

**MINUTES**  
**BOARD OF DIRECTOR'S MEETING**  
**November 19, 2010**

**I. Introductions/Call to Order**

The Workforce Investment Board (WIB) of Solano County met on Friday, November 19, 2010 at the Solano County Office of Education located at 5100 Business Center Drive, in Fairfield. Mr. George Dudikoff, Board Chair, called the meeting to order at 8:10 a.m. The following members, staff and guests were present.

**MEMBERS PRESENT**

Dee Alarcon  
Rhuenette Alums  
Mike Ammann  
Debbie Antonsen  
Darrin Berardi  
Robert Bloom  
Bob Brewer  
Stephanie Cabral  
Paul Castro  
Brian Chikowski  
Frank Crim  
George Dudikoff  
Patrick Duterte  
Lou Franchimon  
Brett Johnson  
Jowel Laguerre  
Bill Reardon  
S. Scott Reynolds  
Jon Riley  
Catherine Tapia  
Stephanie Wong

**MEMBERS EXCUSED**

Kim Beiner  
Carlos Borba  
Bill Cawley  
Chris Daniels  
Pam Englund  
Fadi Halabi  
Debb Jachens  
Kevin Johnson  
Cynthia Johnston  
Christine Kelichner  
Elizabeth Mueller  
Lorenda Sanchez  
Maggie Sanchez  
Dennis Scott  
Sherri Stegge  
Sue Vaccaro  
Dick Zampa

**STAFF PRESENT**

Kitt Lee, Fiscal/Information Manager  
Marion Aiken, Workforce Services Manager  
Kristen Vaughan, Business Services Coordinator  
Tamara L. Moon, Board Liaison  
Gene Ibe, Planning/Resource Coordinator

**GUEST**

Terri Austin, Reg. Advisor (EDD)  
Dawnita M. Perryman  
Michael Shadbaks  
Luis M. Saavedra

Board Chair, Mr. George Dudikoff, welcomed the Board of Directors and introductions were made. Mr. Dudikoff announced that Ms. Dee Alarcon, Solano County Office of Education, will be retiring her position as Superintendent of Schools on January 3, 2011. Mr. Dudikoff thanked Ms. Alarcon for her years of service as a Board member of the Workforce Investment Board of Solano County.

**II. Additions To or Deletions from the Agenda**

Board Chair, Mr. George Dudikoff, called for any additions or deletions to the agenda. There were none.

**III. Approval of the Agenda**

**MOTION #1**

**A motion was made and seconded to approve the Agenda.**

**(Franchimon/Laguerre) MOTION PASSED UNANIMOUSLY.**

**IV. Public Comment**

Board Chair, Mr. George Dudikoff, opened the floor to Public Comments at 8:12 a.m. There were no public comments.

**V. Informational Updates**

**A. Board Chair Report**

The following informational update was presented by Board Chair, Mr. George Dudikoff:

- ▶ Mr. Dudikoff announced that the WIB Biennial Retreat will be held on Friday, January 21, 2011 from 8:00 a.m. to 2:00 p.m. at Travis Credit Union. He asked all Board members to please save the date.

**B. Executive Director/President Report**

The following informational updates were presented by the Executive Director, Mr. Robert Bloom:

- ▶ Mr. Bloom referred members to the Emergency Succession Plan for Agency President/Executive Director (handout). Mr. Bloom reviewed the handout and stated it was informational only and would go on file.
- ▶ Mr. Bloom reported that the Agency has been very busy with plant closures/layoffs. WIB has requested \$460,000 from the Department of Labor to assist with the O'Reilly (previously Kragen) closure.

Mr. Bloom reported that WIB has been notified of a pending layoff at Travis AFB. The military has selected Aramark as the new food service provider, and all of the 71 employees in food service at Travis AFB through 60<sup>th</sup> Services will be laid-off from their jobs on January 4, 2011. However, all employees have been offered employment with Aramark, so WIB is uncertain as to whether or not they will see many of the employees in the One-Stop. WIB is planning a Rapid Response at 60<sup>th</sup> Services on November 23, 2010 at 9:00 a.m. and 3:00 p.m.

