



# Yolo County Workforce Investment Board

25 North Cottonwood Street  
Woodland, CA 95695  
(530) 661-2750  
(530) 661-2658 FAX

One-Stop Career Center Locations  
Woodland  
25 N. Cottonwood St.  
(530) 661-2750

West Sacramento  
500-A Jefferson Blvd., Building A  
(916) 375-6200

## Members

- AccuStaff - Woodland
- All Phase Security Inc.
- Cache Creek Casino Resort
- California Dept. of Rehabilitation
- California Employment Development Department
- California Human Development Corp.
- California Indian Manpower Consortium
- Career & Technical Education Resources
- Carro Pacific, Inc.
- Catanio Digital Media
- City of Woodland Economic Development
- County of Yolo Economic Development
- ERA Mata Realty
- Experience Works, Inc.
- Los Rios Community College District
- PRIDE Industries
- Raleys
- Sacramento Central Labor Council
- Seminis Monsanto
- Sutter-Davis Hospital
- Target Distribution Center
- Teichert Construction/ Materials
- The Community College Foundation
- Western Truck School
- Woodland Community College
- Woodland Healthcare, Inc.
- Yolo County Department of Employment and Social Services
- Yolo County Housing Authority
- Yolo County Office of Education
- Yolo Employment Services, Inc.

> > > NOTICE OF PUBLIC MEETING < < <

## Workforce Investment Board

February 10, 2009

8:00 AM

One-Stop Career Center Community Room  
25 No. Cottonwood St., Woodland

### A. Workforce Investment Board

#### Agenda

1. **Call to Order – Pledge of Allegiance**
2. **Welcome Comments and Introductions**
3. **Public Comment / Announcements - Non-Agenda Items**  
*WIB members, staff, or the public may address the Workforce Investment Board on subjects relating to employment and training in Yolo County. A time limit may be imposed. No action may be taken on non-agenda items.*
4. **Establish Quorum**
5. **Consider Agenda Approval**
6. **Consent Agenda - Approved with one Motion unless item withdrawn for discussion.**
  - A. Minutes – January 13, 2009 (Attachment 1) **Page 1**
7. **Regular Agenda**
  - A. WIB Meeting Schedule Change/Survey Report – Discussion, Action (Attachment 2) **Page 3** (handout)
  - B. WIA Fiscal Report Budget Plan – Approve One-stop Operator Revised Plan for 2008- 2009 One-stop Operations – *Rosario Ruiz-Dark, DESS Chief Financial Officer; Nancy O'Hara, Assistant Director-One-stop Operator* (handouts)
  - C. WIB Budget Request for 2009-2010 – Recommendation and Approval - *Teri Ruggiero, Executive Director* (Attachment 3) **Page 5**
8. **Adjourn**

**Next Meeting: March 10, 2009**

Woodland One-Stop Career Center, Community Room

### B. The Yolo County Comprehensive Economic Development Strategy

*CEDS Conference will begin immediately following the meeting of the Workforce Investment Board – Wes Ervin, Yolo County Economic Development Manager*

**Accommodation:** In accordance with Section 202 of the Americans with Disabilities Act, if you require special assistance, meeting materials to be in an alternative format, auxiliary aids, or other person to assist you while attending this meeting, we will provide reasonable accommodation to allow participation. Contact Ms. Teri Ruggiero at 530-661-2632 at least 3 business days prior to the meeting to facilitate arrangements.



Building Better Lives • Building Better Communities

For more about the Yolo County Workforce Investment Board log on to [www.yoloworks.org](http://www.yoloworks.org)

**Yolo County Workforce Investment Board  
Minutes  
January 13, 2009**

The Yolo County Workforce Investment Board convened in the offices of the City of West Sacramento at 1110 West Capitol Avenue, West Sacramento, CA, with the following persons in attendance:

**Present:** Ken Garrett, Ron Vargas, Blanca Barba, Walter DiMantova, Wes Ervin, Pattie Espinosa, Al Konuwa, Jorge Ayala, Lisa Koregelos, Terri LaBriola, Tom Lawson, Alice Tapley, Lisa Baker, Brandy Burns, Kim Bradley, Michael Darling, Nancy O'Hara, Chris Clark, Ron Piña, Jose Martinez.

**Absent:** Al Holmes, Marco Lizarraga, Brooks Lockhart, Ann Gennuso-Newton Scharlene Reid, Joe Bean, Nancy Cheng, Sharon Mendy, Randy Young, Cal Catanio, and Bonnie Sheil.

