

**ACTION MINUTES OF THE REGULAR MEETING
OF THE SANTA ANA WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE MEETING
SANTA ANA, CALIFORNIA**

February 19, 2009

CALL TO ORDER

SANTA ANA WORK CENTER
1000 E. SANTA ANA BLVD.,#220
SANTA ANA, CA 92701
8:05 A.M.

ATTENDANCE

COMMITTEE MEMBERS Present:
LEE MCMURTRAY - CHAIRPERSON
ALFREDO ZARATE-VICE CHAIR
REV. DE LEON, JOHN DIDION,
EDUARDO FIGUEROA, MIKE HOOD
AND PARTICK KORTHUIS (7)

Absent:
ROB CLAUDIO (E), GREGORY LEWIS (E)
AND STACEY SANCHEZ (E)(3)

STAFF Present:
LINDA SUMMERS, Economic Development Mgr.
FRAN JUTZI, Workforce Specialist IV
JAIME LÓPEZ, Workforce Specialist II

CONSENT CALENDAR

**Motion: Approve staff recommendations on the following Consent Calendar items
(Item 1 and 2):**

MOTION:	Hood	SECOND:	Korthuis
VOTE:	AYES:	De Leon, Didion, Figueroa, Hood, Korthuis, McMurtray and Syed (7)	
	NOES:	None (0)	
	ABSTAIN:	None (0)	
	ABSENT:	Claudio, Lewis and Sanchez (3)	

ADMINISTRATIVE MATTERS

1. MINUTES

Motion: Approve Minutes

Regular Meeting of February 15, 2008

2. EXCUSED ABSENCES

Motion: Excuse the absence of the following members from the regular meeting of February 15, 2008: Claudio, de Leon, Lewis and Ward.

***** END OF CONSENT CALENDAR *****

BUSINESS CALENDAR

3. RESIGNATIONS OF WORKFORCE INVESTMENT BOARD MEMBERS JON DIETZ AND DEVINA LACROIX

Motion: Accept the resignations of Workforce Investment Board Members Jon Dietz and Devina Lacroix.

MOTION: Hood **SECOND:** Figueroa

VOTE: **AYES:** De Leon, Didion, Figueroa, Hood, Korthuis, McMurtray, and Zarate (7)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: Claudio, Lewis and Sanchez (3)

4. APPOINTMENT OF MEMBERS TO THE SANTA ANA YOUTH COUNCIL

Motion: Appoint Ms. Patricia Carter, Director of Regional Occupational Programs/Career Development, Santa Ana Unified School District and Ms. Maryann Conway, State Department of Rehabilitation as members on the Santa Ana Youth Council.

MOTION: Didion **SECOND:** Hood

VOTE:

AYES: De Leon, Didion, Figueroa, Hood, Korthuis, McMurtray, and Zarate (7)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: Claudio, Lewis and Sanchez (3)

5. APPOINTMENT OF MEMBER TO SANTA ANA WORKFORCE INVESTMENT BOARD

Motion: Approve the nomination of and recommend that the Santa Ana City Council appoint Ms. Sabrina Van Artsdalen, Workforce Specialist IV, as the Workforce Investment Act Title I Programs representative on the Santa Ana Workforce Investment Board.

MOTION: Didion **SECOND:** Zarate

VOTE:

AYES: De Leon, Didion, Figueroa, Hood, Korthuis, McMurtray, and Zarate (7)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: Claudio, Lewis and Sanchez (3)

6. EMPLOYMENT DEVELOPMENT DEPARTMENT, LABOR MARKET INFORMATION

Motion: Receive and file.

MOTION: Hood **SECOND:** Didion

VOTE:

AYES: De Leon, Didion, Figueroa, Hood, Korthuis, McMurtray, and Zarate (7)

NOES: None (0)

ABSTAIN: None (0)

ABSENT: Claudio, Lewis and Sanchez (3)

***** END OF BUSINESS CALENDAR *****

WORKSTUDY SESSION

7. REVIEW OF WORKFORCE INVESTMENT BOARD BY-LAWS

A work-study session was held to review the current Workforce Investment Board by-laws. The committee was provided a copy of the by-laws with recommended changes. The changes were due to the membership requirements in the State's implementing legislation and some general clean-up due to the focus of the WIB and its committees since the by-laws were last approved. The recommended changes discussed and agreed to were:

Article IV, Section 2: change the number of WIB members to thirty-five (35) to accurately reflect the number of members appointed by city council, change the number of private sector members (which includes the two Economic Development Agencies members who are also private sector members) to nineteen (19) and the public sector members to sixteen (16) to accurately reflect the public sector membership by category includes the addition of two (2) new labor seats to allow the labor representatives to reach the 10% threshold allowed in the State's implementation legislation.

Article IV, Section 3: added some clarification language suggested by the city attorney.

Article IV, Section 7: Deleted the existing language regarding unexcused absences and added new language used by all the city's boards and commissions regarding unexcused absences and determining when a seat shall become vacant.

Article VI, Section 1: added language to include the Chair and Vice-Chair of ad hoc committees as members on the Executive Committee.

Article VI, Section 3: changed the frequency of Executive committee meetings from monthly to bimonthly.

Article VII, Section 1b: Deleted the Collaborative and Partnership Committee from the list of standing committees on the WIB as it achieved its goal of bring mandated partners together. The WORK Center now hosts a Partner Agency Management Team meeting on a monthly basis.

It was also determined that the current ad hoc committee regarding Employer Assisted Housing should remain an ad hoc committee and not be converted into a standing committee.

8. **COMMITTEE REPORTS**

- a. Youth Council- Fran Jutzi noted that the Youth Council met in January and will not meet again until April 2009.
- b. Employer and Customer Service Committee – John Didion noted that they will be meeting next week.
- c. Marketing Committee - Eduardo Figueroa asked for clarification on who they should be recruiting for WIB membership. Linda Summers stated that they should concentrate on industries reflected in the demand occupation list. In general, the committee felt that WIB members should come from Santa Ana based businesses. John Didion suggested we look at the HR person at Western Medical and other major businesses in Santa Ana. John Didion said Santa Ana Canyon College has a large apprenticeship program and maybe some labor reps could be recruited from there.

Eduardo Figueroa distributed a draft of e-newsletter. He also noted that the committee is developing a brochure that members can use to help recruit new members.

- d. Oversight and Data Committee – Fran Jutzi reported that CSUF is on track to have the Return-on-Investment report ready by the July WIB meeting.

COMMENTS

- 9. PUBLIC COMMENTS - None
- 10. STAFF MEMBER COMMENTS – Linda Summers distributed a summary of the Stimulus Bill which showed how much funding would be coming to WIA. She said funding training in green technology was emphasized. John Didion noted that it may be easy to spend money on classroom training however it may not be so easy to find those people jobs once the training is over. He suggested that on-the-job training might be better as many employers might have the need for one or two individuals and would welcome the financial assistance an OJT program could provide as long as the OJT contracts could be signed quickly.
- 11. COMMITTEE MEMBER COMMENTS – Patrick Korhuis asked for assistance in hiring a salesperson.

ADJOURNMENT – 9:45 am

Next regular meeting: April 10, 2009, at 8:00 a.m.
 Santa Ana WORK Center
 1000 E. Santa Ana Blvd.
 Santa Ana, California 92701