Imperial Valley College



ECONOMIC AND WORKFORCE DEVELOPMENT

Wia grants meeting

Wednesday, February 3, 2010

2:00 PM, Instructional Conference Room

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| **Present:**Efrain Silva, Economic and Workforce, ChairPatricia Robles, Economic and Workforce, RecorderVicky Figueroa, Economic and WorkforceJose Lopez, WIA Diesel CoordinatorJesus Fidel Hernandez, WIA SET CoordinatorRicardo Jimenez, WIA Electronics CoordinatorNorma Santana, Budget Technician |

**Approved Minutes**

1. **Call to Order**

The meeting was called to order by Efrain Silva by 2:05 pm.

1. **WIA Staff**

Efrain Silva will speak to Martha P. Garcia about hiring clerical staff for the WIA grants. For now, Vicky Figueroa will be processing the WIA grant PO’s.

Efrain Silva reported that rather than having one coordinator for each WIA grant, that one individual will be assigned to coordinate all of them. Efrain Silva needs to know how much funds are left in coordination and requested that some funds be left in consultants, for the experts. Case Manager interviews are scheduled for February 16th.

1. **WIA Grants**

Project SET began already and the Diesel and Electronics projects should be starting mid-February. These three programs should end mid-May 2010. Norma Santana mentioned that there have been issues with the coordinator’s timesheets.

B-GREEN

Efrain Silva reported that Martha Garcia will continue to coordinate Project B-GREEN. The Case Manager hired for B-GREEN will also work with Project TIIP.

1. **Other**

Efrain Silva reported that there are two other grants in process: (1) Smart Steps and

(2) National Science Foundation.

1. **Next Meeting**

The next meeting will be scheduled and announced at a later date.

1. **Adjourn**

The meeting was adjourned at 2:55 pm by Efrain Silva.