

**Workforce Development Board (WDB)
Merced County DWI
Historic “Post Office Building”
415 W 18th Street
Merced, CA 95340
September 28, 2023, 2:00 p.m. – 3:30 p.m.**



www.worknetmerced.com

Members Present:

Leslie Abasta-Cummings
Steve Hobbs
Will Kelly
Amie Marchini

Jack Mobley
David Ness
Mark Hendrickson
Joe R. Perez

Jeff Segars
Vinton Thengvall
Chris Vitelli
Chirs Winek

Members Absent: Jorge De Nava, Steve Tietjen, Michael Altomare, Daron McDaniel, Joshua Lepper, Greg Vincelet, Tim O’Neill, Chudy Nnebe, Michelle Skoor

Others Present:

Erick Serrato, Linda Gutierrez, Mario Pena, Valente Huitron, Stacie Tury, Yang Her, Miranda Moreno, Patricia Hinson, Paola Torres, Robert Theurer, Maxine Chieng, Autumn Gardia, Caroline Dawson, Mary Whited, Becky Lincoln, Vilma Reynoso, Luis Sobrevilla, Greg Friedman, Milly Yang, Sirena Murrieta

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- 1. Call to Order/ Roll Call:** The Board Chairperson, Mrs. Leslie Abasta-Cummings, called the meeting to order at 2:05 pm.
 - 2. Public Opportunity to Speak:** None
 - 3. Customer Impact:** None
 - 4. Approval of Minutes (June 7, 2023):** *Hobbs/Winek* approved the meeting minutes as published.
 - 5. Open Announcements:** None
 - 6. Chair Comments:** The Chair, Mrs. Leslie Abasta-Cummings introduced and welcomed Vice President, Maxine Chieng present on behalf of Career Team LLC. In addition, the Chair thanked all members for being present at the meeting.
 - 7. Director’s Comments:** Synopsis of Meeting agenda, comment on non-agenda items, legislative updates, and other areas of interest.
 - 8. Grants Update:** Staff provided an update grant submission and awards for the Program Year 2023-2024.
 - 9. Fiscal & Monitoring Update:** The following updates were provided to members:
 - a) The Employment Development Department (EDD) will conduct the PY22-23 Annual On-site Monitoring Review on December 11-15, 2023. Program and Fiscal activities will be the focus for the Youth Program.

b) On September 26th the final budget was presented to the Merced County Board of Supervisors for FY 23/24. The total budget amount submitted was \$17,398,624. A revision of \$1,939,090 in revenue was realized between preliminary (June 2023) and Final budget.

Request for a motion to receive the final Budget FY 23/24, as approved by the Merced County Board of Supervisors on September 26, 2023.

Motion by Vinton Thengvall, second by Chris Winek to receive the final Budget FY 23/24, as approved by the Merced County Board of Supervisors on September 26, 2023; carried by unanimous roll call vote.

10. Board Membership:

Review and approval of Board Member applications for the following candidates:

Dale Johns is the President of Mercy Medical Center, Merced, an organization with more than 1,400 employees. Industry: (Healthcare Sector)

Dr. Matthew Lee is the owner of Lee & Associates Eye Care, an organization with 18 employees. Industry: (Healthcare Sector)

Request for a motion to nominate and approve the WDB applications for Dale Jones and Dr. Matthew Lee. Their applications would be advanced to the BOS if approved by the WDB.

Motion by Amie Marchini, second by Vinton Thengvall to nominate and approve WDB applications for Dale Jones and Dr. Matthew Lee; carried by unanimous roll call vote.

11. Facility Planning: Update and discussion regarding proposals for the acquisition, renovation, and movement of AJCC and Workforce Board offices.

The following updates were given to members:

EDD Building: Continue to have facility issues with the EDD building. During the summer, staff were sent home on multiple days due to indoor temperatures reaching above 85 degrees. Staff is in conversation with the City to move staff to the Historic Post Office Building in downtown Merced. Staff is hoping to make any move in concurrence with new career services contract, which begins January 1, 2024.

Castle Satellite: Staff is coordinating with Public Works to convert the front portion of the Department administration offices into a career service and training center. It is anticipated this work will complete in January 2024.

Los Banos Building: The building owner has suggested he would be interested in selling the building. The county has completed an appraisal and has made an offer for purchase.

