



AGENDA

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC. (TCWIB) EXECUTIVE COMMITTEE MEETING

**February 16, 2005
12:00 NOON**

Tulare County Workforce Investment Department
4025 W. Noble, Suite A
Plum Room
Visalia

All Directors are welcome to attend this meeting.

Lunch will be provided for TCWIB Directors.

Lunch will be available to the public for a charge of \$7.00.

Please notify Laura Golonsky at 713-5211 if you plan to attend

** If there are any dietary restrictions, please indicate at time of attendance notification.*

BOARD CONVENES 12:00 NOON

Any member of the public wishing to address the Tulare County Workforce Investment Board, Inc. (TCWIB) on a specific matter under its jurisdiction, please notify the Secretary of the Board of your name and provide a brief description on the subject matter prior to the meeting. The Board will not be able to take action on any item not appearing on the Agenda.

1. CALL MEETING TO ORDER
2. PUBLIC COMMENTS (Three minutes per individual/organization, fifteen minutes total.)
3. REVIEW OF TODAY'S HANDOUTS

Table of Contents

	Page
TCWIB Board of Directors Meeting Announcement.....	1
Agenda Consent and Action Items.....	2
Agenda Information/Discussion Items.....	4
Summary of Agenda.....	7
• Consent Items	7
• Action Items	No Summaries
• Information Items/Discussion Items	16
Future TCWIB Sponsored Events, Seminars and Conference/Personnel Items	25
• TCWIB Director/Staff Comments	26

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC.

Executive Committee Meeting

February 16, 2005

AGENDA CONSENT ITEMS

These agenda items are considered routine and will be approved in one action without discussion. If a Board member requests that an item be removed from the Consent Calendar or a citizen wishes to speak on an item, the item will be considered under Action Items.

1. **APPROVAL OF DECEMBER 8, 2004 TCWIB EXECUTIVE COMMITTEE MEETING MINUTES**
(SEE PAGES 7-14 FOR MINUTES)

2. **APPROVAL OF OUT-OF-STATE TRAVEL**
Approval of out-of-state travel for Joe Daniel, Administrator to attend the National Association of Workforce Development Professionals (NAWDP) 16th Annual Conference in Miami Beach, Florida on May 1- 4, 2005.

3. **TCWIB DIRECTOR RESIGNATION**
Recommendation to accept TCWIB Director Lindsay Mann’s request to resign with regret.
(SEE PAGE 15 FOR RESIGNATION LETTER)

4. **TULARE COUNTY OWENS VALLEY CAREER DEVELOPMENT CENTER ONE-STOP MEMORANDUM OF UNDERSTANDING (MOU) (Associate Partner)**
Owens Valley Career Development Center is a Tribal operated agency primarily offering vocational education, literacy and social services to the Native American population. As a partner, the Center intends to extend ETPL sanctioned services through the Employment Connection Council (ECC) to the community not only to Native Americans but to any eligible individual.

5. **TCWIB STAFF RECOMMENDS THAT THE INDIVIDUAL TRAINING ACCOUNT (ITA) COST CAP BE INCREASED FROM \$3,500 TO \$4,000 FOR THE LICENSED VOCATIONAL NURSE PROGRAMS.**
The request for the increase in the cap is due to the fact that expenses and costs for LVN courses have increased. An LVN is one of the most in-demand in Tulare County.

ACTION: APPROVE CONSENT ITEMS

AGENDA ACTION ITEMS

1. TCWIB COMMITTEE/COUNCIL REPORTS.

- A. TCWIB Executive Committee (See Consent Item No. 1)
- B. TCWIB Evaluation & Oversight
- C. TCWIB Program Committee
- D. TCWIB Public Relations/Marketing Committee
- E. TCWIB Youth Council
- F. TCWIB Employment Connection Council
- G. TCWIB Business Resource Advisory Council (BRAC)

ACTION: Accept TCWIB Committee/Council Report Presentations

2. ACTIONS GENERATED BY TCWIB COMMITTEE/COUNCILS

A. TCWIB BUSINESS RESOURCE ADVISORY COUNCIL (BRAC)

ACTION: APPROVE THE FOLLOWING NOMINATIONS TO SERVE ON THE BRAC:

<u>Nominee</u>	<u>Business Segment</u>
Ken Womack C.J. Hammer Pump Company	Retail
Jeff Crivelli Jeff Crivelli Farming	Transportation
David Sousa Sousa and Company, CPA	Professional Services
Bob Mandolaci Principal Financial Group	Finance
Kimberly Ruiz Beck Vice Chairman Ruiz Foods	Manufacturing