**Staff:** Teri Ruggiero, Douglas Gutaw, Onawa Wyatt.

**Guests:** Wendy Ross-*City of Woodland*  
Chuck Frame-*RSF UA Local 69*  
Mark Johannessen- *West Sacramento City Councilmember*  
Don Saylor- *Davis City Councilmember*  
Sarah Worley- *City of Davis, Economic Development Coordinator*  
Cynthia Shallit- *City of Woodland, Redevelopment Manager*  
Cecelia Curry- *Winters City Councilmember*  
Gary Sandy-*UCDavis*  
Mark Deven-*City of Woodland*  
Diane Richards- *City of West Sacramento, Economic Development*

**1. Call to Order-Pledge of Allegiance**

Meeting called to order at 8:06 a.m. The Pledge of Allegiance was led by Nancy O'Hara.

**2. Welcome Comments and Introductions**

Ron Vargas welcomed the board and introductions were skipped in the interest of time.

**3. Public Comments/Announcements**

Pattie Espinosa announced that effective February 1, 2009 state offices will be closed the first and third Friday, and state employees will be furloughed.

**4. Establish Quorum**

Quorum present as of 8:19 a.m.

**5. Consider Agenda Approval**

Jose Martinez motioned to approve the agenda; Jorge Ayala seconded; motion passed.

**6. Consent Agenda**

Jose Martinez motioned to approve consent items A-C; Terri LaBriola seconded; motion passed.

**7. Adjourn**

Jose Martinez motioned to adjourn; Chris Clark seconded; meeting adjourned at 8:20 a.m.

**8. Information Attachments**

Items included in agenda packet for review.

**Next Meeting: February 10, 2009**

Woodland One-Stop Career Center  
Community Room

*Respectfully Submitted,*

*Onawa Wyatt*



www.yoloworks.org

# Yolo County Workforce Investment Board

Attachment 2

25 North Cottonwood Street  
Woodland, CA 95695  
(530) 661-2750  
(530) 661-2658 FAX

One-Stop Career Center Locations

Woodland  
25 N. Cottonwood St.  
(530) 661-2750

West Sacramento  
500-A Jefferson Blvd., Building A  
(916) 375-6200

## Members

AccuStaff - Woodland  
 All Phase Security Inc.  
 Cache Creek Casino Resort  
 California Dept. of Rehabilitation  
 California Employment Development Department  
 California Human Development Corp.  
 California Indian Manpower Consortium  
 Career & Technical Education Resources  
 Carro Pacific, Inc.  
 Catanio Digital Media  
 City of Woodland Economic Development  
 County of Yolo Economic Development  
 ERA Mata Realty  
 Experience Works, Inc.  
 Los Rios Community College District.  
 Raleys  
 Sacramento Central Labor Council  
 Seminis Monsanto  
 Sutter-Davis Hospital  
 Target Distribution Center  
 Teichert Construction/ Materials  
 The Community College Foundation  
 Western Truck School  
 Woodland Community College  
 Woodland Healthcare, Inc.  
 Yolo County Department of Employment and Social Services  
 Yolo County Housing Authority  
 Yolo County Office of Education  
 Yolo Employment Services, Inc.

**TO:** Members of the Workforce Investment Board

**FROM:** Ron Vargas, Chairman

**DATE:** February 10, 2009

**SUBJECT: WORKFORCE INVESTMENT BOARD MEETING SCHEDULE CHANGE**

### RECOMMENDED ACTION

Approve WIB meeting schedule change to bimonthly meetings on the second Tuesday of the month. The remaining 2009 meetings will be: March 10, May 12, July 14, September 8, and November 10. All meetings will be at 8:00 AM. This schedule will continue onward and remain in effect until revisited by the general WIB.

### FISCAL IMPACT

There will be no net fiscal impact as a result of this change.

### REASON FOR RECOMMENDED ACTION

Following a survey of WIB members through the Survey Monkey website, of those who responded, the time period that stands out for WIB meetings continues to be Tuesday mornings. (see handout) There is a split between meeting at 8:00 AM or 8:30 AM. The Executive Committee is recommending the WIB continue to meet at the current schedule of 8:00 AM.

The Executive Committee recommends the bi-monthly schedule to allow for more committee time participation and oversight of WIB business. The Executive committee has been meeting bimonthly and would now meet monthly.

Options for the meeting schedule change:

1. Continue monthly WIB meetings.
2. Begin bi-monthly WIB meetings; the Executive committee to meet monthly.
3. Other options open to discussion.

### BACKGROUND

The WIB had been meeting bimonthly since July 2002 through July 2005. Since 2005 through the present, the Yolo County WIB has been meeting monthly. There are advantages and disadvantages to either meeting schedule, as outlined below.



