



**SAN BENITO COUNTY**  
**Health & Human Services Agency**

TRACEY BELTON  
INTERIM DIRECTOR

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT  
1111 SAN FELIPE ROAD, SUITE 107 • HOLLISTER, CA 95023  
(831) 637-9293 • FAX (831) 637-0996

**San Benito County Workforce Development Board (WDB)**  
**Grillin & Chillin Ale House, 401 McCray St, Suite B24**  
**Hollister, CA 95023**

**June 11, 2019 @ 3:00 P.M.**

**Executive Committee Meeting**

**AGENDA**

**FOR THE HEALTH AND SAFETY OF STAFF & GUESTS, ALL MEETINGS ARE FRAGRANCE FREE**

**I. GENERAL INFORMATION:**

A. **Public Comment Period:** Guests may introduce themselves and request to comment on any non-agenda items. Time is limited to three (3) minutes per guest unless the board determines that more time is needed.

**II. Regular Agenda:**

A. **Roll Call:** Roll will be taken to determine excused absences for attendance requirements. .

B. **Meeting Minutes:**

1. **Executive Committee:** The May 14, 2019 Ex Com minutes are **enclosed** for review and approval.
2. **Full WDB:** The January 8, 2019 and April 9, 2019 full WDB meeting minutes are **enclosed** for board info and will be tabled to the full WDB meeting in July for action.

**III. CONSENT AGENDA:** Items as a whole will be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items:.

A. **Board Announcements:**

B. **WIOA Allocations:** **Enclosed** for board information are the WIOA allocations for PY 2019-2020 and PY 2018-2019.

C. **Workforce Services Directives and Information Notices:** The most recent Workforce Services Directives [WSD18-13-14](#) and Information Notices [WSIN 18-33 thru 18-38](#) are **enclosed**.

D. **Unemployment:** The Unemployment Report for April 2019 was **enclosed**.

E. **Budget Expenditure Report:** **Enclosed** for your information.

F. **Lay-Off Aversion Services and Rapid Response Report:** **Enclosed** is the report for May 2019.

G. **Board Membership:** Any applications received will be reviewed for appointment to the board. The current vacancies are: Business Representatives (4).

**IV. DISCUSSION/ACTION ITEMS:**

A. **Meeting of the Minds Monterey:** Scheduled for September 1-5, 2019. Staff is requesting approval to send up to 4 staff and board members to this conference. Early Bird Member-\$600.00, rate ends Saturday, July 20, 2019 <https://calworkforce.org/mmm-registration/>  
**Action Required.**

- B. **AB1111 Breaking Barriers to Employment Initiative**: The Breaking Barriers to Employment Initiative is intended to supplement existing workforce and education programs by providing services to ensure the success of individuals either preparing to enter or already enrolled in workforce and education programs. The CWDB is issuing a request for Letters of Intent to Apply. <https://cwdb.ca.gov/ab1111/>. *Action Required*
- C. **Prison 2 Employment (P2E) Grant**: Staff will provide an update on discussion held with the Probation Department on their needs and discussed possible funding. Staff requests direction from the board on whether AJCC should submit a letter of intent. *Action Required*
- D. **WIOA Memorandums Of Understanding (MOU)**: Staff will provide an update on the [WSD18-12](#) Directive released April 30, 2019 indicating the need to update the MOUs. The MOU is due to the State on June 30, 2019.
- E. **Website**: The revamped website was launched on May 10, 2019. Any updates or additional recommendations may be sent to Sylvia Jacquez.
- F. **Extension of Approval to Act as Career Service Provider**: A letter indicating approval for the Local Workforce Area to continue to act as the WIOA Adult and Dislocated Worker Career Service Provider has been extended through June 30, 2021 is **enclosed** for board information.
- G. **Second Chance Event**: Save the Date for July 16, 2019 for the Second Chance Reentry program: <https://www.secondchanceprogram.org/>
- H. **Committee Updates**: Updates may be provided on the following committees:
  1. **Audit Committee** A Fiscal and Procurement review is scheduled for the week of June 10, 2019.
  2. **Ag Committee**: A meeting was scheduled for June 25 2:30 P.M. at Mars Hill.
  3. **Bylaws Committee**:The Bylaws committee needs to meet for the annual review. Possibly change bylaws to add the new location.
  4. **Youth Committee**: Committee members may provide an update.
  5. **Membership Committee**: The membership committee will need to meet to strategize the recruitment of new members.
  6. **Nominating Committee**: The Nominating Committee will need to meet to come up with the slate of officer to present at the July meeting for the new fiscal year.
- IV. **Additional Information**:
  - A. **California Manufacturing Technology Consulting**: Kristina Chavez Wyatt will give a presentation at the July meeting.
- V. **Adjournment**:

The next Full Board meeting is scheduled on July 9, 2019, Ste. 205 at 3 P.M. at 1161 San Felipe Road, Hollister, CA 95023



**San Benito County Workforce Development Board (WDB)**  
**1111 San Felipe Road, Suite 107 \* Hollister, CA 95023**

**May 14, 2019 @ 3:00 P.M.**

**Executive Committee Meeting**

**MINUTES**

**FOR THE HEALTH AND SAFETY OF STAFF & GUESTS, ALL MEETINGS ARE FRAGRANCE FREE**

Present: Chuck Frowein, Karen Para, Richard Perez, Kristina Chavez Wyatt  
Absent: Tracey Belton, Richard Bianchi, Kendra Bobsin  
Guests: Gabriel Torres  
Staff: Andi Anderson, Ruby Soto

Co-Chair, Richard Perez, called the meeting to order at 3:00 P.M.

I. **GENERAL INFORMATION:**

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

II. **Regular Agenda:**

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. .

B. **Meeting Minutes:**

1. **Executive Committee:** Due to the February 12, 2019 and the March 9, 2019 meeting cancellations, the December 11, 2018 Executive Committee minutes were approved as presented. *M/S/C Karen Para/Kristina Para.*
2. **Full WDB:** The January 8, 2019 and April 9, 2019 full WDB meeting minutes are **enclosed** for board info and will be tabled to the full WDB meeting in July for action.

III. **CONSENT AGENDA:** Items as a whole will be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items: *M/S/C Karen Para/Chuck Frowein.*

A. **Board Announcements:**

B. **Workforce Services Directives and Information Notices:** There were no new summaries for the most recent Workforce Services Directives except WSD 18-12 which is a discussion item this month. Information Notices [WSIN 18-31 thru 18-33](#) are enclosed.

C. **Unemployment:** The Unemployment Report for March 2019 was enclosed.

D. **Budget Expenditure Report:** **Enclosed** for your information.

IV. **DISCUSSION/ACTION ITEMS:**

A. **Lay-Off Aversion Services and Rapid Response Report:** **Enclosed** was the Report for May 2019. Kristina pulled this item for discussion and asked questions on recruitment and services for board members. Discussed was creating a central location for all employers to post jobs and assist with recruitments. It was requested at the last meeting that if staff learns of large employers closing their doors that the WDB would meet with them to let them know about

the services available to them. There is also an opportunity to let employers know about services when they pay taxes.

