



**Health & Human Services Agency**  
Division of  
**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)**  
**May 8, 2007 at 3:00 P.M.**  
**Minutes**

**Present:** Kendra Bobsin, Al Martinez, David Wright

**Absent:** Tad Coatsworth, Mary Damm, Rick Deraiche, Connie Herndon

**Staff:** Andi Anderson, Maria Fehl, Sylvia Jacquez

Chair, Al Martinez, called the meeting to order at 3:03 P.M.

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

II. **Agenda Items:**

1. **Roll Call:** *There was no quorum present for this meeting.*
2. **Approval of Minutes:** *Due to the lack of a quorum, the minutes of the April 10, 2007 meeting were not approved and will be agenzized to the next meeting.*
3. **WIB Membership:** Sylvia Jacquez stated that it was requested by the board that WIB membership be included on all agendas in the event applications are received for any vacant positions for mandated public and private sector positions. No applications were received at this time.
4. **Scan Card/Client Tracking System:** Staff requests approval to move forward on the purchase of the scan card/client tracking system. Sylvia gave an overview of the swipe card system and how it would be beneficial to the agency and also meet the State requirement of tracking all One-Stop clients. Case management would be computerized to include: forms, follow-up etc. Start up cost is approximately \$35,000 and yearly maintenance costs would be \$24,950. *Due to the lack of a quorum, the WIB chair will call a special meeting to vote on this item.*
5. **Fiscal & Procurement Monitoring:** Maria Fehl reported on the results of the State's Compliance Review conducted during the week of April 23, 2007. Maria stated the monitors findings as follows:
  1. GoKids, Inc. as a sole source program. This finding has been open since the 2004 monitoring. Maria explained to the monitor that no other child care providers have submitted bids. As a result GoKids, Inc. was considered a sole source. The monitor would like to see another contract where a cost analysis was provided.
  2. The monitor stated that WIA funds can not be used to fund lobbying activities. The verbiage in future contracts will be changed to reflect this.

6. **Rapid Response Activities:** Sylvia Jacquez reported that staff continues to work with Milgard. Efforts to contact Leatherback about their recent layoffs and mill closure have been unsuccessful and Leatherback has not submitted a “WARN” notice.
7. **WIA Legislation/Funding Report:** Maria Fehl stated that the WIA funding allocation was received. Andi Anderson created a chart to show the funding reduction over the past 3 years. Copy of the graph was distributed.
8. **WIB Retreat:** Discussion was held on the effectiveness of the WIB Retreat which was held on April 3, 2007. Kendra stated that the retreat was good, however attendance was poor. Options discussed for future retreats that would encourage participation were:
  1. Changing retreat from every year to every other year;
  2. Holding the retreat on a weekend;
  3. Conducting a special meeting for new members to bring them up to speed;
  4. Miniature orientation;
  5. Holding retreat on a regular WIB meeting date; and
  6. Having an action item meeting, followed by a retreat meeting.
9. **Youth Employment Program Council:**
  1. CSWD staff is currently recruiting youth to work during the summer. Members were reminded that there is no longer a “summer youth” program. The program now functions year round. However, during the summer months, more employers request youth workers.
  2. The Youth Employment & Career Fair was held on April 19, 2007 at the Veteran’s Memorial Building, and was attended by approximately 300 youth.
10. **Updates on Committees:**
  1. **Apprenticeship Exploratory Committee (AEC):** David Wright stated that Kathi Bosworth has taken the lead on the AEC. The next regularly scheduled YEP Council meeting scheduled for Tuesday, May 15, 2007 at 4:00 P.M. There is no further update at this time.
  2. **Basic Construction Skills Committee:** David Wright distributed posters advertising the Construction classes he will be conducting at Gavilan College. Nora Jimenez from San Benito High School is working on making high school students aware of the courses available.
11. **August, 2007 Meeting:** *Due to the lack of a quorum, this item was agenized to the next meeting.*
12. **Grant Updates:** The next quarterly report will be provided in July, 2007.
13. **Additional Information:** Maria Fehl explained a new bill that was recently signed by the Governor. The bill will provide \$3.6 billion dollars to be distributed throughout the state in phases and will focus on rehabilitating inmates. Inmates will be assigned a caseworker who will monitor their progress upon their release. Maria will keep WIB informed of updates.

The meeting ended at 3:35 P.M.