

**Workforce Development Board (WDB)
Worknet Merced County
6845 Bridget Ct. Building 'A'
Winton, CA 95388
March 24, 2021, 2:00 p.m.
Meeting Minutes**



www.worknetmerced.com

Members Present:

Leslie Abasta-Cummings	Jorge De Nava	Mark Hendrickson	Michael Altomare
Steve Hobbs	Joshua Lepper	Tim O'Neil	Tim Robertson
Steve Tietjen	Greg Vincelet	Daron McDaniel	Jack Mobley
Amie Marchini			

Members Absent:

Chudy Nnebe	Lynda Munoz	Terry Nichols
Satvir Arias	Vinton Thengavall	Chris Vitelli

Others Present:

Erick Serrato, Reyna Espinoza, Stacie Tury, Rigo Medina, Steve Newvine, Holly Newlon, Daphne Post, Jeff Segars, Adolph Lopez, Marjorie Zatz, Yang Her, Valente Huitron, Delson Ramirez, Patricia Hinson

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- 1. Call to Order/ Roll Call:** Board Chairperson, Mrs. Leslie Abasta-Cummings, called the meeting to order at 2:05 pm.

Jorge De Nava welcomed all members to the Training Center located at Central Valley Opportunity Center CVOC for the meeting. He invited members to stay after the meeting for a tour of the CVOC facility. He also invited members to the lunch buffet and refreshments available.

- 2. Public Opportunity to Speak:** None
- 3. Approval of Agenda:** *Tietjen/De Nava* approved the meeting agenda as published.
- 4. Approval of Minutes:** *Hobbs/Lepper* approved the meeting agenda as published.
- 5. Chair Comments:** Mrs. Leslie Abasta-Cummings thanked everybody for being present at the meeting. She stated that it is great to see things opening back up. She asked Mrs. Reyna Espinoza to present the plaque to Mr. Steve Newvine for his services to the WDB.
- 6. Director's Comments:** Erick Serrato thanked Steve for his commitment and services to the WDB and Youth Committee. He thanked Jorge De Nava for hosting the meeting and for the food.

Erick shared with members that he received a letter from California Workforce Development Board

stating that Merced County Worknet met the eligibility requirements and has been designated as a High Performing Board for the period of July 1, 2020, through June 30, 2023. He thanked the Board and staff for the accomplishment.

- 7. Board Recognition:** Reyna presented Steve with the plaque and thanked him for his 14 plus years of services leadership and dedication to the Workforce Development Board, Youth Committee and services to the community.

Steve opened his gift. He stated that it had been an absolute pleasure working with the WDB and Youth Committee. He added that he had served the Board and community for over 14 years. He said that the Board is in great hands with Erick's leadership. He thanked all WDB members and others present for the plaque and was overwhelmed with the recognition and celebration. Later he was presented with a cake as well.

- 8. Local Policy Adoption: Review and approval of the following Policies:** Basic Skills Deficient; Eligibility Document Requirements; Individual Training Accounts; Objective Assessments; Rapid Response; Self-Attestation; Supportive Services; Youth Incentives; Work Experience Internships Transitional Jobs.

Motion by Daron McDaniel, second by Jorge de Nava to approve the Local Policies as presented; carried by unanimous roll call vote.

- 9. Requests for Proposal:** The Merced County Workforce Development Board will soon release a number of procurement opportunities, including but not limited to WIOA Youth Services: with the focus on serving out-of-school youth. The RFP is currently in final review and will be released in the coming weeks, with a four-week application period. Economic Research: An RFP for economic research to explore a variety of labor market information. Web Design, Graphic Design, and Marketing: The Board plans to release one or more opportunities to secure a design team to redesign the Worknet website, produce flyers and information templates, a graphic style guide, and general marketing support and guidance. Workforce Consultants: Staff seeks to create a qualified list of workforce consultants that can assist with special projects. All procurement opportunities will be listed on the Worknet website, WorknetMerced.com.

