



Vision & Mission of the full WIB:

Vision: San Benito County will have a trained, skilled and relevant workforce that meets the needs of employers and increases the quality of life in our community.

Mission: The mission of the San Benito County Workforce Investment Board is to provide a variety of trainings, services and resources to unemployed, under-employed and dislocated workers which will raise their education and skill levels to ensure their success in the workforce.

San Benito County Workforce Investment Board (WIB)

September 11, 2012 @ 3:00 p.m.

1111 San Felipe Road, Ste 108, Hollister, CA 95023

Executive Committee Meeting

NOTES

Present: *Executive Members Present:* Carrie Fosdick, Soila Rojas, David Wright
Full WIB Members Present: Richard Bianchi, Arturo Contreras, Abby Ortiz-Baldwin

Absent: *Excused:* Kendra Bobsin, Yuko Duckworth, Kathy Hough, Gary McIntire

Staff: Andi Anderson, Sylvia Jacquez

Chair, Carrie Fosdick, called the meeting to order at: 3:01 P.M.

- I. **Public Comment Period:** Soila Rojas asked if 2 members from the same company are able to serve on the board. Staff will look into this. Introductions were made by everyone present.
- II. **Agenda Items:**
 - A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Members who called in were excused by the chair.
 - B. **Approval of Minutes:** *There was no quorum so no action was taken on the minutes.*
 1. **Executive Committee:** The minutes of the May 8, 2012 & July 20, 2012 Executive Committee are enclosed for review & approval. *No quorum, table to next Executive Committee meeting.*
 2. **Youth Employment Program (YEP) Council:** The minutes from the July 17, 2012 YEP Council are enclosed for board information.
 - C. **WIB Membership:** There are currently 4 Private Sector vacancies and 3 Public Sector. Any applications received may be considered for appointment to the full WIB.
 1. **Private Sector Membership:** An application was received from Robert Rodriguez for a private sector vacancy. *No Quorum.*

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD

SERVING SAN BENITO COUNTY SINCE 1978

The County CSWD is an equal opportunity employer/program



EQUAL HOUSING
OPPORTUNITY

The County CSWD is an equal opportunity employer/program. - The County of San Benito complies with the Americans with Disabilities Act (ADA) by assuring that auxiliary aids for services are available upon request to persons with disabilities. Persons with hearing disabilities can call the TDD/TTY phone (831) 637-3265. Persons requiring any special needs for access should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

2. **Public Sector Membership:** An application was received from Abby Ortiz-Baldwin to fill the public sector vacancy which was vacated by Todd Farr. *No Quorum.*
3. **YEP Council Membership:** The term for Ms. Kylie Sullivan expired August 25th. She has indicated her willingness to continue on the YEP Council for a three-year term. The YEP Council members approved the re-appointment at their July 17th meeting. Submit to the WIB for ratification and submission to the Board of Supervisors for final appointment to the YEP Council. *No Quorum.*
4. **YEP Council Membership:** An application was received from Michelle Rodarte to serve on the YEP Council. The YEP Council members approved the appointment at their July 17th meeting. Submit to the WIB for ratification and submission to the Board of Supervisors for final appointment to the YEP Council. *No Quorum.*

D. Committee Updates:

1. **Nomination Committee:** Review the Nominating and Executive Committee's recommendation for the 2012/2013 slate of officers for the San Benito WIB:

Carrie Fosdick, Chair	
Kathy Hough, Vice-Chair	David Wright
Soila Rojas, Secretary	Gary McIntire
Kendra Bobsin, Treasurer	Yuko Duckworth
2. **Committees:**
 - a. Consider the approval of the 2012/2013 WIB Committees as presented by the Chair, Carrie Fosdick. *Due to lack of quorum, no Action was taken.*
 - b. Carrie will present the appointed committees at the full WIB meeting in October. Sylvia Jacquez explained the various committees and how they are comprised. If anyone is interested in serving on any committees please let her know. Arturo Contreras stated he would be willing to serve on the Audit Committee. Abby Ortiz-Baldwin is willing serve on the Programs/Planning committee if one of the current members is unable to serve. David Wright is available for any private sector vacancy. Richard Bianchi is also willing to serve where needed.
3. **Planning Committee:** There was no Planning Committee update.
4. **Other Committees:** Carrie Fosdick connected with several WIB members to discuss serving on different committees. She is waiting to hear back from other board members.

