

ITEM I.B. – ACTION
ALAMEDA COUNTY
WORKFORCE INVESTMENT BOARD

MINUTES

MEMBERS PRESENT:

James Smith, Chairperson	Debby Leung
Debbi Bellush, Vice-Chairperson	Rodger Lum
Ann Bauman	Deana Medinas
Charles Brown	Duane Mongerson
Ken Croswell	Melissa Pedroza
Joseph Diaz	Manuel Perry
John Eddy	Robert Peyton
George Herring	Sally Rapp
David Johnson	Frank Tucker
Sheila Jordan	Samuel Wallace
Jerry Keating	Mike White
Kathleen Kelly	Felicia Woytak
Bruce Kern	

MEMBERS ABSENT:

Ophelia Basgal	Justino Lapuz
John Billheimer	William Lee
Curtis Brooks	Henry Leng
Robert Chipley	Helen Meyer
Matthew Craven	Suzanne Shenfil
Jack Garcia	

The meeting of the Alameda County Workforce Investment Board (WIB) was called to order at 9:03 A.M. on Thursday, December 14, 2000 by James Smith, Chairperson. A quorum was present.

ITEM I.B. – MINUTES OF ALAMEDA COUNTY WIB FOR THURSDAY, DECEMBER 14, 2000. A motion to approve the minutes of Thursday, September 28, 2000 was made by **Bellush/Bauman/carried.**

ITEM I.C. – CHAIRPERSON’S REPORT. Chairperson Smith introduced A new WIB member representing the private sector -- Sally Rapp from S R Management Services, Inc. A reflection of what we have accomplished in the year 2000 was presented – transition from PIC to WIB, tremendous change in committee make-up for WIB, and WIB staff reductions. Thanks were given to all Committee Chairs for all their hard work, including the Ad Hoc Youth Council

Committee, as well as the WIB Director and staff. Special recognition went to Debbi Bellush, WIB Vice-Chairperson, leading the WIB retreat. The Youth Council is now developed with its own expertise. The Chairperson thanked the entire WIB for their time and asked members to get involved in the committees of the WIB, because that is where most of the work is.

ITEM I.D. – DIRECTOR’S REPORT. Dorothy Chen, Director, thanked J. Smith for all his hard work during a difficult transition period. J. Smith will be recognized at the March 2001 WIB meeting with a recognition award. In reference to the retreat and follow-up, information is presented in the WIB Packet on Page 33. The follow-up meeting, which will be a voluntary ad hoc committee with WIB Executive Committee in attendance, will be held on Wednesday, January 10, 2001 from 3:00 – 4:30 P.M. at 22225 Foothill Blvd., Hayward. A copy of all the work that was done at the retreat is also provided (summary of mission/vision and some of the goals). An evaluation of the retreat was completed with about a 35% response, with overall comments being very positive. What the WIB members liked the most was getting to know each other, working in smaller groups, and members felt a little more in touch with fellow board members. Majority of WIB members felt the logistics were good and enjoyed the food. Staff take evaluation opinions very seriously and, when any future agenda is planned, opinions will be incorporated.

On November 15, 2000, the State Workforce Investment Board sent a letter stating that we have been certified as a local Workforce Investment Board and have met certification requirements. D. Chen thanked the transition team (WIB Executive Committee) in helping staff move this agenda forward.

ITEM II – PUBLIC FORUM. No input.

ITEM III.A. – AMENDMENTS TO THE WIB BYLAWS. Chairperson Smith briefly outlined the recommendation of the Executive Committee. A motion to amend WIB Bylaws to allow the Vice-Chair seat to be filled by any sectorial representative was made by **Brown/Pedroza/carried.** A motion to adopt regularly scheduled meeting dates for the WIB meetings as indicated in Attachment III.A.2. was made by **Perry/Mongerson/ carried.**

ITEM III.B. – ELECTION OF WORKFORCE INVESTMENT BOARD OFFICERS. Ken Croswell stated that with few names in nominations for Chair and Vice-Chair, the Nomination Committee made an inquiry to ask Debbi Bellush if she was interested to serve as the Chair and she accepted. With the WIB Bylaws changed to include any sectorial seat can be nominated for Vice-Chair, Mike White was asked and accepted. Further nominations were open to the floor for Chair, and with no input, closed. Further nominations were open to the floor for Vice-Chair, and K. Croswell officially nominated Mike White, and with no other input, the nominations were closed. A motion to declare the two nominees for Chair (D. Bellush) and Vice-Chair (M. White) elected was made by **Herring/Pedroza/ carried.**

ITEM III.C. – WIB ANNUAL BUDGET – PY 2000/2001. David Harkess outlined the item in detail and outlined the supplemental information handout. Staff is anticipating in January 2001 an announcement from the State in reference to some unspent funds from the JTPA program that will be added into WIA grants. When JTPA ended on June 30, 2001, there were unspent money

in the formula grants. Administration dollars were limited to 10 percent on WIA dollars and 13 percent on the Welfare-to-Work dollars.