- B. **WIOA Memorandums Of Understanding (MOU): WSD18-12** Directive was released April 30, 2019 indicating the need to update the MOUs. The MOU time line, Required Partners and MOU Content were **enclosed**. MOU is due to the State on June 30, 2019. Gabriel Torres stated is this is an update. The only difference is there was an Infrastructure Funding Agreement (IFA) MOU Phase I & II, this is now for the local area Two docs one submittal requiring separate signatures. The purpose is the MOU is 3year period the IFA requires annual review. Gabriel Torres indicated the local JobCorp Center Directors have been authorized to sign the MOU.
- C. **Website:** The revamped website was launched on May 10, 2019. Any updates or additional recommendations may be sent to Sylvia Jacquez. One issue noted is that there is no link for employers to post positions on CalJOBS, and if there is where is it located? The link for Employers is opens to a video for GeoSolutions. Will local employers be able to post their local announcements on the website and add a link to staff who are assisting with the CalJobs postings? Also discussed was looking into the purchase [sanbenitojobs.com/org](http://sanbenitojobs.com/org), etc. Discussed using layoff aversion funds for Outreach to make a video to promote services. Regional advisor indicated this is possible. It was also suggested that a search engine optimization with key words be set up. On the website Ca Manufacturing Technology should be “Consulting”.
- D. **Board Membership:** Applications received will be reviewed for appointment to the board. The current vacancies are: Business Representatives (3).
1. **New Applications:** The **enclosed** application was received from Tracey Belton to fill the vacancy of James Rydingsword. After discussion the application of Tracey Belton was approved and will be forwarded to the BOS for final appointment. *M/S/C Kristina Chavez Wyatt/Karen Para .*
- E. **Regional Business Services/Prison 2 Employment (P2E) Agreement Modification #2:** The agreement is being increased to include Prison to Employment P2E. **Enclosed** was the amendment for board review. An RFP was released on April 23, 2019 for the P2E implementation process with a due date of May 8, 2019. There were no submissions. There is no choice but to operate as the County. Staff met with Renee Hankla from the Probation Department, Community Transitions Center (CTC) and she stated that they will be hiring a case manager for this population. They will be posting the vacancy in a few months. Discussed was having another conversation with Rene on how the funds can be appropriated as and to establish a partnership. Gavilan College also has services at the CTC Yolanda Leon was hired at CSWD and is looking to see if it is possible to hire a temp staff to assist Whole Person Care (WPC) to work with this demographic. Staff will also connect with Goodwill. The County jail has their own funds for vocational training. Revisit working with Victor Gomez who is on the board at Goodwill and bringing them to SBC. The problem is not getting those in transition employment; the issue is social skills, behavioral health, soft skills, etc. There is a need a for life skills coach, because until the underlying issues are dealt with recidivism continues. Yolanda Leon will present at the next meeting. Teen Challenge has contacted our county to see if there is a way to bring their services to SBC. Also discussed was whether or not the WDB could help to develop a job description/work plan for the \$25,000 for the temporary worker? Motion to approve the modification as presented. *M/S/C Karen Para/Chuck Frowein.*
- F. **Regional and Local Plans PY 17-21 – Two Year Modification:** Staff provided an update on the Regional and Local Plan modifications which were submitted to the State by March 15,

2019. Both plans were provided via a [link](#) due to the size of the documents. WDB approved the Local and Regional Plan modification. *M/S/C Kristina/Karen*

G. **Local Area Designation and Local Board Certification for PY 2019/21:** The local area designation and board certification are due to the State by May 30, 2019. **Enclosed** was the application staff will be completing. After discussion the board approved the submission of the Local Area Designation and Local Board Certification. *M/S/C Karen Para/Kristina Chavez Wyatt.*

H. **Second Chance Event:** Staff will send a Save the Date invitation to all board members once the date has been confirmed with the organizer. Tentative date is scheduled for July 16, 2019.

I. **Committee Updates:** Updates may be provided on the following committees:

1. **Audit Committee** A Fiscal and Procurement review is scheduled for the week of June 10, 2019.

2. **Ag Committee:** The Ag Committee met on May 8, 2019 and requested discussion on the [Beginning Farmer Rancher Program](#). Richard Perez reported on the project to enhance the local Ag and the possible partnership with Gavilan College. There will be a chance to apply in February 2019 and the WDB is interested in applying for the funds meeting with Randy Brown in to discuss program needs. A meeting was scheduled for June 25 2:30 P.M. at Mars Hill. Invite Mindy Sotelo from Farm Bureau.

3. **Bylaws Committee:** The Bylaws committee needs to meet for the annual review. Possibly change bylaws to add the new location.

4. **Youth Committee:** Richard Perez is working with San Andreas youth on a gardening project. The goal is to promote the program through the summer to have youth participate. Also discussed bringing in hospitality and training youth in that area. Chuck is working with Mike Fisher teaching youth culinary and hospitality to include farm to table occupations. Looking at legalities of hiring youth in facilities serving alcohol. There is a huge need for hospitality and back of the house staff. It was suggested that invites be sent out to any hospitality meetings to Gavilan College, Chamber of Commerce and CSUMB.

5. **Membership Committee:** The membership committee will need to meet to strategize the recruitment of new members due to previous members no longer serving on the board. Staff is working to identify new members as well. Need someone from manufacturing, PacSci, TechNova, etc. Kristina willing to host a lunch to invite them to give a presentation on the WDB.

IV. **Additional Information:**

A. **AB124 Ethics Training:** Individuals needing to complete the ethics training have been notified.

B. **Form 700:** Reminder that it is time to submit your annual Form 700. The deadline was April 15<sup>th</sup> deadline.

C. **Next meeting location:** Have the next meeting at Grillin & Chillin make sure we are compliant with Brown Act.

D. **California Manufacturing Technology Consulting:** Kristina Chavez Wyatt will give a presentation at the July meeting.

V. **Adjournment:** *M/S/C Karen Para/Chuck Forwein 4:36 P.M.*

The next Executive Committee is scheduled for June 11, 2019, Ste. 107 at 3 P.M. at Grillin & Chillin Ale House, 401 McCray St, Suite B24, Hollister, CA 95023

The next Full Board meeting is scheduled on July 9, 2019, Ste. 205 at 3 P.M.



San Benito County Workforce Development Board (WDB)  
**1111 San Felipe Road, Suite 207 \* Hollister, CA 95023**  
January 8, 2019 @ 3:00 P.M.  
Full Board Meeting  
MINUTES

**FOR THE HEALTH AND SAFETY OF STAFF & GUESTS, ALL MEETINGS ARE FRAGRANCE FREE**

- Present: Kendra Bobsin, Randy Brown, Kristina Chavez Wyatt, Karen Para, Richard Perez, Jose Rodriguez, James Rydingsword
- Absent: **Excused:** Kristi Alarid, Richard Bianchi, Duane Bradford, Carrie Fosdick, Al Gonzalez, Andy Hartman
- Guests: Darlene Boyd, Nima Chhay, Jim Gillio, Patricia Guerrero, Gary Knight, Nelson Leonor
- Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez

Vice-Chair, Richard Perez, called the meeting to order at 3:05 P.M.

