

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

MINUTES

MEMBERS PRESENT:

Debbi Bellush, Chair
Mike White, Vice-Chair
Ann Bauman
Bob Brewer
Winston Burton
Robert Chipley
George DePuy
Tony DeVenuta
Cres Ebarle
Jim Fogelquist
Lane Hart
Chet Hewitt
David Johnson

June Johnson
Jerry Keating
Kathleen Kelly
Bruce Kern
Paul Levine
Helen Meyer
Duane Mongerson
Melissa Pedroza
Jim Smith
Rhonda Tribble
Frank Tucker
Jim Wright
Felicia Woytak

MEMBERS ABSENT:

Ken Croswell
Jim Gould
Sheila Jordan
Henry Leng

Charles McGuire
Sandra McMullan
Sally Rapp
Sam Wallace

The meeting of the Alameda County Workforce Investment Board (WIB) was called to order at 9:05 AM on Thursday, June 13, 2002 by Debbi Bellush, WIB Chairperson. A quorum was present.

ITEM I.B. – MINUTES OF ALAMEDA COUNTY WIB FOR THURSDAY, MARCH 14, 2002. A motion to approve the minutes of March 14, 2002 was made by **Smith/White/carried.**

ITEM II – RECOGNITION AWARDS. Awards were presented to the following WIB members, and all made brief comments about their experience on the board:

Terms Expired: Charles Brown, George Herring (Brenda Johnson accepted), and Robert Peyton with awards being mailed to Ophelia Basgal, Tom Guarino and Suzanne Shenfil, who were not present.

Resigned: Melissa Pedroza, Debbi Bellush, Manuel Perry. A special gift was also presented to D. Bellush and M. Perry for serving as WIB Chairperson and YPC Chairperson, respectively. Toni Adams (on behalf of Sheila Jordan) presented a special award to M. Perry for all his dedicated work on the YPC.

ITEM III – INTRODUCTION OF NEW MEMBERS. New WIB members – Winston Burton, George DePuy, Cres Ebarle, Tony DeVenuta, Jim Fogelquist, June Johnson, Paul Levine, Rhonda Tribble and Jim Wright – were introduced and each gave a brief background. Jim Gould and Charles McGuire were not able to attend today’s meeting.

ITEM IV – ELECTION OF CHAIR/VICE-CHAIR. The Nomination Committee members were Ken Crosswell, Bruce Kern and Frank Tucker. F. Tucker stated they wanted to thank Jim Smith as past Chairperson of PIC and Debbi Bellush, Chairperson of WIB. It was a tiebreaker among the candidates, and one of our WIB members took time off their busy schedule to do follow-up interviews. In looking at the demand equation, we need to focus on the job seeker, and one of our newest members suggested looking at that and bring business to the table. The candidate that can lead us in that direction is Lane Hart, one of our newest members. The Nomination Committee recommends Lane Hart for the Chairperson.

Lane Hart expressed his thoughts on the great reputation this WIB holds statewide and presented his vision and goals as WIB Chairperson.

The Nomination Committee recommends Mike White as Vice-Chairperson.

A motion to approve Lane Hart as WIB Chairperson and Mike White as WIB Vice-Chairperson was made by **Kern/Tucker/carried.**

ITEM V – PUBLIC FORUM. Erin Callihan from Youth Radio spoke about their programs and handed out information.

ITEM VI – CONSENT CALENDAR ITEMS. No consent items.

Chairperson Bellush presented the procedure for action items.

ITEM VII.A. – WIA TARGETED YOUTH PROGRAM. Sandra Oubre presented the item. Updated handouts (revised 6-12-02) of Attachment VII.A.1. – Youth Collaboratives Contract Expenditures Cumulative To Date for WIA PY 2000-02 and 2001-03 Grants and Attachment VII.A.2. – Youth Enrollments were presented. All of the collaboratives have increased their enrollments. Berkeley has come up significantly, and they are being recommended for conditional funding. Their enrollments went up from 25% to 49%, and the Tri-Valley have increased to 60%. All programs have been invoiced, and the invoices are current with a few outstanding from North Cities and Tri Cities Areas. All programs have been asked to submit a statement to staff as to whether they can spend their funds by June 30, 2002, and they have all agreed they will spend the funds. The numbers from Berkeley and Tri-Cities are expected to be depleted by June 30, 2002. No funds have been spent on the contracts for 2001, which was extended until 2003. All contract stipulations presented will be applied to the second year funding.

