



SAN BENITO COUNTY

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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

MINUTES

Present: Esequiel Arrizon, Kendra Bobsin, Yuko Duckworth, Carrie Fosdick, Nancy Martin, Gary McIntire

Absent: Katherine Hough, Dave Wright

Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Guests: Alicia Cornick

Chair, Nancy Martin, called the meeting to order at: 3:07 P.M.

I. **Public Comment Period:** No public comments were received. Nancy Martin introduced Alicia Cornick, summer intern for the Economic Development Corporation and stated that she attends Redlands University and is an Economics Major. Nancy is excited to have her on board just in time for the Expo/Job Fair.

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 February 8, 2011 and the March 8, 2011 Executive Committee meeting were approved as presented. *M/S/C* Gary McIntire/Kendra Bobsin.*

C. **WIB Membership:** No applications were received to be considered for appointment to the WIB to fill the mandated public and private sector positions.

1. **Term Expiration:** Steven Tuma's membership expired on May 5, 2011. He has indicated his willingness to continue on the full WIB. After discussion the Executive Committee approved forwarding a request for reappointment of Steven Tuma to the Board of Supervisors for final approval and reappointment to the full WIB. *M/S/C Kendra Bobsin/Gary McIntire.*

2. **Recruitment Efforts:** Discuss under Item D.1.B

3. **LWIB Membership Representation:** Attached is the current board make-up summary and the current board roster. The Roster was submitted to State and currently the WIB is out of compliance as there are four (4) vacant positions under the public sector membership.

* Motion/Second/Concur

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4. **Current vacancies:** Private Sector= 4
- D. **Committee Updates:**
 1. **Planning Committee:**
 - a. **Grant Applications:** Staff provided an update.
 - 1) **New Start:** Enrique Arreola reported on the California New Start, State funding to assist parolees with employment job search & training. CSWD is interested in applying for \$100,000 for a one-year period.
 - 2) **National Emergency Grant:** This grant is for \$400,000 to provide training in San Benito County. There is no restriction on what types of training clients can be trained in as they as the training courses fall under authorized Eligible Training Provider list. Staff has not received noticed on the release of funds. Nancy Martin reported on local training that was provided recently. EDC is working on bringing more training on green energy and can provide trainings locally if anyone is interested. Discussed the need for certification courses to give clients the extra edge. Example, forklift certification. One-Stop Career Center can assist with certifications, however; if WIA funding is utilized clients will need to go through the eligibility process. CSWD Staff will check to see if CET offers forklift certification and will report back next month.
 - 3) **Workforce of California Central Collaborative:** H-1B Technical Skills Training Grant Awards: The grants were awarded to local communities to provide high-level training to employed and unemployed workers for jobs in occupations where skills shortages exist. H-1B Technical Skills Training grants are supported by user fees paid by employers seeking high skilled foreign workers under the H-1B visa program. The goal of the training grants is to prepare Americans for these same high skill jobs, reducing the dependence on foreign labor. Staff will have follow-up discussion next week to see if SBC should pursue the funding.
 - 4) **TriCounty WIB:** Allied Health.
 - 5) **Community Foundation Award:** CSWD received \$16,500 from the Community Foundation to provide a small summer youth program which will serve about 13 youth for approximately 30 hours/week. The plan is to leverage services with WIA funding.
 2. **Strategic Planning Retreat:** Results of the Strategic Planning Retreat will be discussed. Members reviewed the survey and provided input on revisions. Andi Anderson will make the discussed changes and once completed, the survey will be e-mailed to all full WIB members with a cover letter and a completion period of one week.
 3. **Local Plan Modification PY 2011-2012:** Enclosed is the Draft Directive for the 2011-2012 Local Plan Modification. The local plan discussed 2 months ago was for this fiscal year (2010-2011). The State indicated if nothing has changed it doesn't need to be resubmitted. A thirty (30) day Public comment period is going out on 13th. After the public comment period, the draft will need to go before the BOS. The State may release the final notice with an extended due date, however; Enrique stated the due date is unrealistic and the plan is aggressive with a new format which is quite extensive. Staff will require time and dedication in order to complete it on time. There are a lot of commonalities and partnership is in discussion. Normally when the Local Plan modification is submitted the State is a year behind but this time we will be creating the plan for next year

- a. **Audit/Evaluation Committee:** no update
- b. **Bylaws Committee:** No update
- 4. **Executive Committee:** Continue discussion on the development of sub-committees. Suggested were: Outreach and Membership, Green Jobs, Agriculture, and Allied Health Committees. Discussed under Item D2.
- 5. **Youth Council:** The next meeting is Tuesday, May 16, 2011. At the meeting they will discuss the need to have a retreat and orientation for new members will need to take place. Staff is working on recruitment efforts. Executive Committee members also held discussion on funding for youth on probation.
- E. **Fiscal and Procurement Monitoring Visit:** EDD is scheduled to conduct a yearly fiscal and procurement monitoring visit the week of June 20-24, 2011. The last audit identified some fiscal items that have been resolved. Staff will keep the board updated.
- F. **WorkKeys:** The program has been purchased and training will be provided to staff and partners next week at the One-Stop and is expected to be 4 hours long. About 20 individuals are scheduled to take the training.
- G. **Expo & Job Fair:** Nancy Martin provided an update. The Expo/Job Fair is scheduled for Thursday, May 12, 2011. 2pm -7pm. Hollister Hills, Electronic cars. Etc. There are 23 prospective employers scheduled for the job fair. This year you can purchase from the vendors.
- H. **Community Development Block Grant (CDBG) 10% Set-Aside Funds:** Enrique Arreola provided an update on the 10% Set-Aside funds of \$40,000 for individuals who are attending training and job search. These funds will be utilized for work supplies, professional clothing, gas cards, rent/hotel, utility assistance, vehicle repair and child care. Staff is currently accepting applications and conducting eligibility.

III. **Additional Information:**

- A. **Water Industry Grant:** Gavilan College received the grant and the curriculum should be in place this fall. Training is being conducted on a regional basis and Gavilan College is looking to bring clean energy classes to Hollister.
- B. **Unemployment Report:** The unemployment report was enclosed in the agenda packet.
- C. **WIB Informational Orientation:** A WIB Informational Orientation has been scheduled for June 14, 2011 at 4:00 P.M. for new and existing board members.
- D. **Rapid Response:** Enrique Arreola was invited to a Rapid Response regional meeting but because of committee meeting he will not be able to attend. If any board members are interested in attending they are held in Santa Cruz or Capitola on a quarterly basis. Nancy Martin is interested in attending future meetings.

IV. **Adjournment:** *M/S/C Gary McIntire/Kendra Bobsin 4:06 P.M.*

Next Executive Committee meeting will be held on June 14, 2011 at 3:00 p.m.