing the Private Sector.
- 7.3 Consideration of approval of the application of Aaron Chambers, Hometown Tax Pros, to the WDB for a 3-year term representing the Private Sector.
- 7.4 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of January 1, 2023, through March 31, 2023.
- 7.5 Discussion and consideration to apply and submit an application for High Performing Board.
- 7.6 Discussion and consideration to plan and schedule *The Real Role of Workforce Boards* Retreat/Workshop.

8.0 Information Items

- 8.1 Madera County Workforce Investment Corporation (MCWIC) Update
- 8.2 Update on Madera Community Hospital Impacted Employees
- 8.3 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County
- 8.4 Upcoming WDB Elections: June 15, 2023

9.0 Written Communication

10.0 Open Discussion/Reports/Information

- 10.1 Board Members
- 10.2 Staff

11.0 Next Meeting

June 15, 2023

12.0 Adjournment



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

MINUTES

February 26, 2023

***Convened at Madera County Workforce Assistance Center and 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:** Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Donald Foster, Dr. Lucia F. Robles, Joseph Giles, Lanie Suderman, Laura Gutile, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid (6.0), Wendy Lomeli
- ABSENT:** Darren Rose, Joe Perez, Jorge DeNava, Ladislao Lopez, Mark Choe, Mattie Mendez, Mike Fursman, Robert Poythress
- GUEST:** Gary Beaudette
- STAFF:** Jessica Roche, Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

Meeting called to order at 3:02 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

None.

5.0 Adoption of Board Agenda

Laura Gutile moved to adopt the agenda, seconded by Debi Bray.

Vote: Approved – Unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Donald Foster, Dr. Lucia F. Robles, Joseph Giles, Lanie Suderman, Laura Gutile, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Wendy Lomeli

6.0 Consent Calendar

- 6.1 Ratification of approval of Resolution 2021-01 authorizing remote teleconferencing for the period of January 16, 2023, through February 14, 2023, in accordance with Assembly Bill 361.**
- 6.2 Consideration of approval of Resolution 2021-01 authorizing remote teleconferencing for the period of February 15, 2023, through March 16, 2023, in accordance with Assembly Bill 361.**
- 6.3 Consideration of approval of the January 13, 2023, Workforce Development Board (WDB) Executive Committee meeting minutes.**
- 6.4 Consideration of approval of the February 9, 2023, WDB Executive Committee meeting minutes.**

- 6.5 Consideration of approval of the December 15, 2022, WDB meeting minutes.
- 6.6 Consideration of approval of the appointment of Robert Poythress as the Board of Supervisors representative on the WDB.
- 6.7 Consideration of approval of the re-appointment of Jorge DeNava, Central Valley Opportunity Center, to the Workforce Development Board for an additional 3-year term: 4/4/23 to 4/4/26.

Chuck Riojas moved to approve the Consent Calendar, seconded by Nichole Mosqueda.

Vote: Approved – Unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Donald Foster, Dr. Lucia F. Robles, Joseph Giles, Lanie Suderman, Laura Gutile, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Wendy Lomeli

7.0 Action Items

- 7.1 **Consideration of approval of the draft Workforce Innovation and Opportunity Act PY 2021-2024 Regional Biennial Plan Modification and forwarding the plan to the Madera County Board of Supervisors for final review and approval at the conclusion of the public comment period.**

There were no public comments made for the Regional Plan. The comment period ended on March 6, 2023. Staff are requesting approval of the plan and authorization to forward it to the Board of Supervisors for approval.

Omair Javaid moved to approve, seconded by Laura Gutile.

Vote: Approved – Unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Donald Foster, Dr. Lucia F. Robles, Joseph Giles, Lanie Suderman, Laura Gutile, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Wendy Lomeli

- 7.2 **Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of October 1, 2022, through December 31, 2022.**

Gary Beaudette presented the OSO report. The Partners have met on 3 occasions in the past quarter. They are working on getting everyone on the same electronic referral system (Unite Us) and are working towards completing the 5 key performance indicator goals. Work is currently being done on updating and/or creating customer facing videos for Partner services. Partner information is shared and stored in a Partner Google Drive account and is accessible to all Partners.

Omair Javaid moved to approve, seconded by Debi Bray

Vote: Approved – Unanimous

Yes: Brett Frazier, Chuck Riojas, Debi Bray, Deborah Martinez, Donald Foster, Dr. Lucia F. Robles, Joseph Giles, Lanie Suderman, Laura Gutile, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Wendy Lomeli

8.0 Information Items

- 8.1 **WDB Workshop: Program and Data Reports**

Information provided within agenda packet. Staff requested input from members of the WDB for program and data reports and the content they would like the reports to contain as well as the format they would like to see for the reports. Examples of previous program and data report templates as well as reports from Solano and Tulare Counties were provided. Staff will take the information provided and will bring a draft of the reports to the WDB for review.

- 8.2 **Update on Madera Community Hospital Closure and Rapid Response**

Information provided within the agenda packet. Staff provided 11 Rapid Response orientations for affected staff. Approximately 200 employees were impacted. Staff worked with the Fresno WDB and other healthcare providers on healthcare job fairs. Staff are with impacted employees and are following up as needed and are

sending information on resources and re-employment opportunities. Information is being sent through the Workforce's text messaging platform. The State requires that Rapid Response Report 121 be submitted weekly since there were more than 100 employees affected by the closure.

8.3 California Workforce Association (CWA) Article on English Language Services in Madera County

Information provided within the agenda packet.

8.4 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided within the agenda packet.

8.5 WIOA Formula and Special Projects Quarterly Program Overview

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.

8.7 Form 700 Due April 1, 2023

Information provided within the agenda packet.

9.0 Written Communication

9.1 Fiscal Review 85% Formula Grant Fiscal Year 2021-22 Final Monitoring Report

Information provided within the agenda packet.

