



- F. **WIA Performance Standards:** Enclosed are the final performance standards for FY 2010/2011 & 2011/2012; also current standards for FY 2012/2013.
- G. **Committee Updates:** Follow-up on a meeting of the Planning Committee meeting in order to review the new directives in reference to LWIA and high performance measure & outcomes and whether or not an RFP is needed.
- H. **California Workforce Services Network (CWSN):** Staff will report on the launch of Phase I, new CalJOBS system, implemented March 11, 2013. &Phase II update.
- I. **Grant Applications: 25% WIA DW Additional Assistance Grant (CA Multi-Sector Grant):** Enclosed you will find the award letter for this grant. Staff will provide an update on the contract execution of this Multi Sector Grant in the amount of \$397,790.

III. Additional Information:

- D. **Unemployment Report:** California's employment and unemployment data for January will be released on Friday, March 22. See attached Media Advisory.
- E. **AB 1234 Ethics Training & Form 700:** Several members have not submitted their Ethics Training Certificates. For those needing to complete the training the web address is: <http://www.fppc.ca.gov>.

1. Arias, Alex, Branch Manager	<b>Ethics: 6/21/10-6/21/12 (Expired)</b>
2. Arrizon, Esequiel	<b>Ethics: 1/4/10-1/4/12 (Expired)</b>
3. Barry, Warren	<b>Ethics: NEED</b>
4. Bianchi, Richard	<b>Ethics: NEED</b>
5. Evans, Anthony C.	<b>Ethics: NEED</b>
6. Farmer, Paul	<b>Ethics: NEED</b>
7. Montag, Barb	<b>Ethics: NEED</b>
8. Ortiz-Baldwin	<b>Ethics: NEED</b>
9. Trujillo, Angela	<b>Ethics: NEED</b>

- F. **WIB Member Orientation:** A new member orientation is scheduled to be held before the next full WIB meeting, April 9 at 1:30 P.M.

**Adjournment:**

***The next full WIB meeting is scheduled for April 11, 2013 @ 3:00 P.M.***

**The next Executive Committee meeting is scheduled for May 14, 2013 @ 3:00 P.M.**



Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT  
1111 SAN FELIPE ROAD, SUITE 108 • HOLLISTER, CA 95023  
(831) 637-9293 • FAX (831) 637-0996

**Vision & Mission of the SBC 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)**

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

February 12, 2013 @ 3:00 p.m.

Executive Committee

**MINUTES**

**FOR HEALTH REASONS ALL MEETING ARE SMOKE AND FRAGRANCE FREE.**

**Present:** Yuko Duckworth, Carrie Fosdick, Kathy Hough, Gary McIntire, Soila Rojas, David Wright

**Absent:** *Excused:* Kendra Bobsin

**Staff:** Andi Anderson, Enrique Arreola, Sylvia Jacquez

**Chair, Carrie Fosdick, called the meeting to order at 3:05 P.M.**

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

II. **Regular Agenda:**

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

1. **Approval of Executive Committee Minutes:** December 11, 2012 Ex Committee Minutes were approved as presented. *M/S/C\* David Wright/Soila Rojas.*

2. The minutes of the January 8, 2013 full WIB meeting are enclosed for information.

B. **WIB Membership:**

1. **Carrie Fosdick Term Expiration:** The term of private sector member, Carrie Fosdick expired on January 24, 2013; she has agreed to continue serving on the board for another three-year term. After discussion the Ex Committee approved the reappointment of Carrie Fosdick to the WIB. Her application will be forwarded to the BOS for reappointment to the board. *M/S/C Kathy Hough/David Wright. Carrie Fosdick abstained.*

2. **Kathy Hough Term Expiration:** The term of private sector member, Kathy Hough will expire on March 5, 2013; she has agreed to continue serving on the

\*Motion/Second/Concur

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board for another three-year term. After discussion the Ex Committee approved the reappointment of Kathy Hough to the WIB. Her application will be forwarded to the BOS for reappointment to the board. *M/S/C David Wright/Carrie Fosdick. Kathy Hough abstained.*

3. **Vacancies:** There are currently 3 Private Sector vacancies and 2 Public Sector. Any applications received will be considered for appointment to the full WIB. No applications received.
4. **Board Membership:** Staff has been in contact with Barb Montag and she wishes to remain on the board, however; with her new job assignment, staff is verifying whether she will be able to continue her membership. Staff will report once more information is received.

