



SAN BENITO COUNTY

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COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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San Benito County
Workforce Investment Board (WIB)
Special Meeting Agenda
October 21, 2009 - 10:00 a.m.

Meeting will be held at the Economic Development Corporation at 2440 Bert Drive, Bldg. 300

- I. **Public Comment Period:** Guest may introduce themselves and request to comment on any non-agenda items. Time is limited to five minutes per guest unless the WIB determine that more time is needed.
- II. **Agenda Items:**
 - A. **Roll Call:** Roll will be taken to determine excused absences for attendance requirements.
 - B. **Approval of Minutes:** The minutes of the September 8, 2009 Executive Committee and the July 21, 2009 & August 4, 2009 Special YEP Council meetings are enclosed for board review and approval.
 - C. **WIB Membership:**
 1. Board Member, Kay Gibson has submitted a letter of resignation due to retirement. Kathy Flores, Director of HHSA has submitted her membership application for consideration on the San Benito County WIB representing the Pubic Sector. Action is required.
 2. An application was received for consideration on the San Benito County WIB from David Mirrione of Evergreen Solutions to represent the Private Sector. Action is required.
 3. Alice Rivera has submitted a letter of resignation from the YEP Council. To take her place, the YEP Council is recommending Nelda Escamilla from EDD for consideration for the appointment to the YEP Council. Action is required.
 - D. **The American Recovery and Reinvestment Act of 2009 (ARRA):**
 1. **ARRA Rapid Response:** Staff and Planning Committee members will provide an update on Rapid Response Request for Proposal (RFP) for Marketing Strategies. A recommendation will be presented for approval. Action is required.
 - E. **Approval of Policy's:** According to the bylaws, the Full WIB must approve all policies. The preceding policy's have been approved by the Executive Committee, but must be approved by the Full WIB.

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD
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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.

1. **On-the-Job-Training (OJT) Policy:** This policy allows the WIB to enter in OJT with employers for a maximum reimbursement of up to 50% for training costs. Action is required.
2. **Stipend Policy and Amendment:** This policy and amendment was approved by the YEP Counsel and Executive Committee which provides a stipend of \$75 to youth that complete the employment readiness component to the Summer Youth Employment and Training Program. The policy and amendment is attached. Action is required.
3. **In-School Youth Amendment:** This policy allows youth to enter Work Experience throughout the year. The Policy Amendment is attached. Action is required.
4. **Procurement Policy:** The attached procurement policy must be approved to reflect the state policy requirement to obtain more than one quote for any purchase. Action is required.

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

Next Meeting: November 10, 2009 at 3:00 p.m.