



SAN BENITO COUNTY

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San Benito County Workforce Investment Board (WIB)

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

Full WIB

MINUTES

- Present:** Kristi Alarid, Alex Arias, Warren Barry, Jess Bosquez, Sherrean Carr, Mandi Culala, Kathy Flores, Connie Herndon, Kathy Hough, Nancy Martin, David Mirrione, Jerry Muenzer, Steven Tuma, Brenda Weatherly, David Wright
- Absent:** (All Excused) Esequiel Arrizon, Kendra Bobsin, Todd Farr, Carrie Fosdick, Ruben Garcia, Mimi Laurent, Soila Rojas, Stan Rose, Loree VanBebber, Maria Fehl, Sylvia Sanchez, Mike Walters
- Staff:** Sylvia Jacquez, David Montes, Julie Craigo
- Guests:** Nora Conte, Barry Mas

Vice Chair, Kathy Hough, 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 and individuals who called in were excused by the chair.
- B. **Approval of Minutes:** The minutes of the April 13, 2010 were enclosed in the agenda packet for board review and approval. At the April 13, 2010 meeting Jerry Muenzer questioned why the full WIB is approving the Executive Committee minutes when all the members weren't present. Kathy Flores stated that was a good question and will have Staff check with County Counsel.

Kathy provided a response to Jerry Muenzer's question; Per County Counsel, it is not appropriate for the full WIB to approve the Executive Committee minutes. April 13, 2010 WIB minutes approved. *M/S/C Jerry Muenzer/Mandi Culala.*

- C. **Youth Employment Program (YEP) Council:** The minutes of the January 19, 2010 and the March 16, 2010 YEP Council meeting were enclosed for board review and information.
- D. **San Benito Now Video Premier:** Staff played video for WIB members. This video along with the One Stop Career Center "We Can Help" video can be viewed at www.sanbenitonow.com. Nancy Martin introduced the video as a great marketing tool to bring business into San Benito County. Nancy also explained that the project

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was funded by an ARRA Grant. There will be a 20 page brochure which is pictorial and has more statistical information and will be available in about one month.

E. **WIB Membership:**

1. An application was receive from Angela Trujillo for the vacancy of the Private Sector position. Application was approved 07/13/2010. *M/S/C Steve Tuma/Nancy Martin.*
2. The term of public sector member Stan Rose is scheduled to expire on July 24, 2010, he has submitted his resignation and will no longer be able to continue serving on the board. A vacancy will be posted. Enrique Arreola will be talking to two possible candidates.
3. The term of private sector member, Mike Walters has expired. He will not continue to serve the board. A vacancy will be posted.

Mike Walters is interested in continuing his Youth Council membership. Sylvia Jacquez will verify if that is possible and report on the next meeting. With the recent vacancies WIB must comply with 51% private, 49% public & 10% organized labor. Staff will provide an update at the next meeting.

- F. **Youth Stipend Incentive Proposal:** Proposal provides incentives to bring back participants into the system to come back to complete Microsoft Digital Literacy Certificate program. The program consists of approximately 4 hours to go through material online and 1 to 2 hours to complete the test. There is no cost for the course. The budget for the fiscal year is \$600 for 20 participants. Youth Council approved the stipend at their May 26th meeting and the Executive Committee approved it at their June 8th meeting. After discussion the full WIB approved the Youth Stipend Incentive Proposal. *M/S/C Steve Tuma/Jerry Muenzer.*

- G. **Partner Request:** Proposal submitted by the San Benito County Library to provide workforce services to public. The original proposal requested for 4 computers at \$1,600 each and \$1,500 for Career Development Tools totaling \$7,900. Nora Conte mentioned that they will need tables and chairs. After a lengthy discussion the board requests that Nora Conte comes back with a revised proposal that has updated verbiage including tables and chairs in the Computer price of \$1,600. The board has motioned to table the subject until the next full WIB meeting on October 12, 2010 with a revised plan and proposal.

- H. **WorkKeys:** Staff requests the approval to purchase the WorkKeys National Certificate program from the Central Coast Career Readiness Consortium (CCCRC). Budget amount is \$8,100 for a three year term. Suggestion from David Mirrione is to have a workshop with participants on how to market the certificate and to help in the success of the program, staff will meet with David. WorkKeys approved. *M/S/C Brenda Weatherly/Steven Tuma.*

- I. **Committee Updates-Programs/Planning Committee:** Staff informed members of the conversations with Doug Orlando, WID Retional Advisor, regarding the proposed nominations of San Benito County WIB Chair. For Fiscal Year 10/11 Nancy Martin has been nominated for Interim Chair. Kathy Hugh to continue as Vice Chair, Carrie Fosdick to continue as Secretary and Kendra Bobsin to continue as Treasurer. Kathy

