



SAN BENITO COUNTY

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San Benito County
Workforce Investment Board (WIB)
June 9, 2009, 3:00 p.m.
Executive Committee

MINUTES

- Present:** Esequiel Arrizon, Tad Coatsworth, Carrie Fosdick, Ruben Garcia, Nancy Martin, Steven Tuma, David Wright
- Absent:** Mary Damm (Excused), Kathy Hough (Excused)
- Staff:** Enrique Arreola, Sylvia Jacquez, Sonia Espinola, David Montes, Beverly Tucker-Miguel, Melissa Alva
- Guests:** Mark Rianda

I. **Public Comment Period:** Introductions were made by everyone present.

II. **Agenda Items:**

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Members who called in were excused by the Chair.
- B. **Approval of Minutes:** The minutes of the May 12, 2009 Executive Committee meeting were approved as presented. *M/S/C* Ruben Garcia/Tad Coatsworth.*
- C. **The American Recovery and Reinvestment Act of 2009 (ARRA):**
1. **Summer Youth Employment & Training Program:** Enrique Arreola reported on the recruitment status of youth and employers in their efforts to provide summer jobs for 114 youth through the summer. Enrique stated that CSWD's goal is to place 114 youth during the summer months with a start date June 22, 2009. The first week will consist of youth orientation and employment readiness workshops which will be held at San Benito High School. Youth will begin working on June 29, 2009. Over 200 applications have been received and are being review. Currently there are 55 youth who have been determined fully eligible. Staff will continue to process the pending applications for eligibility. There are 114 confirmed job slots.
 2. **Work Readiness Stipend Policy:** The Work Readiness Stipend Policy was included in the agenda packet for board review. Staff requested the approval of the Work Readiness Stipend Policy for youth who successfully complete the

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The County CSWD is an equal opportunity employer/program

EQUAL HOUSING
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The County CSWD is an equal opportunity employer/program. - The County of San Benito complies with the Americans with Disabilities Act (ADA) by assuring that auxiliary aids for services are available upon request to persons with disabilities. Persons with hearing disabilities can call the TDD/TTY phone (831) 637-3265. Persons requiring any special needs for access to should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

required 20-24 hour curriculum. After discussion the Executive Committee approved the Work Readiness Stipend Policy as presented. *M/S/C Tad Coatsworth/Ruben Garcia.*

3. **ARRA Rapid Response:** Enrique Arreola distributed ideas on possible uses of ARRA Rapid Response funding and opened the floor for discussion. Ideas include
 - a. *Geo Maps - used to locate employers:* Geo Maps has been scheduled to give a presentation to staff on June 18, 2009 at 2:30 P.M. Members are invited to join the presentation. Members are in favor pursuing of this item.
 - b. *Marketing:* Enrique Arreola explained the need for more professional marketing and the possibility of developing a media presentation of services. This is something that could be done through CMAP or another provider. Members are in favor pursuing of this item
 - c. *Marketing Materials:* Discussed the need for more professional marketing materials to be distributed to employers. Members are in favor pursuing of this item
 - d. *RR/Workforce Conference or job fair:* There was interest from the board to pursue this item.
 - e. *SBC Workforce Booklet:* Would highlight the different business sectors. Enrique showed a sample of Orange County's booklet.
 - f. *Employer Round Tables:* Discussed the need to make the round table exciting and informative for the employers. Discussed the hook that is needed to get employers to attend. Discussed exploring options.
 - g. *One-Stop Mobile Vehicle:* Staff has been in discussion with the San Benito County Library to see if there was a way to collaborate services of the new Book Mobile as a Mobile One-Stop. Enrique discussed the idea of equipping the Book Mobile with technology, i.e: laptops, wireless internet, etc, that is workforce associated that easily be tied to Rapid Response when there is a need to respond to a company in the process of lay-offs and for Rapid Response activities. Board members discussed the pros and cons of having a mobile One-Stop. Members are in favor pursuing of this item. Enrique received a request for proposal from the library and he will research further and discuss at the next meeting.

These items will be discussed at the next meeting.

4. **Staffing:** Staff is happy to inform the board that the ARRA positions have been filled.
- D. **Unemployment April Report:** The EDD Unemployment Report for April is attached for your review and information. Reduced slightly from 16.2 to 15.9%.
- E. **WIB Membership.**
1. No applications were received to be considered for appointment to the WIB to fill the mandated public and private sector positions. There are two private sector vacancies.
 2. There was no report on status the of recruitment efforts being conducted to fill the vacant positions.
- F. **Rapid Response Activities:** Mark Rianda reported that there are no known layoffs scheduled for San Benito County.

G. Updates on Committees:

1. Youth Employment Program (YEP) Council:

- a. **New Meeting Location:** The YEP Council began meeting at San Benito High School on May 19, 2009 at 4:00 P.M. in room 172, next to the Principals office. This change has been made in an effort to draw more youth participation.
- b. **WIB Planning Committee: Youth Work Experience Policy:** The YEP Council held a special meeting on June 2, 2009 to review the WIB Planning Committee recommendation that In-School & Out-of-School youth work a maximum of 400 hours. Once the new allocation is received for the regular WIA youth funds they will take affect July 1, 2009. The YEP Council requests ratification of the Work Experience Policy from the Executive Committee. A copy of the Work Experience Policy was provided for Executive Committee review and approval, and after discussion the policy was approved by the Executive Committee. *M/S/C Ruben Garcia/Tad Coatsworth.*

2. **Nomination Committee:** The Nomination Committee, (Esequiel Arrizon, Mandy Culula, Carrie Fosdick) presented a slate of officers for the upcoming year as follows: Secretary: Carrie Fosdick, Treasurer: Kendra Bobsin, Vice-Chair: Mary Damm (In the event Mary Damm is unable to serve, David Wright will assume Vice-Chair position), Chair: Esequiel Arrizon. Sylvia Jacquez stated that staff will need to verify that the Chair and Vice-Chair are private sector. After discussion the Executive Committee approved the slate of officers as presented by the nomination committee. *M/S/C Ruben Garcia/Tad Coatsworth.*

H. **Grant Updates:** The next quarterly report will be made available at the July 2009 meeting.

I. **Performance Standards for PY 2008-2009:** The Performance Standards for FY 2008-2009 were included in the agenda packet for board review. Enrique Arreola stated that the Performance Standards have been meet.

J. **WIB Retreat:** Discussed setting a date for new member orientation sometime in July. Andi Anderson will conduct a survey via doodle.com and once she receives input on dates and times board members will be notified of the orientation date.

K. **One Stop Career Center Update:**

1. **Virtual One-Stop Update:** The VOS report was included in the agenda packet for board review.

L. **Additional Information:** None

The meeting adjourned at 4:10 P.M. *M/S/C Esequiel Arrizon, Ruben Garcia*

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

*** Motion/Second/Concur**