



SAN BENITO COUNTY

KATHRYN FLORES
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

1111 SAN FELIPE ROAD, SUITE 108 • HOLLISTER, CA 95023

(831) 637-9293 • FAX (831) 637-0996

**San Benito County
Workforce Investment Board (WIB)
Executive Committee
3:00 P.M. –September 9, 2008
Minutes**

Present: Jess Bosquez, Tad Coatsworth, Mary Damm, Todd Farr, Maria Fehl, Carrie Fosdick, Ruben Garcia, Kathy Hough, Al Martinez, Steven Tuma, David Wright

Absent: None

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Guests: Janice Schriver/Labor Market Info, Chris Valenzuela/Housing Coordinator, Michael Kelly/County Planning Dept.

Chair, Maria Fehl, called the meeting to order at 3:00 P.M.

I. **Public Comment Period:** Michael Kelly & Chris Valenzuela presented an update on the Housing Element which is due June 30, 2009. City & County are collaborating efforts to update the Housing Element. They are seeking public participation to find out what the needs of the community are and how those needs can be met. In particular, special needs. Farmworker, homeless, disabled, and elderly. Chris stated that various organizations have provided feedback based on primary knowledge and experience. Discussed how the Housing Coordinator & the Planning Departments of the City of Hollister and the County of San Benito are connecting with local community members in an effort to prioritize the needs of the community. Discussed foreclosures, homelessness and how the community can apply for grants to help subsidize the community need. Discussed the need for employment readiness workshops before inmates exit the jail. Jess Bosquez discussed the huge need for elderly training programs so that the elderly can re-establish themselves. Discussed connecting with the Homeless Taskforce, etc. David Wright invited Chris & Kelly to attend the Community Services Development Corporation meeting to discuss the issues further.

II. **Agenda Items:**

Guest Speaker: Janice Shriver, Labor Market Information Division, Employment Development Department gave a PowerPoint presentation on Exploring Occupations & Industries and explained how to navigate the recently updated EDD Labor Market Information website.

A. **Roll Call:** Everyone was present and accounted for.

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD
SERVING SAN BENITO COUNTY SINCE 1978



EQUAL HOUSING
OPPORTUNITY

The County CSWD is an equal opportunity employer/program

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 to should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

- B. **Approval of Minutes:** The minutes of the July 8, 2008, Full WIB Meeting were approved as presented *M/S/C* Tad Coatsworth/David Wright*.
- C. **WIB Membership**
1. The term of private sector member, Sue Rocha is scheduled to expire on October 4, 2008. - She has decided not to continue serving on the board. Recruitment efforts are under way.
 2. WIB Members and staff reported on status of recruitment efforts being conducted to fill the vacant positions for the Private Sector. Sylvia Jacquez explained the need to fill the vacancies for the Private Sector as they must maintain 50% of the board membership.
 3. An application was received from Warren Barry to be considered for the Public Sector vacancy of Labor Union Representative. After discussion the Executive Committee approved the application of Warren Barry and his application will be forwarded to the Board of Supervisors for final appoint to the WIB. *M/S/C Kathy Hough/Tad Coatsworth*.
 4. Employment Development Department (EDD) representative Rick Deraiche will no longer be available to serve on the WIB. EDD has requested that Mr. Ruben Garcia be appointed to replace Rick Deraiche on the San Benito County WIB. After discussion the Executive Committee approved the application of Ruben Garcia and his application will be forwarded to the Board of Supervisors for final appoint to the WIB *M/S/C Tad Coatsworth/David Wright*.
- D. **State Monitoring:** The State's Compliance Review Division conducted a fiscal and procurement monitoring during the week of April 7 – 11, 2008. Enrique Arreola reported that the overall monitoring was good. There was specific language that needed to be included in the contract, and the way the cost allocation was determined needed to be revised. Both items have been corrected.
- E. **2008 CWA Meeting of the Minds Conference:** Ruben Garcia and Enrique Arreola attended this year's Meeting of the Minds Conference in Monterey from September 2-4. Enrique stated it was very educational, and gave him an opportunity to meet with leaders in neighboring communities. The workshops were great, and stressed the importance of training young people. Also discussed was the lack of various skill sets among youth. Ruben stated that 20 years ago 20% of jobs required certain skill set and now 65% do. Approximately 30-40% of the PGE workforce will be retiring in the next 10 years, and if current trends continue, there will not be enough workforces to meet the need to fill those vacated positions. Also discussed were ex-offenders issues, the "green" movement, and applying for Grants. Local WIBs were encouraged to think outside of the box and incorporate innovative ideas. Todd Farr invoked discussion on "going green" and how that is affecting industry. David Wright stated there are two agencies, tire grinding & wood grinding, in the county that recycle. Those agencies are having a problem obtaining permits because local governments are not sure how to deal their needs. Discussed training capacity and waiting lists, and also the fact that potential employees don't pass credit checks & background checks.
- F. **Rapid Response Activities:** One-Stop Career Center staff was informed of the Hollister Disposal & Waste Management layoff after the fact and therefore was unable to connect with workers affected by the lay-off. Enrique Arreola sent an information packet to Hollister Disposal & Waste Management HR department and asked that they forward the

packet to staff that were impacted by the closing of the company. The new disposal company started July 1st.

G. **AB 900 Department of Corrections Reform Update:** Enrique Arreola has had several meetings with Astevia Lopez-Bushnell of the San Benito County Jail to discuss the workforce needs of the inmates during and after incarceration. They are seeking more in-house services. The Executive Committee discussed how SBC can better prepare themselves to provide services to released inmates and how to develop community collaboration. Grants are being sought for job readiness training prior to release. The jail is partnering with San Luis Obispo County to provide services. Janice Shriver suggesting connecting with Northern CA Service League (<http://www.norcalserviceleague.org>) to see if they may be able to provide training courses.

H. **Youth Employment Program (YEP) Council:**

1. **YEP Directories:** The YEP Youth Services directory now in English & Spanish and was distributed to board members present. Enrique Arreola delivered the directories to the High School and they will be distributed at an assembly at the beginning of the year.
2. **Career Fair:** A Career Fair will be held at San Benito High School October 9, 2008. One-Stop staff will be attending.

I. **Updates on Committees:**

1. **Basic Construction Skills Committee:** David Wright reported that classes are beginning again at Gavilan. Men & women are encouraged to enroll and so far only seven are registered. The class includes safety & blue printing reading. The course is listed under "Industrial Safety" course #IT115 in the Gavilan Directory. David stated that a course name change, "Introduction to Construction", has been submitted to the board. The course has been picked up by ROP, is a 3 unit course and is transferable to CSU. Classes are Wednesdays from 6-9pm in room SS205.

J. **Grant Updates:** The next quarterly report will be provided in the October meeting.

III. **Additional information items may be reported or discussed prior to adjournment.**

1. **Job Fair:** One-Stop staff are putting together a Job Fair for the October 15, 2008. A flyer was sent out via e-mail in both English & Spanish.

The meeting adjourned at 4:03 P.M. *M/SC Tad Coatsworth/David Wright.*

Reminder: Next meeting will take place on October 14, 2008 at 3:00 p.m.

* Motion/Second/Concur