It is also being requested to approve lowering the number of enrollments for each of the collaboratives, because when they started serving the youth, they found that long-term intervention is more costly than they previously anticipated, and that was stated in their proposal. The enrollment range for North Cities was based on the number of clients they intended to serve, plus the cost per participant. The fewer participants they serve, the more they can spend on the services provided. Staff would like the WIB to authorize the youth collaboratives to renegotiate their enrollments for PY 2001/2002.

The North Cities collaborative monitoring results indicated that they were definitely one of the lowest collaboratives with respect to enrollments and spending their funds. Staff is recommending they be put on conditional funding to give them time to bring their enrollments up and to spend their money. Staff is asking them to strengthen their MOUs within their collaborative. They have had a few problems and have worked things out with their partners, and as they hold more meetings with their partners, all problems and issues will be rectified. We are asking them to identify staff to complete the MIS documentation, which has been a challenge (with the other collaboratives as well). They also need to create an outreach to the Albany and Emeryville areas, which should bring in more enrollments for them. Staff intends to re-evaluate North Cities in August, and see if they have brought their enrollments and spent their money out. Staff wants them to enroll 15% of their 2001/2003 planned enrollments by August (which is 9). Staff thinks they can do it, and they have shown a lot of effort within the last few months in increasing their enrollments. Staff is still continuing to monitor this program, which by law, are required to conduct programmatic and fiscal monitoring of all our programs.

The Youth Policy Council did not vote on this item, because there was no quorum for their scheduled May 20, 2002 meeting. This item was to be discussed at the WIB Executive Committee meeting, which was also canceled, and now is being brought to the full WIB.

Bob Goetsch added that he did poll the YPC members to determine if there were any objections or specific comments to be forwarded with this, and there were none. He and Delfina Geiken, as YPC members, attended the last collaborative steering committee meeting; Tri Cities and Eden Area representatives also attended, and they were disappointed in the low number of youth served. He feels very confident the collaboratives have gone through and learned a great deal, are pulling in the enrollments, and feels continued discussion is worthwhile.

Juanita McMullan, the lead agency for the Berkeley North Cities Consortium, addressed the Board with some of the issues affecting North Cities area.

Chairperson Bellush opened the public hearing.

The following is a list of who addressed the Board on the funding item:

Toni Adams, YPC member
Juanita McMullan, North Cities Collaborative
Alice Cardona, City of Alameda
Delfina Geiken, YPC member
Sylvia Llanes, Director for Vallecitos CET and lead agency for Eden Area Youth Services Partnership as well as the Valley
David Rice, Tri-Valley Community Foundation, whom the Eden Collaborative subcontracted with
Wendy Ormiston, Tri-City Health Center
Leticia Ramos, Eden Area Collaborative
Robert Goetsch, YPC Chair

Chairperson Bellush closed the public hearing.

A motion to approve #1 and #2 recommendations regarding the provision of WIA Targeted Youth Services was made by **Kern/Johnson/carried.**

An amended motion to eliminate #5 Stipulation and look at the enrollment range was made by **Bauman/White/carried (Hewitt/Pedroza recused)**.

In reference to the enrollment range and cost per participant, Sandra Oubre stated they would have to negotiate that, sit down with the collaboratives and determine what is their cost per participant and ask how many participants they think they could serve with the amount of money they are receiving. A WIB member suggested also asking the collaboratives how long they think it would take for this program (12-15 or 24 months) and to consider that as well.

ITEM VII.B. – ALLOCATION OF THE WORKFORCE INVESTMENT ACT FUNDS, JULY 1, 2001 – JUNE 30, 2003. Jane Myers presented the item.