C. **Youth Employment Program Council (YEP) Membership:**

1. **Ratify Applications:** Two applications were received for membership on the YEP Council: 1) Donald Dixon for the Apprenticeship Program representative, and 2) Sandra Romero for In-School Youth Representative. Both applications were approved by the YEP Council and they requested that the WIB ratify the applications and then forward them to the Board of Supervisors for appointment to the YEP Council. After discussion the Ex Committee approved the applications of Donald Dixon & Sandra Romero. *M/S/C David Wright/Soila Rojas.*
2. **Nelda Escamilla Term Expiration:** The term of Nelda Escamilla expired and she has agreed to continue serving on the YEP Council. After discussion the Ex Committee approved the reappointment of Nelda Escamilla to the YEP Council. Her application will be forwarded to the BOS for reappointment to the board. *M/S/C David Wright/Soila Rojas.*

D. **Local Workforce Investment Act (LWIA) Local Plan:** Enrique Arreola & Sylvia Jacquez attended a workshop and distributed information on the 5-year LWIA Plan which needs to be submitted by the end of June. Enrique stated the best way to make move forward and meet the timeline is to hire additional staff through an IFP process. He stated that CSWD is looking into re-hiring someone who is already familiar with the program in order to prevent the necessity of retraining. The goal of the LWIA is that all WIB's become high performing WIBs and that in order to do so, local areas must apply to be a "high performing" WIB. By submitting a 5-year LWIA plan, San Benito County will be considered. A Request for Proposal (RFP) would need to be announced in order to hire someone to prepare the plan. Discuss was having more specialized reports from the Labor Market Information, Demographic Outlook, Economic Outlook, etc. Discussed was the possibility of the Chamber of Commerce & Small Business Council sharing funds to obtain the information and the importance of garnering all resources to bring this together.

E. **Request for Proposal (RFP):** Discussion and consideration to establish an RFP for the LWIA Local Plan. After discussion a motion was made to move forward with first choice of hiring a temporary staff member or second choice of an RFP, which will be determined after discussion with Fiscal Unit as to which would be more feasible. *M/S/C Gary McIntire/David Wright.*

F. **Committee Updates:** Once staff has more info, Kathy Hough will schedule a meeting of the Planning Committee meeting in order to review the new directives in

reference to LWIA and high performance measures & outcomes and whether or not an RFP is needed.

- G. **California Workforce Services Network (CWSN)**: Staff reported that Phase I, new CalJOBS system will be implemented March 11, 2013. Phase II will eliminate the job training automation system. No date has been determined for Phase II. The CalJOBS system will not be available as of March 3, 2013 at 9pm. Staff is being trained on the new system and would like to offer workshops to train clients on how to log on to the new system rather than doing a one-on-one training.

H. **Grant Applications:**

1. **25% DW CA Multi-Sector Grant**: Staff received notification of Multi Sector Grant awarded with other counties. San Benito County will receive approximately \$400,000 in funding. Once the contract is executed, this grant will provide training to 50 individuals who have been laid off from the Hollister School District, San Benito County & Milgard Windows. Those laid off as far back as last summer may be eligible for training.
  2. **Community Development Block Grant (CDBG) funding for Workforce Services**: Staff provided an update on the current CDBG grant and special considerations. \$200,000 was allocated for workforce services and 2 of the 3 proposed activities are considered ineligible. Those ineligible activities are the OJT and Work Experience programs. Enrique Arreola explained the “bidding process” mandated by the State and how it was not doable. Discussion was held on selecting specialized training at specific schools and staff will move forward with ITA’s. There will be a need to obtain three price quotes from schools. Staff will provide more feedback at next meeting. Currently 10 individuals are determined eligible and are ready to go as soon as staff receives word from the State that everything is in order.
- I. **WIA Monitoring Visit**: The WIA PY 2012-13 Monitoring Visit, for the 85% Youth Program Activities, was conducted the week of January 28, 2013. Sylvia Jacquez reported there may be several findings which have to do with WIB & YEP Council membership and the current vacancies. Another finding has to do with eligibility determination of youth and the process for exiting them from the program. Sylvia explained the process and categories for exiting. Discussed the verbiage of the Technical Assistance Guide and the discrepancy in using income as a barrier for youth. Staff is still waiting for the final report.
- J. **CWA Youth Conference**: Sylvia Jacquez attended the CWA Youth conference and provided a brief report. She highly recommended that when the Youth Counselor is hired they attend, as well as a YEP Council Member. All across the state there is difficulty in getting youth involved. Discussed engaging youth in the meetings and allowing youth to take ownership. She attended the Work for Youth workshop in an effort to gain ideas on how to raise funds for a Summer Youth Program. Many other counties apply through the Community Foundation, private donors, other grants, etc. Also attended a Youth Performance workshop on how to review participation, enrollments, placements, etc. Discussed the creation of a youth forum to discuss youth programs. Discussed having youth take the WorkKeys assessment. Sylvia also attended the luncheon for those receiving the Dwight Byrdie award and she stated it was very emotional to hear the testimonies of the youth who received the award of \$1000 scholarship each.

