



MINUTES

**February 20, 2025
3:00 p.m.**

Convened in person at:

Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637

PRESENT: Aaron Chambers, Brett Frazier, Chuck Riojas (7.3), Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Mike Lopez (7.1), Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

ABSENT: Debi Bray, Donald Foster, Emilio Hipolito, Lanie Suderman, Marie Harris, Mike Fursman, Todd Lile,

GUEST: Amelia Meza, Kristyann Thorp

STAFF: Ahmed Metwally, Bertha Vega, Jessica Roche, Maiknue Vang, Nicki Martin

1.0 Call to Order

Brett Fraizer, Chair, opened and closed the meeting in honor of Mike Fursman's wife, LeAnn, at 3:02 p.m.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

Roundtable introductions were done by everyone in attendance.

5.0 Adoption of Board Agenda

Nichole Mosqueda moved to adopt the agenda, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

6.0 Consent Calendar

6.1 Consideration of approval of December 19, 2024, Workforce Development Board (WDB) meeting minutes.

6.2 Consideration of approval of January 13, 2025, WDB Executive Committee meeting minutes.

6.3 Consideration of approval of the reappointment of Joe Perez, Department of Rehabilitation, for an additional 3-year term: 1/4/25 to 1/4/28.

6.4 Consideration of ratification of the draft Program Year 2025 – 2028 Local Plan.

6.5 Consideration of ratification of the America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider application.

Omair Javaid moved to approve the Consent Calendar, seconded by Deborah Martinez.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

7.0 Action Items

7.1 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of October 1, 2024, through December 31, 2024.

Monica Beaudette presented the OSO report to the Board. Partner meetings happen via zoom monthly with an in-person meeting scheduled once a quarter. The WDB Continuous Improvement Plan (CIP) is part of the agendas and serves a tool in guiding services delivery enhancements and collaboration efforts.

Rob Poythress moved to approve, seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

7.2 Consideration of approval of the resignations of Deborah Martinez, Madera County Department of Social Services, Mattie Mendez, Madera County Workforce Investment Corporation/Community Action Partnership of Madera County and Mike Fursman, UFCW 8, from the WDB as directed by the WDB at their meeting on December 19, 2024.

The resignations of Deborah, Mattie, and Mike were part of the Action Plan Leadership subcommittee recommendations that will ultimately lower the number of members on the WDB while remaining compliant with membership mandates and also ensuring that the WDB members represent the sectors in demand for Madera County. Staff will recruit members for the WDB from the transportation and logistics, manufacturing, and renewable energy sectors. The WDB approved the restructuring of the Board at their December meeting. The Board thanked Deborah and Mattie for their work on the WDB. Mike was absent but his certificate will be mailed to him.

Deborah Martinez moved to approve, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

7.3 Consideration of approval of the Local Area Subsequent Designation and Local Board Recertification Program Year 2025-27 application.

The designation and recertification application is released every 2 years. Once approved by the WDB, the application will go to the Board of Supervisors for approval and must be submitted to the State by April 7, 2025.

Mike Lopez moved to approve, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

7.4 Consideration of approval of transfer of funds from the Dislocated Worker (DW) funding stream to the Adult funding stream in order to maximize customer service and provide more flexibility of services in the areas

of greatest need as allowed by Workforce innovation and Opportunity (WIOA) Section 113(b)(4) and as outlined in EDD Directive WSD22-09:

- EDD Subgrant AA511014 YOA 2024 Transfer of Funds request in the amount of \$100,000

A transfer from the dislocated worker (DW) funding stream to the Adult funding stream is common. The program has seen lower unemployment and DW numbers since December but a steady flow of adults for services. Workforce areas are allowed to transfer DW to Adult but not the other way around. These funds are used for direct participant costs. This transfer is typically done once a year.

Chuc Riojas moved to approve, seconded by Rob Poythress.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

7.5 Consideration of approval of the revised Incident Reporting policy.

The policy was provided to the Board in a tracked format to make the changes easier to view. This policy was completely overhauled by the Employment Development Department (EDD) and comes from the Federal Office of Management and Budget (OMG).

Mike Lopez moved to approve, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Joe Perez, Jorge DeNava, Kristina Gallagher, Laura Gutile, Mattie Mendez, Michelle Brunetti, Mike Lopez, Nichole Mosqueda, Omair Javaid, Robert Poythress, Wendy Lomeli

8.0 Information Items

8.1 Success Stories

Information provided within the agenda packet.