I. **GENERAL INFORMATION:**

- A. **Public Comment Period:** Introductions were made by everyone present.
- B. **Guest Speakers Department of Industrial Relations:** Alicia Sibaja wasn't able to make the meeting. Gary Knight attended in here place along with Patricia Guerrero, Apprenticeship Consultants, from the Department of Industrial Relations. Gary presented on the Division of Apprenticeship Standards (DAS) which provides consultative services for apprenticeship program sponsor; promotes and develops training standards in occupations and industries, the benefits of apprenticeships both to the employer and employee, how to start an apprenticeship program, and where employers get funding for training programs. Q&A session provided as well. Staff will provide contact information to board members should they have additional questions. Also discussed was Ag Tech, as there is currently a grant which will be released in the near future. [www.Dir.ca.gov/DAS](http://www.Dir.ca.gov/DAS). Discussed pre-apprenticeship programs as a way to determine who will follow through with completing the training. [www.Onetonline.org](http://www.Onetonline.org).
- C. **Success Stories:** Sylvia presented success stories. Get from staff.

II. **Regular Agenda:**

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.
- B. **Meeting Minutes:**
1. **Full WDB:** The October 9, 2018 full WDB meeting minutes were enclosed and approved by the full WDB. *M/S/C Richard Perez/Kristina Chavez Wyatt.*

2. **Executive Committee**: Draft December 11, 2018 Executive Committee meeting minutes are enclosed for information.

III. **CONSENT AGENDA**: *M/S/C Kendra Bobsin/Randy Brown*

- A. **Board Announcements**:
- B. **Rapid Response and Lay-Off Aversion Services**: Enclosed was the Layoff Aversion Activities Report for December 2018.
- C. **Workforce Services Directives and Information Notices**: Enclosed were summaries for the most recent Workforce Services Directives [WSD 18-07 thru 18-08](#) and Information Notices [WSIN 18-11 thru 18-18](#). Please click hyperlink to read full description.
- D. **Unemployment**: The Unemployment Report for November, 2018 was enclosed.
- E. **Budget Expenditure Report**: Enclosed for your information.

IV. **DISCUSSION/ACTION ITEMS**:

- A. **Website**: Antonio Mendez/IT presented the latest website for board review and feedback. All board members were asked to have their photo and bio in by Friday, January 11, 2019. The final site name will remain sbcjobs.org.
- B. **Board Membership**: Applications received were reviewed for appointment to the board. The current vacancies are: Business Representatives (4).
  1. An Application was received from Chuck Frowein for appointment to the WDB to fill a vacancy for the Private Sector. After discussion the full WDB approved the application of Chuck Frowein to be forwarded the Board of Supervisors (BOS) for final appointment to the full WDB for a 3-year term. *M/S/C Karen Para/Kendra Bobsin*
  2. An Application was received from Nelson Leonor for appointment to the WDB to fill a vacancy for the Public Sector, a mandated position, to fill the vacancy of EDD Supervisor James Dion. After discussion the full WDB approved the application of Nelson Leonor to be forwarded the Board of Supervisors (BOS) for final appointment to the full WDB for a 3-year term. *M/S/C Karen Para/Kendra Bobsin.*
  3. An application was received from Judith Munter, for WDB approval and appointment to the Youth Committee. After discussion the full WDB approved the application of Judith Munter for appointment to the Youth Committee. *M/S/C Karen Para/Kendra.*
- C. **Election of Officers**: The Nominating Committee presented the slate of officers for the current fiscal year at the July meeting. There is a need to fill the vacancy for the Executive Committee replacing Albert Orosco, Private Sector Rep. A motion was made to nominate to have Chuck Forwein pending BOS approval. *M/S/C Karen Para/Kristina Chavez Wyatt.*
- D. **Individual Training Account (ITA) Policy**: Enclosed was the ITA Policy for board review and approval. After discussion, the full WDB approved to increase the ITA Cap from \$4,000 to \$5,000. *M/S/C Kendra Bobsin/Karen Para, Randy Brown abstained.*
- E. **Limited English Proficiency (LEP) Policy**: Enclosed was the LEP Policy for board review and approval. Staff indicated this is a mandatory policy and after discussion the full WDB approved the staff recommendation on the policy. *M/S/C Kristina Chavez Wyatt/Karen Para.*
- F. **Regional Business Services Agreement Modification #1**: Attached was the Modification #1 for the Regional Business Services Agreement to provide regional business engagement strategies and planning activities for the Prison to Employment grant. Enrique Arreola provided information on incorporation of the plan strategies. After discussion the full WDB to approved the modification as presented. *M/S/C Randy Brown/Kristina Chavez Wyatt.*
- G. **Prison to Employment Initiative Planning Grant**: Staff provided an update on the Prison to Employment Grant. The RFP was released last week and is due \_\_\_\_\_. Staff will report

next month on the hiring of a consultant. Nelson Leonor stated he has contacts if needed for programs such as this.

- H. **Regional and Local Plans PY 17-21 – Two Year Modification**: Staff provided an update on the Regional and Local Plan modifications due to the State by March 15, 2019. Goal is to have a solid draft by the end of the month and then have a 30-day public hearing. The final is due in August 2019.
- I. **Youth Request for Proposal (RFP)**: Staff provided an update on the development of the Youth RFP. AJCC is required to solicit an RFP once every 3 years. Staff received direction on the RFP and the requirements for the provider. A presentation will be provided at the April meeting.
- J. **Lease of AJCC Facility**: Staff provided an update on the leasing of the AJCC facility and subleasing to EDD. CSWD has taken over the lease for suite 107. There are multiple partners housed within the agency as well as EDD staff.
- K. **Committee Updates**: Updates may be provided on the following committees:
  - 1. **Audit Committee**: Staff is still waiting to receive the Fiscal & Procurement Review Report to be issued by the State, the report is from last year. The Program Monitoring has been scheduled from January 28-February 1, 2019.
  - 2. **Ag Committee**: The Ag Committee needs to convene a meeting to discuss a new program model to see if training can be offered to meet the local agricultural needs. Staff was directed to set a calendar event. Staff requests that the committee provide direction on how to proceed. Enrique provided a suggestion on how to schedule the committee meetings on a more regular basis.
  - 3. **Youth Committee**: Committee members will provide an update on recruitment efforts and current activities. Richard Perez discussed several topics; youth employment. The process is under way and once committee positions are filled they will move forward.
  - 4. **Membership Committee**: Committee members updated the board on efforts made to recruit new board members. Good job on the 3 applications received.
- IV. **Additional Information**:
  - A. **AB124 Ethics Training**: Individuals needing to complete the ethics training have been notified.
  - B. **Form 700**: Reminder that it is time to submit you annual Form 700.
  - C. **Jim Gillio**: Attended the meeting today and wanted to thank all of the board members for their services.
- V. **Adjournment**: *M/S/C Kristina Chavez Wyatt/Jim Rydingsword 4:35 P.M.*

The next Ex Committee is scheduled for February 12, 2019, Ste. 107 at 3 P.M.

The next Full Board meeting is scheduled on April 9, 2019, Ste. 208– 3 P.M.





**San Benito County Workforce Development Board (WDB)**  
**1111 San Felipe Road, Suite 205 \* Hollister, CA 95023**

**April 9, 2019 @ 3:00 P.M.**

**Full Workforce Development Meeting**

**MINUTES**

**FOR THE HEALTH AND SAFETY OF STAFF & GUESTS, ALL MEETINGS ARE FRAGRANCE FREE**

**Present:** Duane Bradford, Randy Brown, Kristina Chavez Wyatt, Andy Hartman, Nelson Leonor, Karen Para, Richard Perez Sr.  
**Absent:** *Excused:* Kristi Alarid, Richard Bianchi, Kendra Bobsin, Chuck Frowein, Al Gonzalez Jr., Jose Rodriquez,  
*Un-Excused:* Joe Giacalone  
**Guests:** Tracey Belton  
**Staff:** Enrique Arreola, Sylvia Jacquez

Secretary, Karen Para called the meeting to order at 3:07 p.m.