II. **Additional Information:**

- A. **Unemployment Report:** The unemployment report for December 2012 was enclosed.
- B. **AB 1234 Ethics Training & Form 700:** Several members have not submitted their Ethics Training Certificates. For those needing to complete the training the web address is: <http://www.fppc.ca.gov>.
- C. **WIB Member Orientation:** A new member orientation is scheduled to be held before the next full WIB meeting, April 9 at 1:30 P.M.
- D. **State disability Insurance Application.** A new version of the forms State Disability Insurance Application is available online. All old forms will delay the process. Employers can order the new forms online as well. And forms will be able to be scanned.
- E. LWIA Grant application for Covered California presented.

**Adjournment:** *M/S/C David Wright/ Gary McIntire* at 4:10 PM

**The next Executive Committee meeting is scheduled for March 12, 2013 @ 3:00 P.M.**



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**COMMUNITY SERVICES & WORKFORCE DEVELOPMENT**

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February 25, 2013

To: Maria Corona, Enrique Arreola, Sylvia Jacquez

From: Sonya Espinola *SE*

Re: Final Performance Standards for PY 2010-11, PY 2011-12  
Current standing for PY 2012-13

Attached you will find a copy of the Final Performance Results for PY 2010-11, PY 2011-12. Below is a summary of those results. In addition I have calculated what our current standing for PY 2012-13 is.

**PY 2010-11**

<b>Adults</b>	<b>Achieved</b>	<b>Standard Set</b>	<b>Success Rate</b>
Entered Employment	90.0%	73.00%	123.3%
Retention	85.7%	75.5%	113.5%
Average Earnings	\$18,865.00	\$10,500.00	179.7%

**Dislocated Worker**

Entered Employment	92.3%	70.0%	131.9%
Retention	100.00%	77.0%	129.9%
Average Earnings	\$15,921.00	\$13,500.00	117.9%

**Youth**

Placement in Employment or Attain Degree/Certificate	68.4%	65.00%	105.3%
Literacy/Numeracy Gains	55.6%	61.00%	91.1%
	14.3%	40.00%	35.7%

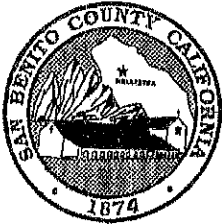
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**PY 2011-12**

<b>Adults</b>	<b>Achieved</b>	<b>Standard Set</b>	<b>Success Rate</b>
Entered Employment	68.8%	73.00%	94.2%
Retention	100.0%	75.5%	132.5%
Average Earnings	\$15,492.00	\$11,800.00	131.3%

**Dislocated Worker**

Entered Employment	74.6%	70.0%	106.6%
Retention	97.9%	77.0%	127.1%
Average Earnings	\$16,708.00	\$13,500.00	123.8%

**Youth**

Placement in Employment or	100.0%	65.00%	153.8%
Attain Degree/Certificate	77.8%	61.00%	127.5%
Literacy/Numeracy Gains	0%	40.00%	0%

**PY 2012-13 (Current Standing)**

<b>Adults</b>	<b>Achieved</b>	<b>Standard Set</b>	<b>Success Rate</b>
Entered Employment	100.0%	73.00%	137.0%
Retention	91.67%	75.5%	121.4%
Average Earnings	\$7,104.25	\$11,800.00	60.2%

**Dislocated Worker**

Entered Employment	92.0%	70.0%	131.4%
Retention	89.74%	77.0%	116.5%
Average Earnings	\$14,016.00	\$13,500.00	103.8%

**Youth**

Placement in Employment or	94.12%	65.00%	144.8%
Attain Degree/Certificate	82.35%	61.00%	135.0%
Literacy/Numeracy Gains	0%	40.00%	0%

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# SBWIB, Inc.