10.0 Open Discussion/Reports/Information

11.1 Board Members

11.2 Staff

Tracie's retirement celebration is happening on February 23, 2023, from 4:00 p.m. to 6:00 p.m. here at the Workforce Assistance Center.

11.0 Next Meeting

April 20, 2023

12.0 Adjournment

Meeting adjourned at 4:11 p.m. during information item 8.2 due to loss of quorum.

**Local Area Subsequent Designation and
Local Board Recertification Application
For Program Year 2023-25**

Local Workforce Development Area

Madera County

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by 5 p.m. on Friday, May 19, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

Workforce Development Board of Madera County

Name of Local Area

PO Box 1205

Mailing Address

Madera, CA, 93639

City, State, ZIP

Date of Submission

Maiknue Vang

Contact Person

559-662-4503

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Brett Frazier – Chair	Owner	Papa Murphy’s Pizza	5/9/23	5/9/26
Debi Bray	President/CEO	Madera District Chamber of Commerce	11/20/21	11/20/24
Donald Foster	Member	Golden Valley Chamber of Commerce	2/7/23	2/7/26
Lanie Suderman	Director of Operations	Visit Yosemite Madera County	11/12/22	11/12/25
Laura Gutile	Owner	Laura’s Nuts	6/7/22	6/7/25
Mark Choe	General Manager	The Pines Resort	11/12/22	11/12/25
Mattie Mendez	Vice-Chair	Madera Co. Workforce Investment Corporation	11/20/21	11/20/24
Michelle Brunetti	Director HR	Valley Children’s Hospital	8/23/22	8/23/25
Nichole Mosqueda	CAO	Camarena Health	10/21/20	10/21/23
Omair Javid	Associate	World Financial Group	5/11/21	5/11/24
Robert Poythress	Manager	Teco Hardware	Indefinite	
Aaron Chambers	President	Hometown Tax Pros	5/9/23	5/9/26

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

LOCAL BOARD LABOR MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Chuck Riojas	Business Agent	IBEW 100	12/6/20	12/6/20
Jorge DeNava	Central Valley Opportunity Center	Executive Director	4/4/20	4/4/23
Joseph Giles	Business Agent	Operating Engineers Local #3	10/4/22	10/4/25
Mattie Mendez	Executive Director	Community Action Partnership of Madera County	11/20/21	11/20/24
Mike Fursman	Director, Meat Division	UFCW 8	8/23/22	8/23/25
Mike Lopez	Building Trades President	Fresno, Madera, Kings & Tulare Counties Building and Construction Trades Council	6/7/22	6/7/25

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board’s education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Lucia Robles	VP of Equity and Institutional Effectiveness	Madera Community College	10/4/22	10/4/25
Ladislao Lopez	Area Assistant Superintendent	Madera Unified School District	9/21/21	9/21/24

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state’s employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board’s economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Darren Rose	Executive Director	Madera County EDC	10/6/22	12/6/25
Deborah Martinez	Director	Madera County DSS	8/8/20	8/8/23
Joe Perez	Staff Services Manager I	Cal. Department of Rehabilitation	1/4/22	1/4/25
Robert Poythress	Supervisor	Madera County Board of Supervisors	Indefinite	-
Wendy Lomeli	Employment Program Manager III	Employment Development Dept.	6/6/20	6/6/23

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	90.3 %	77.6%
Median Earnings 2 nd Quarter After Exit	\$5,566 (89.5%)	\$7,795 (103.6%)
PY 20-21 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	98.2%	
Median Earnings	BASELINE	

PY 21-22 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	_____%	_____%
Median Earnings 2 nd Quarter After Exit	\$_____	\$_____
PY 21-22 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	_____%	
Median Earnings	BASELINE	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Participated in full day of regional plan 2-year modification kickoff meeting on 9/14/22 hosted in-person in Madera. Additionally, participated in follow-up regional planning modification meeting on 10/7/22. Also participated in plan discussions at the Central California Workforce Collaborative (CCWC) meetings on 8/19/22, 10/7/22, 11/18/22, 12/16/22, and 3/3/23. Provided updated information regarding local labor market and economic analysis in Madera County as well as local participation in regional workgroups, projects, and sector initiatives. Provided input on stakeholders and community engagement forum topic, participated in, and marketed 3 English regional plan forums on 11/2/22, 11/9/22, and 11/10/22. One additional forum was held in Spanish on 12/01/22, and bi-lingual staff were encouraged to participate. Stakeholder forum invitations were sent to all Workforce Board members, local businesses, and community partners, as well as publicized via social media and the WDB website.

Active participation in regional plan implementation and the development of benchmarks and measures that support selected indicators B (equity and improving job quality) and D (shared/pooled resources). Ensured appropriate staff members and partners continued to be included in regional training opportunities and capacity building, completed training surveys,

and supported on-going efforts for a regionally designed training provider list. Participated in peer to peer learning, peer to peer monitoring, joint grant efforts, career pathway information, and the Central Valley Industry Engagement Roundtable to implement regional solutions for employer engagement.

Participated in regional discussions and efforts for performance negotiation, attended regional meetings to discuss and review performance negotiation process and goals, participated in regional performance negotiation call with the State on 9/15/2022.

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
- All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
 - The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Area will select the America’s Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.
- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter [TEGL] 10-09*, and *TEGL 19-16*).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Name

Name

Title

Title

Date

Date



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Director Application

NAME: Brett Frazier	TITLE Madera County Assessor Papa Murphy's Pizza, Owner
EMPLOYER: Madera County/Papa Murphy's Pizza	
ADDRESS: 200 W 4th St/324 N Gateway Dr, Madera, Ca 93637	
PHONE: 559-395-3705	FAX:
EMAIL: brett.frazier@maderacounty.com	ALTERNATE EMAIL: [REDACTED]

ORGANIZATIONS YOU BELONG TO:	HOW LONG?
1. California Assessors Association	4 Months
2. Madera County Workforce Development Board	9 Years
3. San Joaquin River Conservancy	8 Years
4. Madera Economic Development Board	8 Years
5. Madera County Board of Supervisors	8 Years

REFERENCES:	PHONE:
Jay Varney	[REDACTED]
Leticia Gonzalez	[REDACTED]
Robert Poythress	[REDACTED]
David Rogers	[REDACTED]
Tom Wheeler	[REDACTED]

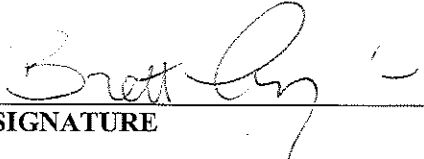
WHY DO YOU WANT TO BE A MEMBER OF THE WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY?

