



SAN BENITO COUNTY

KATHRYN FLORES
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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(831) 637-9293 • FAX (831) 637-0996

San Benito County Workforce Investment Board (WIB)

January 10, 2012 @ 3:00 p.m.

1111 San Felipe Road, Ste 207, Hollister, CA 95023

Full Board Meeting

MINUTES

The purpose of the WIB shall be to promote and foster employment opportunities for the structurally unemployed, the under-employed and other economically disadvantaged members of the community.

Present: Alex Arias, Kristi Alarid, Kendra Bobsin, Anthony Evans, Kathy Flores, Mimi Laurent, Nancy Martin, Barb Montag, Jerry Muenzer, Soila Rojas, Steven Tuma, Brenda Weatherly, David Wright

Absent: **Excused:** Esequiel Arrizon, Warren Barry, Sherrean Carr, Carrie Fosdick, Kathy Hough, Yuko Duckworth, Todd Farr, Gary McIntire

UnExcused: Donald Dixon, Angie Trujillo

Staff: Andi Anderson, Enrique Arreola, Sonya Espinola, Sylvia Jacquez

Guests: Paul Farmer, Janice Schriver

Chair, Nancy Martin, called the meeting to order at 3:04 P.M.

I Public Comment Period: Introductions were made by everyone present. There were no public comments.

II Agenda Items:

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

B. **Approval of Minutes:** *Action is required*

1. The minutes of the October 11, 2011 full WIB meeting were approved as presented.
M/S/C Jerry Muenzer/Steven Tuma.

2. The minutes of the November 8, 2011 Executive Committee are enclosed for information.

C. **WIB Membership:**

1. Any applications received will be considered for appointment to the full WIB. *Action is required.*

1) An application was received from Paul Farmer, Office Star, to fill a Private Sector vacancy. After discussion the full WIB approved forwarding the application of

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Paul Farmer to the Board of Supervisors for appointment to the full WIB. *M/S/C Steven Tuma/Kendra Bobsin*

- 2) An application was received from Richard Bianchi, Ag Industry, to fill a Private Sector vacancy. After discussion the full WIB approved forwarding the application of Richard Bianchi to the Board of Supervisors for appointment to the full WIB. *M/S/C Kathy Flores/Kendra Bobsin*
2. **Current vacancies:** With the additions of Paul Farmer and Richard Bianchi, 2 positions of the 3 vacancies were filled. A resignation was received from Connie Herndon who has moved out of state. As a result there are 2 Private Sector vacancies.
3. **Peninsula Family Services (Public Sector):** This position has not been filled. Jess Bosquez retired and due to the Peninsula Family Services office being out of County they have not assigned a representative.

D. **Committee Updates:**

1. **Youth Employment Program Council:** David Wright provided an update on the proposed project "Job Connection". A copy was enclosed. David stated this project is still in the discussion stages. Members are looking into issues of liability, Megans Law, etc. Discussed if this is something that goes along with what the White House is proposing as far as summer youth programs. Enrique Arreola explained that this project is geared more towards making the YEP Council more visible to the community. Once staff has more information they will report back to the full WIB.
2. **Executive Committee:** Continue discussion on Priorities and how to move forward. Members feel it is very important to establish the Mission and Vision statements prior to identifying the goals. The Executive Committee was surveyed on updates for the Vision & Mission Statement which was included in the application. The on-line vision and mission survey was discussed and it was decided to redistribute the current vision & mission survey to the full WIB for feedback. The deadline to complete the survey is January 27, 2012. Once completed, the full WIB will move forward on their goals:
 - 1) **Full Body Scan - Roadmap for success** –
 - 2) **Better Business Service- Training for High Skilled Jobs** -
 - 3) **Employable Youth** -
 - 4) **Funding** -

- E. **Individual Training Account (ITA) Funding Cap:** Board members discussed the feasibility and impact of establishing a higher ITA funding CAP. Scenarios were included in the agenda packet. Santa Cruz=\$4500, Monterey County has a cap of \$5000 however; they don't utilize ITA funds in the same manner as San Benito County. Paul

