

Draft

**Workforce Development Board (WDB)
Merced County Public Health
260 E. 15th Street
Merced, CA 95348
February 16, 2017, 3:30-5:00 p.m.
Meeting Minutes**



Members Present:

Michael Altomare
Daniel Caris
Shelly Conner
Eric Cooper (phone)
Shawn Dwyer

Mark Hendrickson
John Jepson
Amie Marchini
Leslie McGowan
Jack Mobley

Steve Newvine
Tim O’Neill
Tim Robertson
Stergios (Steve) Roussos

Members Absent:

Jennifer Cargill
Carol Greenberg
Joshua Lepper

Daron McDaniel
Terry Nichols
Matt Richard

Jerry Sterner
Greg Vincelet

Others Present:

Jessica Acosta
Lance Lippincott

Robert Morris
Shermaene Roemhildt

1. Call to Order/Roll Call: The Chair, Mr. Michael Altomare, called the meeting to order at 3:39 p.m.
2. Approval of Agenda: It was *M/S/C O’Neill/Mobley* to approve the agenda as amended. (Items 9d through 9g were added.)
3. Approval of Minutes: It was *M/S/C Hendrickson/Newvine* to approve the September 1, 2016 minutes as submitted.
4. Public Opportunity to Speak: None.
5. Director Comments: None.
6. Chair Comments: None.
7. Action/Discussion Agenda
 - a. Proposed 2017 Workforce Development Board Meeting Calendar: It was *M/S/C Dwyer/Marchini* to approve the 2017 Meeting Schedule for the Workforce Development Board (WDB) and WDB Executive Committee.
 - b. WDB Membership – Margarita Cabalbag, Employment Development Department: It was *M/S/C Jepson/Dwyer* to accept the nomination of Mrs. Margarita Cabalbag and forward to the Board of Supervisors for approval.

- c. Regional & Local Plans: It was *M/S/C O'Neill/Hendrickson* to approve the draft Regional and Local Plans; and, authorize the chairman to sign the plans after any public comment and state changes are incorporated.
 - d. Career Services Waiver: It was *M/S/C Caris/McGowan* to approve the Career Services Waiver and authorize the chairman to sign it. The Career Services Waiver is a request to the Governor for a waiver to continue Adult and Dislocated Worker services that are currently being provided. The waiver must be submitted to the State by March 1st, 2017. A response should be received from the State by May 1st, 2017. It will be a requirement to proceed through this process every four years.
 - e. Individual Training Account Policy: It was *M/S/C Dwyer/Mobley* to approve changes to the Individual Training Account Policy. The current cap for training is set at \$4500. The modified ITA Policy will increase the cap to \$6000. The policy also adds a maximum of \$10,000 per individual for a two year period. (*Jepson abstained*)
 - f. Self-Sufficiency Wage Policy: It was *M/S/C Hendrickson/Mobley* to approve the updated Self-Sufficiency Policy.
 - g. Priority of Services Policy: It was *M/S/C O'Neill/Dwyer* to approve Priority of Service for WIOA Adult Policy.
 - h. CLEO Agreement: It was *M/S/C Mobley/Jepson* to approve the updated draft CLEO agreement and authorize Chairman of the Board to sign when finalized.
 - i. Nomination of 1st Vice Chairman: It was *M/S/C O'Neill/Marchini* to approve the nomination of Mr. Steve Newvine as 1st Vice Chair of the Workforce Development Board.
8. Reports
- a. Business Services Outreach Report: Ms. Shermaene Roemhildt reviewed the report and a copy of the report was included in the meeting packet.
9. Information
- a. Fiscal Report: Ms. Roemhildt reviewed the report and a copy of the report was included in the meeting packet.
 - b. ValleyBuild Graduation, LiUNA, Building Inspector Training: The fifth cohort of ValleyBuild participants has graduated. The Building Inspector Training offered through Merced College will begin and it will prepare participants for the Building Inspector certification test.
 - c. Job Fair Flyer: A job fair is scheduled for Tuesday, March 7th at the Atwater Memorial Building in Atwater from 10:00 a.m. – 2:00 p.m. A copy of the flyer was included in the meeting packet.
 - d. One Stop Operator: A Request for Proposal (RFP) was let for a One-Stop Operator. Responses to the bid are due March 7th. The One-Stop Operator must be in place by July 1st, 2017.
 - e. Board Vision: A progress report was given on the WDB vision for Merced.
 - f. Current Timelines: A copy of the timeline of currently scheduled events was included in the meeting packet.
 - g. Newsletter: A copy of the newsletter was included in the meeting packet.
10. Next Meeting: 3:30 p.m., Thursday, April 13, 2017, Merced County Child Support Services, 3368 North Highway 59, Suite I, Merced, CA 95340
11. Adjournment: It was *M/S/C Newvine/Caris* to adjourn the meeting at 4:08 p.m.