- E. **2012 CWA Meeting of the Minds Conference:** An update on this year's conference, held on September 4-6, 2012 in Monterey, CA, was provided. Carrie Fosdick & Enrique Arreola attended. Carrie Fosdick reported on the conference stating that it was really great and she learned a lot. She also stated there was an emphasis with the focus on collaboration. Discussed was the various WIBs and how they are collaborating youth programs and explained the training opportunities etc. The theme was "Collective Impact". Enrique Arreola appreciated the opportunity to network with other WIBs/partner agencies and thanked the board for allowing staff & members to attend.

- F. **California Workforce Services Network (CWSN):** Sylvia Jacquez discussed the merging of the Virtual One-Stop (VOS) case management & CalJOBS systems. The launch has been postponed until further notice. Staff is continuing to utilize the current VOS system to conduct case management. Enrique Arreola stated that there are also financial ramifications due to the change of launch date and the additional fees were not budgeted. A budget modification will need to be made.
- G. **WorkKeys:** Sylvia stated 3 individuals have successfully completed the assessment and received their certificates. WIB revised the One-Stop policy to include clients to enroll & complete the assessment before they are enrolled into any of the OJT, ITA, work experience programs. Enrique provided an overview of how WorkKeys works to determine client employability. The training module is called WIN which clients can use as a self-guided training module. Staff will invite WorkKeys to give a presentation to new board members.
- H. **At Your Service Lay-Off Aversion Strategy:** Attached is the Draft “At Your Service” report for your review and feedback. Enrique requested feedback from committee members in order to present to the Board of Supervisors at the October meeting. Once the final report is submitted it will be forwarded board members.
- I. **Grant Applications:**
1. **Community Foundation:** The One-Stop Career Center received \$15,642 to operate a small summer youth program which provided employment for 120 hours to 12 individuals. Program ends September 20, 2012. The funds are expected to be fully expended by the grant expiration date.
 2. **National Emergency Grant (NEG):** Under the new round of NEG funding there is an opportunity to apply for funds, however; Enrique Arreola stated that he would only apply for funds if there was a stipulation on being able to assist other companies that are expecting layoffs of under 50 employees and not only Earthbound Farms. The One-Stop Career Center may be eligible for \$400,000.
 3. **Community Development Block Grant (CDBG) Application for Workforce Services:** Enclosed you will find a summary of the proposed CDBG funding services. This effort was issued through the Community Action Board (CAB) and originally CSWD was deemed ineligible for funds due to a technicality. After advocating for the proposal, the application was approved for \$500,000. This grant will help to support the Homeless Coalition (\$100,000), Emmaus House (\$162,500) and CSWD \$200,000 allocated to job training services. Thanked staff & CAB for making this happen.
- J. **Regional WIB Merger:** At the Meeting of the Minds Conference there was discussion of the Regional WIBs merging. Enrique asked the board for their feedback and explained how San Benito County can be affected. Executive Committee members were opposed to the idea and prefer not to recommend it to the Full Board.

1. **SBC WIB**

a. **Merge all into a regional WIB**

Regional WIB		
<u>Santa Cruz WIB</u>	<u>Monterey WIB</u>	<u>SBC WIB</u>
Approx. \$3.2m	Approx. \$6 m	\$800k
1 WIB - Monetary - Procurement - WIB Director		

III. **Additional Information:**

- A. **Unemployment Report:** The unemployment report for July 2012 was enclosed.
- B. **AB 1234 Ethics Training for Local Officials:** Several members have not submitted their Ethics Training Certificates. A list has been provided. For those needing to complete the training the web address is: <http://www.fppc.ca.gov>
- C. **Electronic Agendas:** Board members will start receiving electronic agendas in the month of October. If you need an agenda printed we can provide it. This is a cost saving measure and supporting going green.

IV. **Adjournment:** 4:07 P.M.

The next full WIB meeting is scheduled for October 9, 2012