As a business owner I know first hand the importance of a trained workforce. I believe it is my civic duty to help get our youth and working age population the skills necessary to work and move our community forward!

**DO YOU HAVE ANY RELEVANT EXPERIENCE WITH WORKFORCE DEVELOPMENT, ECONOMIC DEVELOPMENT, EDUCATION, OR TRAINING PROGRAMS? YES NO
IF YES, PLEASE EXPLAIN:**

9 years on the Workforce Development board; Chair for the last 5 years.

PLEASE LIST ANY OTHER INFORMATION THAT YOU FEEL WOULD BE PERTINENT.


SIGNATURE

4/3/2023
DATE





**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Director Application

NAME: Aaron G. Chambers	TITLE President
EMPLOYER: Impossible Services Group, Inc.	
ADDRESS: 405 N. 'I' Street, Suite A, Madera, CA 93637	
PHONE: [REDACTED]	FAX: [REDACTED]
EMAIL: [REDACTED]	ALTERNATE EMAIL:

ORGANIZATIONS YOU BELONG TO:	HOW LONG?
1. Institute of Management Accountants	2018 - present
2. California Society of Tax Consultants	2022 - present
3. California Tax Education Council	Board Member 2023 - present
4. _____	_____
5. _____	_____

REFERENCES:	PHONE:
available upon request	
_____	_____
_____	_____
_____	_____
_____	_____

WHY DO YOU WANT TO BE A MEMBER OF THE WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY?

I am a lifelong resident of Madera County, and care deeply about this community. As a business advisor, I am highly interested in the services that are provided by the Workforce Development Board to our local small businesses/employers, as well as the individuals who are participating in the programs to gain new skills and training.

**DO YOU HAVE ANY RELEVANT EXPERIENCE WITH WORKFORCE DEVELOPMENT, ECONOMIC DEVELOPMENT, EDUCATION, OR TRAINING PROGRAMS? YES NO
IF YES, PLEASE EXPLAIN:**

I am the owner of a Madera based business consulting and tax firm with seven employees. I have significant experience in education and training of staff in this industry, have been engaged to train and develop the internal accounting staff for clients, and also have management experience in the retail industry. We hired one of our employees through the Madera County Workforce Center's programs, and found the process to be excellent for all parties involved.

PLEASE LIST ANY OTHER INFORMATION THAT YOU FEEL WOULD BE PERTINENT.


SIGNATURE

04/11/23
DATE

America's **JobCenter**
of CaliforniaSM

Madera Workforce Development Board AJCC Q3 22-23 Report:

Report created by One Stop Operator, Gary Beaudette of Beaudette Consulting Inc.

The Madera Workforce Assistance Center partnership meets monthly. The following agencies are invited to participate in each meeting, which are planned and facilitated by Beaudette Consulting Inc.:

Madera County Partners:

California Indian Manpower Consortium, Inc.	Madera County Workforce Investment Corporation
Central Valley Opportunity Center	Madera Unified School District Madera Adult School
Housing Authority of Madera County	Reading and Beyond
Job Corps	State Center Adult Education Consortium
Madera Community College Center	State of California Department of Rehabilitation
Madera County Department of Social Services	State of California Employment Development Department
Madera County Economic Development Commission	



Our Partner Meetings:

The purpose of our meetings is to get all partners aligned to a shared vision, enhance cross-agency communication flow, and accomplish our objectives and goals.

- We met on the following dates this quarter:
 - January 18th, 2023, [Link](#)
 - February 8th, 2023, [Link](#)
 - March 8th, 2023, [Link](#)
 - Karina Vera - State Center Adult Education Consortium
 - Danielle Beckett – EDD
 - Pang Vangyi – State Center Adult Education Consortium
 - Jose Delgado – Housing Authority
 - Joe Perez – DOR
 - Bertha Vega – Madera Workforce
 - Alycia Falley – Department of Social Services
 - Shirley Gregory – Madera Adult School
 - Sherri Watkins – SCAEC
 - Jessica Roche – Madera Workforce
 - Maiknue Vang – Madera Workforce
 - Alicia Aguire - EDD

Q3 Highlights:

- Partners staying united together through the challenges of the Covid pandemic, adjusting, and keeping a positive attitude through various changes.
- Partners sharing job opportunities cross-collaboratively
- Open communication, discussing best practices and lessons learned
- Willingness to help each other
- Safe environment to express ideas or ask for help

Opportunities:

- Attendance: Getting the decision makers, and all partners to attend
- Engagement with business partners and local businesses engaged in the business services and relaying information on what skills they are hiring for
- Utilize the One-Stop-Operator for consulting on problems, continuous improvement practices (6-Sigma) or Industry training best practices
- Partners to provide performance data: I have been collecting Key Performance Indicator data by each specific agency on the following. As you will see below, the data is to be used to identify agency goals versus performance. This allows us as an AJCC to identify problems, ask for help, as well as celebrate success. This being said, it is important that all partners enter in their applicable performance data and goals for the fiscal year.

