



San Benito County
"One-Stop" Career Center

1111 San Felipe Road, Suite 107 ● Hollister, CA 95023 ● (831) 637-JOBS (5627) ● FAX (831) 637-0254

San Benito County One-Stop Career Center
Administrative Management Team Quarterly Meeting
1111 San Felipe Road Suite 107
October 13, 2009 @ 1:30 P.M.

MINUTES

Present: Todd Farr, Ruben Garcia, Kay Gibson, Nancy Martin

Absent: Kendra Bobsin, Jess Bosquez, Sherrean Carr, Nicholas DeLorenzo, Kathy Flores
Debbie Houx, Mimi Laurent, Stan Rose

Staff: Andi Anderson, Sylvia Jacquez

Ruben Garcia called the meeting to order at 1:31 P.M.

- I. **Introductions:** Made by everyone present.
- II. **Approval of Minutes:** The minutes of the July 14, 2009 meeting were approved as presented. *M/S/C Nancy Martin/Todd Farr. Kay Gibson abstain.*
- III. **Resource Sharing Agreement (RSA) Update:** The RSA has been signed and approved by Board of Supervisors.
- IV. **Virtual One Stop (VOS) Report:** The VOS report was included in the agenda packet for board review and members were informed the report will continue on a quarterly basis. The report shows an increase in services: 2008: 15,334 and 2009: 25,648 client. Sylvia Jacquez provided a report on the staff training that was held on September 28, 2009 and discussed follow-up on having clients self-register into VOS. Sylvia received a price quote from Geographic Solutions to add additional features that would allow clients to self register not only at One-Stop but also from home and would also include an employer component. The additional cost is \$10,000. This would need to be brought to the WIB for approval. Current annual membership cost is \$25,000 annually, with the additional components the annual cost would be \$35,000. Geographic Solutions is willing to give a presentation of the additional components to the WIB. Staff will follow-up.
- V. **American Recovery and Reinvestment Act (ARRA) of 2009 Update**
 - A. **Summer Youth Employment:** Summer youth program placed 141 youth with 30 employers. 10 of the youth were hired on after the program ended while most returned to school. The program was a great success.
 - B. **Adult Services:** Staff will provide an update on OJT. Juan Rodriguez & David Montes have been visiting employers and are finding it challenging to get employers to buy in. Employers are not willing to commit to hiring individuals once the contract

EQUAL HOUSING
OPPORTUNITY

San Benito County "One - Stop" Career Center Partners: San Benito County Department of Community Services & Workforce Development, State of California Employment Development Department, Go Kids, Inc., Gavilan College, SBC Health & Human Services Agency, SBC Office of Education, Santa Clara County ROP South, San Benito High School, National Council on the Aging, Inc. (NCOA), State of California Department of Rehabilitation, Veterans' Employment Services, Economic Development Corporation of San Benito County, Small Business Development Center, Central Coast Center for Independent Living, San Jose Job Corps
The County One-Stop Career Center is an equal opportunity employer/program



- is complete. The San Benito County IT department hired one of our summer youth participants through the OJT program.
- C. **Dislocated Worker Services**: Sonia Espinola has enrolled 32 participants in the Individual Training Account (ITA) program. Goal is enroll 64.
 - D. **Rapid Response (RR)**: The RR team will be giving a presentation this Friday, October 16, 2009 to Elmodeno Gardens. Mark Rianda will be attending a RR Round Table to get recent updates. The WIB planning committee will be discussing the results at the full WIB meeting on the Marketing Strategies for the One-Stop Career Center which includes creating & producing the SBC EDC/WIB marketing materials.
 - E. **EDD ARRA Funding**: Ruben Garcia stated that EDD has been approved to hire 2 staff for Hollister, & 5 more for Salinas. They are expecting the new staff to come on board by November 1, 2009. New staff will be working with Dislocated Workers program, Rapid Response and unemployment insurance. The positions are permanent/part-time and staff can work up to 1500 hours/year.
- VI. **WIA Rapid Response Activities Update**: Staff will provide an update on RR. See item D above.
- VII. **Grant Update**: Sylvia Jacquez stated that the accountant retired and as a result fiscal unit is going through transition and they have not completed the grant update.
- VIII. **One-Stop Newsletter**: The One-Stop Newsletter was included in the packet for review. Members thanked Andi Anderson for doing such a good job on the newsletter. The newsletter is available for view at www.sbcjobs.org. Members suggested contacting Gavilan College: Sherrean Carr or Terri Austin, as the spotlight for the next quarterly report.
- IX. **One Stop Career Center Update**:
- A. **Upcoming Workshops**: A list of the upcoming workshops was included in the agenda packet. EDD Staff & One-Stop staff has been coordinating services for the workshops. Suggestions for future course are “On-line job search”. Staff is working on converting the resource room into a computer lab. CSWD purchased 12 laptops and six computer tables. Staff is working with the IT department to install wireless internet.
 - B. **Other Activities**: Ruben Garcia distributed hot off the press: “**Maria’s 10 tips for coping with unemployment & protecting your health benefits.**”
- X. **Unemployment Info**: The Unemployment Report for September 2009 unemployment report attached for information. Current rate 12.5%. Hollister 14%. A New labor market analyst has been hired and Ruben will invite him/her to the next meeting. State is discussing changing unemployment to 72 weeks additional 13 weeks.
- XI. **Other**: Sylvia distributed the results of the Customer Satisfaction Survey.

The meeting adjourned at 2:10 P.M.

Reminder: Next meeting will take place on January 12, 2010 at 1:30 P.M.