Mr. Bloom has been trying to contact Ms. Pam Englund to offer WIB services to assist with the upcoming layoffs Genentech is facing.

- ▶ Mr. Bloom reported that to date, WIB has not received the final report on standard measures from the State; therefore, a recommendation for the employees' retirement contribution cannot be made at this time.

### **C. September 17<sup>th</sup> Union Apprenticeship Tours**

Executive Director, Mr. Robert Bloom, briefly highlighted the September 17, 2010 Union Apprenticeship tours. Mr. Bloom was impressed by the quality of instruction and excellent facilitation that he witnessed, and he thanked all of the Union Programs that were involved, including the Carpenters Union for hosting the WIB meeting and providing breakfast and the Electricians Union for hosting lunch.

### **D. Member Discussion**

Board Chair, Mr. George Dudikoff, introduced Mr. Patrick Duterte, Solano County Health and Social Services, who gave a brief report on the economic downturn and how it has affected so many people in Solano County. To personalize it, Mr. Duterte reported that 1 in 5 families have come to the County seeking some kind of assistance including cash aid, food stamps, Medi-Cal, etc. To close, Mr. Duterte reviewed and discussed Solano County Health and Social Services eligibility program caseloads (handout).

Mr. Mike Ammann, Solano Economic Development Corporation (SEDC), was introduced by Board Chair, George Dudikoff. Mr. Ammann wanted to make members aware that his role with the SEDC is to make Solano County known to people/organizations in the region.. He gave a brief overview of the SEDC and stated that Solano County is well positioned for the new administration. Questions were raised about whether or not there will actually be jobs available in the GREEN industry for those individuals completing training programs and was followed by a lengthy discussion.

### **E. Success Stories**

The following Success Stories were presented:

- ▶ Mr. Bloom introduced Ms. Dawnita Perryman who successfully completed WIB Training approximately one year ago. Ms. Perryman gave a brief history of her involvement with WIB staff and services. Ms. Perryman explained that she lost her job in August 2009 and attended WIB's Regional Career Fair in September where she met WIB staff who encouraged her to attend One-Stop workshops. In December 2009, after successfully completing Gateway, Passport to Employment (PTE) and training, Ms. Perryman became employed with Genentech. She has been successfully employed for almost one year.
- ▶ Mr. Bloom introduced Ms. Kristen Vaughan, WIB Business Services Coordinator, and asked her to give a report on the October 7, 2010 Career Fair. Ms. Vaughan gave a brief history of the Career Fair and gave highlights of the event.

## **VI. Consent Calendar**

### **A. Approval of the September 17, 2010 Meeting Minutes**

Board Chair, Mr. George Dudikoff, asked if there were any changes to the minutes of the September 17, 2010 meeting, which were included in the November 19, 2010 Board Package. There were none.

### **MOTION #2**

**A motion was made and seconded to approve the September 17, 2010 meeting minutes. (Alarcon/Laguerra) MOTION PASSED UNANIMOUSLY.**

### **B. Approval of New WIB Members**

Executive Director, Mr. Robert Bloom, reviewed **Item VI.B. – Approval of New WIB Board Members – Education Representative, Jay Speck, Business Representative, Kent Lamb** which was included as part of the agenda package, and incorporated herewith.

**MOTION #3**

**A motion was made and seconded to approve Mr. Jay Speck and Mr. Kent Lamb as new Board Members.**

**(Berardi/Laguerre) MOTION PASSED UNANIMOUSLY.**

**VII. Scheduled Calendar**

**A. Items Pulled from the Consent Calendar – None**

**B. Review and Approval of the Proposed Modification to Program Year 2010-2011 Budget and the Related Enrollment and Performance Levels**

Executive Director, Mr. Robert Bloom, reviewed **item VII.B, Review and Approval of the Proposed Modification to Program Year 2010-2011 Budget and the Related Enrollment and Performance Levels**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom introduced Ms. Kitt Lee, Fiscal/Information Manager. Ms. Lee reviewed and explained charts A-D.

