

**Workforce Development Board (WDB)
Executive Committee
Worknet Merced County
Zoom Meeting
Atwater, CA 95301
September 9, 2021, 4:00 p.m.**



www.worknetmerced.com

Members Present:

Daron McDaniel	Tim O'Neil
Michael Altomare	Jack Mobley
	Vinton Thengvall

Members Absent: Leslie Abasta-Cummings

Others Present:

Erick Serrato, Reyna Espinoza, Linda Gutierrez, Mario Pena, Martha Torres, Rebecca Lincoln, Patricia Hinson

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- 1. Call to Order/ Roll Call** – The Board's Vice-Chair, Mr. Vinton Thengvall, called the meeting to order at 4:06 p.m.
 - 2. Approval of Agenda** – *Mobley/O'Neil* approved the meeting agenda as presented.
 - 3. Approval of Minutes** – *Mobley/Altomare* approved the May 13, 2021 minutes as published.
 - 4. Public Opportunity to Speak:** None
 - 5. Vice Chair Comments:** Mr. Vinton Thengvall thanked members for being present at the zoom meeting. He added that he would be conducting the WDB Exec meeting for Leslie since she is out.
 - 6. Director's Comments:** Erick thanked all members for their attendance. He shared with members that he just got back from attending the Meeting of the Minds Conference in Monterey. In addition, he gave a brief overview of the topics for today's WDB Exec meeting.
 - 7. Financial Dashboard:** Members were briefed on the financial health of the Workforce Board, administered by the County of Merced as the Department of Workforce Investment (DWI). The summary, shared with the Executive Committee, includes the fiscal report and Dashboard documents.

The following items are of note during the current reporting period:

- a) DWI/WDB Final Budget:** Staff has submitted the annual Department budget for submission to the Board of Supervisors. This budget includes previously shared budget adjustments to accommodate a formula reduction of 13% from the previous fiscal year, while still reserving requisite funds to support the expansion of jobseeker access portals, a planned In-School

Academy program, and possible relocation of AJCC services. The final budget will also include proposed personnel adjustments/reclassifications. The fiscal staff will share details of the budget at the next full board meeting.

- b) SB734: The State requires workforce development boards to spend no less than 30% equivalent of their Adult and Dislocated Worker formula funds on training; 25% of this, at minimum, must come from Formula Fund expenditures on training with the remaining 10% funded through special grants or other funds sourced by the Workforce Development Board (WDB).
- c) Grant Expenditures: The Board has been working with its program officers to modify expenditure plans and accelerate grant progress to meet grant deliverables. The State extended Rapid Response and Layoff Aversion grant to 06/30/2022.

8. Local Plan Approval: In accordance with EDD Directive WSD20-05, all workforce boards were to develop and submit their Local Plans for review in June 2021 or earlier. The Merced County Workforce Development Boards submitted its signed Local Plan in May 2021.

On August 11, 2021, Merced County Workforce Development Board was informed that its Local Plan for PY 2021-2024 was approved. Thank you to the staff that led its development and guided its approval.

9. Monitoring Reports: In June 2021, Merced County Workforce Development Board completed both Programmatic and Fiscal monitoring by the Employment Development Department. Exit interviews for both monitoring activities did not identify major issues that needed to be addressed. A gap in local program monitoring during COVID-19 was noted and addressed. Merced County Workforce Development Board received subsequent designation and recertification from the State. For the program year 2021-2023, staff has updated the data-reporting document for the Board's review.

10. Grants Update: Staff gave an update on Grant Submissions and Awards. Following are all grant submissions of the current program year (PY 21-22).

Grant Requested and Funder: Irvine Foundation (via fiscal sponsor)

Amount: 145,000

Program description: Planning and development phase of childcare projects in partnership with various stakeholders.

Submitted: 8/20/2021

Status: Pending.

Recently awarded Grants:

\$57,800 as part of a joint submission with Stanislaus County Workforce Development Board for the VEAP (Veterans Employment) grant; State of California.

Grants in Development:

We are working on a US Economic Development Association (EDA) joint grant application with other Central Valley Regional Workforce Development Boards.

11. Youth Committee: At its June 2021 meeting, the Merced County WDB approved changes to its bylaws. The changes clarified the role of the development of the Youth Committee, namely that the committee may include a WIOA eligible youth between the ages of 16-24, in addition, a representative of a youth-serving community-based or government organization, and a past member of the Workforce Development Board, approved by the Board.

Staff researched WIOA Youth best practices and the role of youth committees within the WDBs and have the following recommendations:

Membership: The Youth Committee should include the following members: (a) WIOA eligible youth preferable a past program participant; (b) two members of the WDB; (3) a community or government agency serving disconnected youth; (d) a past WDB member; and (e) a representative of a local business employing young adults. This could be a WDB member. Members of the Youth Committee would be invited to join the Committee and approved by the WDB.

Role: The work of the Youth Committee should include reviewing and presenting WIOA Youth Program performance, exploring emergent workforce issues and opportunities affecting Merced County youth; provide recommendations to the WDB concerning WIOA Youth investments, including WIOA Youth service providers. Including other related matters.

Meeting Schedules: Youth Committee meetings should occur quarterly, approximately two weeks prior to WDB meetings, and as required fulfilling its purpose.

12. Board Membership: Members were notified of the resignation of Lynda Munoz (Ingomar Packing Company) from the WDB effective July 19, 2021.

The WDB Executive Committee is encouraged to continue to identify candidates for membership on the WDB. The staff has recommended the prioritization of businesses representatives from the Goods Moment/Logistics, Finance, IT/Technology, and Manufacturing sectors.

WDB Officers were last elected on July 23, 2019. The position of Vice-Chairperson currently sits vacant due to retirement. It was requested that the WDB re-elect/elect its Chair, Vice-Chairperson, and Second Vice-Chairperson at the December 8, 2021 meeting to provide ample time for recruitment and nomination of officers.

Staff recommendations are to approve a motion to schedule the election of officers for the December 8, 2021, meeting of the Workforce Development Board.

Motion by Tim O'Neil, second by Jack Mobley to approve the election of Officers for the December 8, 2021 meeting of the Workforce Development Board, carried by unanimous roll call vote.

13. Restore Merced: Restore Merced is currently developing a document that expresses commitments from members of the community, signaling their role as a positive force in the community.

14. AJCC (Worknet Centers): Staff is exploring alternative sites for the AJCCs. In addition the staff is looking at the possibility of renovating the Admin Castle office into a small job center. Additional 'portal' locations are being explored in partnership with the library system and CVOC to triple the number of services.

15. Business Services: Staff informed Members of the upcoming Events/Services

Trucking and Logistics Fest – September 29th

H.R. Breakfast & Award – November 18th

Castle Business Service Strategy – Launch October 11th

Reimagining ESE Contract – Pilot launch

Launch Executive Pulse – October 2021

New Protocol/Partnership between DWI & Services Providers

16. 501 c-3 Progress: The staff revised form 1023, and articles of incorporation Parton will be ready for submission. We will present it to the WDB in September.

17. Future Agendas and Meetings: Invite Restore Merced to speak about their services and 'business pledge' at the next WDB meeting in September.

18. Adjournment

Adjourned at 5:08 p.m.