I. **GENERAL INFORMATION:**

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

II. **Regular Agenda:**

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused.

B. **Meeting Minutes:**

1. **Full WDB:** The January 8, 2019 full WDB meeting minutes were enclosed for board review and approval. *Table to next meeting due to lack of quorum.*
2. **Executive Committee:**
  - a. December 11, 2018 Executive Committee meeting minutes are enclosed for review and approval. *Table to next meeting due to lack of quorum.*
  - b. The February 12, 2019 meeting and the March 9, 2019 were cancelled due to lack of quorum.
3. **Success Stories:** Sylvia presented success stories. It was recommended to invite Veolia Water to possibly begin an Apprenticeship Program. A meeting will be set up with Sherrean Carr, Dean of Technical and Public Services with Gavilan College to discuss further.

III. **CONSENT AGENDA:** *Table to next meeting due to lack of quorum.*

A. **Board Announcements:** The Chamber of Commerce Job Fair and Business Expo will be held on May 2, 2019 from 2pm to 8pm at the Veteran's Building.

- B. **Rapid Response and Lay-Off Aversion Services**: Enclosed was the Layoff Aversion Activities Report for January, 2019, February 2019 and March 2019. It was recommended for this report to include Rapid Response activities conducted.
- C. **Workforce Services Directives and Information Notices**: Enclosed were summaries for the most recent Workforce Services Directives [WSD 18-09 thru 18-11](#) and Information Notices [WSIN 18-24 thru 18-30](#).
- D. **Unemployment**: The Unemployment Report for February 2019 was enclosed. Current rate of 6.7 is not good.
- E. **Budget Expenditure Report**: Enclosed for your information.

IV. **DISCUSSION/ACTION ITEMS**:

- A. **Website**: IT and Sylvia presented the latest website. There were several recommendations made by board members. The website link will be resent to board members for final input. Staff will update the website with the intent to launch sometime this month.
- B. **Board Membership**: Applications received were reviewed for appointment to the board. The current vacancies are: Business Representatives (3).
  - 1. **New Applications**: An application was received from Tracey Belton to fill the vacancy of James Rydingsword. *Table to next meeting due to lack of quorum.*
  - 2. **Letter of Resignation**:
    - a. A letter of Resignation was received from Carrie Fosdick and was enclosed.
    - b. Andy Hartman informed the board of his intent to resign after next meeting. He is moving out of the Country.
- C. **Regional Business Services Agreement Modification #1**: The agreement is being increased to include P2E consultant costs. Enclosed was the amendment for your review. There is a need to initiate a request for proposal for a consultant. *Table to next meeting due to lack of quorum.*
- D. **Prison to Employment (P2E) Initiative Planning Grant**: Enclosed was the one proposal for the Planning P2E grant. Board to discuss and provide direction.
- E. **Regional Training MOU**: Enclosed was a summary of trainings provided to staff. Staff shared their experience attending the National Association of Workforce Boards (NAWB) in Washington, DC. Sylvia and others were able to attend a brief meeting with Congressman Panetta at Capitol Hill. It was a great experience and recommend that board members attend in the future.
- F. **Regional and Local Plans PY 17-21 – Two Year Modification**: Staff provided an update on the Regional and Local Plan modifications which were submitted to the State by March 15, 2019. Both plans are provided via a [link](#) due to the size of the documents. Request WDB approve the Local and Regional Plan modification. Recommend to survey commuters on their employment and skills and possibility of them working locally. This would help economic development by creating local jobs. Staff will discuss this with Nima, EDD Labor Market Information Division. *Table to next month due to lack of quorum.*
- G. **Local Area Designation and Local Board Certification for PY 2019/21**: The local area designation and board certification is due to the State by May 30, 2019. Enclosed was the application staff will be completing.
- H. **Second Chance Event**: Staff provided an update on an event that is being planned for the Re-Entry population. Request to send a Save the Date to all board members.

- I. **Committee Updates:** Updates may be provided on the following committees:
1. **Audit Committee:** Staff provided an update on the Fiscal & Procurement Review Report to be issued by the State. The report is from last year which was completed from May 21-25, 2018.
  2. **Ag Committee:** The Ag Committee reported that Gavilan College is currently working with Earthbound Farms by providing English as a Second Language (ESL) classes to their workforce. Randy stated he did receive West Valley College's survey results. It is recommended that this Committee meet once a quarter
  3. **Youth Committee:** Committee members reported they are working with Judith from San Francisco State that is working with the at-risk youth. Propose to create a strategy plan to include education for youth.
  4. **Membership Committee:** There is a need to recruit new members due to previous members no longer serving on the board.

IV. **Additional Information:**

- A. **AB124 Ethics Training:** Individuals needing to complete the ethics training have been notified.
- B. **Form 700:** Reminder that it is time to submit you annual Form 700 by the April 15<sup>th</sup> deadline.
- C. **Prop 39 Pre-Apprenticeship:** Andy Hartman reported this has been extended to June 30, 2019. Pilot will be to work with farm laborers to get placed with the Labor Union. He also reported about the Rancho Cielo Project that targeted At-Risk-Youth. 25 participants graduated.

V. **Adjournment:**     *The meeting adjourned at 4:49 P.M.*

The next Executive Committee is scheduled for May 14, 2019, Ste. 107 at 3 P.M.

The next Full Board meeting is scheduled on July 9, 2019, Ste. 205 at 3 P.M.

## SAN BENITO COUNTY

### PY 2019-2020

<i>Round 1 (July)</i>						<i>Grand Total</i>
Youth	Adult	DW	Rapid Response	L/O Aversion		
\$209,597	\$32,039	\$34,617	TBD	TBD		\$276,253
<i>Round 2 (October)</i>						
Youth	Adult	DW	Rapid Response	L/O Aversion		
	\$170,306	\$164,126	TBD	TBD		\$334,432
<b>TOTAL =</b>	<b>\$209,597</b>	<b>\$202,345</b>	<b>\$198,743</b>	<b>TBD</b>	<b>TBD</b>	<b>\$610,685</b>

### PY 2018-2019

<i>Round 1 (July)</i>						<i>Grand Total</i>
Youth	Adult	DW	Rapid Response	L/O Aversion		
\$206,274	\$31,428	\$36,686	\$17,441	\$4,919		\$296,748
<i>Round 2 (October)</i>						
Youth	Adult	DW	Rapid Response	L/O Aversion		
	\$167,038	\$173,919	\$86,546	\$19,329		\$446,832
<b>TOTAL =</b>	<b>\$206,274</b>	<b>\$198,466</b>	<b>\$210,605</b>	<b>\$103,987</b>	<b>\$24,248</b>	<b>\$743,580</b>

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**MEMORANDUM**

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June 11, 2019

**TO:** Workforce Development Board (WDB) Members

**FROM:** Sylvia Jacquez, Program Manager; Enrique Arreola, Deputy Director

**SUBJECT:** Summary of EDD Workforce Services Directives and Workforce Services Information Notices

**Background/Summary:** Directives provide policy and guidance regarding various Workforce Services program requirements, funding and activities for EDD Workforce Services Staff and Workforce Partners.

