



AGENDA

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

**April 13, 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 713-5251 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

Note: New Format on TCWIB Agenda

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PART ONE – ITEMS REQUIRING A QUORUM

COMMITTEE REPORTS WITH CONSENT ITEMS

TCWIB Executive Committee – Consent Item No. 1.

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 FEBRUARY 16, 2005 TCWIB EXECUTIVE COMMITTEE MEETING MINUTES**
(SEE PAGES 9-16 FOR MINUTES)

2. **APPROVE THE TULARE COUNTY EMPLOYMENT CONNECTION ASSOCIATE PARTNER MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE TULARE COUNTY WORKFORCE INVESTMENT BOARD, INC. AND REEDLEY COLLEGE**
Reedley College requests to be an Associate Partner in the Tulare County Employment Connection System.

3. **RESCIND CONSENT ITEM NO. 4 OF FEBRUARY 16, 2005 TCWIB EXECUTIVE COMMITTEE MEETING. ITEM WAS LEFT ON AGENDA-NO SIGNED MOU WAS RECEIVED. OWENS VALLEY CAREER DEVELOPMENT IS IN THE PROCESS OF REORGANIZATION.**
THE 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.

4. **TCWIB STAFF RECOMMENDS AMENDING THE TCWIB BY-LAWS TO REFLECT THE INTENT OF THE AGREEMENT BETWEEN THE TULARE COUNTY BOARD OF SUPERVISORS (TULARE COUNTY AGREEMENT NUMBER 20524) AND THE TCWIB IN SECTION II. C. CONTINUING LIAISON BETWEEN THE COUNTY AND WIB.**

DRAFT By-Law Amendment:

To be inserted in Section X, “Meetings of the Board”, at 10.09 (a)

In accordance with the Agreement Between The Tulare County Workforce Investment Board, Inc. and the Tulare County Board of Supervisors Establishing Roles and Responsibilities, Section II. C., define the Board of Supervisors designated liaison as an active participant in all TCWIB activities, who may participate in discussion and may exercise voting authority and may count toward establishment of a quorum.

REFERENCE:

TCWIB/BOS Roles & Responsibilities Agreement - Liaison Section II. C.

“C. Continuing Liaison Between the County and WIB

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To provide for continuing County familiarity with, and commitment to WIA, WIB activities and enhance communications between the WIB and the County, the Board of Supervisors shall designate one of its own members as a liaison with the WIB. This Board member shall receive notices of, and may attend, WIB meetings, shall receive minutes of WIB proceedings, and shall generally report to the Board of Supervisors from time to time on Systems operating under the direction/administration, of the WIB.”

5. **APPROVE TCWIB BOARD RECOMMENDATION TO THE TULARE COUNTY BOARD OF SUPERVISORS FOR JEAN HASKELL, VICE PRESIDENT HUMAN RESOURCES, KAWEAH DELTA DISTRICT HOSPITAL TO FILL A TULARE COUNTY AT LARGE VACANCY ON THE TCWIB.**

ACTION: APPROVE CONSENT ITEMS

**PART II - ITEMS THAT DO NOT REQUIRE A QUORUM
COMMITTEE REPORTS NO ACTION**

1. TCWIB COMMITTEE/COUNCIL REPORTS

- A. TCWIB Evaluation & Oversight
- B. TCWIB Program Committee
- C. TCWIB Public Relations/Marketing Committee
- E. TCWIB Youth Council
- F. TCWIB Employment Connection Council
- G. TCWIB Business Resource Advisory Council (BRAC)

PART III
INFORMATION/DISCUSSION ITEMS

NEW ITEMS/ONGOING TCWIB INITIATIVES

NEW ITEMS

1. **FISCAL REPORT - Information**
For period ending February 2005. Contact Janet Ewing for further information.
(SEE PAGES 17-22 FOR REPORT)
2. **LABOR FORCE INFORMATION FOR January and February 2005- Information**
Contact Bill Cooper for further information.
(Will be Handouts at the meeting)
3. **TCWIB VACANCIES (TWO AT-LARGE) (Business) AND ONE (DISTRICT 5) (Business)**
(Previously announced but never discussed)
4. **DISCUSSION ON POSSIBLE JOINT MEETING BETWEEN THE TCWIB AND THE TULARE COUNTY ECONOMIC DEVELOPMENT CORPORATION (TCEDC).**
(Previously announced but never discussed)
5. **UNIVERSAL TRACKING SYSTEM (UTS) SUMMARY REPORT BY INDIVIDUAL COUNTIES AND VALLEY AS A WHOLE.**
(Will be Handout at the meeting)

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**
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)**
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.
- **Department of Labor (DOL) – Demonstration Project Proposal** *Updated Information*
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.

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Implementation plans will not likely be addressed until the proposal has been approved and granted. The estimated target date for approval is June 2005. *The Grant was submitted on March 18, 2005 with a request for \$ 750,000.*

➤ Federal Interagency Task Force for the Economic Development of the Central San Joaquin Valley

Updated Information

The next meeting is scheduled for April, 14, 2005 from 10:00 a.m. to 3:00 p.m. Joann's Store Distribution, 2500 N. Plaza, Visalia.

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. The next meeting 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 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*

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TCWIB SPONSORED EVENTS

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

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

**MAY 11, 2005
3:00 PM TO 5:00 PM**

**CO-SPONSOR WITH CSET
16TH ANNUAL OLDER WORKER CELEBRATION
HOLIDAY INN, VISALIA**

*** THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR MAY 11, 2005 AT NOON AT THE WORKFORCE INVESTMENT DEPARTMENT, 4025 W. Noble, Suite A, Visalia, CA.**

*** THE NEXT EXECUTIVE COMMITTEE MEETING IS SCHEDULED FOR JUNE 8, 2005 AT NOON AT THE WORKFORCE INVESTMENT DEPARTMENT, 4025 W. Noble, Suite A, Visalia, CA.**

FUTURE SEMINARS AND CONFERENCES

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)
16th Annual Conference
(Miami Beach, FL)

July 11-13, 2005

Workforce Innovations 2005
(Philadelphia, PA)

February 26-March 1, 2006

National Association of Workforce Boards (NAWB) Forum 2006 Annual Meeting
(Washington, D.C.)

PERSONNEL ITEMS

Teresa Linn has been hired as Extra Help Workforce Development Specialist, effective March 28, 2005.

Howard Ballard has been hired as Workforce Development Supervisor, effective April 18, 2005.

TCWIB DIRECTOR/STAFF COMMENTS

1. COMMENT AND SUGGESTION PERIOD

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PART IV – SUMMARY OF AGENDA ITEMS