2		Madera County Workforce		
#	Key Performance Indicator	22-23 Goal	22-23 Actual	GAP Goal vs Actual 22-23
1	How many people did your organization help find a job ?	56	253	197
2	How many people did your organization place into educational or occupational skills training ?	129	281	152
3	How many people did your organization help to earn a postsecondary certificate or degree ?	90	135	45
4	How many people did your organization provide guidance on how to make career choices ?	103	813	710
5	How many jobs did your organization help businesses fill when they were seeking to hire skilled workers ?	56	58	2

3 Madera Adult School				
#	Key Performance Indicator	22-23 Goal	22-23 Actual	GAP Goal vs Actual 22-23
1	How many people did your organization help find a job?	387	392	5
2	How many people did your organization place into educational or occupational skills training?	17	0	-17
3	How many people did your organization help to earn a postsecondary certificate or degree?	17	11	-6
4	How many people did your organization provide guidance on how to make career choices?		0	0
5	How many jobs did your organization help businesses fill when they were seeking to hire skilled workers?		0	0

Strategy and Approach Moving Forward into Q4

- **Define:**
 - CA State / WIOA Requirements
 - Define AJCC Collective Goals
 - Partners should also define their agencies internal goals
 - Define Partner Services Current State
 - Identify and define problems or challenges for any or all partners
 - Client / Customer demands, needs, requirements
- **Measure:**
 - Compliance to State / WIOA Requirements
 - Current performance vs AJCC Goals
 - Continue to monitor and measure performance
- **Analyze:**
 - Gaps between current state and Goals
 - Opportunities to close the gaps
 - Analyze current methods and practices and identify inefficiencies and or opportunities
 - New opportunities for continuous improvement
- **Improve:**
 - Develop improvement plans
 - Try / Experiment with improvement solutions that close the gaps mentioned in the above steps
- **Control / Sustain:**
 - Develop methods to ensure that best practices are standardized
 - Succession planning
 - Cross-functional training
 - Implement the PDCA Continuous Improvement Cycle



DRAFT DIRECTIVE COVERAGE



HIGH PERFORMING BOARDS

GENERAL INSTRUCTIONS

The attached Directive is being issued in draft to give the Workforce Development Community the opportunity to review and comment prior to final issuance.

Submit any comments by email no later than **March 10, 2023**.

All comments received within the comment period will be considered before issuing the final Directive. Commenters will not be responded to individually. Rather, a summary of comments will be released with the final Directive.

Comments received after the specified due date will not be considered.

Email PolicyUnit@cwdb.ca.gov

Include "High Performing Boards Draft Directive Comments" in the email subject line.

If you have any questions, contact Liz Steelman at PolicyUnit@cwdb.ca.gov.

HIGH PERFORMING BOARDS

EXECUTIVE SUMMARY

This policy provides the guidance and establishes the procedures regarding criteria Local Workforce Development Boards (Local Board) must meet in order to be certified as a High Performing Boards. This policy applies to all Local Boards, and is effective immediately.

This policy contains all state-imposed requirements.

This policy supersedes Workforce Services Directive *High Performing Boards* (WSD19-12), dated April 29, 2020. Retain this Directive until further notice.

REFERENCES

-
-
- *Workforce Innovation and Opportunity Act (WIOA)* (Public Law 113-128), Section 107, 108, and 129
 - *California Unemployment Insurance Code (CUIC)* Section 14200 and 14211
 - SB 1171, Chapter 86, Statutes of 2016
 - [Workforce Services Directive WSD22-05, Regional and Local Planning Guidance for PY 21-24 Two-Year Modifications](#) (October 27, 2022)
 - WSD20-02, *Calculating Local Area Performance and Nonperformance* (September 18, 2020)
 - WSD18-10, *WIOA Training Expenditure Requirement* (January 31, 2019)
 - WSD17-07, *WIOA Youth Program Requirements* (January 16, 2018)

BACKGROUND

As outlined under the WIOA Section 107, Local Boards are established by the Governor in each Local Workforce Development Area (Local Area) of the state to carry out specific functions. These functions include developing a Local Plan, carrying out analyses of the economic conditions in the region and other workforce and regional labor market research and analysis,

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

convening local workforce system stakeholders, engaging regional employers, and leading efforts to develop and implement career pathways within the Local Area.

According to CUI Section 14200, the Governor, through the California Workforce Development Board (CWDB), must establish standards for Local Boards to be certified as High Performing Boards. This requirement was originally established in state law by Senate Bill (SB) 698 (Chapter 497, Statutes of 2011) and later amended by [SB 1171](#) (Chapter 86, Statutes of 2016).

Given the impact of the COVID-19 pandemic on Local Boards and service delivery, the CWDB will continue to use a Local Board's adherence to existing federal and state requirements related to performance, planning, funding, etc., to assess whether they have met the criteria outlined in CUI Section 14200.

As California continues recovering from the COVID-19 pandemic, its vision to create a strong current and future economy defined by quality jobs, equity, and environmental sustainability, will play a key role in reconstructing a better and more resilient labor market for job seekers and businesses. Therefore, when the CWDB certifies High Performing Boards in the future, criteria will be established which prioritize investments in industry partnerships, job quality, and meaningful skills attainment. It is important to the economic success of all Californians that the CWDB and Local Boards continue to identify new ways to improve and strengthen our workforce system.

This Directive outlines the statutory criteria and associated deliverables which Local Boards must provide to be considered as a High Performing Board.

POLICY AND PROCEDURES

CUI Section 14200 states the criteria a Local Board must meet to be certified as a High Performing Board. The criteria includes, but is not limited to, the following:

- Meeting or exceeding negotiated performance goals for all measures in the three federal WIOA customer groups: adults, dislocated workers, and youth.
- Developing and implementing local policies and local strategic plans which meet the criteria outlined by both WIOA and California's Unified Strategic Workforce Development Plan.
- Demonstrating a Local Board's local strategic plan involves the following:
 - Key stakeholders, including major employers and industry groups in the relevant regional economy, and organized labor.
 - The entire workforce training pipeline for the relevant regional economy, including K-12 education, career technical education, the community college system, and other postsecondary institutions.