Flores wants the Nomination Committee to work on getting additional members. Interim Chair nomination was approved. *M/S/C Brenda Weatherly/Alex Arias. Steven Tuma abstained.*

- J. **One-Stop Center Open House:** Staff sent out press releases promoting Open House. Had great success, response was good. The following input was given by the WIB members in attendance: Impressed with the different stations and the work being done. Well attended, staff was great. Nice to see workshops available.
- K. **Green Job Corps Program:** David Mirrione reported that the grant has been received from California Green Jobs program and have partnered with Gavilan College. The students planted a community garden and were taught how to grow organic produce and how to compost. The vegetables grown are picked and donated to St. Joseph's Church in Gilroy. 3 students from Hollister enrolled in program and have completed approximately 80 hours of volunteer work for Cengenta. Centenga has 100 hour internship program. Gavilan College is working with Laura Schipper to establish internships.
- L. **Community Based Job Training Grant:** Staff is working on two collaborative efforts, 1) Monterey Bay Consortium involving Community Colleges and 2) Monterey WIB. If funded CSWD is looking to provide training opportunities in the community with Allied Health, Santa Cruz County, and Cabrillo College involving more of the green and solar energy jobs. An application has been submitted and staff is waiting to hear if the collaborative has been funded, so the One-Stop Career Center can provide more services to our clients in these areas of Allied Health and Green Solar Energy.
- M. **RR Marketing Materials:** On June 29, 2010 Premier Cinemas ran both videos "San Benito Now" and "One Stop", this was open to the public.
- N. **Rapid Response Employer Roundtable:** This will be the very last Roundtable for the fiscal year. We are looking to have Congressman Sam Farr attend the Roundtable. Congressman Farr's office gave a date of August 11, 2010 and now they are pushing it out to sometime between August 23, 2010 and September 13, 2010 so they can coordinate a Town Hall meeting in San Benito County. Subjects to be discussed are green industries and manufacturing, Nancy still working on the agenda. Sylvia Jacquez to follow up with Congressman Farr's office to confirm date.
- O. **The American Recovery and Reinvestment Act of 2009 (ARRA):**
 - 1. **Adult Services:** David Montes reported on fiscal year 09/10 by stating staff is close to spending all the funds for Work Experience and On the Job Training programs. 15 contracts have been signed with the WIA ARRA and WIA OJT programs. 2 participants, who have completed their 400 hours, have been hired. 10 out of 15 contracts signed are working and finishing their 400 hours. 2 have confirmed they will be offered a permanent position. Looking at signing with California Organics for an Administrative Assistant position and Hazel Hawkins Memorial Hospital for Phlebotomy. Our goal is to get people back to work in a job that fits them and the employer. Question brought up; Is there a volunteer San

Benito County? Kathy Flores will talk to Human Resources and County Council regarding this subject.

2. **Dislocated Worker Services:** Have 32 participants enrolled. Out of the 32, 30 have completed and 2 are due to complete in September. 2 have secured employment, 1 at \$25 an hour and 1 at \$20 an hour. This month have 3 new participants starting.
 3. **Rapid Response (RR):** Zip Realty will be laying off up to 3 employees in Hollister. Staff will be sending packets to inform them of the services available to them.
 4. **Elevate America Program (Microsoft Certification):** Program has ended. 76,992 vouchers had been issued statewide. Still waiting to get stats back from Elevate America Program to get the numbers for San Benito County.
 5. **Temporary Assistance for Needy Families/Emergency Contingency Fund (TANF/EFC) Summer Youth Program:**
 - A. **TANF Summer You Employment Program:** 30 have been placed in public or private sector positions.
 - B. **Subsidized Employment Program:** 30 filled, 20 went to Gavilan College.
 - C. **Short Term Non-recurring Food Voucher Program:** 430 vouchers have been distributed to date. Each voucher is worth \$50 at the Community Food Bank. Staff is waiting for the State to approve additional funds for other services to be offered to the public.
- P. **Additional Information:**
1. **Unemployment Report:** San Benito County, unemployment went down to 17.6 % from 19.25 % in April.
 2. **Grant Update:** Due to end of the fiscal year, the report will be available at the next meeting.
 3. **One-Stop Career Center Newsletter:** The newsletter will be available at the next meeting.
 4. **Ethics Training:** Please send in your certificate.

Adjournment: The meeting adjourned at 4:51 P.M. *M/S/C Steven Tuma/ Jess Bosquez*

Next Executive Committee Meeting, September 14, 2010 at 3:00 p.m.