***Footnote:** Below are the nominees approved at the October 13, 2004 TCWIB Executive Committee Meeting:

Jim Brinkerhoff Director, County of Tulare Human Resources and Development	Government
Linda Qualls Director, Medical Surgical Services Kaweah Delta District Hospital	Health Care
Mike Cully President/CEO, Visalia Chamber of Commerce	Tourism
Karri Tandy Director of Human Resources Ennis Homes	Construction

AGENDA INFORMATION/DISCUSSION ITEMS

NEW ITEMS/ONGOING TCWIB INITIATIVES

NEW ITEMS

1. FISCAL REPORT - Information

For period ending December 2004. Contact Janet Ewing for further information.

(SEE PAGES 16-21 FOR REPORT)

2. LABOR FORCE INFORMATION FOR December 2004 - Information

Contact Bill Cooper for further information.

(SEE PAGE 22 FOR REPORT)

3. DEPARTMENT OF LABOR (DOL) – DEMONSTRATION PROJECT PROPOSAL

What started as a collaborative unsolicited proposal to DOL from multiple local agencies has now become a DOL solicited demonstration grant proposal to be submitted by the TCWIB. TCWIB staff are now working under the direction of representatives of DOL to develop this proposal targeted for MSFW population in North Tulare County. Implementation plans will not likely be addressed until the proposal has been approved and granted. The estimated target date for approval is June 2005.

4. STRATEGIC PLAN OF JANUARY 12, 2005

TCWIB Senior staff reviewed the draft plan, made corrections and added definitions to some of the DOL technical language. The draft strategic plan documents will be a handout at the meeting.

5. DINUBA VOCATIONAL CENTER

(SEE PAGE 23 FOR SUPPORT LETTER FOR REEDLEY COLLEGE)

6. TCWIB VACANCIES (TWO AT LARGE) (Business)

7. TULARE COUNTY RISK MANAGEMENT ONE-STOP MEMORANDUM OF UNDERSTANDING (MOU) (Full Partner)

MOU is pending with Tulare County Risk Management: Tulare County Risk Management manages liability issues for the County including Workers Compensation and Safety. Risk Management intends relocation of its ten staff to Visalia Suite B under a cost share agreement with the TCWIB. Risk Management has offered safety, worker's compensation and sexual harassment training seminars to the Employment Connection System and to the community.

8. INCENTIVE AWARDS FOR EXEMPLARY PERFORMANCE FOR PY 2003-04

Based on the recommendation of the California Workforce Investment Board and approval from the Governor's Office, the Tulare County WIB was awarded \$49,000 for meeting all the performance measures for Program Year (PY) 2003-04.

(SEE PAGE 24 FOR FINAL AWARDS)

9. FEDERAL INTERAGENCY TASK FORCE FOR THE ECONOMIC DEVELOPMENT OF THE CENTRAL SAN JOAQUIN VALLEY CALIFORNIA

The next meeting will be February 17, 2005.

10. MODIFICATION TO CSET AND PROTEUS CONTRACTS NURSES TRAINING

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC.

Executive Committee Meeting

February 16, 2005

TCWIB staff is increasing the contracts below to cover the costs of staff and expenses related to our new partnership with Kaweah Delta Hospital (KDH). Employment Connection partners will be providing services to aid KDH in recruitment of environmental service and food service occupations. This partnership with KDH will result in employment for many of TCWIB's/Employment Connection's clients (universal and registered).

CSET's adult general population contract increase by - \$149,163

Proteus' adult general population contract increase by - \$167,000

11. DISCUSSION ON FUTURE JOINT MEETING BETWEEN THE TCWIB AND THE TULARE COUNTY ECONOMIC DEVELOPMENT CORPORATION (TCEDC).

ONGOING TCWIB INITIATIVES

- Truck Driving/Heavy Equipment Operator Taskforce
TCWIB facilitates an annual meeting (usually held in August) to discuss the training issues of entry-level equipment operators and truck drivers.
- Great Central Valley Economy Indicators Report *(Updated Information)*
The Great Central Valley Economy Indicators Report has been published and available at the TCWIB. The TCWIB sponsored this document jointly with the other Central Valley WIBS. There is a copy available at the WIB Admin office. Additional copies may be ordered.
- Return on Investment (ROI) *(Updated Information)*
Proposal received from Earle Smith, President of KOG Associates and being reviewed by TCWIB staff.
- Agri-Business
No current activity.
- Outreach Events to the Connecting the TCWIB Business Resource Centers and the Job Resource Centers with the Segments of the Business Community that have been previously identified by the BRAC.

