



SAN BENITO COUNTY

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San Benito County Workforce Investment Board (WIB)

December 8, 2009, 3:00 p.m.

Executive Committee

MINUTES

DRAFT

- Present:** Esequiel Arrizon, Jess Bosquez Mary Damm, Carrie Fosdick, Kathy Hough, Nancy Martin, Stan Rose
- Absent:** Kendra Bobsin (Excused), Ruben Garcia (Excused)
- Staff:** Andi Anderson, Sonya Espinola, Sylvia Jacquez, Juan Rodriguez
- Guests:** Dean Toler/Geographic Solutions

Chair, Esequiel Arrizon, called the meeting to order at 3:02 P.M.

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. Individuals who called in were excused by the chair.
- B. **Approval of Minutes:** The minutes of the November 10, 2009 Executive Committee were approved as presented. *M/S/C Nancy Martin/Kathy Hough.*
- C. **Guest Presenter:** Dean Toler from Geographic Solutions gave a presentation to the board on the business component of the Virtual One Stop (VOS) system. The Executive Committee members were impressed with the program and would like to invite Mr. Toler to the full WIB to present to them.
- D. **Committee Updates:**
1. **Youth Employment Program (YEP) Council:** Staff provided an update on YEP Council meeting which was held on November 17, 2009. Draft minutes were enclosed in the agenda packet for board information. Sylvia stated the YEP directories are available and will be distributed. If anyone needs copies contact CSWD staff.
 - a. **Programs/Planning Committee:** Sylvia Jacquez reported that the Marketing RFP with Schipper Design was approved by the Board of Supervisors. Staff will be meeting with Schipper Design and the Hollister Downtown

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Association on Friday, December 11, 2009. Sylvia thanked the committee members for all their hard work.

- b. **Bylaws Committee**: Committee members and staff will provide an update on the Bylaws Committee meeting. A draft copy of the updated bylaws was included in the agenda packet for information and feedback. Esequiel Arrizon explained the suggested modifications and the need for the revisions. Items for revisions are underlined and highlighted in the packet draft. Staff checked with the State on some of the modifications and the State suggested they remain the same.
 - c. **Evaluation/Audit Committee**: Committee members and staff provided an update on the Evaluation/Audit Committee meeting. The Evaluation/Audit Committee discussed their duties and made a few minor changes.
- E. **WIB Membership**: Applications that were received from Jess Bosquez and David Mirrione were approved by the BOS for final appointment to the full WIB. No other applications were received.
- F. **The American Recovery and Reinvestment Act of 2009 (ARRA)**:
1. **Adult and Dislocated Worker Services**: Juan Rodriguez provided an update on On-the-Job Training (OJT) services. This month three clients were placed and two clients waiting for placement in the next few weeks. Staff is working on Adult Work Experience placements. Sylvia explained the additional funds received from CSBG which will provide additional slots for approx 1 year. Currently there are 32 ITA enrollments.
 2. **Rapid Response**: Juan Rodriguez stated that it has been confirmed that Safety Storage will be closing their doors next year and they will be laying off 40 people. Staff is scheduled to provide Rapid Response presentations on January 8, 2010. They will hold two sessions (English/Spanish). Staff attended CWA training in San Francisco. Juan Rodriguez stated that discussion was held on the ways RR is being handled in other areas, RR is being marketed and employer/employees are being encouraged to utilize One-Stop services in their local area.
 3. **TANF ECF**: Enrique Arreola submitted a grant request and there is no additional information to report at this time. Enrique Arreola is attending a CalWORKs conference in Sacramento December 8-10, 2010.
- G. **CA New Start Program – Prison-to-Employment**: CSWD received notice that they have been awarded a total of \$14,987 for the CA New Start Program. Staff has not received directions on services to be provided and once that information is received, they will report to the board.
- H. **Grant Update**: The grant update will be distributed at the January 12, 2010 meeting.
- I. **Regional Industry Cluster of Opportunity Grant: Green Careers Partnership**: Included in the agenda packet for board information was a summary of the grant for our partnership with Santa Cruz County WIB and Monterey County WIB for the Regional Industry Cluster of Opportunity Grant.

- J. **Allied Health Occupations Grant:** Included in the agenda packet for board information was information on the solicitation for proposal on our partnership with Gavilan College for the Allied Health Occupations Grant.
- K. **State Monitoring:** The State's Compliance Review Division conducted the ARRA Summer Youth Program monitoring during the week of July 20-23, 2009. The preliminary ARRA Summer Youth Report was distributed at the last meeting. Included in the agenda packet for board information was our response to this report. Sylvia explained the results and the action taken.
- L. **Unemployment Report:** For information only, the Unemployment Report for October 2009 was included in the agenda packet.
- M. **Ethics Training:** Several members have not submitted their Ethics Training Certificates. Please have those completed and submit to Andi Anderson.
- N. **Additional Information:** None.

The meeting adjourned at 4:08 P.M. *M/S/C Mary Damm/Nancy Martin.*

Next Full WIB Meeting: January 12, 2010 at 3:00 p.m.