



# SAN BENITO COUNTY

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## Health & Human Services Agency

### COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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## San Benito County Workforce Investment Board (WIB)

April 13, 2010, 3:00 p.m.

### Full WIB

#### AGENDA

- I. **Public Comment Period:** Guests may introduce themselves and request to comment on any non-agenda items. Time is limited to five minutes per guest unless the board determines that more time is needed.
- II. **Agenda Items:**
  - A. **Roll Call:** Roll will be taken to determine excused absences for attendance requirements.
  - B. **Approval of Minutes:** The minutes of the March 9, 2010 are enclosed in the agenda packet for board review and approval. **Action required.**
  - C. **Youth Employment Program (YEP) Council:** The minutes of the January 19, 2010 YEP Council meeting are enclosed for ratification. **Action required.** The minutes of the March 16, 2010 YEP Council have not been approved by the board, however they are included your information.
  - D. **Guess Speakers:** Schipper Design will present the One Stop Career Center Video and marketing materials.
  - E. **WIB Membership:**
    1. The YEP Council received and approved an application received from former Youth Participant, Chris Koroluk, for appointment to the YEP Council and requests full WIB ratification. **Action is required.**
    2. Any applications received will be considered for appointment to the WIB to fill the mandated public and private sector positions. Current vacancy is in Organized Labor and a Private Sector member.
  - F. **Committee Updates:**
    1. **Programs/Planning Committee:** Program/Planning Committee will report on the 2009/2010 LWIA plan modification. A fifth year extension has been issued to CSWD's existing Five Year Strategic Local Plan. Only those items that are new or additions to the initial plan or subsequent modification will be included in this modification. Action is required.

Modifications are as follows;

- Cover Page, Table of Contents & Signature Page which allows the local area to indicate the revisions being made to the plan
- Budget Plan Summaries
- Participant Plan Summary
- Negotiated Levels of Performance Chart
- LWIA Grant Recipient Listing
- ARRA Local Plan

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD  
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EQUAL HOUSING  
OPPORTUNITY

The County CSWD is an equal opportunity employer/program

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.

2. **Strategic Retreat:** Identify potential dates for a WIB Strategic Retreat
  3. **Bylaws Committee:** Staff will provide an update on the recommended changes to the bylaws. Action is required.
- G. **RR Marketing Materials:** Staff requests the approval of the revised ARRA Rapid Response expenditures which includes an increase in contract services with Schipper Design in the amount of \$5,350. **Action is required.**
- H. **Elevate America Program:** Staff will report on the free on-line Microsoft training available to San Benito County.
- I. **CA New Start Program – Prison-to-Employment:** Staff will provide an update on this program.
- J. **Work Keys:** Information on WorkKeys and WIN are attached for your review. Staff will provide an update.
- K. **The American Recovery and Reinvestment Act of 2009 (ARRA):** Staff will provide an update on:
  1. **Adult Services**
  2. **Dislocated Worker Services:**
  3. **Rapid Response (RR):**
- L. **Grant Update:** The grant update will be available at the next meeting.
- M. **Additional Information:** Additional information may be discussed at this time.
  1. **Statement of Economic Interest Form:** WIB members received the 700-Statement of Economic Interest form for your annual filing due date of April 1<sup>st</sup>. Please submit the form if it has not been submitted
  2. **Unemployment Report:** The Unemployment Report for February is attached
  3. **Article on CA and its counties have high stress levels:** Informational
  4. **One-Stop Career Center Newsletter:** Will be distributed at the meeting.
  5. **Ethics Training:** Several members have not submitted their Ethics Training Certificates. Please have those completed and submit to Andi Anderson. Reminder that members can be fined for not completing the Ethics Training.
  6. **One Stop Career Center Marketing Materials:** Materials will be distributed during the meeting.
  7. **Spotlight on Hollister:** Staff provided an update on the Expo/Job Fair scheduled for May 10, 2010 at the Vets Building.

*Next Executive Committee Meeting: May 11, 2010 at 3:00 p.m.*