The most recent event was held in November of 2004 where a targeted discussion took place with several staffing agencies. Discussion centered on information gathered at previous meetings and methods of meeting common needs were discussed. TCWIB staff used this event to develop formats for meetings with other business segments.

HEALTH CARE INITIATIVES

- Nurse Workforce Initiative
The TCWIB received \$225,645 to train 42 incumbent workers to become Registered Nurses and Psychiatric Technicians. Program runs through September 30, 2005.
- Health Care Taskforce
TCWIB facilitates a monthly meeting focused on alleviating health care workforce issues attendees included medical care facilities, schools, City Governments, Workforce Development Professionals. On April 15th a facilitator began to develop this year's goals. The taskforce met on June 24th and the next meeting is to be announced.
- Department of Labor (DOL) High Growth Job Training Initiative Grant for HealthCare

The TCWIB has applied for the Department of Labor's (DOL) High-Growth Job Training Initiative

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC.

Executive Committee Meeting

February 16, 2005

Grant for the Healthcare.

The proposed project would increase the number of qualified masters prepared nurse faculty at local community colleges thereby increasing capacity for educating registered nurses in the project area. The four-county consortium consists of Tulare, Kern, Inyo and Mono counties (proposed project area). Through a collaboration of hospitals, workforce investment agencies, nursing schools and hospital-employed baccalaureate prepared nurses, the project would prepare up to twenty (20) masters level Clinical Nurse Specialist/Nursing Education (CNS/NE) graduates who would commit upon graduation to seek a nurse faculty position with local community colleges.

The DOL funding request of \$896,001 will be locally matched with \$288,000 in monetary contributions from local hospitals through the value of released time and \$ 160,000 in kind. Key components include:

- ✓ *Advanced practice nurses and other nurses who are skilled in clinical practice, are an untapped resource for faculty.*
- ✓ *Course content will delivered on site and remotely through distance learning.*
- ✓ *Employer participation in customization of course content and delivery minimizes work/school conflicts.*
- ✓ *MSN graduates will commit to seeking a local nurse educator position.*
- ✓ *Nursing schools benefit through a local source of master's prepared nurse faculty.*
- ✓ *Health care agencies benefit through access to larger numbers of RN graduates through community college capacity building*

TCWIB SPONSORED EVENTS

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC.

Executive Committee Meeting

February 16, 2005

**APRIL 19, 2005
9:00 AM TO 1:00 PM**

**14TH ANNUAL TULARE COUNTY JOB FAIR
TULARE COUNTY FAIR GROUNDS**

*** THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR MARCH 9, 2005 AT NOON AT THE WORKFORCE INVESTMENT DEPARTMENT, 4025 W. Noble, Suite A, Visalia, CA.**

*** THE NEXT EXECUTIVE COMMITTEE MEETING IS SCHEDULED FOR APRIL 13, 2005 AT NOON AT THE WORKFORCE INVESTMENT DEPARTMENT, 4025 W. Noble, Suite A, Visalia, CA.**

FUTURE SEMINARS AND CONFERENCES

February 17, 2005	California Workforce Association (CWA) Special Legislative Committee Meeting (Sacramento, CA)
February 18, 2005	California LWIA Advisory Committee Meeting (Sacramento, CA)
February 24-25, 2005	2005 National Conference on Workforce Development and Job Placement Strategies for Healthcare (Miami, FL)
March 3-5, 2005	National Association of Workforce Boards (NAWB) Forum 2005 Annual Meeting (Washington, D.C.)
March 21-25, 2005	National Association of Job Training Assistance (NAJA) 23 rd Annual Conference (San Francisco, CA)
March 29-31, 2005	California Workforce Association (CWA) Annual Spring Conference (San Diego, CA)
April 5-6, 2005	Train the Trainer Workplace Ethics (TCWID Professional Development Center, Visalia)
April 18-19, 2005	Train the Trainer Workplace Ethics (TCWID Professional Development Center, Visalia)
May 1-4, 2005	National Association of Workforce Development Professionals (NAWDP) 16 th Annual Conference (Miami Beach, FL)
July 11-13, 2005	Workforce Innovations 2005 (Philadelphia, PA)

PERSONNEL ITEMS

Leonor Alcazar has been hired as Senior Analyst, effective February 20, 2005.

TCWIB DIRECTOR/STAFF COMMENTS

TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC.

Executive Committee Meeting

February 16, 2005

1. COMMENT AND SUGGESTION PERIOD

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