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**Workforce Development Board (WDB)
UC Merced Downtown Campus
655 W. 18th Street, Room 105/106
Merced, CA 95340
December 13, 2018, 3:00pm
Special Meeting Minutes**

Members Present:

Michael Altomare
David Dees
Mark Hendrickson
Steve Hobbs
Joshua Lepper

Amie Marchini
Daron McDaniel
Jack Mobley
Steve Newvine
Tim Robertson

Stergios (Steve) Roussos
Peter Schuerman, Ph.D.
Vinton Thengvall
Greg Vincelet

Members Absent:

Leslie Abasta-Cummings
Margarita Cabalbag
Daniel Caris

Eric Chu
Tim O'Neill
Steve Tietjen, Ed.D.

Others Present:

Reyna Espinoza
Vanessa Guevara

Tammy Johnson
Nick Loret de Mola

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1. Call to Order/Roll Call: Board Chair, Mike Altomare, called the meeting to order at 3:01pm.
 2. Approval of Agenda: It was *M/S/C Newvine/Hobbs* to approve the agenda as published.
 3. Approval of Minutes: It was *M/S/C Newvine/Dees* to approve the October 11, 2018 minutes as submitted.
 4. Public Opportunity to Speak: None.
 5. Chair Comments: Mr. Altomare welcomed the board members and public to the meeting. Mr. Altomare discussed the importance of sector based industry groups such as the Healthcare Summit recently launched by the WDB. Mr. Altomare also discussed the importance of soft skills in his recent discussions with the business community and the need to stop calling them “soft skills” as they are truly “essential skills”.
 6. Director Comments: Deputy Director, Nick Loret de Mola, welcomed the board to the meeting in Director Mirrione’s absence. He provided a brief overview of the regional and local planning processes going on throughout California.

7. Action/Discussion

- a. Regional and Local Planning Update: Deputy Director Loret de Mola provided an update on the status of the current Local and Regional Plan Modifications.
 - b. 2018-19 WIOA Section 188 Monitoring Results: Deputy Director Loret de Mola provided an overview of the WIOA Section 188 Monitoring and thanked staff for their hard work ensuring departmental compliance.
 - c. Request for Proposal: WIOA Monitoring: Deputy Director Loret de Mola provided an overview outlining the need to procure an outside monitoring firm to monitor the WIOA Career Service providers. It was *M/S/C Marchini/Dees* to approve the recommendation to issue a Request for Proposal for WIOA Monitoring services.
 - d. Board Membership: Jorge De Nava Jr.: It was *M/S/C Hendrickson/Hobbs* to approve the nomination of Mr. Jorge De Nava to the Workforce Development Board and forward his application to the Merced County Board of Supervisors for appointment. (*McDaniel: Abstention*)
 - e. Merced County Healthcare Workforce Summit Update: Deputy Director Loret de Mola provided an overview of the December 4th Merced County Healthcare Workforce Summit.
 - f. 501(c)(3) Nonprofit Exploration: Deputy Director Loret de Mola provided an update regarding the development of a Workforce Development Board 501(c)(3) nonprofit.
 - g. US Conference of Mayors Workforce Development Council Appointment: Deputy Director Loret de Mola provided an update regarding Director Mirrione's recent appointment to the US Conference of Mayors Workforce Development Council.
 - h. WDB and Executive Committee Revised Calendar for 2018-19 & 2019-20: It was *M/S/C McDaniel/Mobley* to approve the WDB and Executive Committee Revised Calendars for 2018-19 & 2019-20.
8. Reports
- a. WIOA Adult Program: Ms. Reyna Espinoza provided and reviewed programmatic reports for the WIOA Adult Program.
 - b. WIOA Youth Program: Mr. Loret de Mola provided and reviewed programmatic reports for the WIOA Youth Program.
 - c. Worknet Business Services: Mr. Loret de Mola reviewed Business Services report distributed to the WDB members.
 - d. Fiscal: Mr. Loret de Mola reviewed the report and a copy of the report was included in the meeting packet.
 - e. Program Year 2017 WIOA Performance Update: Mr. Loret de Mola reviewed the report and a copy of the report was included in the meeting packet.
9. Information
- a. Form 700 and Ethics Training: A brief update was provided by Deputy Director Loret de Mola regarding the Form 700s and Ethics Training.

10. Next Meeting: 2:00 p.m., Thursday, February 14, 2019, Location: UC Merced Downtown Center, 655 W 18th Street, Rooms 105 & 106, Merced, CA 95340
11. Adjournment: The meeting at 4:28 p.m. It was *M/S/C Newvine/Vincelet*