- 10. Local and Regional Plans:** Erick presented to the members the final Local Plan and Regional Plan and asked the Board's authorization to authorize the WDB Chair to sign the Local Plan in its final form and authorize staff to submit the Local Plan and Regional Plan to the Board of Supervisors for signature and subsequent submission to the State.

Motion by O'Neil, second by Vincelet to approve the Board Chair to sign the final Local Plan and authorize staff to submit the Local Plan and Regional Plan to the Board of Supervisors for signature and subsequent submission to the State; carried by unanimous roll call vote.

- 11. 2021 Meeting Calendar:** Presentation of 2021 Workforce Development Board meeting dates and called for meeting host sites. Following is the Full Workforce Development and WDB Executive meeting dates:

Full Board Meeting: Held quarterly on the fourth Wednesday with some exceptions for holidays, from 2:00pm to 3:30pm. Dates: March 24; June 23; September 22; December 8. Location TBD.

Executive Committee Board Meeting: Held every other month on the second Thursday with some exceptions for holidays, from 4:00pm to 5:00pm. Dates: March 11; May 13; July 8; September 9; November 18.

- 12. Business Testimonial:** None

- 13. Business Engagement:** One of the Board's missions is to meet the needs of employers in Merced County. One way the Board is supporting this approach is by industry orientation, working to meet business needs and connect those employers with skilled workers. Following are five business engagements that DWI staff is currently working on.

- 1) New staff and reporting structure.
- 2) Sector-focused staff and activities.
- 3) Coordination with Merced County Community and Economic Development (CED)
- 4) Site-specific Workforce Cluster opportunities.
- 5) Exploring Possible Co-location of Business Engagement staff.

- 14. Occupational Analysis:** Chair Abasta-Cummings shared with members that at the March 11, 2021, Executive meeting, staff presented options for focus and developed the resulting schedule. The first occupational analysis will be focused on Medical Assistants under the sector of health. A part-time Labor Market Information employee will support this work. Staff is working with UC Merced to develop a position conducive to an Economic graduate student who will lead this work and liaise with various economic partners. Once all the information has been gathered, it will be presented at a future Board meeting.

- 15. Participant Testimonial:** Delson Ramirez a workforce participant shared with the Board members that he served in the military before coming to the Merced County Worknet office. After serving in the military, he signed up to be part of the National Guard. He felt that he needed training and went to the Merced County Worknet Office. Once he registered for the services, he was assigned to an Employment and Training Specialist who helped him get training and get his class 'A' driver's license. After he completed the program, he was deployed again. Upon his return, he was able to find an excellent job with the help of Merced County Worknet staff. He is forever grateful for the services he received at through the Merced County Workforce Development Board.

- 16. Program Performance:** Nationally, Adult, Dislocated, and Youth outcomes have been impacted by the COVID-19 pandemic, limiting enrollment, work experience, and placement. Merced County service providers have implemented several responses to spur activity programs. DWI staff has also accelerated activity on a number of special grants and programs that the COVID-19 pandemic had affected. Accelerated program plans include new enrollments in connection to County COVID-19

temporary employment to include a Call Center Workers and Contact Tracers, re-engagement in the leadership of the Homeless Court, new intra-department partnerships with Behavioral Health Department, and a new journey-mapping process for each grant to identify barriers and opportunities. These programs include COVID-19 National Dislocated Worker Grant, Opioid Crisis National Dislocated Worker Grant, AB1111 (Workforce Services and Telehealth for high-need populations, Workforce Accelerator 8.0 (Homeless Court Navigator), Merced County ESE program.

17. 501 C-3 Non-Profit: Back in 2020, the Board launched a process to establish a non-profit organization to support the activities and mission of the Workforce Board. The organization's primary role is to apply for and secure additional funding to support initiatives not funded through the Workforce Board's traditional funding and when appropriate, assist other county organizations with some funds. So far, staff has prepared all the necessary documentation and it has been reviewed by County officials. The goal is to submit these documents in the coming weeks. More information will be provided at a future meeting.

18. WDB Member Reports: None

19. Possible Direction for Future Agenda Items: None

20. Adjournment

Mrs. Leslie Abasta-Cummings adjourned the meeting at 3:33 p.m.