**Background/Summary (Information Notices):** The Employment Development Department (EDD) issues Workforce Services Information Notices (WSIN) to disseminate announcements, general information, and procedural guidance on departmental programs for EDD staff, workforce partners, stakeholders, and other individuals in the workforce development system. Through the Workforce Innovation and Opportunity Act and the Wagner-Peyser Act, the EDD administers program for veterans, youth, dislocated workers, people with disabilities; including Trade Adjustment Assistance, CalJOBS<sup>SM</sup>, employer incentives and more. Directives provide policy and guidance regarding various Workforce Services program requirements, funding, and activities for EDD Workforce Services Staff and Workforce Partners.

**Workforce Service Directives**

<a href="#"><u>WSD18-11</u></a>	CERTIFICATION PROCESS FOR AFFILIATE AND SPECIALIZED AJCCs EXECUTIVE SUMMARY This policy provides the guidance and establishes the procedures regarding certification of affiliate/specialized America’s Job Center of California <sup>SM</sup> (AJCC) locations. This policy applies to all Local Workforce Development Boards (Local Board), and is effective immediately. This policy contains all state-imposed requirements. This Directive finalizes Workforce Services Draft Directive Certification Process for Affiliate and Specialized AJCCs (WSDD-192), issued for comment on January 4, 2019. The Workforce Development Community submitted 20 comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 5. Retain this Directive until further notice.
<a href="#"><u>WSD18-12</u></a>	WIOA MEMORANDUMS OF UNDERSTANDING EXECUTIVE SUMMARY This policy provides the guidance and establishes the procedures regarding Workforce Innovation and Opportunity Act (WIOA) Memorandums of Understanding (MOU) for comprehensive, affiliate, and specialized America’s Job Center of California <sup>SM</sup> (AJCC) locations. This policy applies to all Local Workforce Development Boards (Local Board) and AJCC required partners, and is effective immediately. This policy contains some state-imposed requirements. All state-imposed requirements are indicated by bold, italic type. This Directive finalizes Workforce Services Draft Directive WIOA Memorandums of Understanding (WSDD-197), issued for comment on March 4, 2019. The Workforce Development Community submitted six comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 6. This policy supersedes Workforce Services Directives WIOA Phase I Memorandums of Understanding (WSD15-12), dated January 20, 2016, WIOA Phase II Memorandums of Understanding – Comprehensive AJCCs (WSD16-09), dated October 14, 2016, and WIOA Phase II MOUs – Affiliate and Specialized AJCCs (WSD16-22), dated June 14, 2017. Retain this Directive until further notice.
<a href="#"><u>WSD18-13</u></a>	STATE LEVEL PERFORMANCE GOALS AND LOCAL AREA NEGOTIATIONS FOR PY 18 AND PY 19 EXECUTIVE SUMMARY This policy provides the guidance and establishes the procedure regarding final Workforce Innovation and Opportunity Act (WIOA) state-level negotiated performance goals for Program Year (PY) 2018 and 2019 for the following programs: Wagner-Peyser;

	and Title IB Adult, Dislocated Worker, and Youth. This Directive also provides Local Workforce Development Area (Local Areas) guidance on negotiating Adult, Dislocated Worker, and Youth program performance goals for PY 18 and PY 19. The California Workforce Development Board (CWDB) intends to negotiate Title IB WIOA primary indicators of performance for PY 18 and PY 19 with Local Areas through a negotiation process with representatives of Regional Planning Units (RPU). This policy applies to the Employment Development Department (EDD) and all Local Areas, and is effective on the day of issuance. This policy contains some state-imposed requirements. All state-imposed requirements are indicated by bold, italic type. This policy supersedes Workforce Services Directive Final State Level Wagner-Peyser, WIOA Title IB, and Local Area Performance Negotiations for PY 2016-17 and PY 2017-18 (WSD16-21), dated June 12, 2017. Retain this Directive until further notice.
<a href="#"><u>WSD18-14</u></a>	<b>SUBSEQUENT LOCAL AREA DESIGNATION AND LOCAL BOARD RECERTIFICATION EXECUTIVE SUMMARY</b> This policy provides the guidance and establishes the procedures regarding subsequent designation of Local Workforce Development Areas (Local Area) and recertification of Local Workforce Development Boards (Local Board) under the Workforce Innovation and Opportunity Act (WIOA), and is effective on the date of issuance. This policy applies to all current Local Areas interested in receiving subsequent designation as a Local Area and Local Board recertification under WIOA. This policy contains some state-imposed requirements. All state-imposed requirements are indicated by bold, italic. This Directive finalizes Workforce Services Draft Directive Subsequent Designation and Local Board Certification (WSDD-196), issued for comment on February 26, 2019. The Workforce Development Community submitted no comments during the draft comment period. This policy supersedes Workforce Services Directive Local Board Recertification (WSD15-13), dated January 22, 2016. Retain this Directive until further notice.
<b>Information Notices</b>	
<a href="#"><u>WSIN18-34</u></a>	<b>ELL CO-ENROLLMENT PILOT GRANT AWARDS</b> The Labor and Workforce Development Agency, the California Workforce Development Board (CWDB), and the Employment Development Department are pleased to announce the awarding of \$1.2 million in Workforce Innovation and Opportunity Act (WIOA) Governor’s Discretionary funds for the English Language Learner (ELL) Co-Enrollment Pilot Program. Additionally, there is a \$500,000 award for Technical Assistance and Evaluation.
<a href="#"><u>WSIN18-35</u></a>	<b>DISABILITY EMPLOYMENT ACCELERATOR 18-19 AWARDS</b> The Employment Development Department (EDD), in coordination with the California Workforce Development Board, and on behalf of the Labor and Workforce Development Agency, is pleased to announce the awarding of \$2 million in grants for the Disability Employment Accelerator (DEA) program. The DEA program will focus on creating linkages and engaging businesses in high-growth industries to provide employment opportunities to people with disabilities. Funds will connect applicants and employers in five California regions: Los Angeles, San Diego, Sacramento, Kern/Inyo/Mono/ Kings and Tulare. Six workforce development agencies were selected for funding.
<a href="#"><u>WSIN18-36</u></a>	<b>PY 18 PARTICIPANT AND PERFORMANCE REPORTING</b> Consistent with the Department of Labor’s (DOL) guidance published in Training and Employment Guidance Letter (TEGL) 10-16, Change 1 (PDF), the Employment Development Department established the participant reporting timeline for the Program Year (PY) 2018 Workforce Innovation and Opportunity Act (WIOA) Annual Report.