- Data-driven policies and processes, policy decisions at the local level should be evidence-based and use labor market data to develop and implement the Local Plan.
- Demonstrating investment in workforce initiatives, including training programs that promote skills development and career ladders relevant to the needs of each Local Area’s regional labor market and high-wage industry sectors.
- Establishing a youth strategy aligned with the needs of each workforce development area’s regional labor market and high-wage industry sectors.
- Establishing a business service plan which integrates local business involvement with workforce initiatives.

According to state law, recertification of High Performing Boards must occur midway through implementing the local and regional plans. State law also directs the Governor and the Legislature, as part of the annual budget process and in consultation with the CWDB, to annually reserve a portion of the WIOA 15 percent discretionary funds for the purpose of providing incentive funds to Local Boards certified as High Performing Boards. For program year (PY) 2021-22, \$100,000 was reserved in order to be divided equally among all those identified as a High Performing Board. Please note – in future years, the annual reserved amount may fluctuate depending on the Governor’s and Legislature’s priorities.

High Performing Board Criteria

The following criteria will be used to determine the certification of a Local Board as a High Performing Board:

1. Performed Successfully

The Local Area has an Individual Indicator Performance Score of 50% or higher as described in WSD20-02, in PY 21-22, for the following primary indicators of performance:

- Employment Rate 2nd Quarter after Exit
- Median Earnings

Deliverable – The Local Board met the above definition of Performed Successfully outlined in WSD20-02 for PY 21-22.

2. Approved Regional and Local Plan

As required by WIOA Section 108 and outlined in WSD22-05, a biennial update of Regional and Local Plans is required in order to ensure plans remain current and account for changes in the labor market and economic conditions or in other factors affecting implementation.

Deliverable – The Local Board met the requirements outlined in WSD22-05 and received approval letters for their Regional and Local Plan modifications.

3. WIOA Training Expenditure Requirement

As required by CUIC Section 14211 and outlined in WSD18-10, Local Boards must spend at least 30 percent of the combined total of their adult and dislocated workers' WIOA formula fund allocation on training services each PY. State law allows Local Boards to use twelve categories of leveraged funds to receive a credit of up to 10 percent toward meeting their training expenditure requirement.

Deliverable – The Local Board met the WIOA training expenditure requirements outlined in WSD18-10 for PY 21-22.

4. WIOA Youth Funding Requirement

As required by WIOA Section 129 and outlined in WSD17-07, Local Areas must spend at least 75 percent of their WIOA youth formula allocation on youth workforce investment activities for out-of-school youth (OSY). Local Areas must also spend at least 20 percent of their WIOA youth formula allocation on work experience.

Deliverable – The Local Board met the OSY and work experience expenditure requirements outlined in WSD17-07 for PY 21-22.

5. Business Services Plan

As outlined in CUIC 14200, each Local Board must establish a business service plan that integrates local business involvement with workforce initiatives. At a minimum, the plan must address the Local Board's efforts to partner with businesses and labor locally and regionally, the utilization of an electronic system for businesses and job seekers to communicate about job opportunities, and the establishment of a subcommittee or workgroup comprised of business representatives.

Deliverable – A narrative that describes how the Local Board meets the business service plan criteria outlined above.

High Performing Board Application Process

In accordance with CUIC Section 14200, Local Boards that submit a completed High Performing Board Application (Attachment 1) and meet all associated deliverables will receive certification as a High Performing Board.

The completed application and all necessary attachments must be submitted electronically to PolicyUnit@cwdb.ca.gov no later than 5 p.m. on Friday, April 28, 2023.

Assessment of the Application

The CWDB, in coordination with the Employment Development Department, will verify the information provided in the High Performing Board application and notify the local Chief Elected Official regarding their approval or denial.

ACTION

Bring this Directive to the attention of the local Chief Elected Official, Local Board, and appropriate staff.

INQUIRIES

If you have any questions, contact CWDB Policy Unit at PolicyUnit@cwdb.ca.gov.

/s/ JAVIER ROMERO, Deputy Director
Workforce Services Branch

Attachment:

[High Performing Board Application \(DOCX\)](#)

Madera Negotiated Goals 2020-2021:

	Adult	DW	Youth
Employment Rate Q2	67%	78.5%	71%
Employment Rate Q4	66%	74%	71%
Median Earnings Q2 After Exit	\$6,000	\$7,850	\$4,500
Credential Attainment Q4 After Exit	60%	60%	60%
Measurable Skill Gains	45%	62.6%	50%

Madera Actual Levels of Performance PY 2021:

	Adult	DW	Youth
Employment Rate Q2	69.1%	52.9%	78.3%
Employment Rate Q4	64.9%	80%	76.4%
Median Earnings Q2 After Exit	\$6,201	\$3,015	\$6,410
Credential Attainment Q4 After Exit	76.5%	85.7%	90%
Measurable Skill Gains	66.9%	85.7%	58.7%

Madera Adjusted/Post-Negotiated SAM Performance PY 2021: (50% or Higher Requirement)

	Adult	DW	Youth
Employment Rate Q2	91.1%	64.4%	98.2%
Employment Rate Q4			
Median Earnings Q2 After Exit	96.9%	41.8%	161.9%
Credential Attainment Q4 After Exit			
Measurable Skill Gains			

****Goal NOT Met**

****Goal Met - "Meeting" defined as achieving 90% of established goal.**

****Goal Exceeded - "Exceeding" defined as achieving above 100% of established goal.**

In alignment with WSD20-02, the state is only requiring local areas to achieve a score of 50% or higher for the following indicators for PY 2020 and 2021:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

Therefore, for PY 2021, Madera met performance for Employment Rate Q2, but failed to meet performance for Median earnings.