**MOTION #4**

**A motion was made and seconded to approve the Proposed Modification to Program Year 2010-2011 Budget and the Related Enrollment and Performance Levels.**

**(Chikowski/Riley) MOTION PASSED UNANIMOUSLY**

**C. Funding Hearing and Approval to Enter into Contract Negotiations for Janitorial, Maintenance and Facilities Services**

Executive Director, Mr. Robert Bloom, reviewed **item VII.C., Funding Hearing and Approval to Enter into Contract Negotiations for Janitorial, Maintenance and Facilities Services**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom recommended that the Board approve staff's recommendation to enter into contract negotiations with Quali-Serv of Suisun, CA for janitorial, maintenance, and facilities services.

Mr. Dudikoff opened the funding hearing at 9:15 a.m.

During the Funding Hearing, Mr. Michael Shadbaks, Goodwill Industries, asked the Board if it were possible to receive constructive feedback on the proposal Goodwill submitted for the janitorial contract. Executive Director, Mr. Robert Bloom, said that he would be in contact with Mr. Shadbaks in the near future to provide feedback.

With no further comments, the funding hearing was closed at 9:18 a.m.

**MOTION #5**

**A motion was made and seconded to approve and enter into Contract Negotiations for Janitorial, Maintenance and Facilities Services.**

**(Chikowski/Crim) MOTION PASSED UNANIMOUSLY.**

**D. Approval of a Contract Amendment for Third Year Contract Extension of the Web By Design Website/Programming and Maintenance Contract**

Executive Director, Mr. Robert Bloom, reviewed item VII.D, **Approval of a Contract Amendment for Third Year Contract Extension of the Web By Design Website/Programming and Maintenance Contract**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom recommended that the Board approve staff's recommendation to approve amending the contract for an additional year beginning January 1, 2011 through December 31, 2011.

Mr. Dudikoff opened the funding hearing at 9:20 a.m., and with no comments, the funding hearing was closed at 9:22 a.m.

**MOTION #6**

**A motion was made and seconded to approve the Contract Amendment for Third Year Contract Extension of the Web By Design Website/Programming and Maintenance Contract.**

**(Johnson/Riley) MOTION PASSED UNANIMOUSLY**

**E. Reconstitution of the Board's Youth Advisory Council**

Executive Director, Mr. Robert Bloom, reviewed item VII.E, **Reconstitution of the Board's Youth Advisory Council**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom asked that members review and approve the proposed plan as outlined in the agenda package.

**MOTION #7**

**A motion was made and seconded to approve the Reconstitution of the Board's Youth Advisory Council**

**(Alarcon/Chikowski) MOTION PASSED UNANIMOUSLY.**

**F. Annual Report on Program Services: Program Year 2009-10**

Executive Director, Mr. Robert Bloom, reviewed item VII.F, **Annual Report on Program Services: Program Year 2009-10**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom introduced Ms. Kitt Lee, Fiscal/Information Manager. Ms. Lee reviewed and discussed charts A-F with members.

**G. 2010 Summer Youth Employment Program Report**

Executive Director, Mr. Robert Bloom, reviewed item VII.G, **2010 Summer Youth Employment Program Report**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom introduced Mr. Marion Aiken, Workforce Service Manager, who did not have anything to add to the report at this time. Mr. Bloom asked members if they had any questions; there were none.

**H. January 21, 2011 Biennial Board Retreat**

Executive Director, Mr. Robert Bloom, announced that the Biennial Board Retreat will be held on January 21, 2011 from 8:00 a.m. – 2:00 p.m. at Travis Credit Union, and asked members to save the date. More details will follow at a later date.

**VIII. Reports No Action**

Reports A-H were informational and did not require any action or discussion by the Board. There were no questions or discussion of the remaining items.

**IX. Other Business**

None

**X. Adjournment**

With no other business, the meeting adjourned at 10:07 a.m.

The next regular meeting of the Workforce Investment Board (WIB) of Solano County is scheduled for **Friday, March 18, 2011 from 8:00 a.m. – 10:00 a.m., at the Solano County Office of Education, 5100 Business Center Drive, Fairfield, CA 94534**

Respectfully submitted by:

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Tamara L. Moon, Board Liaison