8.2 WDB Action Planning Subcommittee Updates

Information provided within the agenda packet. The subcommittees provided an update on their progress on the WDB Action Plan. The Action Plan subcommittees are informal and can be comprised of non-board members as needed or recommended. It may be possible to merge committees together when their goals become more similar or a day could be scheduled to focus on the Action Plan and the work that is being done.

- *Leadership Committee: Replacing the 2 private sector members with members from priority sectors will happen in April - after the Local Area Subsequent Designation and Local Board Recertification application is approved by the Board and the Board of Supervisor submission to the State. The subcommittee is narrowing down the private sector organization and individuals for manufacturing and transportation – Manufacturing: Evapco, West Coast Products, Anderson Pump Company, ADF Manufacturing; Transportation: Almond Tree Hulling Company, Central Valley Concrete, Wood Express and ALD Trucking. Staff can reach out to these organizations to see if there is any interest and move down the list as needed. These organizations/individuals were suggested at the December WDB meeting. Renewable energy is also a priority sector and staff will look to find an individual from this sector in the future. Staff can reach out to any contacts WDB members may have. The Leadership Committee looked at other Workforce areas to see how their Workforce Boards looked for examples of the sizes of other area boards.*
- *Ethics Committee: looking at policy trends and work ethics trends in Madera County. This will allow the committee to look at what other organizations have in place as far as requirements or expectations or ethics. They will be looking into the MUSD Graduate Profile presentation and are inviting the members of the Board to participate in the Graduate Profile student presentations in March. Workforce staff will be participating in the Graduate Profiles and will close the Workforce Investment office so that staff can all participate. It was suggested that the work ethics committee look into how minimum wage jobs could be normalized and discussed or perhaps the Marketing Committee could consider a campaign that speaks to minimum wage jobs that could help them learn basic skills*

and work ethics. Is there a way to encourage in-school students and possibly give them credit for work while they are still in school?

- **Training Committee:** Rebooted the committee – met yesterday. Brought in some new stakeholders. Happy to have anyone on the Board that may be interested in joining the Committee.
- **Marketing Committee:** Staff visited Field Van in Fresno to check out their process and vans and services. 3 firms applied for the Public Relations RFP: Archer & Hound, HYPHEN Team and Working Arts. The job opening for a Marketing and Outreach Coordinator is closing on February 21, 2025. The committee is hoping to get together in March to look at the Q3 and Q4 goals. Staff will email pictures of the visit to Field Vans along with a possible schematic. Including a bathroom in the van would allow for 4 workstations. Staff were surveyed about whether or not they preferred to have a restroom included – staff unanimously voted to exclude a restroom, and any duties associated with it. This will allow for 5 workstations in the van. A sink, fridge and microwave will be included. Staff will meet with Field Van next to discuss interior colors, Wi-Fi/connectivity, and generator/power. The PR firm will do a comprehensive assessment of logos and other marketing materials before a wrap is designed and put on the van. Staff are also looking into places to house/park the van when not in use.

8.3 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided within the agenda packet.

8.4 WIOA Formula and Special Projects Quarterly Program Overview as of December 31, 2024

Information provided within the agenda packet.

8.5 Program Impact Report July 1, 2024, through December 31, 2024

Information provided within the agenda packet. Less people are coming into the Center for services, however the numbers that we have served are larger than last year and enrollments are still consistent. Workforce Invested \$167,000 in trainings and a total of \$144,164 in savings for employers. This is slightly less than last year when there were more training funds.

8.6 Update on PY 2023 Local Area Post-PY Targets and Performance Scores

Information provided within the agenda packet. Each year, the State negotiates goals Local areas must score 50% or higher to meet their target scores. Madera exceeded all its goals.

8.7 Update on Local and Regional Workforce Plans

Information provided within the agenda packet.

8.8 Update on One Stop Operator Procurement

Information provided within the agenda packet.

8.9 Update on WIOA Adult & Dislocated Worker Career Services Provider Application

Information provided within the agenda packet.

8.10 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

Information provided within the agenda packet.

8.11 Form 700 Due April 1, 2025

Information provided within the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

Mike Lopez shared information on an upcoming Construction Job Fair taking place on Friday, February 21, 2025 and how this job fair could open doors to other union classification.

10.2 Staff

Maiknue Vang shared that the 1st school bus driver training cohort has launched. Advanced Career Institute (ACI) instructors are providing in-class instruction at the Workforce Assistance Center for 2 weeks and behind-the-wheel training at Madera Unified. This is the first training of its kind in the Valley.

11.0 Next Meeting

The WDB will meet on April 17, 2025, at the Workforce Assistance Center.

12.0 Adjournment

Meeting adjourned at 4:17 p.m.