



SAN BENITO COUNTY

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San Benito County
Workforce Investment Board (WIB)
Programs/Planning Committee
December 2, 2008 @ 12:00 p.m.
Minutes

Present: Esequiel Arrizon, Mary Damm Kay Gibson, David Wright

Absent: Kendra Bobsin, Mike Hodges

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Committee Chair, Esequiel Arrizon, called the meeting to order at 12:07 P.M.

Enrique stated that due to an oversight, the agenda was not mailed to the board prior to the meeting as is required. He asked if members were ok with accepting the agenda as presented. Planning Committee members stated they accepted the agenda as presented with the change to members as follows: Mary Damm will fill the position vacated by Don Moody, Private Sector Representative. *M/S/C* Mary Damm/David Wright.*

I. Items for discussion:

- A. A fourth year extension has been issued to CSWD's existing Five Year Strategic Local Plan. Only those items that are new or additions to the initial plan or subsequent modification will be included in this modification. Enrique gave an overview of the plan for the current fiscal year plan and stated that CSWD was allowed to submit an unsigned plan with a due date of January 30, 2008. This plan will not be for the upcoming year 2009, but for the program year July 2008 – July 2009. Enrique stated that he made a few minor revisions, nothing to the actual content, just format modifications and page number revisions as follows:
- B. **A revised Cover Page, Table of Contents, & Signature Page** which allows the local area to indicate the revisions being made to the plan. Enrique explained the changes and gave an overview of the current plan and discussed changes to the signature page. David Wright stated that his signature needs to be changed to "*David R. Wright*" as there is another David Wright in San Benito County.
- C. **Budget Plan Summaries:** Sylvia explained the CORE services in relation to the plan. Everyone that walks into the One-Stop is eligible for the CORE services. Intensive Services are for those clients interested in enrollment into ITA, on-the-job training, school, etc.

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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 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.

- D. **Participant Plan Summary:** Enrique Arreola and Sylvia Jacquez explained the Participant Plan Summary and explained how the figures are arrived at.
- E. **Negotiated Levels of Performance Chart:** Sylvia & Enrique explained the Performance Standards. CSWD has met or exceeded performance standards and Enrique is confident that staff will meet the minimum 78% requirements in the future. When goals are met, CSWD received incentive awards. During the past year CSWD received \$8500. These funds are used to upgrade computer programs or equipment, resources, etc., as staff deems necessary.
- F. **LWIA Grant Recipient Listing:** Enrique explained the recipient listing and several changes were made: 1) *Kathryn D Flores' title is now Director*; 2) *Enrique Arreola's address was changed to reflect the correct suite number of 108, and* 3) *Organization name change to be consistent with other agency documents.*

Discussed opening the 30-day public comment period. The goal is to receive feedback and approve the plan at the next full WIB meeting in January 2009.

After discussion the Planning Committee motioned to accept the four year extension of the Five Year Strategic Local Plan with the following changes:

1. Change to David Wright to "*David R. Wright*" on the signature page;
2. Change Kathryn D. Flores' title;
3. Change Enrique Arreola suite number to 108, and;
4. Correct Organization Name,

Once the changes are made, the plan will be opened for the 30-day public comment period. *M/S/C Kay Gibson/David Wright.*

II. **Other Items:**

- A. Enrique stated that County LWIBs are now encouraged to address "Green Jobs". Staff is working on ideas and solutions on how to accomplish this.
- B. Sylvia explained how a client goes from CORE to Intensive Services, and how clients are encouraged to utilize every option available to them. There is currently a waiting list for services.
- C. Discussed were Co-Enrollment options between One-Stop and CalWORK's services. Kay Gibson explained how CalWORK's provides supportive services to their clients and how these services could be used to assist co-enrolled clients. Services provided are:

- Day Care
- Books
- Mileage Reimbursement
- Cash Aid
- Food
- Clothing
- Vehicle repairs
- JobLINK = 2 wks
- Job Search = 4 wks
- Job or Work Exp
- School
- Training

David Wright suggested continuing discussion on how to integrate WIA and CalWorks services at the next meeting. Enrique will check with other counties to see how they have integrated services. He stated that he has spoken with other counties, they have done a lot of services in-house, and with a focus on job development. Kay Gibson suggested the possibility of developing two sets of enrollment standards: for those that are CalWorks eligible and those that are not.

D. Sylvia stated that the Planning Committee may need to review the TAG – with limited funds; the committee may need to set up a policy that a priority system be established. Enrique Arreola explained the CalWORK's requirements a 50% Work Participation Rates (WPR) rates.

E. Committee members requested that at the next meeting staff would give a breakdown of “This is what CSWD does; this is what CalWorks does, etc.

F. The next Planning Committee meeting was scheduled for Tuesday, January 27, 2009 from 12-2 P.M.

III. The meeting adjourned at 1:18 P.M. *M/S/C Mary Damm/David Wright.*

IV. *Motion/Second/Concur