

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

MINUTES

MEMBERS PRESENT:

Johnson, Craig – Vice-Chair
Brewer, Bob
Burton, Winston
Crowell, Ken
Devlin, Doug
Giggleman, Martha
Hebenstreit, Karl
Johnson, David
Jordan, Sheila

Keating, Jerry
Kern, Bruce
Lee, Steve
Paxson, James
Sims, Luke
Sparks, Glen
Sutton, Chad
Woo, Theresa
Woytak, Felicia

MEMBERS ABSENT:

Baker, Ken
Cornu, Sharon
Cota, Susan
Fogelquist, Jim
Gardner, Matt
Hewitt, Chet
Hillhouse, Jon
Hodge, Jason

Jones, Marie
Kelly, Jim
Meyer, Helen
Padilla, Jose
Raty, Scott
Vance, Octobere
Verzantvoort, Andrea
White, Mike

Craig Johnson, Vice-Chair, called the meeting of the Alameda County Workforce Investment Board to order at 9:08 AM on Thursday, September 8, 2005. A quorum was present.

ITEM I.B. – MINUTES OF ALAMEDA COUNTY WIB FOR THURSDAY, MAY 12, 2005. It was noted that Bruce Kern needed to be added to the “Members Absent” column. A motion to approve the minutes of May 12, 2005 was made by **Kern/ Brewer/carried.**

ITEM I.C. – CHAIRPERSON’S REPORT. Craig Johnson, Vice-Chair, introduced new WIB member, Karl Hebenstreit from Kaiser Permanente, who gave some background. There was no Executive Committee meeting held due to lack of a quorum. The One-Stop Career Center Customer Service Award (rotating) was presented to the Tri-Valley One-Stop Career Center for PY 2004/2005 (Tamara Gatewood, Interim Site Manager accepted the award). Last year’s award went to the Newark One-Stop Career Center.

ITEM I.D. – COMMITTEE CHAIRS’ REPORTS.

Brenda Johnson, Youth Policy Council (YPC) Chair, stated the YPC met on August 8, 2005, and they had a presentation from Pivotal Point on youth services (entrepreneurial interests – football camp in Oakland). There are Action Items from the YPC for today’s meeting, including the 2004/2005 Unspent WIA Youth Funds and the Career Pathways Pilot Project.

Martha Giggelman, Economic Development & Employer Services (EDES) Committee Vice-Chair, stated there were two Action Items discussed at the last Committee meeting on August 11, 2005. There was an excellent presentation by Bob Lanter, Contra Costa WIB Director, on public relations and hiring firms. High growth initiatives and layoff events were discussed.

Dorothy Chen, WIB Director, on behalf of Helen Meyer, Workforce Systems Committee Chair, stated the Committee has one Action Item – PY 2004/2005 Unspent Adult and Dislocated Worker Funds on today’s agenda. They had also discussed common measures (Department of Labor [DOL] which is a new way to measure our program). Currently we have 17 performance measures, and we will be changing to six. The transition will be very challenging, because not only do we have to do the former 17, but also the new 6 (which totals 23 measures). Staff is working very closely with the one-stop managers by making sure the common measures are going to be met, so we will continue to receive our funding. As a reminder, if any local area misses performance two years in a row, they are disbanded as an area. The reason why DOL is moving toward common measures is they really wanted to look at employment programs that taxpayers pay for and streamline so that the measurements would be similar. The WIB will be holding a training program, so WIB members can learn more about it. All of the Reports in the back pages of the packet are covered at Committee meetings, and if anyone is interested in these reports, they can attend the committee meetings.

ITEM I.E. – DIRECTOR’S REPORT. Dorothy Chen stated that Congress has reconvened and is back in session and hopes the House and Senate Committees will come together (it’s been about three years now) and get the **WIA reauthorization** moving forward, so that the WIB will have reauthorization for another five years. There are some changes. At the last WIB meeting in May 2005, a side-by-side comparison (House and Senate) was presented as a handout. The versions have not changed (money not changed). WIB members will be notified if there are any major updates.

In reference to **Hurricane Katrina**, we are prepared to assist with any kind of disaster plan. She gave an example of how we handled the El Nino disaster back in 1999, i.e. jobs, connection to housing, counseling, etc. So far, only a few individuals from Hurricane Katrina have asked for help. They had lost everything and needed to have the basic shelter needs, food, etc. before employment. They have been connected to much-needed services. The State is sending out a Directive today on how to deal with the employment piece for Hurricane Katrina. The Governor is definitely interested in the one-stops getting involved in the job assistance, particularly when individuals and families start moving out this way. Our one-stops will be totally informed of procedures and how to proceed in assisting people obtain jobs. The Alameda County Board of Supervisors had sent out an e-mail requesting County staff to donate generously to Red Cross.

A **Recognition of Excellence Award** was received from DOL for our Biotech project. The lead employer is Genentech in South San Francisco. Our partners include the San Mateo WIB, Skyline College in San Mateo and Ohlone College, EDAB (County Economic Development Agency) and Gruber & Pereira. The award was presented at the Philadelphia Innovations Conference in July 2005 by Emily De Rocha, Assistant Labor Secretary. There were 100 entries throughout the nation, and we came in number one. Since only one person could attend the presentation on the stage, Genentech, the lead employer, received the award on our behalf. Framed recognition certificates were given to all the partners.