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Farmer provided some input on the cap amount which will make it more feasible to provide training locally from a professional standpoint. He also discussed his attempts to bring Office Star to Hollister in order to provide computer training locally, thus making it easier for clients with transportation issues. Sylvia stated that many clients aren't eligible for Pell grants so the extra \$1000 in ITA assistance would be extremely helpful. Sonya explained the application process and the waiting list procedures. Members questioned the staff ability to provide optimal services based on the current funding and whether or not they would be able to provide more one-on-one services with a decreased workload. Discussed was serving clients outside of SBC. Because ITAs are State funds, San Benito County must provide services to all qualifying clients even if clients reside outside of the County. Members suggested setting a priority for SBC residents especially since 50% of clients are San Benito County and 50% are from outside counties. Staff's understanding is that they can't set a priority for Dislocated Worker funds but that staff will follow through and get something in writing. Staff will provide a comparative with local counties for WIB review. Based on full WIB direction, staff will redraft the recommendation for action at the next meeting and follow-up on setting an In-county/Out of County cap.

- F. **National Emergency Grant (NEG)**: Sonya Espinola provided an update. A summary report was enclosed for board review. 400 individuals who went through layoffs attended workshops. Orientations for NEG were every Tuesday & Thursday through December and are now on a walk in basis. 2 clients are in the ITA process, 0 core files, 1 intensive. Additional employers were not approved for assistance through this grant therefore only clients from Earthbound Farms are eligible for services. Others who were laid off were given priority under WIA funds. Of those, 2 approved for ITA, 1 core (beginning stages of intake process) & 1 intensive (eligibility) file in process.
- G. **Workforce Collaborative of California's Central Coast (WCCCC) MOU**: Members continue to meet weekly/biweekly. A survey was conducted and members felt, as a consortium, services for youth were a top priority. Allied health & green jobs came in next. Discussed the need for Summer Youth program with a goal of placing 800 youth. There are 2 or 3 funding sources which can be tapped into and the WCCCC will be discussing this at the next meeting.
- H. **WorkKeys**: Sonya discussed the difficulties in getting the WorkKeys program up and running in the computer lab. She, Amber Allerton (One-Stop Staff) and IT are working together to coordinate working out the bugs. IT Dept had Sonya conduct testing on computers and found that the software was not updated. Sonya doesn't have access to newest updates. Discussed issues with router. There are 13 laptops and 10 not connecting to the server. There are 3 desktops in the lab that are working well. Staff is working

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conducting mini labs to make sure every thing is working properly before a test lab is conducted. There is a test charge for every test and if there is a power outage or any other issue we are still charged for the tests. Kathy Flores will contact IT and inform them of the urgency to upgrade Sonya's access in order to get the systems up to date.

- I. **WIB Paperless Agenda Packets:** Continued discussion on the possibility of moving forward to paperless board agenda packets and modifying the bylaws. Bylaws committee will need to meet. *Table to next meeting.*
- J. **WIA Amended Allocations:** Staff shared with the board the WIA Amended formula allocations for PY 2011-2012.
- K. **Programs Update:** Sylvia Jacquez provided an update on the programs & expenditures and a copy was distributed at the meeting.

III **Additional Information:**

- A. **Jobs in Your Jammies:** Nancy Martin stated EDS and CMAP are in the discussion phase. Enclosed is information on a 2-hour program Job Fair, "Jobs in Your Jammies". Info only at this time.
- B. **Jobs Bill Summary:** Enclosed is a summary of the Jobs Bill. Info only
- C. **Unemployment Report:** The unemployment report for November is enclosed. Janice Schriver distributed a report for November which is the most recent info included.
- D. **Ethics Training:** Several members have not submitted their Ethics Training Certificates. Please submit those to Andi Anderson.

IV **Adjournment:** *M/S/C Steve Tuma/Barbara Weatherly 4:41pm*

Next WIB Executive Committee meeting will be held on February 14, 2012 at 3:00 p.m.

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