

**Executive Committee Meeting  
Friday, November 10, 2011  
9:00 a.m. – 10:00 a.m.**

**Minutes**

**Executive Committee Members in Attendance:**

Cindy Burton, Karen Dwyer, Sue Larsen, Patricia Manfredonia, Bob Manning.

**Executive Committee Members in Attendance by phone:**

N/A

**Executive Committee Members Not In Attendance:**

N/A

**Guests:**

N/A

**County Staff in Attendance:**

Joyce Aldrich, WIB Consultant  
Adrienne Brooks, WIB Administrative Support  
Ray McDonald, Executive Director

**I. Roll Call and Introductions:**

Meeting was called to order at 9:06 A.M. A quorum was established.

**II. Opening Remarks:**

Opening Remarks were heard by Patricia Manfredonia, Chair.

**III. Public Comment:**

No public comment was heard.

**IV. Reorganization to the Agenda**

No reorganization to the agenda was heard.

**V. Agenda Items**

**A. Old Business**

1. **Approval of Meeting Minutes:** *A motion was made by Ms. Burton to approve the September 30, 2011 meeting minutes, Mr. Manning seconded. All in favor. No oppositions. The motion was approved.*

**B. New Business**

1. **Retreat Follow Up:** Mr. McDonald reminded the Board about what was discussed at the last WIB retreat. He indicated that the Agriculture and Hospitality industries presented and we wanted to follow up. He stated

the Agriculture Commissioner can not present at the next meeting. He inquired if the committee would want him to pursue other industries. Ms. Manfredonia indicated the hospitality industry. Mr. McDonald also reminded the Executive Committee about formally designating the industry sectors and asked for their direction and feedback regarding that. Discussion ensued. The committee indicated they would like to deal with two industries at a time and that agriculture (including wine) and hospitality industries should be the priority. Ms. Larsen made the point that the industry sectors should be discussed more in depth once the new youth program design is discussed. Ms. Manfredonia stated she would like Mr. McDonald to continue to follow up on the industry sector presentations and recruiting new members from those industries.

2. **Legislative/ED Update:** Mr. McDonald opened this item by stating that copies of the legislation have been sent out to the members. He indicated that SB 698 is the law in California and speaks to high performance boards and setting standards established by the State. The law goes into effect in 2013, but requires some forethought. He indicated that the California Workforce Association might be providing training modules to the WIBs on this legislation and how to become a high performance board. Mr. McDonald asked if the committee wanted to discuss this piece of legislation. Discussion regarding additional performance measures included in this legislation ensued. Mr. McDonald stated he would keep the Executive Committee updated on all legislation.

Mr. McDonald began his Executive Director's report by reminding the committee about a former youth contractor, SER-Jobs for Progress, Inc., who was terminated. He indicated the County settled with them in 2010 regarding funding and they recently sent a letter stating that they felt they were owed money. Mr. McDonald stated that a meeting between him and the director of SER will be meeting next week. Discussion ensued. Mr. McDonald spoke about the County Poverty Initiative which is being introduced by Supervisor Carbajal. He pointed out the county unemployment rate and stated an impact assessment might be done. If that is the case, we would become involved.

Stephanie Fodor presented on the new WIB website that will be implemented later in the month. Ms. Fodor stated all the benefits of having the new website and did a brief demonstration of how to maneuver through the website. Ms. Burton inquired about the cost. Ms. Fodor stated it was \$9,300.

Mr. McDonald indicated that he wanted to remind the committee that recruitment for the committees needs to be done, especially the nominating committee. Discussion ensued. Ms. Manfredonia indicated that she thinks Ruth Ann Bowe, Kathleen Griffith, and John Powell should be nominated to serve on the Nominating Committee. Discussion ensued regarding members who are not on a committee. Discussion regarding about committee restructuring ensued. It was suggested to discuss more in depth at the next WIB meeting with something prepared that shows what committees there are and who is on what committee.

Mr. McDonald indicated that he would like the Executive Committee to decide who is going to the Heritage Bank event honoring

the WIB in Pismo on December 8<sup>th</sup>. Discussion ensued. Karen Dwyer indicated that she will go to the event.

3. **Industry Clusters:** See item #1 discussion.
4. **Projects Update:** Ms. Aldrich updated the Executive Committee that Stanislaus County will be able to present at the next WIB meeting. She inquired about what the Executive Committee would like to know. Ms. Manfredonia stated the WIB would like to know how they accomplish tasks, how they are structured. Ms. Aldrich gave a more in depth overview of how the new youth program design will work for the committee. Ms. Larsen indicated that she would like a copy of the vendor packet at the next Executive Committee meeting. Discussion ensued. Ms. Manfredonia indicated she would like to see what resources for services we have within the county. Ms. Aldrich stated that once the vendor list grows it will be a requirement for vendors to be on the Network Providers Committee, which will be a sub committee of the Youth Council. Discussion regarding the new youth program design, Stanislaus County, vendors and current contractors ensued.

Mr. Mangis presented on the Youth Corps and updated the committee on its performance. Mr. Mangis pointed out the next phases of the Youth Corps in order to sustain it. Mr. Mangis indicated that a transitional committee, called Friends of the Youth Corps, which has been put together to collaborate on next steps and to explore funding options, strategies to become certified, etc. He indicated that he visited the Sequoia Community Corps that is 25 years old in Tulare County and a lot of information was gathered and it was positive. Discussion ensued.

5. **Announcements:**
  - Ms. Dwyer announced the Santa Barbara Human Resources Luncheon that Qwest will be presenting the ETP.
6. **Set Items for Next Meeting:**
  1. Retreat Follow up
  2. Legislative Update
  3. Industry Clusters
  4. Youth Program Design Update

#### **V. Adjourn:**

The meeting was adjourned at 9:59 a.m.

#### **Action Items:**

- ***Mr. McDonald*** will talk with Ruth Ann Bowe, Kathleen Griffith, and John Powell about being on the Nominating Committee.
- ***Mr. McDonald*** will send the link to the new WIB website to WIB members later in the month when the new website is launched.