



MINUTES

April 17, 2025
3:00 p.m.

Meeting will be held in person and via teleconference at:

Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637
9300 Valley Children's Place, Madera, CA 93636
36757 Berkshire Drive, Madera, CA 93636
1745 Lester Ave., Clovis 93619

PRESENT: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti (Zoom), Omair Javaid, Robert Poythress
ABSENT: Donald Foster, Emilio Hipolito, Jorge DeNava, Lanie Suderman, Marie Harris, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli
GUEST: Amelia Meza, Gary Beaudette, Jim Kopshever, Kristyann Thorp
STAFF: Ahmed Metwally, Bertha Vega, Maiknue Vang, Nicki Martin

1.0 Call to Order

Meeting called to order at 3:34 pm. by Chair Brett Frazier.

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

Chuck Riojas moved to adopt the agenda, seconded by Rob Poythress.

Vote: Approved - unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Omair Javaid, Robert Poythress

6.0 Consent Calendar

6.1 Consideration of approval of the February 20, 2025, Workforce Development Board (WDB) meeting minutes.

6.2 Consideration of approval of the March 17, 2025, WDB Executive Committee meeting minutes.

- 6.3 Consideration of approval of the reappointment of Laura Gutile, Laura's Nuts, for an additional 3-year term: 6/7/25 to 6/7/28.**
- 6.4 Consideration of approval of the reappointment of Mike Lopez, Building Trades Council, for an additional 3-year term: 6/7/25 to 6/7/28.**
- 6.5 Ratification of approval of the Program Year 2025-2028 Local Plan.**

Omair Javaid moved to approve the Consent Calendar, seconded by Chuck Riojas.

Vote: Approved - unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Omair Javaid, Robert Poythress

7.0 Action Items

- 7.1 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of January 1, 2025, to March 31, 2025.**

Gary Beaudette presented the OSO report. 2 meetings have been held since the last quarter. Cross-training between Partner agencies was done. A new electronic referral system is being developed and will be free to Partners. The next round of Partner cross-trainings may possibly be done in person and virtually in order to encourage more participation.

Omair Javaid moved to approve, seconded by Debi Bray.

Vote: Approved - unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Omair Javaid, Robert Poythress

- 7.2 Consideration of approval of the resignations of Aaron Chambers, Impossible Services Group, Inc., and Omair Javaid, World Financial Group, from the WDB, as directed by the WDB at their meeting on December 19, 2024, and in accordance with the WDB Action Plan.**

The resignations of Aaron Chambers and Omair Javaid are part of the Action Plan Leadership subcommittee recommendations that will ultimately allow the recruitment of members who represent the local workforce area's in-demand sectors – manufacturing and transportation and logistics. Omair thanked the Board and stated that the WDB taught him a lot about how meetings are run. Aaron also thanked the WDB.

The WDB approved the resignation of Omair Javaid and Aaron Chambers as approved at the December 19, 2024 in accordance with the WDB Action Plan.

Vote: Approved – majority

Yes: Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Omair Javaid, Robert Poythress

Abstain: Michelle Brunetti

- 7.3 Consideration of approval of the revised Individual Training Account Policy to include clarifying language around a second ITA.**

Not duplicating services has always been practiced by Madera Workforce. Language was added to the policy in order to ensure that services will not be duplicated and funds are not being spent on duplicative services/trainings. This is something that comes from the State. ITAs are used to build new skills and makes sure that funds are not being spent on skills that participants may already be proficient in.

Debi Bray moved to approve, seconded by Laura Gutile.

Vote: Approved - unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Omaid Javaid, Robert Poythress

7.4 Consideration of approval of the revised Adult Program Priority of Services policy to align with current State revisions to the policy that were released on November 8, 2024.

The revisions to this policy will bring the policy in-line with the States policy and is mostly formatting changes made by staff. There are no substantive changes to the policy. Self-attestation shouldn't be the primary way to identify as basic skills deficient. Madera uses an academic assessment to determine and confirm basic skills deficiency.

Rob Poythress moved to approve, seconded by Laura Gutile.

Vote: Approved - unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Omaid Javaid, Robert Poythress

7.5 Consideration of approval of the 2025-28 San Joaquin Valley & Associated Counties Regional Plan.

The Regional Plan is the same as the Local Plan in that it must be approved and submitted every 4 years and requires approval by the local Workforce Board and must be signed by the WDB Chair. The local plan must align with the regional plan and will be submitted together. Labor market data was provided by Tulare County Workforce area.

Omaid Javaid moved to approved, seconded by Laura Gutile.

Vote: Approved - unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Debi Bray, Joe Perez, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Omaid Javaid, Robert Poythress

8.0 Information Items

8.1 Success Stories

Information provided in the agenda packet.

8.2 WDB Action Planning Subcommittee Updates

Information provided in the agenda packet.

8.3 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided in the agenda packet.

8.4 Update on PY 2025-2028 Local and Regional Workforce Plans

Information provided in the agenda packet.

8.5 Update on Local Area Subsequent Designation and Local Board Recertification Program Year 2025-27

Information provided in the agenda packet.

8.6 Update on One Stop Operator Procurement

Information provided in the agenda packet.

8.7 Information on Department of Rehabilitation (DOR) AJCC Collaboration Project PY 24-25

Information provided in the agenda packet.

8.8 Information on Madera County Job Fairs

Information provided in the agenda packet.

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

Information provided in the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

None.

10.2 Staff

None.

11.0 Next Meeting

The next regularly scheduled meeting on June 19, 2025, needs to be rescheduled due to the conflict with the Juneteenth holiday. The Workforce office will be closed on that day. Staff will survey the Board for an alternate date.

12.0 Adjournment

Meeting adjourned at 4:03 p.m. due to loss of quorum.