



SAN BENITO COUNTY

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**San Benito County
Workforce Investment Board (WIB)
March 10, 2009, 3:00 p.m.
WIB Executive Committee**

Minutes

Present: Esequiel Arrizon, Tad Coatsworth, Mary Damm, Carrie Fosdick, Nancy Martin, David Wright

Absent: Ruben Garcia (Excused), Kathy Hough (Excused)

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Chair, David Wright, called the meeting to order at 3:05 P.M.

I. **Public Comment Period:** No public comments were received.

II. **Agenda Items:**

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Ruben Garcia and Kathy Hough were excused by the Chair.

B. **Approval of Minutes:** Discussed changes to **WIB Membership Item #C.2.** to read "Due to his new position with the county he is unable to continue serving on the board." After discussion the board approved the minutes of the February 10, 2009 with the changes as stated. *M/S/C* Tad Coatsworth/Carrie Fosdick.*

C. **WIB Membership.**

1. No applications were received to be considered for appointment to the WIB to fill the mandated public and private sector positions.
2. The term of public sector member, Brenda Weatherly is scheduled to expire on March, 28, 2009, she has agreed to continue serving on the board. After discussion the Executive Committee approved reappointing Brenda Weatherly; staff will submit her name to the Board of Supervisors for re-appointment to the WIB. *M/S/C Tad Coatsworth/Mary Damm.*
3. WIB Members and staff reported on status of recruitment efforts being conducted to fill the three vacant private member positions. Andi Anderson spoke with Jerry



Muenzer of Muenzer's Cyclery and Sport Center and he requested an info packet which was mailed to him on March 9, 2009. Enrique Arreola spoke with the Chamber of Commerce and they are willing to include information on the WIB in their newsletter.

- D. **Rapid Response Activities:** Sylvia Jacquez stated that staff has heard of no new companies with lay-offs. Sylvia discussed an article that was published in the local news indicating American Electrical may be laying off staff but this was unfounded and there will be no layoffs.

E. **Updates on Committees:**

1. **Youth Employment Program (YEP) Council:** The YEP Council members provided a brief update on the youth programs and activities. The YEP Council strategies committee has been meeting to discuss WIA youth funds and how to better utilize those funds. Laura Schipper, Employment Training & Services Counselor, attended the WIA Planning Committee meeting that was held on February 23, 2009 and reviewed the various scenarios presented and stated that if more youth are served, there will be a need for additional job-readiness workshops. Staff is currently working on revamping job-readiness workshops. Laura feels that 400 hours are a good number of hours for youth to work as it gives employer time to build a relationship with youth and gives youth good work experience.
 2. **WIA Planning Committee:** The Planning Committee notes from the February 23, 2009 were included in the agenda packet for review. Members discussed the scenarios again at length and staff provided input on staff recommendations. Enrique Arreola reported that there were two planning sessions held for the YEP & the WIB and Laura Schipper was invited to the WIB planning meeting to discuss youth issues and to provide input on her perspective on WIA youth services. Her input assisted the members in understanding how youth services are provided in relation to WIA funding. Enrique Arreola met with Merced County and they were surprised that SBC allowed 900 hours for out-of-school youth. Tad asked about the number of enrollees and was informed that there is a waiting list for youth employment. Enrique will be meeting with Gavilan College next week to discuss what courses they have to offer for WIA participants. Enrique will be connecting with other local colleges to research trainings and how to involve them. Discussed was the stimulus funding and how those fund will be utilized. Enrique Arreola will be attending the CWA meeting and will have more information to share. Also discussed was the presentation by CalWORKS and how WIA and CalWORKS complement each other. CalWorks provides resources that would otherwise be an obstacle to employment, i.e. childcare, books, clothing for interviews, auto repair, etc. discussed leveraging resources.
- F. **Unemployment January Report:** The EDD Unemployment Report for January was distributed. Current unemployment rate for SBC is 14.8%. In the past four months the rates have almost doubled and staff guesstimated that by the summer it may be 20%. Almost 4000 in SBC are unemployed.

