



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)

November 13, 2012 @ 3:00 p.m.

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

WIB Executive Committee Meeting

MINUTES

Present: Yuko Duckworth, Kathy Hough, Gary McIntire, David Wright

Absent: *Excused:* Kendra Bobsin, Carrie Fosdick, Soila Rojas

Staff: Enrique Arreola, Andi Anderson

Co-Chair, Kathy Hough, called the meeting to order at 3:07 P.M.

I. **Public Comment Period:** No public comments.

II. **Regular Agenda:**

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

B. **Approval of Minutes:**

1. **Executive Committee:** The minutes were approved as presented:

- May 8, 2012, *M/S/C Gary McIntire, Kathy Hough*
- July 10, 2012 *M/S/C David Wright/Yuko Duckworth*
- September 11, 2012 *M/S/C David Wright/Yuko Duckworth*

2. **Full WIB Minutes:** The minutes of the October 9, 2012 meeting are enclosed for board information and will be reviewed & approved at the January 8, 2013 full WIB meeting.

C. **WIB Membership:** There are currently 3 Private Sector vacancies and 1 Public Sector. No applications were received to be considered for appointment to the full WIB.

D. **Committee Updates:** Enrique Arreola discussed the consolidation of WIB's and he indicated that the board did not desire the consolidation.

1. **Committees:** *(Standing Item) None*
2. **Planning Committee:** *(Standing Item) None*
3. **Other Committees:** *(Standing Item) None*



- E. **California Workforce Services Network (CWSN):** Phase I implementation was set for Nov 5th. Phase 2 is the new case management component implementation was set for December 2012 or Jan 2013 but now the date is to be determined. Because the case management component has not been launched, there is a fee that was not anticipated. Staff is working on figuring out ways to obtain the funds to cover the subscription fees. Yuko Duckworth reported on the testing of the transfers (i.e., employer information, resumes, CalJOBS reports, etc) and that is not going smoothly. This is a concern for all WIB's not just San Benito County.
- F. **WorkKeys:** WorkKeys will give a presentation to new board members at the January full WIB meeting. With the new policy, all One-Stop clients are required to successfully complete the WorkKeys and receive certificates. So far 13 clients have completed, 3 clients are incomplete & 4 in process. 4 ITA's are scheduled for completion next month and will be enrolled in the ITA contract. Clients are given 1 month to complete the WorkKeys. Clients have 90 days from enrollment to placement.
- G. **At Your Service Lay-Off Aversion Strategy:** Enrique Arreola stated he met with the EDC president who committed to getting a hold of Nancy to obtain the final report. The EDC president has contacted her and we are still waiting.
- H. **Grant Applications:**
1. **National Emergency Grant (NEG):** Enrique Arreola stated the 2nd round of NEG funds are in process and discussed was the ability to include other partner agencies in the county expecting layoffs, (i.e., 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. The State is reviewing the applications and staff has not received any word back. This grant round provides more flexibility with partner agencies.
 2. **Community Development Block Grant (CDBG) Application for Workforce Services:** Enrique Arreola provided an update on the \$200,000 allocated for job training services and is waiting from word to see if the State approved allowing CSWD to be able to incur costs prior to the contract being finalized. All applicants must clear special conditions and Enrique is working on providing the required information. Once submitted, the contract will be issued in the very near future.
- I. **WIA Monitoring Visit:** The WIA PY 2012-13 Monitoring Visit for the 85% Program Activities was re-scheduled to December 3, 2012 through December 7, 2012. Focus is on Youth Activities.
- J. **Job Fair:** Enrique Arreola reported on Job Fair held on October 10, 2012. Mark Rianda from EDD is still connecting with employers and following-up to see how many were hired as a result of the job fair. So far, 13 individuals who attended the job fair have been employed. County Office of Education stopped by and took a tour. Staff tracked over 300 in attendance. There were more but not all signed in.

II. **Additional Information:**

- A. **Unemployment Report:** The unemployment report for September is enclosed. Current rate is 9.7%.
- 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>.

Adjournment: *M/S/C David Wright/ Gary McIntire* 3:33 P.M.

The next Executive Committee meeting is scheduled for December 11, 2012