



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)

October 9, 2012 @ 3:00 p.m.

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

Full WIB Meeting

MINUTES

Present: Alex Arias, Richard Bianchi, Sherrean Carr, Donald Dixon, Yuko Duckworth, Anthony Evans, Carrie Fosdick, Kathy Hough, Mimi Laurent, Gary McIntire, Steven Tuma, Abby Ortiz-Baldwin, Soila Rojas, Marie Slater, David Wright

Absent: Kristi Alarid, Esequiel Arrizon, Warren Barry, Kendra Bobsin, Arturo Contreras, Maria Corona, Paul Farmer, Barb Montag, Angie Trujillo

Guests: Janice Schriver

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Chair, Kathy Hough, called the meeting to order at: 3:08 P.M.

I. **Public Comment Period:** Introductions were made by everyone present.

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:**

1. Approve the minutes of the June 12, 2012, special full WIB meeting. *M/S/C Gary McIntire/Steven Tuma.*

2. **Executive Committee:** The minutes of the May 8, 2012, July 10, 2012 & the September 11, 2012 Executive Committee were enclosed for board information.

3. **Youth Employment Program (YEP) Council:** The minutes from the July 17, 2012 YEP Council are enclosed for board information.

C. **Guest: Joseph Parra,** CSWD fiscal department account technician, presented the 2011/2012 financial report and the 2012/2013 budget(s) and distributed financial pie charts.

D. **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. After discussion, the full WIB approved the application of Robert Rodriguez.

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD

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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.

- Rodriguez be forwarded to the Board of Supervisors for appointment to the full WIB to fill the vacancy of Private Sector representative. *M/S/C Gary McIntire Steven Tuma.*
2. **Public Sector Membership:** An application was received from Abby Ortiz-Baldwin to fill the public sector vacancy which was vacated by Todd Farr. After discussion, the full WIB approved the application of Abby Ortiz-Baldwin be forwarded to the Board of Supervisors for appointment to the full WIB to fill the vacancy of public sector representative. *M/S/C Steven Tuma/ Kathy Hough.*
 3. **Public Sector Membership:** An application was received from Marie Slater to fill the public sector vacancy which was vacated by Jess Bosquez. After discussion, the full WIB approved the application of Marie Slater be forwarded to the Board of Supervisors for appointment to the full WIB to fill the vacancy of public sector representative. *M/S/C Steven Tuma Gary McIntire*
 4. **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 and request the full WIB ratify and submit her reappointment to the Board of Supervisors for final appointment to the YEP Council. After discussion the full WIB approved the reappointment of Kylie Sullivan to the YEP Council. *M/S/C David Wright/ Steve Tuma*
 5. **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. *M/S/C Steven Tuma/ Gary McIntire*

E. **Committee Updates:**

1. **Nomination Committee:** Presented was the Executive Committee recommendation for the 2012/2013 slate of officers for the San Benito WIB: Info Only

Carrie Fosdick, Chair	Soila Rojas, Secretary
Kathy Hough, Vice Chair	Kendra Bobsin, Treasurer
 2. **Committees:** Consider the approval of the 2012/2013 WIB Committees as presented by the Chair, Carrie Fosdick. Enrique stated he recalls a discussion to include an Ag Committee which was not listed. After discussion the board approved the committees as presented and will include the Ag Committee. *M/S/C Steven Tuma/ Gary McIntire.*
 3. **Planning Committee:** (*Standing Item*) The Planning Committee has no update at this time.
 4. **Executive Committee:** Discussed with the full WIB were the concerns of Regionalizing area WIBs. Enrique explained the collaboration of the 3 Regional WIBs and members attending the Meeting of the Minds felt the discussion was brought up prematurely. Enrique Arreola met with the director of the Monterey County WIB and provided his feedback should this move forward. Enrique also shared his concerns with CAO, Rich Inman. After a lengthy discussion and reviewing the pros & cons, the consensus of the full WIB is to not pursue the consolidation.
 5. **Other Committees:** (*Standing Item*) None
- F. **California Workforce Services Network (CWSN):** Sylvia Jacquez received word from the State that phase I implementation is now set for Nov 5th. Phase 2 is the new case management component and implementation for this component is set for December 2012 or Jan 2013. With the phasing out and the delays, there is an additional cost for the services provided by the VOS to keep track of clients. This transition was originally budgeted for 3 months and CSWD must pay fees until CWSN is fully implemented.

- G. **WorkKeys:** Sylvia Jacquez invited WorkKeys to give a presentation to new board members at the January full WIB meeting. Currently 4 participants have completed the WorkKeys component of their intake process.
- H. **At Your Service Lay-Off Aversion Strategy:** Draft “*At Your Service*” report was presented at the least meeting for board review and feedback. Once the final report is submitted it will be forwarded board members. Enrique received good feedback from board members. The Employment Development Corporation (EDC) was the contractor who conducted the Lay Off Aversion Strategies. The EDC director, Nancy Martin, has since resigned but was retained to complete this project. Enrique has not received the final report from her and will continue to pursue the results to present to the WIB & BOS. Over 100 companies were assessed to determine their needs and issues they face (i.e. downsizing, additional marketing, etc.)
- I. **Grant Applications:**
1. **National Emergency Grant (NEG):** San Benito County WIB was included in the 2nd round of NEG. Under this round, businesses that lay-off under 50 employees will now be eligible to receive services. Enrique Arreola was very clear that the One-Stop Career Center will NOT join if they can't partner with other companies. Staff identified 4-5 companies with extensive layoffs, County of San Benito, Hollister School District, & others. \$400,000 would be available to provide services if the conditions of partnering with other agencies are met.
 2. **Community Development Block Grant (CDBG) Application for Workforce Services:** As reported last month, CSWD received an award in the amount of \$500,000; of which \$200,000 is allocated for job training services. Info only. To date, no funds have been released as the contract has not been executed. Staff submitted a letter to the State requesting allowing CSWD to be able to incur costs prior to the contract being finalized. Staff is awaiting word from the State on this.
- J. **WIA Monitoring Visit:** The WIA PY 2012-13 Monitoring Visit for the 85% Program Activities is scheduled for October 15, 2012 through October 19, 2012. Focus is Youth Activities.

III. **Additional Information:**

- A. **Letter of Appreciation:** A letter of appreciation for One-Stop staff member, Sylvia Gamboa, is enclosed for board information.
- B. **Job Fair:** The One Stop Career Center is hosting a Job Fair on October 10 from 10:00 a.m. – 2:00 p.m. at the atrium located outside the One Stop Career Center. 20-25 Employers expected. For the space available, tables are full. Led by WIA & EDD staff in full partnership.
- C. **Unemployment Report:** The unemployment report for August 2012 is enclosed. Janice Shriver gave a brief overview and stated that numbers are not based only on who is receiving unemployment. She explained how the unemployment numbers are calculated depending on how the unemployed answer various questions as well as measures in economics.
- D. **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>. Andi can send out a reminder and include Ethics submission on the board roster.
- E. **Electronic Agendas:** Board members will start receiving electronic agendas in the month of October. If you need an agenda printed staff can provide it. Enrique explained that we will have the agenda available at the meetings and we are working on getting Adobe Professional.

IV. **Adjournment:** *M/S/C Steven Tuma /Gary McIntire. 4:10 P.M.*

The next full WIB meeting is scheduled for January 8, 2013