



SAN BENITO COUNTY

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San Benito County
Workforce Investment Board (WIB)
January 13, 2009, 3:00 p.m.
Full WIB

Minutes

Present: Esequiel Arrizon, Kendra Bobsin, Sherrean Carr, Tad Coatsworth, Mandi Culala, Mary Damm, Todd Farr, Maria Fehl, Carrie Fosdick, Ruben Garcia, Kay Gibson, Mike Hodges, Soila Rojas, Stan Rose, Steven Tuma, Brenda Weatherly

Absent: Kristie Alarid (Excused), Warren Barry (Excused), Nicholas DeLorenzo (Excused), Connie Herndon (Unexcused), Kathy Hough (Excused), Mimi Laurent (Excused), Nancy Martin (Excused), Sylvia Sanchez (Excused), Loree VanBebber (Excused), David Wright (Excused)

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

Guests: Debbie Houx, Stephanie Rico

Co-Chair, Esequiel Arrizon, called the meeting to order at 3:03 P.M.

- I. **Public Comment Period:** Introductions were made by everyone present. Guest, Stephanie Rico introduced herself as former One-Stop participant who recently graduated. Stephanie stated she was referred to the WIA program by Alice Gonzalez, HHSA staff. She stated that it took less than two weeks for her to find out if she qualified for any services and was happy to her she did. She decided to take the phlebotomist training. She explained that in addition to receiving assistance from WIA, she also qualified for scholarships and only had to pay \$2000 out of pocket for her training. She is currently employed at CHOMP and is continuing nursing school, and working full time. She suggested to the full WBI to consider offering additional WIA training to individuals who are pursuing higher education in the same field. She stated that she refers people to the One-Stop programs because of the help they have provided her. As a result of the WIA training program, she earns between \$22-27 an hour versus minimum wage she earned before receiving her training. She began her seven month course in October 2006 and she has now been working for CHOMP for 1 year and 2 months. Members thanked Stephanie for sharing her story of success. Staff stated that last year a partner school provided CSWD with WIA graduate photos and success stories. Members discussed organizing a thank you reception where former participants can be recognized for their success. This is something staff will be working on.

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II. Agenda Items:

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. The Co-Chair excused members who called in.
- B. **Approval of Minutes:** The full WIB approved the minutes of the December 16, 2008 Executive Committee meeting as presented. *M/S/C* Mary Damm/ Maria Fehl.*
- C. **WIB Membership:** There were no applications received to be considered for appointment to the WIB to fill the mandated public and private sector positions.
1. The term of private sector member, Michael Hodges is scheduled to expire on January 31, 2009. He has agreed to continue serving on the board.
 2. The term of private sector member, Esequiel Arrizon is scheduled to expire on January 31, 2009. He has agreed to continue serving on the board.
 3. The term of public sector member, Sherrean Carr is scheduled to expire on January 31, 2009. She has agreed to continue serving on the board.

After discussion the board approved forwarding the names of Michael Hodges, Esequiel Arrison and Sherrean Carr to the Board of Supervisors for re-appointment to the WIB. *M/S/C Kay Gibson/Tad Coatsworth.*
 4. An application was received for membership to the Youth Employment Program (YEP) Council from Joseph M. Torquato. Staff requested full WIB approval of Joseph M. Torquato for appointment to the YEP Council. Sylvia Jacquez read the bylaws for to clarify the appointment procedure. After discussion the full WIB approved forwarding the application of Joe Torquato to the Board of Supervisors for appointment to the YEP Council. *M/S/C Sherrean Carr/Tad Coatsworth.*
 5. WIB Members and staff reported on status of recruitment efforts being conducted to fill the vacant positions for the Private Sector. Currently there are two vacancies. Packets were sent out to two private employers who were invited to today's meeting, however they were not able to attend. Esequiel Arrizon suggested making an announcement at the Gavilan Employment Advisory Council (GEAC) meeting that will be held on January 14, 2009. Sylvia will make an announcement at the GEAC.
- D. **Rapid Response (RR) Activities:** An update was provided on the status of the companies and employees.
1. The RR team will be meeting with the employer from Fortino's tomorrow, January 14, 2009 at 11:00 A.M. After the meeting with the employer, the RR team will conduct meetings with employees who will be affected by the layoffs.
 2. Discussed the possible future layoff at Tanamura and Antel. They are potentially going to layoff of 93 seasonal individuals in the asparagus farming. Some of those individuals but may be hired to harvest peppers, but eventually all operations will be shut down. Staff is in contact with them to provide RR services.
- E. **State Monitoring:** Staff provided an update on the Workforce Investment Act program monitoring review by the State's Compliance Review during the week of December 8th,

