

ITEM I B – ACTION

ALAMEDA COUNTY
WORKFORCE INVESTMENT BOARD

MINUTES

MEMBERS PRESENT:

James Smith, Chairperson	Henry Leng
Deborah Bellush, Vice-Chairperson	Debby Leung
Ophelia Basgal	Rodger Lum
Ann Bauman	Deana Medinas
Curtis Brooks	Helen Meyer
Robert Chipley	Duane Mongerson
Matthew Craven	Melissa Pedroza
Ken Croswell	Manuel Perry
Joseph Diaz	Robert Peyton
Jack Garcia	Suzanne Shenfil
David Johnson	Frank Tucker
Sheila Jordan	Samuel Wallace
Jerry Keating	Mike White
Bruce Kern	Felicia Woytak

MEMBERS ABSENT:

John Billheimer	Kathleen Kelly
Charles Brown	Justino Lapuz
John Eddy	William Lee
George Herring	

The meeting of the Alameda County Workforce Investment Board (WIB) was called to order at 9:07 A.M. on Thursday, September 28, 2000 by James Smith, Chairperson. A quorum was present.

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

ITEM I C – CHAIRPERSON’S REPORT. Chairperson Smith named Ken Croswell as the parliamentarian. Chairperson Smith is now working as a consultant for IBM.

ITEM I D – DIRECTOR’S REPORT. Dorothy Chen introduced our new State Monitor, Karl Jaensch, and County Counsel, Calvin James, who will be advising us on the WIB Bylaws and Chief Local Elected Official (CLEO) Agreement.

Basic parliamentary training will be held on November 8, 2000 from 9 to 11:00 A.M. prior to the beginning of the WIB retreat that starts on the same day at 1:00 P.M. Fifteen spaces are available on a first come, first serve basis. Parliamentary training will also be scheduled in the future so that all WIB members will have the opportunity to attend.

The WIB retreat will be held at the Piedmont Community Center and is a day and a half, starting in the afternoon of November 8, 2000 from 1:00 to 4:00 P.M. followed with a social reception from 4:30 to 6:00 P.M. Board of Supervisors and their aides have been invited to attend the reception. On the second day, November 9, 2000, 9:00 A.M. to 4:00 P.M., continental breakfast and lunch will be provided. A national consultant, Lori Strumpf, will facilitate the second day of the retreat. The first day will include preparatory work and information about the state of industry, its resources, and there will be opportunity to get to know one another better.

Christian D'Andrade has resigned from the WIB. Staff will be working very closely with the Chambers of Commerce and with EDAB to recruit new WIB members. Any current WIB member who knows of any private sector representatives who would be interested in becoming a WIB member should contact Dorothy Chen.

ITEM II – PUBLIC FORUM. No input.

ITEM III.A. – CHIEF LOCAL ELECTED OFFICIAL (CLEO) AGREEMENT BETWEEN WIB/BOS. The item was presented and there was no discussion. A motion to adopt the Chief Local Elected Official Agreement between WIB/Board of Supervisors was made by **Basgal/Bellush/carried.**

ITEM III.B. – ALAMEDA COUNTY WORKFORCE INVESTMENT BOARD BYLAWS. The item was presented. After a lengthy discussion, the following individual motions were made:

Section 5.3 – change first sentence to read “may be removed from the committee if s/he...” A motion made by **Kern/Brooks/carried.**

Section 5.5 - add “The chairperson of the committee shall be any member of the WIB.” A motion made by **Bauman/Perry/carried (No – Diaz).**

Section 5.6 – add the word “Act” after Workforce Investment.

