

MINUTES
BOARD OF DIRECTOR'S MEETING
November 20, 2009

I. Introductions/Call to Order

The Workforce Investment Board (WIB) of Solano County met on Friday, November 20, 2009 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 8:09 a.m. The following members, staff and guests were present.

MEMBERS PRESENT

Dee Alarcon
Mike Ammann
Darrin Berardi
Robert Bloom
Carlos Borba
Stephanie Cabral
Paul Castro
Brian Chikowski
Frank Crim
Chris Daniels
George Dudikoff
Patrick Duterte
Lou Franchimon
Deborah Fries
Fadi Halabi
Debb Jachens
Cynthia Johnston
Elizabeth Mueller
Bill Reardon
Lorenda Sanchez
Maggie Sanchez
Catherine Tapia
Sue Vaccaro
Dick Zampa

MEMBERS EXCUSED

Rhuenette Alums
Kim Beiner
Bob Brewer
Christine Briceno
Bill Cawley
Pam Englund
Brett Johnson
Kevin Johnson
Jowel Laguerre
Jon Riley
Dennis Scott
Sherri Stegge

STAFF PRESENT

Cheryl Joseph, Business/Employment Services Manager
Kitt Lee, Fiscal/Information Manager
Marion Aiken, Workforce Services Manager
Kristen Vaughan, Business Services Coordinator
Tamara L. Moon, Board Liaison
Julie Gallego, Youth Employability Coordinator
Cheryl Franklin-Golden, Summer Youth Employability Coordinator

GUESTS

Chris Rogers, CAO

Board Chair, Mr. George Dudikoff, welcomed the Board of Directors and introductions were made. Mr. Dudikoff introduced Maggie Sanchez and welcomed her to her first meeting.

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.
(Reardon/Borba) MOTION PASSED UNANIMOUSLY.**

IV. Public Comment

Board Chair, Mr. George Dudikoff, opened the floor to Public Comments at 8:12 a.m. – none were presented.

VI. Informational Updates

A. Board Chair Report

The following informational updates were presented by Board Chair, Mr. George Dudikoff:

- ▶ Mr. Dudikoff recognized and thanked past Board Chair, Ms. Sue Vaccaro, for her service as Vice Chair, Board Chair, and Chair of various WIB Committees, and presented her with a Crystal in recognition of 10 years of service to the WIB Board. Ms. Vaccaro expressed thanks to the Board and staff for their support over the years. Mr. Dudikoff also recognized Todd Garcia and Christopher Barto for their service on the WIB Board and mentioned that their plaques would be forwarded to them.
- ▶ Mr. Dudikoff directed members to turn to back page of Board packet and note the various committees of the WIB. Mr. Dudikoff also asked members to review, complete, and submit to staff the Solicitation for Committee Membership form that was distributed. Members were reminded that all committees meet every other month.
- ▶ Mr. Dudikoff briefly discussed the Summer Youth Awards Ceremony that was held in September and what a successful event it was. He thanked Fadi Halabi and Paul Castro for attending.
- ▶ Mr. Dudikoff made Board members aware that directly following the meeting, he would be meeting with Chris Daniels and Robert Bloom for succession planning for the WIB Board.

B. Executive Director/President Report

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

- ▶ Mr. Bloom reported that the WIB/County Agreement passed unanimously by the Board of Supervisors.
- ▶ Mr. Bloom announced that he and Mike Ammann have been invited to speak at a town hall meeting with Congressman Garamendi and staff to be held at the county Board of

Supervisor's office on December 5, 2009. This meeting will focus on the economy and unemployment.

- ▶ Mr. Bloom reported that he has received early indication of WIB's Year 9 performance on their common measures. Since nothing official has been received, it is not being presented to the full Board just yet, but Mr. Bloom expects that all Board members will be extremely pleased with the performance numbers.
- ▶ Mr. Bloom announced that the Agency has received the following two grants:
 1. After serving as a demonstration/model program for two years, Solano WIB has finally received a modest grant from the California Department of Corrections and Rehabilitation (CDCR). WIB has received \$63,000 which is helping defray some of the costs that have already been incurred to assist ex-offenders coming into the One-Stop. This funding also supports WIB's direct connection to the PACT meetings that are hosted in the Fairfield office.

Mr. Bloom mentioned that there have been "feelers" extended to him to be the second WIB in California to serve as a model program and receive funds to go into the Vacaville prison and provide pre-release job search/job preparation workshops. Nothing is definite yet, but Mr. Bloom is previewing it and considering the idea. There are personnel issues that need to be addressed.