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

A motion to approve the extension of the funding allocations for the Workforce Investment Act Adult and Dislocated Worker funds for the Program Year (PY) 2001/2003 was made by **White/Chiplew/carried (Wright recused)**.

ITEM VII.C. – EXTENSION OF THE ONE-STOP CAREER CENTERS CONTRACTS FOR 2002/2003. Mike White, WIB Operations Committee Chair, stated there was a lively discussion on the issues held at their Committee meeting, particularly in reference to the stipulations. After the public hearing session from program operators, staff and Committee members, there were a total of five stipulations not recommended by the Committee. Jane Myers presented the item and stated this item would approve a dollar amount to each of the one-stops in looking at an extension from June 2002 to June 2003. Staff is not recommending an increase in the number of people served, but using the same levels as before. The one-stops are on a learning curve, and it was not appropriate to add additional people to be served, and the Committee agreed. The Committee agreed to the special stipulations.

Bruce Kern recommended, and the WIB Operations Committee Chair agreed, to add the Business Services Plan, in reference to taking it to the next level so it is not lost, as an item for the Ad Hoc Operations Committee meeting scheduled for August 1, 2002 and acknowledging it as the work of the WIB Economic Development Committee.

A motion to approve the recommendations of the WIB Operations Committee meeting was made by **White/Mongerson/carried (Wright recused)**.

ITEM VII.D. – ALLOCATION OF THE WORKFORCE INVESTMENT ACT FUNDS FOR PY 2002-2003. Jane Myers stated this is the new year's funding that starts July 1, 2002. The challenge was what would be the most appropriate thing to do with this funding. We have access to it until June 30, 2004. A portion of the funding would be set-aside for the one-stop career centers. The WIB Operations Committee did not want to set-aside 100% because one-stops are already receiving 100% of what they got last year. What that did was to leave a systems support set-aside amount, and the WIB is being asked to set this money aside, and that staff will come back in September with an item to allow discussion. We wanted to bring it to the WIB now so that the one-stops know what kind of resources they were getting at the beginning of the year. This is the first time we have asked for a set-aside.

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

A motion to approve the WIB Operations Committee recommendation was made by **White/Meyer/carried (Wright recused)**.

ITEM VII.E. – WIA ADULT AND DISLOCATED WORKER FUNDING FOR THE ONE-STOP CAREER CENTERS FOR PY 2002-2003. Jane Myers presented the item and stated in looking at the 45% that was set aside for the one-stops, this would be the division that is recommended by the WIB Operations Committee for each one-stop. The recommendation for the number of people served is not to increase any of the percentages but to keep things even (a proportionate share of the numbers).

In reference to the Business Services Plan (funding requirement), Mike White asked for EDES Committee representation at the Ad Hoc Operations Committee meeting scheduled for August 1, 2002.

Since we haven't allocated the entire amount of this grant (the set-aside that will be effective in September), there is room. If you want to go by industry, area, or target population, you have a lot of flexibility, which will be part of the discussion in September.

Lane Hart asked if it would be the proper time to evaluate if we in fact are prepared to support more intensive services.

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

A motion to approve the WIB Operations Committee recommendation was made by **White/Woytak/carried (Wright recused)**.

ITEM VII.F. – BERKELEY WORKSOURCE ONE-STOP CAREER CENTER. Mike White stated two proposed motions are being presented with two blue handouts with new information. Jane Myers stated that in looking at the adult services, Berkeley has enrolled 127% of plan and 20% of plan for dislocated workers. The program has until August 21, 2002 to bring those numbers up. The Operations Committee is trying to give the program the maximum amount of time they can.

Jane Myers stated the challenge is, as a WIB, that we are all responsible for performance, and Berkeley is a big chunk of the performance, and if they are not performing, it jeopardizes the overall WIB performance. If there are performance problems in two years, we are at jeopardy to remain a local WIB. You want to try and give the program as much flexibility as you can, but realize that we are responsible for that performance.

