



San Benito County  
"One-Stop" Career Center

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**San Benito County One-Stop Career Center**  
Administrative Management Team Quarterly Meeting  
1111 San Felipe Road Suite 107  
July 14, 2009 @ 1:30 P.M.

**AGENDA**

- Present:** Kendra Bobsin, Jess Bosquez, Todd Farr, Ruben Garcia, Debbie Houx
- Absent:** Sherrean Carr, Nicholas DeLorenzo, Kathy Flores, Kay Gibson, Mimi Laurent, Nancy Martin, Mike Sanchez, Stan Rose
- Staff:** Andi Anderson, Enrique Arreola, Sylvia Jacquez

Enrique Arreola called the meeting to order at 1:35 P.M.

- I. **Introductions** were made by everyone present.
- II. **Approval of Minutes:** The minutes of the April 14, 2009 meeting were approved as presented. M/S/C Jess Bosquez/Ruben Garcia
- III. **Resource Sharing Agreement (RSA) Update:** Enrique Arreola stated that Andi Anderson will coordinate with those needing to sign the RSA.
- IV. **Virtual One Stop (VOS) Report:** The VOS report was included in the agenda packet. Discussed was distributing the report on a quarterly basis. Enrique explained how the counts are derived. Staff members met last week with Geographic Solutions and discussed a touch screen so that clients can select the services they are utilizing. Enrique stated that the One-Stop does have the capacity to have the touch screen set up. Training will need to be provided to partners so that they can input their own counts. Sylvia can coordinate training. Sylvia explained the coding and the importance of capturing the data. Staff is working on making it more reflective of the actual services provided. Discussed having the client register themselves like at other One-Stops. For those clients who are not computer literate, staff will provide assistance.
- V. **American Recovery and Reinvestment Act of 2009 Update**
  - A. **Summer Youth Employment:** Staff has been busy! 117 youth have been employed for summer. Not all of them attended the employment readiness workshop so another date for the workshop has been set up and those who did not attend will need to attend. Working with private & public employers. Discussed having the YEOP youth employee attend the upcoming workshop as it will be beneficial. Explained the workshop and certification received by youth.

EQUAL HOUSING  
OPPORTUNITY

San Benito County "One - Stop" Career Center Partners: San Benito County Department of Community Services & Workforce Development, State of California Employment Development Department, Go Kids, Inc., Gavilan College, SBC Health & Human Services Agency, SBC Office of Education, Santa Clara County ROP South, San Benito High School, National Council on the Aging, Inc. (NCOA), State of California Department of Rehabilitation, Veterans' Employment Services, Economic Development Corporation of San Benito County, Small Business Development Center, Central Coast Center for Independent Living, San Jose Job Corps

The County One-Stop Career Center is an equal opportunity employer/program



- B. **Adult Services**: Juan Rodriguez has begun visiting employers this week. There were two On-the-Job Training (OJT) orientations held yesterday, July 13, 2009 and more scheduled for Thursday, July 15, 2009. With the OJT funds staff is hoping to place 24 clients in program. Employers can be public or private. Recruitment for adults and employers are under way. As long as clients are eligible, they can be placed in and out of county. They must be 18 & older and meet income of federal poverty level guidelines and there is no age cap.
  - C. **Dislocated Worker Services**: There are six participants scheduled to begin this month. 15 undergoing enrollment in ITA contract. 79 slots are available.
  - D. **Rapid Response**: Juan Rodriguez is working with employers on this as well. Discussed some of what WIA is doing to streamline services and provide more services and assist Rapid Response. Discussed was the possible development of a resource directory for employment opportunities, schools, etc.
  - E. **EDD**: EDD has received ARRA funds and is in the process of hiring three staff total for Hollister. One new person is already onboard, Nelda Escamilla. Hoping to have other two staff within the next month. Nelda will be assisting with job certification, workshops, rapid response, etc.
  - VI. **Rapid Response Activities Update**: There is no report at this time.
  - VII. **Grant Update**: The quarterly report was included in the packet for review.
  - VIII. **One-Stop Newsletter**: The One-Stop newsletter is included in the packet for your review. Todd Farr commented on the new format stating it was much easier to read and thanked Andi Anderson for the work involved in creating the newsletter.
  - IX. **One Stop Career Center Update**:
    - A. **Upcoming Workshops**: Staff reported that they have not been getting a good turnout on the workshops. This may be because many of the clients at the One-Stop are receiving similar workshop training through the CalWORKS program. Discussed was sharing CalWORKS curriculum with EDD/1-Stop. Discussed ways of marketing of the workshops: Cinema, CMAP, Radio, KSBW8. Andi suggested conducting a survey on how did you find out about workshop in order to pinpoint the best way to market the workshops.
    - B. **Other Activities**: None
  - X. The Unemployment Report for May unemployment report attached for information. Currently the unemployment rate is 14%.
  - XI. Other
- The meeting adjourned at 2:20 P.M.

***Reminder: Next meeting will take place on October 13, 2009 at 1:30 P.M.***