Section 5.3 – to read “Although absences will not normally be excused, the committee chairperson may have the right...” A motion made by **Garcia/Bellush/carried.**

Section 3.7 to read “to attend three-quarters of the regular meetings. Motion made by **Basgal/Garcia/carried.**

Section 5.1.2. – Delete last sentence and replace with “Each committee shall select a Vice-Chairperson to serve as Chair in the absence of the appointed chair for such committee.” A motion made by **Wallace/Garcia.**

An amendment to the motion where the last sentence would read “All committees shall select the Vice-Chairperson from among the members of that committee” was made by **White/Garcia/carried.**

ITEM III.C. – MEMORANDUM OF UNDERSTANDING. The item was presented with a handout that reflected some corrections of the Memorandum of Understanding that were not included. Language in reference to core services, partnerships and administrative dispute were being added. A revised Attachment A from the Economic Development Alliance of Business (EDAB) was received after the packet was mailed. A motion to approve the MOU package with the condition that the EDAB corrections be included in the approved package was made by **Pedroza/Kern/carried.**

In reference to the “Mutual Indemnification” area of the MOU, and in looking at it in a regional prospective, all of the partners had a “Mutual Indemnification” section and seemed to be a very common thread. Mr. James explained that there are many different organizations here where you don’t want to have everyone responsible for everybody else’s actions, so you are responsible for your own. This is the intent of why the language is there. In answer to what claims are being covered, they are the claims on the MOU, i.e. disability, non-discrimination, etc.

An amended motion to add the phrase “essentially in this form” to the original motion was made by **Bauman/Bellush/carried.**

ITEM III.D. – APPOINTMENT OF YOUTH POLICY COUNCIL MEMBERS. The item was presented by Manuel Perry, Youth Policy Council Chair. A handout was presented with a revised recommended list of members for the Youth Policy Council. Five youth seats have been filled, with three left to fill (by geographic area). WIB members were asked to submit names of youth or youth organizations that we can tap into to the Youth Policy Council help fill the vacant seats. A yellow handout entitled “Youth Policy Council Mentor” Interest Survey was also presented. This leads to the leadership of youth which is one of the components we will be evaluated on. Part of the recommendation to the WIB is that a stipend of \$25 per meeting be paid to youth participating on the Youth Policy Council. Andrea Peixoto explained that one of the barriers to require to be eligible for the program is underemployed, unemployed or basic skills deficient.

A motion to approve the Youth Policy Council members listed to then be ratified by the Alameda County Board of Supervisors (BOS) was made by **White/Jordan/carried.** An amended motion that completion of Youth Policy Council roster be at the discretion of the Chair of the Youth Policy Council was made by **Pedroza/Tucker/carried.** The WIB thanked the Ad Hoc Youth Policy Council for all their hard work.

ITEM III.E. – CERTIFICATION OF THE COMPREHENSIVE ONE-STOP CAREER CENTER OPERATIONS IN THE ALAMEDA COUNTY WORKFORCE INVESTMENT AREA. The item was presented with no discussion. A motion to certify the one-stop career center operators as listed in the item was made by **Leng/Bellush/carried (Pedroza/Leng recused).** M. White encouraged all WIB members to stop by the one-stop career centers and introduce themselves.

ITEM III.F. – FUNDING THE ONE-STOP CAREER CENTERS. The item was presented with the Operations Committee recommending what is presented in the matrix and then look at it at the end of the year.

It was suggested to look at employer services and that the one-stop career centers should have a service plan. J. Myers explained that half of the certification process is how they will be working with employers. The State gave core employer services that are required, which was required in the certification as well. For the first year, the one-stop career centers assumed that population would kind of reflect where employers were also, and in looking at the Valley, they have a large population so they have a larger share under that. If there are other ways suggested to include employers for next round, we could start looking at other databases. The level of population used was the 1999 information off the Web. It was suggested that the training factor should also be looked at with the funding to follow that need.

For point of clarification, Patti Castro stated that the WIB previously approved in May 2000, an overall allocation and a set-aside for customized training that goes to the issue of training for employers or industry that a one-stop that has a special need can access. For the individual training account piece, this includes intensive training services. In looking at the chart presented in this item, everyone will recognize that you cannot run a one-stop based on the money that is being allocated here, and then it is the partnership that is coming together, will include the WIA money, but include other resources that are coming down around the partnership as well.