- G. **WIB Retreat:** Andi Anderson reported that she received price quotes from both San Juan Oaks at \$30/person, and Cedar House at \$21/per person. Currently all the dates suggested are available: May 26, 27, 28 and June 2, 3, 4. David Wright suggested a facilitator that may provide the service for free and will forward her name to Enrique. Enrique will also contact Kathy Sheridan, who facilitated in the past to check on availability and will report back with a date for the retreat.
- H. **WIA Recognition Event:** Staff and board members discussed the WIA Recognition Event to recognize employers and participants. Staff will connect with local employers and past participants to see about scheduling an event in September or October. Andi stated that if her memory serves her correctly, the One-Stop Career Center Open House was in October of 2000. She will research her notes to find the exact date.
- I. **WIA Funding:** Staff updated the board on the additional funds allocated to WIA and the other information regarding stimulus funding. Enclosed in the packet was the unofficial allocation amount. Enrique Arreola received an updated report and distributed that at the meeting. Enrique discussed the ability to drawdown funds as of February 17, 2009 in order to begin using them immediately. Staff has begun recruiting for training. There is a planning meeting scheduled for next week to discuss summer youth employment, to develop a framework, internal staff resources and determine needs. Discussed ways to utilize the funds, i.e.; ITA, on the job training, etc. Explained youth funds, Dislocated Worker funds, and adult funds.
- J. **One Stop Career Center Update:**
1. **Bus Drive Training:** Thanks to the support of the San Benito High School District, the Bus Driver Training is scheduled to start the week of March 16, 2009. This training provided by the Hollister School District is Free for 20 individuals. There was a good turn out and no more enrollments are being accepted.
 2. **Schedule of Workshops:** The schedule of upcoming workshops was enclosed for board information.
 3. **Spotlight of Hollister Career and Job Fair:** Staff updated the board on CSWD's partnership with the Employment Development Corporation for the event scheduled for May 14, 2009. Nancy Martin distributed flyers and explained the Expo. This year's theme is on Green Jobs/Applications and being energy efficient. The event is being promoted on local TV & Radio and local newspapers, 17,000 flyers were mailed with water bills, "Out and About" magazine, etc. Looking to resource teens. There will be many Speakers and activities and 7th Street will be blocked off. The Library book mobile will be on site. Partnering with water resources to tie in water conservations. Mixer at the end of the event. 5 restaurants: Cutting Horse, Elegant Touch, Papa Murphy's, Ridgemark, San Juan Oaks will be providing samples. Enrique Arreola stated CSWD is part of the planning committee. One-Stop will have a booth and will be managing the application table. Workshops and skits on "how to interview" & "dress for success" will be conducted by staff.

4. **Newsletter**: Submission deadline for the quarterly One-Stop Career Center Newsletter is March 26, 2009. Spotlight: National Council on Aging. New employees/partners: Nancy Martin, Debbie Houx, & Juanita Calderon.
5. **Survey**: One-Stop staff developed a survey in reference to training needs and will be mailing those out. The goal is to receive 100 surveys by end of June. Staff would like to develop an employer focus group with EDC.

K. **Additional information**:

1. **From 700**: Reminder that the Annual Form 700 is due to elections by April 1, 2009.
2. **Fabulous 50's Sock Hop**: Enrique distributed flyers for the Fabulous 50's Sock Hop scheduled for May 30th. Proceeds will support Jóvenes De Antaño. For Tickets Contact: Robbie Russell, Event Co-Chairperson 831-901-7283 or russell@sbcsheriff.org
3. **Tech Workshop**: Employment Development Corporation is partnering with Hollister Downtown Association to discuss local technology, networking, etc. How to use as a business tool. At Vets Building \$20.00. April 29, 2009 6-9 pm refreshments will be provided.
4. EDC is working on putting together a government procurement procedure seminar. Nancy Martin will provide more information once a date has been set.
5. EDC Annual meeting will be open to the public for the first time in June.
6. WIA representative will attend the April full WIB meeting.

The meeting adjourned at 4:17 P.M. *M/S/C Tad Coatsworth/Mary Damm*

The next Full WIB Meeting is scheduled for April 14, 2009 at 3:00 P.M.

*Motion/Second/Concur