



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)
December 11, 2007 - 3:00 P.M.
Minutes

Present: Kendra Bobsin, Tad Coatsworth, Connie Herndon, Al Martinez, David Wright

Absent: Mary Damm, Rick Deraiche

Staff: Andi Anderson, Sylvia Jacquez, Kathy Flores

Chair, Al Martinez, called the meeting to order at 3:12 P.M.

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

II. **Agenda Items:**

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Andi Anderson stated that she did not receive a call back from Mary Damm. Rick Deraiche called in indicating he was unavailable. The Chair excused individuals who called in.

B. **Approval of Minutes:** The minutes of the November 13, 2007 Executive Committee Meeting were approved as presented. *M/S/C David Wright/ Tad Coatsworth**.

C. **WIB Membership**

1. There were no applications received for the mandated private and public sector positions.
2. Sylvia Jacquez reported on status of recruitment being conducted to fill the mandated Labor Union membership representation. Sylvia stated that she asked our State Program Manger if County mid-management personnel could join the WIB as a labor union representative and the answer is no. Tad reported that he spoke with Mr. Steve Lundquest, School Union Representative and he is awaiting a response from him. Recruitment will continue until positions are filled.

D. **WIA Plan Modification Update:** Sylvia Jacquez stated that the WIA Plan Modification is currently in the 30-day public comment period with a closing date of December 13, 2007. Staff will present the WIA Plan Modification to the full WIB at the January 8, 2008, for final approval. Once the full WIB approves the WIA Plan Modification it will be forwarded to the Board of Supervisors before submission to the State.

E. **Rapid Response Activities:** Sylvia Jacquez reported on the status of the companies and their employees experiencing lay-offs. The Rapid Response Team conducted several presentations at Earthbound Farms. There are approximately 400 employees who will be laid off for the season. Employees are expected to return to work in April 2008. The

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Team also mailed letters to 31 local real estate companies, and to date, no response has been received. Follow-up letters will be mailed soon. Staff will also mail letters to an additional 37 lending companies. Washington Mutual is expecting to lay-off ½ of their workforce and staff will try to make contact with them.

F. **Updates on Committees:**

1. **Basic Construction Skills Committee:** David Wright reported that students will be completing the semester in the next few weeks. He also stated student population dropped to 2 out of 8. The class was not adequately advertised for the current semester and he is hoping to pick up more students next semester as Gavilan College is working to bring awareness of this course to its students.
2. **Gavilan College Rural Opportunity Grant:** A meeting is scheduled for December 17, 2007 at 10:00 am to review the revised grant application. David Wright will represent the WIB at that meeting. A presentation is tentatively scheduled a for the January 8, 2008 full WIB meeting.

G. **Youth Employment Program Council (YEP):** There was no quorum at the last meeting. The apprenticeship program committee has been set aside for the time being due to lack of interest.

H. **WIB Retreat:** Discussion was held on available dates for next year's WIB Retreat and a better time for member participation. Options are a breakfast orientation or a two hour luncheon. Also discussed making the retreats mandatory for new WIB members. Topics for discussion at the retreat are: 1) Goal setting, 2) Explaining the role & responsibilities of the WIB members, 3) How members can better serve the WIB, 4) Utilizing WIB members where they are gifted, and 5) Explaining what they have committed to by joining the WIB.

I. **Grant Updates:** The next quarterly report will be distributed in January, 2008.

J. **Additional information:** No additional was received.

The meeting adjourned at 3:35 P.M. *M/S/C Tad Coatsworth/ David Wright.*

The next full WIB meeting will be held on January 8, 2007.

*Motion/Second/Concur

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