

**San Benito County Workforce Investment Board (WIB)**  
**July 12 2011 @ 3:00 p.m.**  
**1111 San Felipe Road, Ste 108, Hollister, CA 95023**

**FULL WIB**

**MINUTES**

**Present:** Anthony Evans, Carrie Fosdick, Connie Herndon, Kathy Hough, Gary McIntire, Jerry Muenzer, Soila Rojas, Sylvia Sanchez, David Wright, Kristi Alarid, Warren Barry, Kendra Bobsin, Todd Farr, Kathy Flores, Nancy Martin, Steven Tuma, Brenda Weatherly

**Absent:** **Excused:** Alex Arias, Esequiel Arrizon, Jess Bosquez, Sherrean Carr, Yuko Duckworth, Mimi Laurent

**Unexcused:** Donald Dixon, Angie Trujillo,

**Staff:** Andi Anderson, Enrique Arreola, Sylvia Jacquez

**Guests:** Terry Newman

**Board Member, David Wright, called the meeting to order at 3:03 P.M.**

**I Public Comment Period:** Introductions were made by everyone present..

**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 January and April, 2011 full WIB meeting minutes were approved as presented. *Jerry M/S/C Munezer/Steven Tuna*
2. The minutes of the May, 2011 Executive Committee meeting are enclosed for board information.

C. **WIB Membership:**

1. **New Member Application:** An application was received from Barb Montag, Account Executive, Nelson Staffing, as a private sector representative. After discussion the full WIB approved the application of Barb Montag be forwarded to the Board of Supervisors for appointment to the full WIB. *M/S/C Brenda Weatherly/Kathy Flores.*
2. **Re-Appointment:** The term of Board member Warren Barry from the Public Sector-Labor Union Representative is due to expire on 09/09/11. Mr. Barry indicated he will renew his membership for another three-year term. *M/S/C Brenda Weatherly/Kendra Bobsin.*
3. **Current vacancies:** Private Sector= 4. Please forward any possible candidates to CSWD staff. Letters were sent to Greg Swett of the Farm Labor Bureau, Shiela Stevens owner of She's & the Knife & Fork and Mark Matusek from Electro Alliance.

D. **Committee Updates:**

1. **Executive Committee:**



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DIRECTOR

## Health & Human Services Agency

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- a) Discussion to continue on the development of the WIB goals and sub-committees per the survey results; Attached is a copy of the on-line survey results. Enrique Arreola recommended the Planning Committee meet to review the survey and set goals for the next few years. Kathy Hough & Enrique Arreola will set up a date and report back to the board.
  - b) The slate of officers for program year 2011/2012 was presented and approved by the full WIB: *M/S/C Kathy Flores, Gary McIntire*
    - 1) *Nancy Martin, Chair*
    - 2) *Kathy Hough, Co-Chair*
    - 3) *Kendra Bobsin, Treasurer*
    - 4) *Carrie Fosdick, Secretary.*
2. **Planning Committee: Local Plan Modification PY 2011-2012:** Enrique Arreola explained the guidelines and stated the Local Plan Modification was completed and mailed out before the June 30, 2011 deadline; however, the full WIB still needed to approve the action for forwarding to the Board of Supervisor's for final approval which will take place on July 26, 2011. *M/S/C Steven Tuma/David Wright.*
3. **Youth Employment Program (YEP) Council:** David Wright provided an update on the YEP Council Retreat held on July 11, 2011. David stated that it was an interesting and well focused workshop, facilitated by MariaElena from Watsonville. Looked at accomplishments and awards and realized how many there actually were. Big block is funding and discussed grant requests to assist with funding. Discussed Gaps and assigned ownership to components of making the YEP work. Committee members have a better understanding of their role and responsibility and how to earmark funds to target special groups. Discussed the amount of funds and the decreases throughout the years. The facilitator was free through the Employment Training Center. We should have notes by the end of the week. At next weeks YEP Council meeting they will outline goals for moving forward.
- E. **Workforce Collaborative of California's Central Coast (WCCCC) MOU:** The intent of the WCCCC MOU is to pursue opportunities that ensure effective and efficient delivery of employment and training services to the six county regions. Enrique Arreola stated during last year we have been unofficial member. True intent is to seek funding resources of the entire region with the goal of securing funding for local areas. The MOU has been reviewed by County Council. After discussion the full WIB approved the MOU with WCCCC. *M/S/C Todd Farr/Gary McIntere .*
- F. **August, 2011 Meeting:** After discussion the full WIB approved the cancellation of the August 2011 full WIB meeting. *M/S/C Steven Tuma/Brenda Weatherly.*