<a href="#">WSIN18-37</a>	<p>WIOA WAIVER REQUESTS The California Workforce Development Board (CWDB) is soliciting public comments from Local Workforce Development Boards and other interested parties regarding the following proposed waiver of a Workforce Innovation and Opportunity Act (WIOA) statutory and/or regulatory requirement: “Waiver relating to the collection and reporting of performance-related data on all students participating in training programs listed on the ETPL.” This waiver request was developed in accordance with WIOA Section 189(i)(3)(B) and the Code of Federal Regulations Section 679.620 and may be viewed as an attachment to this Information Notice. The CWDB will consider all public comments on the wavier received by June 30, 2019. Comments can be submitted through one of the following methods: Email <a href="mailto:Marissa.Clark@cwdb.ca.gov">Marissa.Clark@cwdb.ca.gov</a> Include “Waiver Request Comments” in the email subject line.</p>
<a href="#">WSIN18-38</a>	<p>AB 1111 PUBLIC COMMENT AND LETTER OF INTENT TO APPLY In October 2017, Governor Jerry Brown signed Assembly Bill (AB) 1111, the Removing Barriers to Employment Act, which established the Breaking Barriers to Employment Initiative. In June 2018, Governor Brown signed Senate Bill (SB) 856, which appropriated \$15 million in state general funds to the Removing Barriers to Employment Act. Funding to implement the Breaking Barriers to Employment Initiative is contingent on the legislative budget process, expected to be completed in July 2019. It is anticipated that the Request for Applications (RFA) will be released when the budget is finalized. For more information on the AB 1111 framework, and this funding opportunity and its requirements, please refer to the <a href="#">AB 1111 Breaking Barriers to Employment Initiative webpage</a>.</p>



Enrique Arreola, Deputy Director  
San Benito County Workforce Development Board (WDB)

**06/08/19**

Date

**REPORT 400 C**  
**Monthly Labor Force Data for Counties**  
**April 2019 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>19,241,300</b>	<b>18,499,500</b>	<b>741,900</b>	<b>3.9%</b>
ALAMEDA	8	844,100	821,500	22,600	2.7%
ALPINE	26	600	580	20	4.0%
AMADOR	23	14,750	14,190	570	3.8%
BUTTE	33	102,700	97,600	5,100	5.0%
CALAVERAS	23	21,210	20,410	800	3.8%
COLUSA	57	11,060	9,330	1,740	15.7%
CONTRA COSTA	10	561,300	545,400	16,000	2.8%
DEL NORTE	38	9,550	9,020	530	5.6%
EL DORADO	16	91,400	88,200	3,200	3.5%
FRESNO	49	454,300	419,500	34,800	7.7%
GLENN	44	12,840	11,990	850	6.6%
HUMBOLDT	16	63,100	60,800	2,200	3.5%
IMPERIAL	58	67,400	56,500	10,900	16.2%
INYO	21	8,620	8,310	320	3.7%
KERN	52	385,500	353,200	32,200	8.4%
KINGS	51	57,800	53,000	4,800	8.3%
LAKE	34	28,880	27,410	1,460	5.1%
LASSEN	34	9,730	9,230	500	5.1%
LOS ANGELES	26	5,055,900	4,853,000	203,000	4.0%
MADERA	48	60,500	55,900	4,600	7.6%
MARIN	2	139,900	136,900	3,000	2.1%
MARIPOSA	31	7,480	7,110	370	4.9%
MENDOCINO	29	39,170	37,580	1,600	4.1%
MERCED	54	115,000	104,700	10,300	9.0%
MODOC	50	3,160	2,910	250	8.0%
MONO	11	8,990	8,730	260	2.9%
MONTEREY	46	228,600	212,600	16,000	7.0%
NAPA	8	74,000	72,000	2,000	2.7%
NEVADA	15	48,130	46,520	1,610	3.4%
ORANGE	5	1,605,600	1,563,900	41,600	2.6%
PLACER	12	185,000	179,500	5,600	3.0%
PLUMAS	56	7,750	6,980	770	9.9%
RIVERSIDE	23	1,080,900	1,039,500	41,300	3.8%
SACRAMENTO	16	709,300	684,500	24,800	3.5%
SAN BENITO	36	31,100	29,400	1,600	5.3%
SAN BERNARDINO	20	952,200	918,300	33,800	3.6%
SAN DIEGO	12	1,574,800	1,528,100	46,600	3.0%
SAN FRANCISCO	2	578,000	566,200	11,900	2.1%
SAN JOAQUIN	40	321,900	302,600	19,300	6.0%
SAN LUIS OBISPO	5	140,900	137,200	3,700	2.6%
SAN MATEO	1	456,300	447,700	8,600	1.9%
SANTA BARBARA	16	217,500	209,900	7,600	3.5%
SANTA CLARA	4	1,047,700	1,023,700	24,000	2.3%
SANTA CRUZ	37	142,100	134,300	7,800	5.5%
SHASTA	31	73,000	69,400	3,600	4.9%
SIERRA	45	1,240	1,160	80	6.8%
SISKIYOU	47	17,100	15,840	1,250	7.3%
SOLANO	21	206,900	199,300	7,600	3.7%
SONOMA	5	259,200	252,600	6,600	2.6%
STANISLAUS	42	239,900	224,600	15,300	6.4%
SUTTER	52	45,500	41,600	3,800	8.4%
TEHAMA	39	25,270	23,790	1,480	5.9%
TRINITY	41	4,510	4,240	280	6.1%
TULARE	55	208,400	187,900	20,500	9.8%
TUOLUMNE	30	21,160	20,170	980	4.6%
VENTURA	14	425,000	411,400	13,600	3.2%
YOLO	26	108,600	104,300	4,300	4.0%
YUBA	42	28,900	27,000	1,900	6.4%

**Notes**

1) Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

2) Labor force data for all geographic areas now reflect the March 2018 benchmark and Census 2010 population controls at the state level.



ALAMEDA	8	844,100	821,500	22,600	2.7%
ALPINE	26	600	580	20	4.0%
AMADOR	23	14,750	14,190	570	3.8%
BUTTE	33	102,700	97,600	5,100	5.0%
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CONTRA COSTA	10	561,300	545,400	16,000	2.8%
DEL NORTE	38	9,550	9,020	530	5.6%
EL DORADO	16	91,400	88,200	3,200	3.5%
FRESNO	49	454,300	419,500	34,800	7.7%
GLENN	44	12,840	11,990	850	6.6%
HUMBOLDT	16	63,100	60,800	2,200	3.5%
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INYO	21	8,620	8,310	320	3.7%
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SANTA CRUZ	37	142,100	134,300	7,800	5.5%
SHASTA	31	73,000	69,400	3,600	4.9%
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SISKIYOU	47	17,100	15,840	1,250	7.3%
SOLANO	21	206,900	199,300	7,600	3.7%
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VENTURA	14	425,000	411,400	13,600	3.2%
YOLO	26	108,600	104,300	4,300	4.0%
YUBA	42	28,900	27,000	1,900	6.4%

Data Not Seasonally Adjusted

	Apr 18	Feb 19	Mar 19	Apr 19	Percent Change	
			Revised	Prelim	Month	Year
Civilian Labor Force (1)	1,068,800	1,097,000	1,094,200	1,078,800	-1.4%	0.9%
Civilian Employment	1,041,400	1,066,300	1,061,800	1,053,100	-0.8%	1.1%
Civilian Unemployment	27,400	30,700	32,400	25,700	-20.7%	-6.2%
Civilian Unemployment Rate	2.6%	2.8%	3.0%	2.4%		
(CA Unemployment Rate)	4.0%	4.4%	4.6%	3.9%		
(U.S. Unemployment Rate)	3.7%	4.1%	3.9%	3.3%		