12. Performance Monitoring: The department of Workforce Investment has contracted with Santigago Lopez Consulting LLC to provide consulting services on performance management for various department grants. The purpose is for the contractor to create a matrix for the department to review its various grants regarding funding

amount, performance goals/deliverables, and timelines. In addition, it will conduct research on various data tracking tools for the County's consideration. Design a frame for conducting a virtual meeting with the main discussion to be on performance committee. Some of the topics to be discussed will be agenda format, visual aids, and report-outs.

Staff asked WDB Member for volunteers to be part of the "Performance Committee". The following WDB members volunteered. Steve Hobbs, Joe Perez, and David Ness.

13. 2023 Workforce Labor Market Information-sheet and Virtual Presentation: Staff has organized a presentation for Wednesday, October 11th from 2-3pm via zoom. The virtual event will walk-through key statistics with invited guests and researchers. The Fact Sheet 2023 will be made available to all residents, partners, and businesses to showcase educational data and opportunities to address in the future. All board members were invited to the virtual presentation.

14. Healthcare Sector Development Workshop: Item Pulled

15. Temporary Work-Pool Project: Presentation and discussion of the programmatic framework for a new initiative to provide temporary employment opportunities to individuals in subsidized employment programs. Staff is preparing to launch the Temporary Work Pool to improve employers' experience, and to create more meaningful employment and training experience, and maximize efficiency in the system. One change has been the procurement of an Employer-of-Record, so that all employment costs, wages, workers' compensation, and other payroll expenses are covered and front-loaded, instead of employers requesting reimbursement.

The Temporary Work Pool in which a pool of employers provides temporary work experience for ESE clients while more permanent, career pathway-focused opportunities are developed.

16. AJCC WIOA Adult & Dislocated Worker Services Procurement: The Department of Workforce Investment was authorized to release a Request for Proposals (RFP) to procure Adult and Dislocated Worker Services.

The RFP #7522 for Adult and Dislocated Worker services was launched on 07/13/2023 and closed on 08/28/2023. This provided bidders more than six weeks to develop and submit their proposals.

Staff shared with members that the Department received four proposals, an important improvement upon its last procurement process in which only one bidder submitted a proposal. The bidders included the current operator and three organizations not currently operating services in Merced County. The scoring panel consisted of four Workforce Development Board Members, each of whom contributed multiple days of review and oversight across a tight review schedule. Proposals were scored on a 100-point basis; scores were comprised of the following categories:

- Organizational Structure and Capacity – 15 points
- Experience and Demonstrated Ability – 20 points
- Program Design and Approach – 35 points
- Project Budget – 30 points

Proposal Review Results: All four bidders were notified of results of RFP #7522 Adult and Dislocated Worker Career Services by September 25, 2023, and were notified of their appeal rights and appeal process as described in the RFP.

Career TEAM is being recommended for funding. Staff anticipates contract approval by Merced County Board of Supervisors on November 7, 2023.

The term of the contract resulting from this RFP is for the period of January 1, 2024 – July 30, 2024, a period of six (6) months with an option to review for up to three (3) additional one-year program terms, with extension for two additional years with approval from the Workforce Development Board.

- 1) Request for a motion to approve the results of Request for Proposal #7522 Adult and Dislocated Worker Career Services.

Motion by Chris Vitelli, second by Jeff Segars to approve the results of Request for Proposal #7522 and Dislocated Worker Career Services; carried by unanimous roll call vote

- 2) Request for a motion to approve the funding recommendations as set forth herein.

Motion by David Ness, second by Chris Vitelli to approve the funding recommendations as set forth herein; carried by unanimous roll call vote

17. Merced Youth Jobs: Staff provided the following updates:

Total Participants: 159

Total Businesses: 61

Total Participants who have secured long-term employment: 25

Total wages paid: \$409,653.78

- Average wage earned per youth: \$2,576.44

- Wages paid during the Summer (June through September): \$190,543.05

Average participant age: 17

School status at enrollment:

- Secondary School: 113

- Post-Secondary School: 25

- Not attending school and is a HS dropout: 2

- Not attending school: 19

18. 2024 Meeting Calendar: The following dates were identified for the 2024 calendar year for in-person meetings at locations throughout the county and hosted at Industry/Employer/Training sites. Meetings are scheduled to be held quarterly on a Wednesday from 2:00pm to 3:30pm.

Full Board 2024 Meetings

Dates: March 27; June 26; September 25; December 11

Request for a motion to approve the 2024 Workforce Development Board Meeting dates.

Motion by Chris Winek, second by Joe Perez to approve the 2024 Workforce Development Board Meeting dates; carried by unanimous roll call vote.

19. Adjournment: The Chair Mrs. Leslie Abasta-Cummings, adjourned the meeting at 3:33 p.m.