Suggestions and comments made by WIB members:

- Next time a budget is to be approved by the WIB that the costs be broken out more clearly, i.e. which staff are being paid by that line item. The regulations state that the WIB needs to approve an annual budget but it doesn't state the timeframe.
- In going forward with the year 2001/2002 budget, show how the budget aligns with the goals (including innovative ideas) that were established at the WIB retreat.
- In reference to funding streams that come in, we should start to see how we can map our performance out in March 2001 for the following budget year of 2001/2002.
- Budget is supposed to support goals and objectives, and in looking at these goals and objectives, see how they tie into those expenditures.
- We have an evaluation instrument. The next step is what activities match that particular expenditure. Develop an action plan as a basis for doing an evaluation and attach dollars to that.

Chairperson Smith opened the public hearing, and with no input, closed the public hearing.

A motion to approve the Workforce Investment Board Budget for Program Year 2000/2001 with the caveat that additional work will be done on the 2001/2002 budget to be presented to the WIB in March 2001 so the board can do some of the match-ups discussed (handled by ad hoc committee) was made by **White/Mongerson/carried** (Lum recused).

Comments from the Public:

Jim Graham from United Can spoke in reference to his working with the Hayward one-stop center for about six months with his plant located in Hayward closing in two weeks to affect 100+ employees. He mentioned they had a very successful job faire yesterday at their plant with 10 employers attending. Approximately 80 of the 100 employees attended the job faire, and heard nothing but positive comments from the employers. He expressed his appreciation to Linda Barbaro's staff -- Pat Donovan and Jim Britto -- for their good work.

ITEM III.D. – LOCAL PROCESS FOR THE DEVELOPMENT OF PROCEDURES AND DEFINITIONS TO IMPLEMENT WIA TITLE I PROGRAMS. Mike White, Operations Committee Chair, presented the item and also encouraged WIB members to attend the Performance Accountability Committee meeting to better understand the topic. A motion to approve a process for the coordinated and timely development of procedures and definitions required to implement provisions of the Workforce Investment Act (WIA) Title I programs that includes six elements was made by **White/Croswell/carried**.

ITEM III.E. – WIA TITLE I TARGETED YOUTH STRATEGIES. Manuel Perry, Youth Policy Council Chair, presented the item in detail, but first thanked the Youth Policy Council for all their hard work in pulling together the youth strategies. A motion to approve the four strategies regarding the implementation of WIA Targeted Youth Services and direct staff to conduct a competitive bid process for the WIA Targeted Youth Services funds was made by **Croswell/Bellush/carried.**

Suggestions and comments made by WIB members:

- We need to be aggressive in going after additional resources of funding, i.e. school-to-career and other grants (strategy to tap into other resources). M. Perry added they are looking at surveying youth, looking at demands of employers, fund a proposal writer, looking at foundations and youth at risk.
- There is Eastbay Learns.
- Word from employers is that there is a lack of experienced trades people, lack of knowledge and support from parents of youth. In reference to the technical issue, we need to look at laying out those opportunities and build upon the work that has been done in the county (combined with internships and school districts).
- Under collaboratives, we need to add the private sector. Andrea Peixoto stated that the regulations require that there be a connection to the one-stop, not necessarily for direct services. The Youth Policy Council also felt that youth need to know how to access a one-stop, not necessarily for present job openings, but for the future, because that will be the place where jobs will be. To include the One-Stop operator, is to include that type of training of accessibility originally, plus the fact that there are many partners including employers in a one-stop that could be linked or networked through these collaboratives. The One-Stop then becomes a very prime player in terms of partnering and linkage (not occupational training as we know it). There is nothing that would preclude Eastbay Learns to become a partner in this collaborative, either on a county-wide basis or a regional basis. We are talking about services to the general population and not targeting a specific program. The whole idea is to build a system that has a collaborative link in the system.
- In reference to youth offenders, is there any type of outreach to incarcerated youth? M. Perry answered we haven't considered it yet, as well as resources for them.
- In reference to follow-up services, there needs to be some appropriation for pregnancy prevention.
- The larger and more inclusive the collaborative is, the better chance they have of receiving dollars. In reference to private sector involvement, there should be the potential for small businesses to compete for these grants and awards.
- Collaboratives need to provide the minimum, and it doesn't preclude private industry (need to articulate concerns at the bidders conference).

Chairperson Smith opened the public hearing and asked a youth representative on the Youth Policy Council and Vice-Chair (Megan Hild) to introduce herself. With no other input, the public hearing was closed.

An amended motion to include private and/or public sector, not as a mandate, but as an incentive and expand the notion of the collaborative through explaining all county accessibility was made by **Jordan/Bellush/carried.**

For point of clarification, A. Peixoto stated that in the regulations, there is a mandate that there needs to be a connection to the one-stops for youth. To involve the one-stops up from the start, the connection is automatically made and incorporated.

The meeting was adjourned at 11:05 A.M.