Chairperson Bellush opened the public hearing.

Delfina Geiken, Site Manager of the Berkeley One-Stop, addressed the Board on the matter.

Chairperson Bellush closed the public hearing.

For point of clarification, J. Myers stated if Berkeley is not funded, there will be a transition period, and Berkeley would receive resources to continue doing their business through December 31, 2002. They would have a contract through that time while the RFP process was being run. It is critical to not disrupt the services that are going on. Berkeley has the opportunity to

reconfigure the partnership, because they were funded with a certain partnership, and then come back with an RFP.

A motion to move action on this item and refer to Executive Committee meeting at the end of August (to see how we are at that time) was made by **White/Hart/carried (Hewitt recused)**.

For point of clarification, J Myers stated we are accountable for the total goals and when the State looks at these bottom line numbers. Those that have overenrolled to help the system end up with a bigger strain. By making the above recommendation, the Executive Committee has the ability to decide (is too close enough).

ITEM VII.G. – ALAMEDA ONE-STOP CAREER CENTER. Chairperson Bellush stated the Alameda One-Stop Career Center has met their numbers, so the first part of the motion is what applies at this point. J. Myers added that the second part was that they needed to have certain staff on board. WIB staff went out and interviewed, and determined that they do have the required staff. Chairperson Bellush opened the public hearing, and with no input, closed the public hearing.

A motion to approve the recommendation from the Operations Committee (top half because they did meet their goals) was made by **White/Chiplew/carried (Hewitt recused)**.

ITEM VII.H. – WIB ANNUAL BUDGET – PY 2002/2003. David Harkess presented the item and stated this is an overall annual budget picture for the new funds that are coming from the WIA formula allocation to our local area. These funds start July 1, 2002 through June 30, 2004. The grant revenues were presented – three formula allocations that is by law by regulations (our share of WIA for the upcoming year), adult, dislocated workers and youth programs. An application has been submitted for rapid response funds from the State in the amount of \$755,898, which we are fairly assured that is the level we will receive, despite the circumstances with the budget at the State level. A comparison of total allocations over the last two years for WIA was presented and shows we are slowing losing on the formula end, which is federal Congressional action. By the allocation process the WIB just went through in the previous items, this takes those total picture and puts it into one place, so the \$5.3 million that are coming in new to us, fall within these line items, in terms of an overall operation and program strategies. The program strategies tie back directly to the allocations that were made in the previous item. The chart on Page 42 takes that same \$5.3 million picture and puts it back to the specific grant sources that it comes from – adult, dislocated workers, youth programs, rapid response services. Changes and adjustments could be made to the budget.

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

A WIB member suggested that in doing the budget, there needs to be an overall discussion of the budget and financing issues.

A motion to approve the WIB Annual Budget for Program Year 2002/2003 was made by **White/Chiplew/carried (Wright recused)**.

ITEM VIII – WIB RETREAT DISCUSSION. Donna DeWeerd, the facilitator for the WIB retreat, asked what issues the WIB wanted to discuss at the retreat, and they are as follows:

Community Issues

- The needs of business, particularly small business, to stay in business in Alameda County
- Impact of Economic Development Activities on the County and on the workforce
- Financial viability of the education and community based organizations of Alameda County given the dire State budget situation

Board Issues

- Process issue – developing a funding process that arms the Board with more information for better, more informed funding decisions
- Process issue – better flow of information without overwhelm
- Process issue – Quality vs Quantity of information
- Process issue – becoming more flexible and looking at the committees in light of this
- Policy issue – becoming more of a policy board and less operational
- Policy issue – becoming more politically vocal and playing a great advocacy role
- Capacity issue – new members do not have the history of the organization and the brain trust needs to be passed along

Staff/Contractor Issues

- Provide more technical support to service providers/contractors
- Leverage resources
- Empower individuals

As an outcome for the retreat, the Board wishes to review the action plan and outcomes of the Committees and to set up a Board action plan with priorities listed.

The regular meeting adjourned at 12:45 PM.