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Agenda Item 8.1

Consent

Action

Information

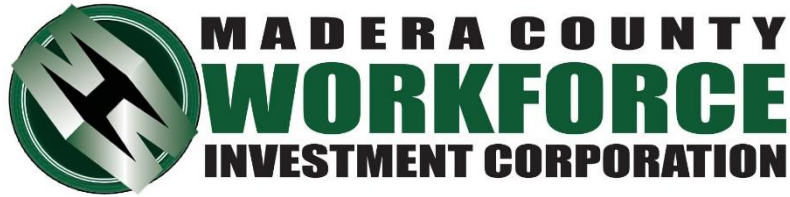
To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: April 20, 2023
Subject: Madera County Workforce Investment Corporation (MCWIC) Update

Information:

The MCWIC will meet next on April 27, 2023. The agenda for their latest meeting on March 23, 2023, as well as the minutes for the January 26, 2023 and February 25, 2023, meetings are provided for the Board's review.

Financing:

Workforce Innovation and Opportunity Act



AGENDA

March 23, 2023
3:00 p.m.

Meeting will be held at:

**Workforce Assistance Center – Executive Conference Room
2037 W. Cleveland Avenue, Madera, CA 93637, 559-662-4589**

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Workforce Investment Corporation, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Madera County Workforce Investment Corporation (MCWIC) website at <http://www.maderaworkforce.org/mcwic-meetings-and-agenda/>. These documents are also available at the Workforce Assistance Center – office of the Executive Director. MCWIC is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the Agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction. The comment period will be limited to 15 minutes. Each speaker will be limited to 3 minutes and only one speaker per subject matter.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Consent Calendar

6.1 Consideration of approval of the February 23, 2023, Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

7.0 Action Items

7.1 Consideration of approval of the MCWIC year-to-date financial reports for period ending January 31, 2023.

7.2 Review of Form 990 2021 tax returns by the MCWIC Board of Directors in preparation for submittal to the IRS

8.0 Information Items

- 8.1 Update on Workforce Development Board (WDB) of Madera County
- 8.2 Update on Madera Community Hospital Impacted Employees
- 8.3 Update on the Workforce Innovation and Opportunity Act PY 2021-2024 Local and Regional Biennial Plan Modifications
- 8.4 WDB High Performing Board
- 8.5 Local Area Subsequent Designation and Local Board Recertification PY 23-25
- 8.6 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County
- 8.7 Form 700 Due April 1, 2023

9.0 Written Communication

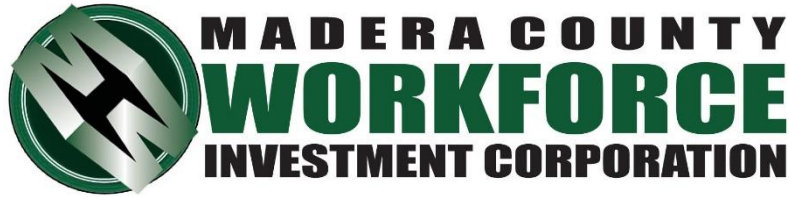
10.0 Open Discussion/Reports/Information

- 10.1 Board Members
- 10.2 Staff

11.0 Next Meeting

April 27, 2023

12.0 Adjournment



MINUTES

February 23, 2023

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

- PRESENT:** Debi Bray, Mike Farmer, Gabriel Mejia, Mattie Mendez, Tim Riche
ABSENT: Ramona Davie, Roger Leach
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

Gustavo Alatorre, Employment Development Department Regional Advisor, was introduced.

5.0 Adoption of Board Agenda

Tim Riche moved to adopt the agenda, seconded by Mike Farmer.

Vote: Approved – unanimous

Yes: Debi Bray, Mike Farmer, Gabriel Mejia, Mattie Mendez, Tim Riche

6.0 Consent Calendar

6.1 Consideration of approval of the January 26, 2023, Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Gabriel Mejia moved to approve, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Debi Bray, Mike Farmer, Gabriel Mejia, Mattie Mendez, Tim Riche

7.0 Action Items

7.1 Consideration of approval of the revised October 27, 2022, MCWIC meeting minutes to include the acceptance of the resignation of Tracie Scott-Contreras as Executive Director of MCWIC with a last duty day of Friday, March 3, 2023, in the closed session report out.

The original minutes for the October 27, 2022, board meeting Closed Session report out did not include the Board's acceptance of the Executive Director's resignation. The Minutes were amended to reflect the acceptance of Tracie Scott-Contreras resignation letter for her Executive Direct position.

Mike Farmer moved to approve, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Mike Farmer, Gabriel Mejia, Mattie Mendez, Tim Riche

7.2 Consideration of approval of the MCWIC year-to-date financial reports for period ending December 31, 2022.

Staff presented the recurring monthly financial reports. The Balance Statement, Clash Flow, the Account Receivable and the Account Payable Ledgers and the Leverage Report were among the financial reports provided. The Leverage Report shows that some formula funds have been leveraged for the Veterans grant. Everything is going well, and trainings are increasing.

Tim Riche moved to approve, seconded by Gabriel Mejia.

Mike Farmer moved to approve, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Mike Farmer, Gabriel Mejia, Mattie Mendez, Tim Riche

7.3 Consideration of approval of the Executive Director employment agreement for Maiknue Vang.

*Maiknue Vang proposed some edits to the agreement that would better reflect the date continuity of employment process. The following suggested edits were made: **RECITALS: A.** - Remove "Effective on" and use January 26, 2023 as the date. Remove "(the "Effective Date")"; **ARTICLE I EMPLOYMENT: 1.3** - Replace "the Effective Date" with February 1, 2023; **ARTICLE V GENERAL PROVISIONS: 5.13** – remove "the date signed by Ms. Vang and finally approved by the MCWIC Board of Directors. This Agreement" so that the Section will read "**Effective Date**. The effective date of this Agreement shall be as outlined in Section 1.3 and shall remain in effect until terminated pursuant to Article IV". The approval date for this agreement will be February 23, 2023 – the date of the MCWIC Board meeting. Ms. Vang feels comfortable signing the agreement with the suggested edits but would like to send the agreement to an individual counsel for review. If counsel suggests any further edits, the Board will consider the changes and amending the agreement at a future meeting.*

Mattie Mendez moved to approve the employment agreement with the suggested amendments to Recitals section A, Article I section 1.3 and Article V section 5.12, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Mike Farmer, Gabriel Mejia, Mattie Mendez, Tim Riche

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

Information provided within the agenda packet.