for the current program year 2008-2009. Enrique stated that once the final report is received, the findings will be provided to the WIB.

F. **Updates on Committees:**

1. **Youth Employment Program (YEP) Council:** The YEP Council members provided a brief update on the youth programs and activities. The Strategies Committee was formed and they will meet later this month to discuss objectives for the upcoming year. Members will have more to report at the next meeting.

2. **WIA Planning Committee:**

a. The 30-day public comment period for the 2008 WIA Local Plan Modification expires on January 18, 2009. A special Executive Committee meeting has been scheduled for Tuesday, January 20, 2009 at 2:30 P.M. in order to review and to approve the 2008 Local Plan Modification for submission to the Board of Supervisors. Once approved by the BOS, the Local Plan will be mailed to the State by the end of the month.

b. The Planning Committee will meet on Tuesday, January 27 at 12:00 P.M. to strategize and recommend WIB priorities and strategies for the 2009 LWIA plan. Enrique Arreola explained the jump start in getting priorities & strategies ready for next year.

G. **Grant Updates:** The quarterly report was enclosed for WIB review. Expenditure questions were answered by staff. Enrique stated that there has been a halt in moving forward with the Farm Worker Housing Grant until further notice due to State budget.

H. **Unemployment November Report:** The EDD Unemployment Report for November was distributed and discussed. Unemployment rate continues to go up in San Benito County. Currently the rate is 9.7.

I. **WIB Retreat:** Board members discussed the possibility of a WIB Retreat for new and existing members. Members suggested holding the retreat in May. Discussed holding one-on-one sessions with new members. Board will try to fill vacant positions and once those positions are filled the board will discuss moving forward. Members stated Kathleen Sheridan the previous facilitator, was very good and, if possible, they would like to have her again. Staff will have to follow the three quote procedure.

J. **Resource Sharing Agreement (RSA)/MOU:** Enrique stated the updated RSA/MOU has been completed and partners present will need to sign it before they leave. The cost allocations for each agency needs to be updated. He still needs a response from a few partners and it can be updated throughout the year as needed.

K. **WIA Funding:** Staff updated the board on the additional funds allocated to WIA. San Benito County received \$125,000; \$100,000 for WIA programs, \$25,000 for EDD for dislocated workers. Staff is awaiting direction from the State on how to allocate the funding. Staff will report at the next meeting.

L. **One Stop Newsletter:** The quarterly newsletter was attached for board information. Staffs goal is to make the newsletter more seamless for the public and partners, and will now be going from quarterly to bimonthly. There will be three areas highlighted: 1)

Internal programs at the One-Stop, 2) Partner Highlights and 3) Employers and/or Schools.

M. **Presentation and Tour of One-Stop Career Center & WIA Services**: A tour of the One-Stop Career Center and a presentation of WIA/One-Stop services is scheduled for Tuesday, January 20, 2009 at 3:00 P.M.

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

The meeting adjourned at 4:00 P.M. *M/S/C Kendra Bobsin/Tad Coatsworth.*

The next Executive Committee WIB Meeting is scheduled for February 10, 2009 at 3:00 P.M.

*Motion/Second/Concur