For point of clarification, Roy Bertuccelli stated that what was approved by the WIB in May 2000, was a 10% across the board for WIA Title I customized training for employers. In addition, \$50,000 was set aside for marketing, so that is outside this funding that has been allocated for the one-stops. Melissa Pedroza gave some information as to what is happening at the one-stops around employer marketing.

A question was asked at what point do we see, in terms of reporting, outcomes? J. Myers responded that there will be a whole monitoring and tracking process that will go on this year. One-stops meet once a month to talk about what's happening. Because this is the first year, it is a learning experience and we tend to learn as much as we can as it comes up.

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

A motion to approve the funding methodology for the one-stop career centers was made by **White/Croswell/carried (Pedroza/Lum recused)**.

ITEM III.G.1.- PRIORITY OF SERVICES. The item was presented. In reference to homeless people, it has been agreed to use self-declaration because there is no way to track this. Residency in general is defined as one day (library card, rent, bill).

For point of clarification, anyone can go to any of the one-stops for core services, but the client will be referred to the one-stop in their area for intensive services. To continue to encourage the one-stops to continue their marketing in Oakland, even though that area is being served. They still need to know they have a partner. We are marketing regionally across with Eastbay Works because employers do not see boundaries or lines.

A motion to approve "residency" within the local Workforce Investment Area (defined as Alameda County excluding Oakland) as the local priority of services for receipt of intensive and training services was made by **White/Croswell/carried**.

ITEM III.G.2. – SELF-SUFFICIENCY DETERMINATION. The item was presented and included a lengthy discussion. It was felt that the self-sufficiency threshold should be at the highest possible and we should set our standard as high as we can. It doesn't mean that everyone is going to make \$21.24, but allows us to include people making less than that, to put them into additional training if they need to upgrade their skills. Beyond the \$21.24, they would not be eligible. The issue of disqualifying the temporary worker was discussed. We need to set bar as high as we can to make program inclusive. It was suggested that an annual salary (\$44,000) is just as good as continuous work. We are setting a threshold and then we will show that we don't exclude for a project.

A motion to approve a self-sufficiency threshold of \$21.24 per hour earned wages, as reported by the California Benefit Project for Region IV, the Bay Area, to determine eligibility for employed, low-income WIA adult registrants requesting Intensive and Training services under Title IB of the Workforce Investment Act was made by **White/Pedroza/carried.**

A motion to approve a self-sufficiency threshold of \$21.24 per hour earned wages, as reported by the California Benefit Project for Region IV, the Bay Area, to determine eligibility for employed WIA dislocated worker registrants requesting Intensive and Training services under Title IB of the Workforce Investment Act was made by **White/Meyer/carried.**

It was emphasized that we need to track data.

A motion to provide an updated report on all data for March 31, 2001 was made by **Bauman/Perry/carried.** The reported information will go to the Performance Committee prior to the WIB for approval.

ITEM III.G.3 – INDIVIDUAL TRAINING ACCOUNTS AND ON-THE-JOB TRAINING POLICIES. The item was presented. A couple of corrections were noted as follows: Page 85, 2.b. – to exceed \$5,000 and/or 520 hours; Page 85,2.c. – minimum wage or 50% of the OJT ~~or~~ whichever is greater. A motion to approve the Individual Training Account (ITA) and On-the-Job (OJT) Policies for Workforce Investment Act (WIA) Title I was made by **White/Mongerson/carried.**

For point of clarification, when one refers to the ITAs, that is specific reference to the Eligible Training Provider List. What will happen with the new listing, is a school will have to list all the employers that they are placing people at, and part of the process of certifying them is to call those employers and ask them about the quality of training. This is the information we need – how the employer feels about the training institutions that are referring people to them. Staff will be doing this and that information will be available to the WIB.

ITEM III.G.4. – CUSTOMIZED/UPGRADE TRAINING POLICY AND PROCEDURES. The item was presented. There was no discussion. A motion to approve the Customized/Upgrade Training Policy and Procedure was made by **White/Bauman/carried.**

The meeting was adjourned at 11:45 A.M.