U.C. Davis Study, Dave Campbell gave a presentation at the last WIB meeting on March 10, 2005. The Study was on how the local area implemented the Workforce Investment Act (from the perspective of business and leadership of the Alameda County WIB). Ten areas were chosen, with Alameda County WIB being one of the ten. D. Chen thanked the WIB members, which also included staff, who were interviewed by the researcher from U.C. Davis. The Alameda County Board of Supervisors (BOS) President, Keith Carson, was also interviewed. The Study should be out some time in the Spring of 2006, and once the Study is out, it will be sent to WIB members.

New Zealand Secretary of Labor, Liz Jones, was invited by the Department of Labor (DOL) to come and study Alameda County, mainly because she heard about us through our award at the Philadelphia Innovations Conference. She was very interested in the Career Pathways Program.

The second group of visitors were two **Japanese researchers**, who want to develop the Individual Training Account (ITA) system that we currently use in the United States, and they want to duplicate that in Japan. Staff presented a comprehensive overview which included everything from how the voucher is done, what clients go through, evaluation, and how training invoices are paid. The Japanese researchers took copious notes and taped the session.

Tamara Gatewood, Interim Tri-Valley One-Stop Career Center Site Manager, was introduced.

ITEM II – PUBLIC FORUM. No public input.

ITEM III – PRESENTATION. Jeff Kasper, The Service Quality Department, a company Eastbay Works hired to do the survey on the 14 one-stops (third year and third presentation he has done). J. Kasper provided a presentation on how we determine customer satisfaction of those that are using our one-stops. The One-Stop Career Center Customer Satisfaction Award was presented earlier to the Tri-Valley One-Stop Career Center. Presentation information is outlined in Information Item VII.A. – 2005 Universal Services Customer Satisfaction Report, which gives you center-by-center statistics.

ITEM IV – CONSENT CALENDAR ITEMS. A motion to approve the Consent Calendar Items was made by **Kern/Croswell/carried.**

ITEM V.A. – LOCAL WORKFORCE INVESTMENT AREA FIVE YEAR STRATEGIC PLAN PY 05-06 MODIFICATION.

Cotrell Ward presented the item. In reference to the public comment on Page 3 of the Modification, third paragraph under “Executive Summary”, the figure of 737,500 is not correct, because it includes the City of Oakland. Staff has done some research, and the original number should be approximately 557,000 based upon the year 2000 census. Instead of using the language “workforce”, the correct language should be “labor force”. The correct description of labor force is any civilian that is not in the military or institutionalized in a prison, etc. who is 16 years or older and able to work. The final document will be corrected if approved by the WIB and should be part of the recommendation today. Jerry Keating asked that a change in the Executive Summary also be made in reference to the unemployment rate (including current). Steve Lee referred to the list of employers on Page 26, and noted that the American Protective Services, Inc. should be deleted, since they have not been in business for the past five years.

Vice-Chair Johnson opened the public hearing, and with no input, closed the public hearing.

A motion to approve the Local WIA Five-Year Plan / PY 05-06 Modifications (Attachment V.A.1.) for submission to the State and authorize the WIB Chairperson to sign the final document, including the modifications that have been noted, was made by **Keating/Croswell/carried.**

ITEM V.B. – RATIFICATION OF THE EXECUTIVE COMMITTEE’S ACTION ON THE CAREER PATHWAYS PILOT PROJECT.

C. Ward presented the item. The Executive Committee approved staff’s recommendation on July 11, 2005. The YPC approved the funding recommendation earlier. Funding stipulations were noted for The Community College Foundation.

Vice-Chair Johnson opened the public hearing, and with no input, closed the public hearing.

A motion to ratify the Executive Committee’s action taken on the WIA Youth Funding recommendation for PY 2005-06 for the Career Pathways Pilot Project was made by **Kern/Croswell/carried.**

ITEM V.C. – PY 2004/2005 UNSPENT WIA YOUTH FUNDS.

C. Ward presented the item. This item is coming forward from the YPC. The total amount of unspent WIA youth funds is \$250,000, and an approved formula was applied. At the YPC meeting, the recommendation was formed to serve 31 older youth and foster care youth with the unspent money. They are the highest priority for this local area.

Vice-Chair Johnson opened the public hearing, and with no input, closed the public hearing.

A motion to approve Recommendations 1-4 was made by **Burton/Croswell/carried.**

ITEM V.D. – PY 2004/2005 UNSPENT ADULT AND DISLOCATED WORKER FUNDS.

Jane Myers presented the item. The total amount of unspent adult and dislocated worker funds is \$950,000 to be spent by June 30, 2006. Activities were reviewed, and the breakdown outlined. Staff is looking into the situation now to try and understand how this could happen and will hopefully set up some safeguards so that the money gets spent in the year to be spent. The funds will be spent on support system and program activities. Additional clients could then be served. The Workforce Systems Committee approved this item on August 17, 2005. For point of clarification, one-stops must serve universal population, adults and dislocated workers enrolled and business services with the funding. In dividing the allocation proportionately, unemployment in the area, population, pockets of poverty and WARN notices are looked at.

Vice-Chair opened the public hearing, and with no input, closed the public hearing.

A motion to approve Recommendations 1-3 was made by **Keating/Kern/carried.**

VIII. – ANNOUNCEMENTS. D. Chen referred to the handout that is a listing of all the one-stops in the Eastbay, and she encouraged all WIB members to visit one of them and see if we really meet customer satisfaction. Bruce Kern stated there will be an EDAB quarterly meeting on September 23, 2005 from 8 to 10 AM in Oakland that will focus on sustaining business practices. B. Kern will e-mail information to Flo who then will forward to WIB members.

The meeting adjourned at 10:30 AM.