



# 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)**  
**Special Meeting Agenda**  
**October 21, 2009 - 10:00 a.m.**

- Present:** Kristi Alarid, Alex Arias, Esequiel Arrizon, Warren Barry, Kendra Bobsin, Mandi Culala, Mary Damm, Todd Farr, Maria Fehl, Kay Gibson, Kathy Hough, Nancy Martin, Jerry Muenzer, Steven Tuma, David Wright
- Absent:** (All Excused) Sherrean Carr, Nicholas DeLorenzo, Carrie Fosdick, Ruben Garcia, Connie Herndon, Mimi Laurent, Soila Rojas, Stan Rose, Silvia Sanchez, Loree VanBebber, Brenda Weatherly, Mike Walters
- Staff:** Andi Anderson, Sylvia Jacquez

Chair, Esequiel Arrizon, called the meeting to order at 10:17 A.M.

I. **Public Comment Period:** There were no public comments received.

II. **Agenda Items:**

- A. **Roll Call:** Roll will be taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.
- 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. *M/S/C Kendra Bobsin/Steven Tuma.*
- C. **WIB Membership:**
1. Board Member, Kay Gibson has submitted a letter of resignation due to retirement. Kathy Flores, Director of HHS has submitted her membership application for consideration on the San Benito County WIB representing the Public Sector. After discussion the board accepted the resignation of Kay Gibson. *M/S/C Mary Damm/Kristi Alarid, Kay Gibson abstained.* The board thanked Kay for her years of hard work & dedication. After discussion the board accepted the application of Kathy Flores and will forward to the Board of Supervisors for final appointment. *M/S/C David Wright/Mandi Culala.*
  2. An application was received for consideration on the San Benito County WIB from David Mirrione of Evergreen Solutions to represent the Private Sector. After discussion the board accepted the application of David Mirrione and will forward to the Board of Supervisors for final appointment. *M/S/C Steven Tuma/Kendra Bobsin.*

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD  
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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. After discussion the board accepted the resignation of Alice Rivera. *M/S/C Mary Damm/David Wright*. The YEP Council approved the application of Nelda Escamilla at the September 29, 2009 Special YEP Council meeting and forwarded her application to the full WIB for ratification. Upon ratification of the WIB, the application of Nelda Escamilla will be forward to the Board of Supervisors for final appointment. *M/S/C Kathy Hough/Mary Damm*.

D. **The American Recovery and Reinvestment Act of 2009 (ARRA):**

1. **ARRA Rapid Response:** Staff and Planning Committee members will provide an update on.

Kay Gibson stated that 3 marketing agencies submitted responses to the RFP: 1) Lure Advertising & Design, 2) Schipper Design, 3) VisionXmedia. Each agency was invited to give a presentation on their proposal on October 9, 2009 and after review and discussion the Planning Committee recommends Schipper Design to the full WIB. After discussion the full WIB motioned to approve the Planning Committee recommendation to continue negotiation discussions with Schipper Design and final ratification by the Board of Supervisors. *M/S/C Nancy Martin/Steven Tuma*. Staff will notify Schipper Design.

- 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.

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. After discussion the full WIB approved the OJT Policy. *M/S/C Kendra Bobsin/Maria Fehl*.
2. **Stipend Policy and Amendment:** This policy and amendment was approved by the YEP Council 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. Policy amendment due to increase in # of youth served. After discussion the full WIB ratified the Stipend Policy & Amendment as approved by the YEP Council. *M/S/C Kendra Bobsin/Mandi Culala*.
3. **In-School Youth Amendment:** This policy allows youth to enter Work Experience throughout the year. The Policy Amendment is attached. After discussion the full WIB ratified the In-School Youth Amendment as approved by the YEP Council *M/S/C Kathy Hough/Kendra Bobsin*.
4. **Procurement Policy:** The attached procurement policy must be approved to reflect the State's policy requirement to obtain more than one quote for any purchase. Action is required. After discussion the full WIB approved the Procurement Policy as presented. *M/S/C Kendra Bobsin/Steven Tuma*.

III. **Additional information:** None.

The meeting adjourned at 10:35 A.M. *M/S/C Kendra Bobsin/Steve Tuma*.

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