8.2 Workforce Innovation and Opportunity Act (WIOA) Formula and Special Projects Quarterly Program Overview

Information provided within the agenda packet.

8.3 Beaudette Inc.'s One Stop Operator (OSO) report for the period of October 1, 2022, through December 31, 2022

Information provided within the agenda packet.

8.4 Update on Madera Community Hospital Closure and Rapid Response

Information provided within the agenda packet. Staff have not received any additional information but are working with local and regional providers to see what needs are. Staff are looking into a grant that could fund a medial assistant training. Staff continue to reach out to individuals affected. Due to the number of affected employees, staff must submit weekly Rapid Response reports to the State. Some of the affected employees are starting to come to the Center. Some of the former employees have expressed an interest in truck driver training.

8.5 Update on the Workforce Innovation and Opportunity Act PY 2021-2024 Regional Biennial Plan Modification

Information provided within the agenda packet. Tracie Scott-Contreras stated that the plans are well developed and include good data and labor market information.

8.6 California Workforce Association (CWA) Article on English Language Services in Madera County

Information provided within the agenda packet.

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

Information provided within the agenda packet.

8.8 Form 700 Due April 1, 2023

Information provided within the agenda packet.

9.0 Written Communication

9.1 Fiscal Review 85% Formula Grant Fiscal Year 2021-22 Final Monitoring Report

Information provided within the agenda packet. Monitors were on site. There were no findings and Madera received a clean report.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Deb Bray stated that she enjoyed the workshop held at the WDB meeting. She enjoys interactive activities.*
- *Mattie Mendez stated that VITA taxes services are being provided at Community Action Partnership of Madera County (CAPMC) through the end of March. Taxes are done on Saturdays and by appointment.*
- *Tim Riche stated that Madera South and Matilda Torres high school boys' basketball teams reached the valley championships.*
- *Mike Farmer stated that they have started the 3rd week of Loving Solution and Parent Project classes. There are over 60 parents in 5 classes. Parent Project is for parents of teenaged children and Loving Solutions focuses on parents of grade school children.*
- *The Board thanked Tracie for her years of service to Workforce and congratulated Maiknue on her new position.*

10.2 Staff

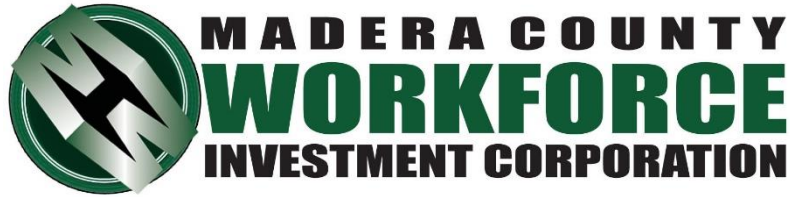
- *Tracie thanked the Board and staff.*

11.0 Next Meeting

March 23, 2023

12.0 Adjournment

Mattie Mendez moved to adjourn the meeting at 3:38 p.m., seconded by Tim Riche.



MINUTES

January 26, 2023

***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, Gabriel Mejia (4.0), Mattie Mendez, Tim Riche

ABSENT:

GUEST:

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

1.0 Call to Order

Meeting called to order at 3:00 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

Staff informed the Board that Julian Torres, was the successful candidate for the Career Specialist position.

5.0 Adoption of Board Agenda

Mike Farmer moved to adopt the agenda, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Gabriel Mejia, Mattie Mendez, Tim Riche

6.0 Consent Calendar

6.1 Consideration of approval of the December 7, 2022, Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Mike Farmer moved to approve, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Gabriel Mejia, Mattie Mendez, Tim Riche

7.0 Closed Session

Roger Leach moved to close open session and go into closes session at 3:03 p.m., seconded by Ramona Davie.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Gabriel Mejia, Mattie Mendez, Tim Riche

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

Tim Riche moved to adjourn closed session at 4:04 p.m., seconded by Roger Leach.

Roger Leach moved to close open session and go into closes session at 3:03 p.m., seconded by Ramona Davie.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Gabriel Mejia, Mattie Mendez, Tim Riche

a. Closed Session Report-out

The MCWIC Board voted unanimously to appoint Maiknue Vang as the Executive Director for the Madera County Workforce Investment Corporation effective February 1, 2023, and asked Maiknue Vang if she accepts the position. Ms. Vang accepted the position of Executive Director and thanked the Board for their confidence in her.

8.0 Action Items

8.1 Consideration of approval of the compensation package for the MCWIC Executive Director.

The MCWIC Board considered Maiknue's years of service along with what they felt was a competitive salary and proposed a beginning salary of \$115,000 annually. Maiknue was in agreement with the proposed salary. It was recommended that staff provide the Executive Director contract to the attorneys for review. Staff will work with the attorneys to finalize the contract. Debi Bray, Gabriel Mejia and Mattie Mendez will review the contract once it's returned from the attorneys.

Gabriel Mejia moved to offer Maiknue Vang \$115,000 Executive Director annual salary, seconded by Mike Farmer.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Gabriel Mejia, Mattie Mendez, Tim Riche

8.2 Consideration of approval of the MCWIC year-to-date financial reports for period ending October 31, 2022.

8.3 Consideration of approval of the MCWIC year-to-date financial reports for period ending November 30, 2022.

The monthly year to date financials were provided for review. The budget is moving along well and as expected. A detailed break-out of expenses is provided on the Budget to Actual report. Staff are starting to give out youth incentives. Youth receive an incentive once they are enrolled in a training program and staff receive their attendance.

Tim Riche moved to approve items 8.2 and item 8.3, seconded by Ramona Davie.