Total, All Industries (2)	1,123,200	1,139,100	1,146,700	1,153,100	0.6%	2.7%
Total Farm	6,000	4,900	5,300	6,000	13.2%	0.0%
Total Nonfarm	1,117,200	1,134,200	1,141,400	1,147,100	0.5%	2.7%
Total Private	1,018,500	1,035,900	1,040,000	1,045,400	0.5%	2.6%
Goods Producing	219,800	222,500	224,500	225,700	0.5%	2.7%
Mining, Logging, and Construction	49,500	46,700	47,600	49,900	4.8%	0.8%
Mining and Logging	200	200	200	200	0.0%	0.0%
Construction	49,300	46,500	47,400	49,700	4.9%	0.8%
Specialty Trade Contractors	35,100	33,600	34,100	36,200	6.2%	3.1%
Building Equipment Contractors	16,600	16,000	16,100	16,600	3.1%	0.0%
Manufacturing	170,300	175,800	176,900	175,800	-0.6%	3.2%
Durable Goods	157,300	162,400	163,400	162,200	-0.7%	3.1%
Machinery Manufacturing	10,400	10,600	10,600	10,600	0.0%	1.9%
Computer & Electronic Product Manufacturing	117,100	121,100	122,100	121,100	-0.8%	3.4%
Computer & Peripheral Equipment Manufact	52,300	55,500	56,000	55,600	-0.7%	6.3%
Electronic Computer Manufacturing	49,400	52,900	53,200	52,800	-0.8%	6.9%
Semiconductor & Electronic Component Mfg	41,600	41,900	42,000	41,600	-1.0%	0.0%
Bare Printed Circuit Board Manufacturing	3,800	3,900	3,900	3,900	0.0%	2.6%
Semiconductor & Related Devices Manufac	28,900	29,000	29,100	28,800	-1.0%	-0.3%
Electronic Instrument Manufacturing	15,100	15,400	15,600	15,400	-1.3%	2.0%
Transportation Equipment Manufacturing	5,900	5,900	6,000	6,000	0.0%	1.7%
Aerospace Product & Parts Manufacturing	4,700	4,500	4,500	4,500	0.0%	-4.3%
Nondurable Goods	13,000	13,400	13,500	13,600	0.7%	4.6%
Service Providing	897,400	911,700	916,900	921,400	0.5%	2.7%
Private Service Providing	798,700	813,400	815,500	819,700	0.5%	2.6%
Trade, Transportation & Utilities	131,900	133,300	131,600	131,700	0.1%	-0.2%
Wholesale Trade	31,800	31,800	31,600	31,700	0.3%	-0.3%
Merchant Wholesalers, Durable Goods	22,800	22,200	22,200	22,100	-0.5%	-3.1%
Retail Trade	84,600	85,700	84,600	84,400	-0.2%	-0.2%
Electronics & Appliance Stores	4,500	4,500	4,500	4,500	0.0%	0.0%
Building Material & Garden Equipment Stores	5,900	5,600	5,700	5,700	0.0%	-3.4%
Food & Beverage Stores	17,500	17,700	17,600	17,600	0.0%	0.6%
Health & Personal Care Stores	5,100	5,000	4,900	4,900	0.0%	-3.9%
Clothing & Clothing Accessories Stores	11,200	11,500	11,400	11,100	-2.6%	-0.9%
General Merchandise Stores	13,100	14,500	14,100	13,900	-1.4%	6.1%
Transportation, Warehousing & Utilities	15,500	15,800	15,400	15,600	1.3%	0.6%
Transportation & Warehousing	13,800	14,200	13,800	13,900	0.7%	0.7%
Couriers & Messengers	3,600	4,100	3,900	3,700	-5.1%	2.8%
Information	88,300	95,700	96,400	97,500	1.1%	10.4%
Publishing Industries (except Internet)	25,100	26,300	26,300	26,800	1.9%	6.8%
Telecommunications	5,100	5,100	5,200	5,100	-1.9%	0.0%
Financial Activities	36,700	38,000	38,200	37,900	-0.8%	3.3%
Finance & Insurance	21,600	22,600	22,700	22,300	-1.8%	3.2%
Credit Intermediation & Related Activities	12,100	12,300	12,400	12,300	-0.8%	1.7%
Real Estate & Rental & Leasing	15,100	15,400	15,500	15,600	0.6%	3.3%
Real Estate	12,300	12,700	12,700	12,800	0.8%	4.1%
Professional & Business Services	235,300	237,800	239,000	239,200	0.1%	1.7%
Professional, Scientific & Technical Services	154,800	158,100	158,300	159,100	0.5%	2.8%
Architectural, Engineering & Related Services	17,200	17,800	17,900	18,100	1.1%	5.2%
Computer Systems Design & Related Services	82,300	83,800	84,100	85,800	2.0%	4.3%
Scientific Research & Development Services	19,000	19,400	19,500	19,600	0.5%	3.2%

Data Not Seasonally Adjusted

	Apr 18	Feb 19	Mar 19 Revised	Apr 19 Prelim	Percent Change	
					Month	Year
Management of Companies & Enterprises	19,100	18,900	19,000	18,900	-0.5%	-1.0%
Administrative & Support & Waste Services	61,400	60,800	61,700	61,200	-0.8%	-0.3%
Administrative & Support Services	58,300	58,000	58,900	58,400	-0.8%	0.2%
Employment Services	23,100	22,500	22,700	22,300	-1.8%	-3.5%
Educational & Health Services	172,300	176,300	176,500	176,000	-0.3%	2.1%
Educational Services	47,700	49,500	49,000	48,400	-1.2%	1.5%
Colleges, Universities & Professional Schools	30,300	32,200	32,100	31,900	-0.6%	5.3%
Health Care & Social Assistance	124,600	126,800	127,500	127,600	0.1%	2.4%
Ambulatory Health Care Services	41,100	41,600	41,400	41,100	-0.7%	0.0%
Hospitals	29,100	29,700	30,100	30,200	0.3%	3.8%
Nursing & Residential Care Facilities	13,700	13,800	13,800	13,900	0.7%	1.5%
Social Assistance	40,700	41,700	42,200	42,400	0.5%	4.2%
Leisure & Hospitality	105,100	104,400	105,500	108,600	2.9%	3.3%
Accommodation & Food Services	89,700	88,200	88,200	89,600	1.6%	-0.1%
Accommodation	9,300	9,300	9,400	9,400	0.0%	1.1%
Food Services & Drinking Places	80,400	78,900	78,800	80,200	1.8%	-0.2%
Restaurants	68,800	68,300	68,200	69,200	1.5%	0.6%
Other Services	29,100	27,900	28,300	28,800	1.8%	-1.0%
Government	98,700	98,300	101,400	101,700	0.3%	3.0%
Federal Government	10,000	9,800	9,800	9,800	0.0%	-2.0%
Department of Defense	700	700	700	700	0.0%	0.0%
State & Local Government	88,700	88,500	91,600	91,900	0.3%	3.6%
State Government	7,300	6,800	7,300	7,500	2.7%	2.7%
State Government Education	5,400	4,900	5,400	5,600	3.7%	3.7%
State Government Excluding Education	1,900	1,900	1,900	1,900	0.0%	0.0%
Local Government	81,400	81,700	84,300	84,400	0.1%	3.7%
Local Government Education	43,200	43,600	44,400	44,400	0.0%	2.8%
Local Government Excluding Education	38,200	38,100	39,900	40,000	0.3%	4.7%
County	19,900	19,600	21,200	21,300	0.5%	7.0%
City	13,500	13,600	13,700	13,700	0.0%	1.5%
Special Districts plus Indian Tribes	4,800	4,900	5,000	5,000	0.0%	4.2%

**Notes:**

(1) Civilian labor force data are by place of residence; include self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

(2) Industry employment is by place of work; excludes self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding.

