



SAN BENITO COUNTY

KATHRYN FLORES
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

1111 SAN FELIPE ROAD, SUITE 108 • HOLLISTER, CA 95023

(831) 637-9293 • FAX (831) 637-0996

San Benito County Workforce Investment Board (WIB)

February 8, 2011 @ 3:00 p.m.

1111 San Felipe Road, Ste 108, Hollister, CA 95023

WIB EXECUTIVE COMMITTEE

AGENDA

Executive Committee Members

Nancy Martin, Chair

Katherine Hough, Vice-Chair

Kendra Bobsin, Treasurer

Yuko Duckworth

Carrie Fosdick, Secretary

Dave Wright

Gary McIntire

- 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:**
 1. **WIB Executive Committee Minutes:** The minutes of the December 14, 2010 Executive Committee meeting are enclosed for review and approval. *Action is required.*
 2. **Full WIB Minutes:** The January 13, 2011 meeting minutes are enclosed for your information.
 - C. **WIB Membership:**
 1. **Applications received:** Will be considered for appointment to the WIB to fill the mandated public and private sector positions. *Action is required.*
 2. **Youth Employment Council (YEP):** An application was received at the January 18, 2011 Youth Employment Program (YEP) from Kevin Nitzel, Juvenile Hall Superintendent. YEP Council members approved the application for submission to the WIB for ratification and submission to the Board of Supervisors for final appointment to the YEP Council. *Action is required.*
 3. **Current WIB Vacancies:**
 - a. Private Sector= 3
 4. **CWIB Letter Regarding Composition of the Board:** Staff will share the letter and response from the California Workforce Investment Board regarding the composition of our board.

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D. **Committee Updates:**

1. **Planning Committee:** Planning Committee members and staff will provide an update on the meeting held on January 19, 2011 and receive additional feedback for the SBC Local Plan Modification for PY 2010/11.
 2. **Audit/Evaluation Committee:** Committee members will identify a day and time to meet to discuss priorities for this year.
 3. **Bylaws Committee:** Committee members will identify a day and time to meet to review the WIB Bylaws and make the necessary recommendations, if any.
 4. **The Executive Committee** will discuss the WIB's committee structure and make any recommendations if any.
- E. **WIB Strategic Planning Retreat:** Board members will review and prioritize the goals for the upcoming year.
- F. **WorkKeys:** The WorkKeys contract has been forwarded to County Counsel and County Administrative Office for final approval.
- G. **Energy Efficiency Management Program Training (West Valley College):** Staff will provide an update.
- H. **One-Stop 10-Yr Celebration:** Staff will provide an update.
- I. **Update on Grants and Collaborations Update:** Staff will update the board on the recent grants considered and/or submitted including the CalGRIP, National Emergency Grant (NEG), the Workforce Collaborative of California's Central Coast and the tri-county WIBS and partner meeting with Assembly Moning.
- J. **Econovue:** Board members will provide feedback on the Econovue presentation from last month.
- K. **State Monitoring Results/Update:**
1. The WIA Fiscal & Procurement Review Status of Unresolved Findings for program years 2004-05, 2006-07 and 2007-08 is attached for your information.
 2. The ARRA Fiscal and Procurement Review Draft Monitoring Report for Program Year 2009/10 is attached for your information and feedback. Staff is in the process of preparing a response for the February 22, 2011 deadline.

III. **Additional Information:** Any non-agenda items may be discussed at this time.

- A. **Expo & Job Fair:** The Expo & Job Fair is scheduled for May 12, 2011. Nancy and staff will provide an update.
- B. **Unemployment Report:** Report for December 2010 is included in agenda packet.

IV. **Adjournment:**

The next WIB Executive Committee meeting will be held on March 10, 2011 at 3:00 p.m.