<b>Bimonthly Meetings</b>		<b>Monthly Meetings</b>	
<u>Pros</u>	<u>Cons</u>	<u>Pros</u>	<u>Cons</u>
<p>Allows committee reports timely to the WIB and committee members and/or staff time develop and revise items to be brought to the entire WIB. (Reduces staff's focus time on "administrivia" in complying with public meeting notice requirements.)</p>	<p>Loss of momentum with 2 month time gap between meetings</p>	<p>Greater continuity for WIB members; discussions at WIB meetings more likely remain fresh from meeting to meeting.</p>	<p>The shorter time between meetings reduces staff preparation and research on items to be brought to WIB. (Allows only 9 working days after the WIB meeting for staff to develop complete agenda items for placement on next agenda.)</p>
<p>Some WIB members may be more willing to commit to a less frequent meeting, especially those who have significant commutes to the meeting location.</p>	<p>Executive Committee sometimes needs to take action on items that arise between WIB meetings.</p>	<p>Provides WIB members networking opportunities more frequently.</p>	<p>Suppresses in-depth analysis and breakout of critical workforce issues.</p>

## Members

AccuStaff - Woodland  
All Phase Security Inc.  
Cache Creek Casino Resort  
California Dept. of Rehabilitation  
California Employment Development Department  
California Human Development Corp.  
California Indian Manpower Consortium  
Career & Technical Education Resources  
Carro Pacific, Inc.  
Catania Digital Media  
City of Woodland Economic Development  
County of Yolo Economic Development  
ERA Mata Realty  
Experience Works, Inc.  
Los Rios Community College District  
PRIDE Industries  
Raleys  
Sacramento Central Labor Council  
Semins Monsanto  
Sutter-Davis Hospital  
Target Distribution Center  
Teichert Construction/ Materials  
The Community College Foundation  
Western Truck School  
Woodland Community College  
Woodland Healthcare, Inc.  
Yolo County Department of Employment and Social Services  
Yolo County Housing Authority  
Yolo County Office of Education  
Yolo Employment Services, Inc.

**To:** Workforce Investment Board  
  
**From:** Ron Vargas, Chair  
  
**Date:** February 10, 2009  
  
**Subject:** 2009 – 2010 Workforce Investment Act Budget

## RECOMMENDED ACTION

Review the budget process and recommendations. Approve for recommendation to the Yolo County Board of Supervisors the 2009 – 2010 Workforce Investment Act (WIA) budget for program and administrative funds with funding for WIB initiatives, projects, and staff activities.

## REASON FOR THE RECOMMENDED ACTION

The proposed budget formalizes the expenditures that support the WIB and essential staff activities. The budget has been reviewed by the WIB Executive Committee and recommended for approval.

## BACKGROUND

Budget hearings for 2009 – 2010 fiscal year will be held by the Yolo County Board of Supervisors in mid-June. Preparation for these hearings takes place beginning in February in each of the county departments and is coordinated through the County Administrative Office.

The Financial Management Division of the Department of Employment and Social Services has been appointed as the fiscal agent on behalf of the WIB and the Board of Supervisors for the WIA allocations distributed to the county by the state.

This budget includes the adult, dislocated worker, and youth programs. In addition, there is an allocation for Rapid Response for employees of businesses that may lay off workers or are closing in this fiscal year.

Staff salaries, benefits, and costs are allocated to the One-Stop Career Centers for WIA activities as operated by the Department of Employment and Social Services. Fiscal administrative costs for the fiscal agent are allowed up to 10% of the total allocations. Total income for all WIA programs is projected to be \$1,913,058; a reduction of 10.7% from last fiscal year.

There are separate breakouts for each of the individual categories of funding. Expenditures directly related to Workforce Investment Board WIB initiatives, projects, and staff activities portion is \$195,925, or 10.2% for the board related activities and costs.

(Additional handouts will be provided)



# COUNTY OF YOLO

Office of the County Administrator

*Sharon Jensen*  
County Administrator

625 Court Street, Room 202 Woodland, CA 95695  
(530) 666-8150 FAX (530) 668-4029  
[www.yolocounty.org](http://www.yolocounty.org)

## YOLO COUNTY COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY STEERING COMMITTEE

### AGENDA

**February 10, 2009**  
**8:30 a.m. to 10:00 a.m.**  
**Woodland One-Stop Career Center**  
**(25 N. Cottonwood St. Community Room)**

1. Introductions and Review of CEDS Process
2. Review of Document and Comments
3. Discussion of Priorities, Projects and Implementation Plan
4. Next Steps
5. Adjourn

For questions or comments, please Contact

Wes Ervin  
Yolo County Manager of Economic Development  
625 Court Street, Suite 202  
Woodland, CA 95695  
Phone 530-666-8066  
Fax 530-668-4029  
[Wes.ervin@yolocounty.org](mailto:Wes.ervin@yolocounty.org)