



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

MINUTES

May 23, 2024

***Convened at the Workforce Assistance Center - Conference Room
2037 W. Cleveland Avenue, Madera, CA 93637
(559) 662-4589***

PRESENT: Debi Bray, Gabriel Mejia, Ramona Davie (8.3), Roger Leach, Tim Riche
ABSENT: Mattie Mendez
GUEST: Roxann Montufar, Sarahi Cuellar
STAFF: Bertha Vega, Jessica Roche, Nicki Martin, Maiknue Vang

1.0 Call to Order

Meeting called to order at 3:07 p.m. by Chair Debi Bray.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

Sarahi Cuellar, Career Specialist, was introduced. Sarahi completed a 10-month Workforce Development Apprenticeship Professional Program (WDAP) through the California Workforce Association (CWA). She was a part of a cohort of approximately 50 other workforce professionals. Participants ranged from areas throughout the State – San Joaquin, Stanislaus, Kern Inyo Mono, Tulare and Madera Counties. Participants were taught a series of courses by Bob Lanter, CWA, and a professor with Sacramento State. Each participant had to present a Capstone project at the beginning of May. Madera Workforce will try to send 1 to 2 people to this training annually. Sarahi completed her capstone and will work towards completing her required work hours in the office. Sarahi's capstone was on how to better serve youth.

5.0 Adoption of Board Agenda

Tim Riche moved to adopt the agenda, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Roger Leach, Tim Riche

6.0 Consent Calendar

6.1 Consideration of approval of the April 25, 2024, Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Tim Riche moved to approve, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Ramona Davie, Roger Leach, Tim Riche

7.0 Action Items

7.1 Consideration of approval of the quarterly financial statements for the period ending March 31, 2024.

Financial reports are now provided to the Board on a quarterly basis. There are no issues or concerns. The amount that is past due as shown in the aged receivable report is not an accurate amount as those funds have been received since the report was run and presented to the Board. The Department of Rehabilitation (DOR) had a past due amount after it was discovered that there was a fraudulent check that someone had cashed. The check was taken care of, and the funds have been received.

Roger Leach moved to approve, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Roger Leach, Tim Riche

8.0 Information Items

8.1 Success Stories

Roxann spoke to the Board about her experience going through the Workforce program. She first came to Workforce with many barriers and in a bad financial place. She came to Workforce and received help to earn her GED. She earned her GED in May of 2012. She had previously spoken to a Madera Community College (MCC) about attending MCC. She has 5 kids and decided to attend MCC. Her oldest son helped with his siblings while she attended school. Her MCC counselor encouraged her to transfer to Fresno State University (FSU). She graduated from FSU with a degree in Criminology. After graduating, she got certified as a security guard after work was hard to obtain due to the pandemic. She came to the Madera Adult School to take some computer classes. Her instructors suggested that she study to become a teacher and worked on getting certified to substitute teach. She is teaching the HiSET class and works for the Adult School as well as working for the school district and the County. She thanked the Workforce for helping her and recommends Workforce services to everyone.

8.2 Update on Workforce Development Board (WDB) of Madera County

Information provided within the agenda packet.

8.3 Workforce Innovation and Opportunity Act (WIOA) Formula and Special Projects Quarterly Program Overview: January 1, 2024, to March 31, 2024

Information provided within the agenda packet. For AA3 year allocation, the Workforce has until 6/30/24 to meet the 30% training requirement. As of March, the 30% requirement has been met and the expenditures can now be applied to the following year's allocation – AA4. Also, for AA3, staffing outreach has increased significantly for the 2nd quarter. AA3 and AA4 refer to the subgrant funds received. There has been a significant number of trainings and wrap-around services. Marketing has been increased to help participants come to the Center for services.

8.4 MCWIC Executive Director Evaluation Update

Information provided within the agenda packet. Typically, the Executive Director provides an update to their end-of-year goals in May of each program year. This year, the update has been postponed until the June 2024, Board meeting so that the Executive Director, Maiknue Vang, and Bertha Vega, Program Manager, can prepare for a presentation at the CWA WORKCON conference on the mini America's Job Center of California (AJCC) at the Madera County Justice Center. A staff member from the Probation department will present alongside as well. This will cause the goals update to move to

June and possibly the evaluation to July. It was suggested that the goals would be emailed out to the Board at the end of the week prior to the June 27, 2024, Board meeting. The Board members would receive and return their completed evaluations to Nicki Martin, Executive Assistant, to gather and aggregate the ratings sheets before the closed session at the June Board meeting. The Executive Director's new goals will be presented to the Board at the July meeting.

8.5 Madera Workforce California Workforce Association (CWA) WORKCON Conference Presentations

Information provided within the agenda packet.

8.6 Unemployment Insurance (UI) Claims Information

Information provided within the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Tim Riche stated that his son was graduating today.*

10.2 Staff

- *Maiknue along with WDB Chair, Brett Frazier, participated in a CWA podcast about the work being done with CWA on the Real Role of Workforce Boards. Staff will send the link so everyone can listen. The WDB has created subcommittees to work on priority areas for the WDB Action plan. Members are from the WDB Board but community members can be invited to participate.*
- *Jessica Roche, Controller, stated that estimated figures for next program year's funding were sent out and it looks like there may be a slight increase in funding.*

11.0 Next Meeting

Next meeting to be held on June 27, 2024, at the Workforce Assistance Center.

12.0 Adjournment

Ramona Davie moved to adjourn the meeting at 4:19 p.m., seconded by Gabriel Mejia.