

Worknet Leadership Team
Merced County Office of Education- J2 Room
632 W. 13th Street, Merced, CA
Tuesday, March 9, 2010, 1:00-2:30 p.m.
Meeting Minutes



www.co.merced.ca.us/wi/wlt/wlt.html
www.co.merced.ca.us/wi/worknet/worknet.html

Members Present: Autumn Gardia, Debbie Glass, Heidi Hall (Chair), Christine Kulina, Chris Vitelli

Members Absent: Lori Gomes, Terry Nichols, Alfonse Peterson, Joanne Presnell, Jesse Villa, Dawn Yesitis

Others Present: Ana Muniz-Laguna

1. **Call to Order:** Ms. Heidi Hall, Chair, called the meeting to order at 1:04 p.m. A sign in sheet was used in lieu of roll Call.
2. **Approve Minutes (February 9, 2010):** The Chair asked for approval of the last minutes. It was *M/S/C Glass/Kulina* to approve the February 9, 2010 minutes with the following corrections, item 3a, "It was suggested that there be a Worknet Leadership Luncheon" instead of "There will be a Worknet Leadership Luncheon."
3. **Building Partnerships:**
 - a. **Partner Presentation (Merced College):** Ms. Autumn Gardia gave a presentation about the Merced Community College Workplace Learning Resource Center (WPLRC). Ms. Gardia noted that WPLRC has been in existence for 15 years and it's part of the Economic and Workforce Development Initiative. It offers onsite customized trainings and both credit and non-credit courses can be taken. Merced WPLRC is one of 12 centers throughout the state of California and courses offered are taught by qualified instructors. Courses include;
 - Basic Skills Classes which include English as a Second Language (ESL), Vocational English as a Second Language (VESL), Spanish as a Second Language (SSL), Customer Service Academy, Thrive and Survive in the Workplace, Business Writing, Business Speaking, Generational Diversity, and Cultural Diversity.
 - The Certification classes include ServSafe Food Safety certification, Sexual Harassment (AB1825), Pest Management Update, and Forklift Re-Certification (OSHA).
 - Technical Skills classes include Computer Applications, Water and Waste Water Management, and Production Line Welding.

WPLRC has partnered with many local businesses to provide training services to employees while making them available to the community in general. Their main audiences are businesses, incumbent workers, displaced and/or dislocated workers, individuals learning new skills, and individuals seeking certifications.

The website for WPLRC is www.mercedworkplacecenter.org. Customer Service Academy's website is www.customerserviceacademy.org and the Umbrella website is www.wplrc.org.

Contact Ms. Autumn Gardia at (209) 386-6735, email: Gardia.a@mccd.edu or Christopher Vitelli at (209) 386-6797, email: chris.vitelli@mccd.edu.

b. Worknet Partner Meeting: Will be determined at a future date.

c. Strategic Plan: Ms. Hall went over goals #1 and #2 of the 2009-2011 Strategic Goals.

1. **Goal #1:** Ms. Hall suggested that potential partners be invited for May's WLT meeting for a "meet and greet". Ms. Hall proposed each member prepare a brief statement explaining how Worknet has helped them and the benefits of being a Worknet partner. Mr. Chris Vitelli suggested that the meeting be held later in the day, around 4:00 pm so that partners and members do not have the pressure of going back to work. Members also suggested the meeting be held at the Worknet/Workforce Investment office to be able to give potential partners a tour and information about services. Ms. Hall will meet with Ms. Joanne Presnell and propose these ideas.
2. **Goal #2:** Ms. Hall noted Goal #2, which stated the need to identify and design innovative services specific to the needs of the "New Customer". Ms. Debbie Glass noted she will contact Clear Credit Counseling and will email Ms. Hall with information on services. Ms. Hall will contact Mental Health, the Housing Authority, Network of CARE, and Community Action Agency. Mr. Vitelli will contact the Circles Program for information about services offered. It was suggested that all members bring brochures or information on these organizations to the next WLT meeting.

4. Customer Focus:

a. VITA update: Ms. Hall noted HSA's Vita Program reached its goal of helping with 35 tax preparations. Customers can call (209) 385-3000x5987 to schedule an appointment, or walk-in to the Employment and Training office in the Human Services building, M-F between 8 am-5pm, 2115 Wardrobe Ave. This program is for low income families who need help preparing their simple tax return.

b. Success Stories:

Ms. Christine Kulina noted Job Corps has increased its enrollment these past months. There is a 6-9 month waiting time for new enrollments.

Ms. Hall noted the Stimulus Funds HSA received helped some of their volunteer clients get into subsidized programs paying them minimum wage while being able to accrue work experience hours. So far, 14 clients were able to roll over into this program and more are expected in the coming months.

c. Elevate America update: Ms. Hall noted members will get an update from Michelle Allison when this program is up and running.

5. Roundtable-What is going on in your organization:

Ms. Hall noted the VITA program is HSA's success story.

Ms. Kulina noted with the high enrollments in Job Corps, she would like help acquiring job leads for entry level positions for students who usually have no prior work experience. Please contact Ms. Kulina at (559)233-3868 with any information.

Ms. Autumn Gardia noted WPLRC will be running College 4 Kids during spring break. The program begins Monday, April 5 – Friday, April 9, 2010. The weeklong session will include activities, snacks, lunch and a Field Trip to the Fresno Zoo. The program is limited to 100 students. For registration call (209) 384-6224.

Ms. Gardia also noted an upcoming ServSafe Workshop certification class on Tuesday May 4 and Tuesday May 11, 2010, (participants must attend both dates) 8am-12pm, Business Resource Center at 630 West 19th Street, Merced. The participation cost for workshop is \$179.00, and the online exam is \$36.00. For more information contact Ms. Gardia at (209) 386-6735.

6. Next Scheduled Meeting – Date/Time of Meeting: April 13, 2010, 1:00-2:30 p.m., Dept. of Workforce Investment, Small Conference Room 1880 Wardrobe Ave, Merced.

7. Adjourn: The meeting adjourned at 2:15 p.m.