



SAN BENITO COUNTY

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COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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San Benito County Workforce Investment Board (WIB)

May 10, 2011 @ 3:00 p.m.

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

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 was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.
 - B. **Approval of Minutes:**
 1. The minutes of the February 8, 2011 and the March 8, 2011 Executive Committee meeting are enclosed for board review and approval.
 - C. **WIB Membership:** Any applications received will be considered for appointment to the WIB to fill the mandated public and private sector positions. ***Action is required***
 1. **Term Expiration:** Steven Tuma's membership is due to expire on May 5, 2011. He has indicated his willingness to continue on the full WIB. ***Action is required***
 2. **Recruitment Efforts:** Staff will provide an update.
 3. **LWIB Membership Representation:** Attached is the current board make-up summary and the current board roster.
 4. **Current vacancies:**
 - a. Private Sector= 4
 - D. **Committee Updates:**
 1. **Planning Committee:**
 - a. **Grant Applications:** Staff will provide an update.
 - b. **Strategic Planning Retreat:** Results of the Strategic Planning Retreat will be discussed.
 - c. **Local Plan Modification PY 2011-2012:** Enclosed is the Draft Directive for the 2011-2012 Local Plan Modification. Staff will provide an update.

COMMUNITY ACTION BOARD & WORKFORCE INVESTMENT BOARD
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2. **Audit/Evaluation Committee:**
 3. **Bylaws Committee:**
 4. **Executive Committee:** Continue discussion on the development of sub-committees. Suggested were: Outreach and Membership, Green Jobs, Agriculture, and Allied Health Committees.
 5. **Youth Council:** Council members will provide an update.
- E. **Fiscal and Procurement Monitoring Visit:** EDD is scheduled to conduct a fiscal and procurement monitoring visit the week of June 20-24, 2011.
 - F. **WorkKeys:** Staff will provide an update on the training.
 - G. **Expo & Job Fair:** Nancy Martin will provide an update.
 - H. **Water Industry Grant:** Gavilan College received the grant and the curriculum should be in place this fall. Classes should be available next spring. Training is being conducted on a regional basis.
 - I. **CDBG Funds:** Staff will provide an update on the various funds for transportation, rent, utility, vehicle repair, child care.
- III. **Additional Information:**
- A. **Unemployment Report:** The unemployment report is enclosed for your information.
 - B. **WIB Informational Orientation:** A WIB Informational Orientation has been scheduled for June 14 at 4:00 p.m.
- IV. **Adjournment:**
- Next Executive Committee meeting will be held on June 14, 2011 at 3:00 p.m.**