2. The North Bay Employment Connection (NBEC) has been awarded \$1 million from the California Clean Energy Workforce Training Program (CEWTP) grant. This grant was awarded by Governor Schwarzenegger's California Recovery Taskforce. The Sonoma WIB will be the official recipient of the grant funds. The counties of Napa, Solano and Marin will each receive \$225,000 over 18 months. In Solano County, these funds will be used to offer unemployed construction workers training, certification and employment in the green building industry.

Mr. Bloom mentioned the need to establish an Employers Green Council (additional Ad-Hoc Committee); however, he has discovered that Solano Community College is already setting up an Employers Green Council. Mr. Bloom is in contact with Solano Community College and other parties to ensure there won't be multiple Green Councils in Solano County. Mr. Bloom will report back what the structure of this council will look like.

VI. Consent Calendar

A. Approval of the September 18, 2009 Meeting Minutes

Board Chair, Mr. George Dudikoff, asked if there were any changes to the minutes of the September 18, 2009 meeting, which were included in the November 20, 2009 Board Package. Mr. Chikowski reported an error on page 1, attendance at the September 18, 2009 Board of Director's Meeting. The minutes reflect that Mr. Chikowski was both absent and present at the meeting. Let it be noted that Mr. Chikowski was, in fact, present at the meeting, and the Board Liaison regrets this error.

MOTION #2

A motion was made and seconded to approve the September 18, 2009 meeting minutes. (Alarcon/Borba) MOTION PASSED UNANIMOUSLY.

B. Approval of New WIB Member

Stephanie Wong – Vocational Rehabilitation Representative

Executive Director, Mr. Robert Bloom, reviewed **Item VI.B. – Approval of New WIB Board Member – Vocational Rehabilitation Representative, Stephanie Wong**, which was included as part of the agenda package, and incorporated herewith.

MOTION #3

A motion was made and seconded to approve Ms. Stephanie Wong as new Board Member.

(Alarcon/Borba) MOTION PASSED UNANIMOUSLY.

VII. Scheduled Calendar

A. Items Pulled from the Consent Calendar – None

B. Conditional Funding Approval: ARRA Classroom Training Program for Pre-apprentice Welding Skills

Executive Director, Mr. Robert Bloom, reviewed item VII.B, **Conditional funding Approval: ARRA Classroom Training Program for pre-apprentice Welding Skills**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom directed members to page 10 of the Board packet for a review and discussion of the classroom training and the conditional recommendation.

MOTION #4

A motion was made and seconded to approve the **Conditional Funding for the ARRA Classroom Training Program for Pre-apprentice welding Skills.**

(Chikowski/Duterte) MOTION PASSED AS FOLLOWS:

Yes 23

No 0

Abstained 1 (Dick Zampa)

C. Approval of a Contract Amendment for Second Year Contract Extension of the Web By Design Website/Programming and Maintenance Contract

Executive Director, Mr. Robert Bloom, reviewed item VII.C., **Approval of a Contract amendment for Second 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 a contract modification of the Web By Design contract extending the contract for an additional year beginning January 1, 2010 through December 31, 2010 based on the contractor's performance.

MOTION #5

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

(Duterte/Halabi) MOTION PASSED UNANIMOUSLY.

D. Program Year 2008-2009: Annual Report on Program Services

Executive Director, Mr. Robert Bloom, reviewed item VII.D, **Program Year 2008-2009: Annual Report on Program Services**, 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 attachments A-F to this agenda item.

E. Summer Youth Employment Program Report

Executive Director, Mr. Robert Bloom, reviewed item VII.E, **Summer Youth Employment Program Report**, which was included as part of the agenda package and incorporated herewith. Mr. Bloom introduced Mr. Marion Aiken, Workforce Services Manager. Mr. Aiken updated the Board on the Summer Youth Employment Program including the program design & planning, enrollment goal, operating budget, and the challenges & outcomes.

Mr. Chris Daniels spoke briefly on the positive experience with the Summer Youth that were placed at the Credit Union.

Mr. Brian Chikowski thanked WIB staff for a job well done with the Summer Youth Program.

VIII. Reports No Action

Board Chair, Mr. George Dudikoff, asked members if they had any questions or comments about reports A – J. These items were informational and did not require any action or discussion by the Board. Mr. Bloom directed members to review Item VIII.E beginning on page 35 of the Agenda packet and brought attention to the Business Representative Activities, the WIB Hiring Events (page 37), and the Rapid Response Activity (page 38). There were no questions or discussion of the remaining informational items.

IX. Other Business

Board Chair, Mr. Dudikoff, called for any further business. None was presented.

X. Adjournment

With no other business, the meeting adjourned at 9:48 a.m.

The next regular meeting of the Workforce Investment Board (WIB) of Solano County is scheduled for **Friday, January 15, 2010, 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:

Tamara L. Moon, Board Liaison