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- G. **Fiscal and Procurement Monitoring Visit:** Staff provided an update on the Compliance Review Division which conducted a yearly fiscal and procurement monitoring visit the week of June 20-24, 2011. There were a few findings and staff is waiting for final report. See One-Stop notes. Pat McCabe former accountant was hired to help fiscal catch up and to train the new staff. Staff provided an update on the Compliance Review Division which conducted a yearly fiscal and procurement monitoring visit the week of June 20-24, 2011. Went better than Enrique Arreola anticipated. CSWD is no longer on cash holdout. Staff is responding to findings and official letter to determine corrective action
- H. **ARRA Fiscal & Procurement Program Review PY 2009-2010:** Attached is the Final Fiscal & Procurement Monitoring Response submitted to the State Compliance Review Division (CRD) for your information.
- I. **2011 CWA Meeting of the Minds Conference:** Staff requests participation of a WIB member along with Deputy Director to attend this year's conference on September 6-8, 2011 in Monterey, CA. Nancy and Enrique attended last year and it was very interesting and informative. Enrique Arreola will attend and an invitation was extended to the WIB for anyone who wishes to attend to notify staff and one WIB member will be selected to attend. Andi to send CWA information to all WIB members.
- J. **SB 776:** Staff will provide an update. Attached is information on the bill. See One-Stop Notes. Enrique Arreola explained the bill and its intent for percentage of funding to be dedicated to training. 50% would take away capacity away from running One-Stop Centers. The bill was amended and it was modified to 40%. Proposing making changes over the course of 4 years at 20% per year. Still in negotiations. Staff will keep you abreast. The 40% would have to cover facilities & staff, all other funds would go to training.
- K. **WIA Formula Allocations:** Staff will provide an update on the WIA Formula Allocations for PY 2011-12. for information. Enrique Arreola explained that we received funding that was not anticipated and therefore CSWD didn't have to lay off staff as expected.
- L. **WorkKeys:** Staff will provide an update on the status of the additional contract with ACT Inc. to provide the WorkKeys<sup>®</sup> Internet-Based Assessment System. See one-stop notes. No additional fees just wording of the agreement.
- M. **Grant Applications:** Staff will provide updates on:
1. **National Emergency Grant (NEG):** The US Department of Labor (DOL) has recently announced the NEG application being awarded to the South Bay Workforce Investment Consortium for \$45 million. As a member of this consortium, SBC's

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- share of \$448,000 will be used to provide training and placement services to dislocated workers in San Benito County. See one-stop notes.
2. **Community Foundation Award**: Staff will provide an update on the \$16,500 funds from the Community Foundation to provide a small summer youth program. See one-stop notes. Started July 5<sup>th</sup>. 13 youth enrolled. Expected to end August 5<sup>th</sup>.
  3. **CA New Start Funding**: The State did not approve our request to assist parolees with training and placement services. Attached is a letter from CWIB. County does not qualify because of lack of number of parolees.

### III **Additional Information:**

- A. **Water Industry Grant**: Gavilan College is conducting the Gav H2O Water Industry Train-the-Trainer course starting on August 20, 2011. See attached flyer. Terry Newman reported on the Water Industry training program. Received an extension on the funds. 1<sup>st</sup> & 2<sup>nd</sup> round of curriculum completed. In fee based program they have been conducting out reach and Train the Trainer programs. Classes to begin in August. Will be conducting classes here Hollister in the fall.
- B. **Energy Upgrade CA Contractor Training**: Ecology Action is conducting a training for Contractors to become certified in the Green Building Industry. See attached flyer. CSWD was approached to assist Ecology Action to conduct a training. Orientation is being held on Thursday. Working on conducting more training in Hollister.
- C. **Unemployment Report**: The unemployment report for May is enclosed. Will be conducting a Census Workshop will assist and train organizations how to obtain and access information from the Census website. Free Training. August 23, or 24<sup>th</sup> at the Vets Hall. Communication will be sent out via e-mail.
- D. **One-Stop Newsletter**: To be distributed at the meeting.

### IV **Adjournment:** Steven Tuma/Jerry Muenzer.

**Next full WIB meeting will be held on October 11, 2011 at 3:00 p.m.**

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