Vote: Approved – unanimous

Yes: Debi Bray, Ramona Davie, Mike Farmer, Roger Leach, Gabriel Mejia, Mattie Mendez, Tim Riche

9.0 Information Items

9.1 Workforce Development Board (WDB) of Madera County Update

Information provided in the agenda packet.

9.2 Madera Community Hospital (MCH) Closure and Rapid Response Update

Information provided in the agenda packet. Staff had to work quickly to coordinate and plan the Rapid Response (RR) for MCH. The WARN notice was received 2 days before Christmas. Many staff and partners were out of the office at the time. The RR team included staff from Behavioral Health and proved to be very beneficial for many of the affected MCH staff. 772 MCH employees were affected, and 11 RR orientations were held. Staff partnered with the Fresno WDB to organize a health job fair. Tracie was on a state call that included the new Secretary of Labor as well as the Assistant Director. The impact being seen in rural healthcare was discussed. While on the call, Tracie inquired as to whether the State would be providing resources and funding to bridge the gaps in healthcare in the rural areas – at least for emergency care. The Director asked that they have a conversation offline so that he could take the information to a future meeting with Health and Human Services later in the week. Mattie Mendez stated that Community Action Partnership of Madera County (CAPMC) has funding to assist with mortgage, rent and utilities. Interested individuals can call for information. CAPMC provides this assistance to residents of Areas 1 & 3. The remaining areas may receive assistance through the Coalition for Community Justice organization.

9.3 Local and Regional Workforce Plan Modification Update

Information provided in the agenda packet.

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

Information provided in the agenda packet.

10.0 Written Communication

None.

11.0 Open Discussion/Reports/Information

11.1 Board Members

None.

11.2 Staff

Maiknue Vang reminded the Board that there will be a retirement celebration for Tracie on February 23, 2023.

12.0 Next Meeting

February 23, 2023

13.0 Adjournment

Roger Leach moved to adjourn at 4:48 p.m., seconded by Tim Riche.



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Agenda Item 8.2

Consent Action Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: April 20, 2023
Subject: Update on Madera Community Hospital Impacted Employees

Information:

We continue to be committed to assisting employees impacted by the Hospital closure. All resources and re-employment opportunities continue to be shared with impacted employees that attended our rapid response orientations through our text messaging platform. A follow-up survey is being sent each week to these individuals to capture re-employment and follow-up data. Collected data is then reported on our Rapid Response 121 Report to the State each week. Currently, impacted employees have found re-employment with the following employers: Chukchansi Gold Resort & Casino, Camarena Health, Clovis Medical Center, Regional Hand Center, St. Agnes Medical Center, and Cedar Creek. Additionally, 14 individuals have accessed the Center for services. 11 individuals have completed eligibility and are interested in welding, truck driving, medical office, clerical, and/or phlebotomy training. Several are co-enrolled in the Adult School for the HiSET class. Additionally, 3 individuals are pending the eligibility process.

Staff continue to engage in conversations with local and regional health care providers to identify skills and staffing needs as well as education partners to bring additional training opportunities to Madera County to meet these needs. Recently, we partnered with the Fresno Regional Workforce Development Board on a Breaking Barriers grant application to provide a Healthcare Integrated Education and Training (IET) program to English Language Learners in Madera County. This model and service approach provides adult education and literacy activities concurrently and contextually with workforce preparation activities and training. Completion of this IET program would result in an industry recognized certificate that would prepare individuals for in-demand entry level healthcare positions currently sought by healthcare providers. Our San Joaquin Valley and Associated Counties region will also be applying for High Road Training Partnership (H RTP) funds specific to Healthcare.

Financing:

Workforce Innovation and Opportunity Act



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Agenda Item 8.3

Consent

Action

Information

To: Workforce Development Board of Madera County

From: Maiknue Vang, Executive Director

Date: April 20, 2023

Subject: Unemployment Insurance (UI) Claim Information

Information:

The most recent data on UI Claims for the period of February 11, 2023, through April 8, 2023, for Madera County is being provided for the WDB's review.

Financing:

Workforce Innovation and Opportunity Act

California Unemployment Industry & Demographics Data Dashboard

(Dashboard appears better when viewed in full screen mode. Click the icon in the bottom right-hand corner of screen next to download icon.)

About This Tool	County Claims	County Demographics	County Industry	Statewide Demographics	Statewide Industry
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Weekly Initial Claims by County

County	February 2023 (Week Ending)			March 2023 (Week Ending)				April 2023 (Week Ending)	
	11	18	25	4	11	18	25	1	8
Madera	275	242	241	327	307	259	257	169	198

Claim Type
 UI Claims
 PUA Claims

County
 Madera

Claims by Y.. Multipl..

Claims by Week (Sele..
 Multiple values

The data provided in these reports are the number of initial claim counts. It includes new claims, additional claims, and transitional claims. Data includes regular Unemployment Insurance program and federal extended benefit programs. Data for claimants who live outside of California, but collect benefits, and invalid addresses in California are not included in these numbers.

- A new claim is the first claim for a benefit year period (for the regular UI program it is 52 weeks). You can only have one new claim during a benefit year period.
- An additional claim is when a second claim is filed during the same benefit year and there is intervening work between the current claim and the previous claim. For example, an individual files a new claim, goes back to work, gets laid off and files another claim before the benefit year period of the first claim expires. An individual can have multiple additional claims during the same benefit year if individual you meet the eligibility requirements.
- A transitional claim is when a claimant is still collecting benefits at the end of their benefit year period and had sufficient wage earnings during that year to begin a new claim once the first benefit year period ends.



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Agenda Item 8.4

Consent

Action

Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: April 20, 2023
Subject: Upcoming WDB Chair and Vice Chair Elections

Information:

The two-year terms for the WDB Chair and Vice Chair, expire on June 17, 2023. In accordance with the By-Laws, the positions will be elected at the meeting held in the last quarter of the fiscal/program year. Staff anticipates bringing the elections to the Board for a vote at the June 15, 2023, meeting.

Financing:

Workforce Innovation and Opportunity Act