THE NON-PROFIT ARM OF THE SOUTH BAY WORKFORCE INVESTMENT BOARD

March 5, 2013

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Mr. Enrique Arreola  
San Benito County WIB  
1111 San Felipe Rd., Ste. 109  
Hollister, CA 95023

Dear Mr. Arreola:

Re: Funding Award Notification

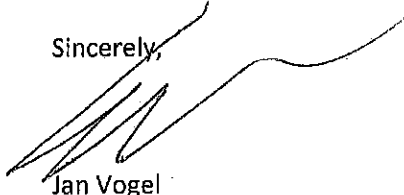
I am pleased to inform you that the State of California, Employment Development Department (EDD) has awarded the 25% WIA Dislocated Worker Additional Assistance grant to the South Bay Workforce Investment Board, Inc. (SBWIB, Inc.) on behalf of the California Multi-Sector Workforce Partnership (Multi-Sector Partnership). The funding award approved is up to \$19,049,512, and is to serve 2,497 dislocated workers through the grant term of September 1, 2012 through March 1, 2014. The SBWIB, Inc. will serve as the fiscal agent and administrative entity for this project.

The 25% WIA Dislocated Worker Additional Assistance grant is to provide employment and job training services to dislocated workers affected by specific employer layoffs identified by your local area. This letter is intended to serve as your award letter and inform you of your first increment of funding available in the amount of \$198,378.05 and authorizes your enrollment to serve 50 participants. Funding under this 25% WIA Dislocated Worker Additional Assistance grant will be received in two separate increments. Your second increment of funds up to \$199,411.95 will be available beginning September 1, 2013 through March 1, 2014 and is contingent upon performance and need. Your agency is authorized to incur costs for activities beginning September 1, 2012. Reimbursement of project costs can only be made upon execution of your contract.

Your grant manager (Ken Kessler) will be available to answer and questions regarding the grant award details and issue your contract for review and acceptance.

Should you have any questions regarding this notice, please do not hesitate to call me at 310-970-7700 or your grant manager at 310-970-7728. We look forward to a continued working partnership of success and service to those in need of employment and training services.

Sincerely,



Jan Vogel  
Chief Executive Officer



## M E D I A   A D V I S O R Y

**Contact:** Loree Levy  
Kevin Callori  
(916) 654-9029

**Date:** March 6, 2013

**News Release No.:** 13-09

### **California's employment and unemployment data for January will be released on Friday, March 22**

**NOTE TO EDITORS:** The California labor force and industry employment data for January 2013 that was scheduled to be released this Friday will now be released on **Friday, March 22**. The California labor force and industry employment data for February that was scheduled to be released March 22 will now be released on **Friday, March 29**.

This delay is due to additional revisions by the U.S. Bureau of Labor Statistics (BLS) to its annual benchmarking data. The state Employment Development Department (EDD) cannot complete its annual benchmarking process until this updated data is received from the BLS.

As in previous years, the BLS issues a benchmarked employment data series with its release of January data. This is an annual revision process in which monthly estimates of labor force and payroll employment by industry are updated when more complete employment information is available.

Because of the additional tasks surrounding the benchmarking process, California and all other states issue employment data at a later date than in a typical month.

A complete release schedule for 2013 employment data is available on the Labor Market Information section of the EDD website at:  
[www.labormarketinfo.edd.ca.gov/Content.asp?pageid=162](http://www.labormarketinfo.edd.ca.gov/Content.asp?pageid=162).

More information on the annual benchmarking process is available online at:  
[www.labormarketinfo.edd.ca.gov/article.asp?ARTICLEID=123](http://www.labormarketinfo.edd.ca.gov/article.asp?ARTICLEID=123).