



SAN BENITO COUNTY

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**San Benito County
Workforce Investment Board (WIB)
December 9, 2008, 3:00 P.M.
Executive Committee Meeting**

Present: Mary Damm, Todd Farr, Carrie Fosdick, Kathy Hough, Steve Tuma, Stan Rose, David Wright

Absent: Tad Coatsworth (Excused), Ruben Garcia (Excused)

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Guests: Mandy Culala, , Molly Maloney, Nancy Martin

Chair, David Wright, called the meeting to order at 3:02 p.m.

Public Comment Period: Sylvia Jacquez introduced the State Compliance Division Monitor, Molly Maloney, who is conducting WIA youth program monitoring. Mandy Culala of Charles River Lab introduced herself and stated that she has been referred at the replacement for Don Moody. Introductions were made by everyone present.

I. Agenda Items:

A. **Roll Call:** Roll was taken to determine excused absences for the December 9, 2008 Executive Committee meeting. Tad Coatsworth and Ruben Garcia called to say they couldn't make the meeting and were excused by the Chair.

B. **Approval of Minutes:** The minutes of the November 18, 2008 Executive Committee meeting, the September 16 and November 18 YEP Council meeting and the December 2, 2008 Planning Committee meeting were approved as presented. *M/S/C Mary Damm/Esequiel Arrizon.*

C. WIB Membership

1. Board Member, Don Moody has submitted a letter of resignation. He has secured a replacement for his position. Mandy Culala has submitted her membership application for consideration on the San Benito County WIB. After discussion the Executive Committee approved the application of Mandy Culala to replace the position vacated by Don Moody and her application will be forwarded to the Board of Supervisors for final appointment to the WIB. *M/S/C Mary Damm/Kathy Hough.*
2. Economic Development Corporation (EDC) representative Al Martinez resigned in October. EDC has requested that Ms. Nancy Martin be appointed to replace Al Martinez on the San Benito County WIB. After discussion the Executive Committee

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approved the application of Nancy Martin to replace the position vacated by Al Martinez and her application will be forwarded to the Board of Supervisors for final appointment to the WIB. *M/S/C Kathy Hough/Esequiel Arrizon.*

3. WIB Members and staff reported on the status of recruitment efforts being conducted to fill the vacant positions for the two Private Sector vacancies. Enrique Arreola stated that he spoke with an individual who is interested in serving on the WIB or the YEP Council. Sylvia stated she can contact the State representative to clarify any membership questions.

D. **LWIB Recertification Request:** The WIB Recertification Request was included in the agenda packet for member information. Enrique Arreola stated the recertification was submitted to the State.

E. **Rapid Response (RR) Activities:** Fortino's is going out of business and Sylvia Jacquez reported that Mark Rianda contacted them to discuss providing Rapid Response (RR) services to employees who will be affected by their closure. Approximately 17 employees will be affected. Enterprise Electric will be closing the retail portion of the store. Esequiel Arrizon stated that he knows of a company that is laying off 20 employees, and wanted to know if the RR team could meet with them? Sylvia stated that if owners invite the RR team to give a presentation, they would do it. Sylvia explained how the RR team makes contact with employers and how services are provided to employees who are going to be laid off. If the company invites the RR team, then staff will visit the worksites. If no RR is requested, staff attempts to send RR informational letters to those being laid off.

F. **State Monitoring:** The State's Compliance Review Division is scheduled to conduct a program monitoring during the week of December 8th, for the current program year 2008-2009. Staff will provide a brief report at the next WIB meeting.

G. **Updates on Committees:**

1. **Youth Employment Program (YEP) Council:** The YEP Council members will provide a brief update on the youth programs and activities.

2. **Youth Strategies Committee:** At the last YEP council meeting a Youth Strategies Committee was formed to recommend any Youth Strategies to the Youth Council and the WIB. Laura Schipper, Marla Davies, Josie Moreno and Alice Rivera agreed to form the Youth Strategies Committee and will meet in early January to clarify the number of meetings for the Youth Strategies Committee. Andi Anderson stated that she has a lot of information on the youth council that she received at its inception which she can share with the Youth Strategies Committee in order to help them with ideas to present to the board.

3. **High School Career Fair:** Stan Rose reported that there were about 45 employers who attended the High School Career Fair that was held on November 19, 2009. Presenters from local professionals and agencies were scheduled. Approximately 2000-2500 students attended.

4. **WIA Planning Committee:**

1. The WIB Planning Committee met on Tuesday, December 9, 2008 to review the 2008 Plan Modification. Enrique Arreola explained the minor changes as follows: Change to
 - David Wright to "*David R. Wright*" on the signature page;

- Change Kathryn D. Flores' title;
- Change Enrique Arreola suite number to 108, and;
- Correct Organization Name,

The Planning Committee will make recommendations to the WIB for any changes in strategies for next year. Planning committee is reviewing was to modify the plan to make it more efficient and to serve more clients. A brainstorming session has been planned. At the brainstorming session they will discuss looking at how other counties run business, i.e. integrating CalWORKs, etc. The Planning Committee will report at the next meeting. After discussion the Executive Committee accepted the 2008 Plan Modification with the changes as noted. The plan will be made available for the 30-day public comment period. *M/S/C Mary Damm/Kathy Hough.*

- The Planning Committee will meet on Tuesday, January 27 at 12:00 P.M. to strategize and recommend WIB priorities and strategies for the 2009 LWIA plan modification.
- Enrique read the Audit/Evaluation Committee job description and requested a board volunteer to fill the private sector vacancy. This is a "when needed committee". Mary Damm stated she would volunteer. Current members are: Soila Rojas, Brenda Weatherly, Kay Gibson, Kathy Hough, Mary Damm.

H. **Grant Updates:** The next report will be available in January, 2009.

I. **Unemployment October Report:** The EDD Unemployment Report for October is attached for your review and information. October rate for the County is 9.1% and the City is 10.2%. Enrique gave an overview of the report. At least 2500 are unemployed in county. David Wright explained how the unemployment rates affect our performance standards and incentive awards.

J. **Presentation and Tour of One-Stop Career Center & WIA Services:** A tour of the One-Stop Career Center and a presentation of WIA/One-Stop services is scheduled for Tuesday, January 20, 2009 at 3:00 P.M.

II. **Additional Information:**

- David Wright stated that in years past the WIB honored client success stories and outstanding employers. This hasn't been done in a while and he would like to discuss doing something again in the near future to honor individuals. During past events invitees were state representatives, local governmental figures and the press.
- Staff reported that a WIA stimulus packet has been announced and there may be additional funds available for WIA programs.
- Kathy Hough discussed having an EDD representative come to the Shelter to do some career counseling. Sylvia will provide a contact person for Cindy Parr, shelter manager to follow-up with.
- Distributed calendars for 2009 board meetings.
- Merry Christmas & Happy New Year.

The meeting adjourned at 3:45 P.M. *M/S/C Esequiel Arrizon/Mary Damm*

Next Full WIB Meeting is scheduled for January 13, 2009 at 3:00 P.M