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Nima Chhay 408-216-6183 or Jorge Villalobos 707-566-3882

These data, as well as other labor market data, are available via the Internet at <http://www.labormarketinfo.edd.ca.gov>. If you need assistance, please call (916) 262-2162.

#####

EMPLOYMENT DEVELOPMENT DEPARTMENT  
Labor Market Information Division  
1901 Zanker Road  
San Jose, CA 95112

Contact: Nima Chhay  
(408) 216-6183

**SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)  
(SAN BENITO AND SANTA CLARA COUNTIES)**

**Leisure and hospitality experienced a month-over hiring surge**

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 2.4 percent in April 2019, down from a revised 3.0 percent in March 2019, and below the year-ago estimate of 2.6 percent. This compares with an unadjusted unemployment rate of 3.9 percent for California and 3.3 percent for the nation during the same period. The unemployment rate was 5.3 percent in San Benito County and 2.3 percent in Santa Clara County.

**Between March 2019 and April 2019**, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, increased by 6,400 jobs to reach 1,153,100.

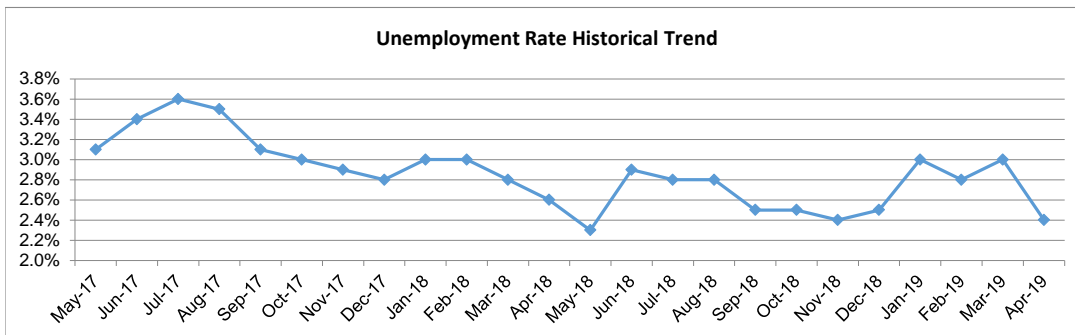
- Leisure and hospitality (up 3,100 jobs) added the most jobs to payrolls, well above its 1,800-job 10-year average gain.
- Construction (up 2,300 jobs) saw a seasonal hiring upswing, with specialty trade contractors (up 2,100 jobs) leading industry sector growth.
- Information reported a growth of 1,100 jobs between March and April.
- Meanwhile, manufacturing lost 1,100 jobs for the month-over job change, largely in computer and electronic product manufacturing (down 1,000 jobs).

**Between April 2018 and April 2019**, combined employment in the South Bay counties of San Benito and Santa Clara, grew by 29,900 jobs, or 2.7 percent.

- Information (up 9,200 jobs) continued to dominate job growth.
- Manufacturing (up 5,500 jobs) held the second-largest job increase for the time period.
- Other notable hiring gains were in professional and business services (up 3,900 jobs), private educational and health services (up 3,700 jobs), leisure and hospitality (up 3,500 jobs), and government (up 3,000 jobs).
- Lastly, financial activities expanded employment by 1,200 jobs.

IMMEDIATE RELEASE  
 SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)  
 (San Benito and Santa Clara Counties)

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 2.4 percent in April 2019, down from a revised 3.0 percent in March 2019, and below the year-ago estimate of 2.6 percent. This compares with an unadjusted unemployment rate of 3.9 percent for California and 3.3 percent for the nation during the same period. The unemployment rate was 5.3 percent in San Benito County, and 2.3 percent in Santa Clara County.



Industry	Mar-2019	Apr-2019	Change		Apr-2018	Apr-2019	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,146,700	1,153,100	6,400		1,123,200	1,153,100	29,900
Total Farm	5,300	6,000	700		6,000	6,000	0
Total Nonfarm	1,141,400	1,147,100	5,700		1,117,200	1,147,100	29,900
Mining, Logging, and Construction	47,600	49,900	2,300		49,500	49,900	400
Mining and Logging	200	200	0		200	200	0
Construction	47,400	49,700	2,300		49,300	49,700	400
Manufacturing	176,900	175,800	(1,100)		170,300	175,800	5,500
Trade, Transportation & Utilities	131,600	131,700	100		131,900	131,700	(200)
Information	96,400	97,500	1,100		88,300	97,500	9,200
Financial Activities	38,200	37,900	(300)		36,700	37,900	1,200
Professional & Business Services	239,000	239,200	200		235,300	239,200	3,900
Educational & Health Services	176,500	176,000	(500)		172,300	176,000	3,700
Leisure & Hospitality	105,500	108,600	3,100		105,100	108,600	3,500
Other Services	28,300	28,800	500		29,100	28,800	(300)
Government	101,400	101,700	300		98,700	101,700	3,000

Notes: Data not adjusted for seasonality. Data may not add due to rounding  
 Labor force data are revised month to month  
 Additional data are available on line at [www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov)

EXPENSES THROUGH APRIL 2019

K9110049

L/O AVSN 292 & 293 (\$4,919 & 19,353)		\$ 24,272.00
	Exp. \$ thru APR	Unspent Bal.
Program	\$ -	\$ 24,272.00
Total	\$ -	\$ 24,272.00

ADULT 201/2 (31,428) & 202 (167,038)		\$ 198,466.00
	Exp. \$ thru APR	
Core Reg	\$ 16,069.00	56%
Intensive	\$ 15,514.00	
Other - Training	\$ 4,305.00	
Supp. Svcs.	\$ 3,695.00	
Other	\$ 651.00	
ITA - Training	\$ 33,410.00	
OJT - Training	\$ 76,409.00	
Admin	\$ 18,842.00	
Total	\$ 168,895.00	

WIA YOUTH 301		\$ 206,274.00
	Exp. \$ thru APR	
In-School	\$ 153.00	
Out of School	\$ 65,280.00	
Youth In School	\$ -	
Youth Out of School	\$ -	
Admin	\$ 11,454.00	
Total	\$ 76,887.00	

D.W. 501/2 (36,686) & (173,919)		\$ 210,605.00
	Exp. \$ thru APR	
Core Reg.	\$ 13,685.00	4%
Intensive	\$ 37,834.00	
Other - Training	\$ 49,891.00	
Supp. Svcs.	\$ 226.00	
Other	\$ 2,008.00	
ITA - Training	\$ 7,536.80	
OJT - Training		
Admin	\$ 15,034.00	
Total	\$ 126,214.80	\$ 84,390.20

R.R. 540/1 (17,441) & 541 (86,655)		\$ 104,096.00
	Exp. \$ thru APR	
Other	\$ 49,738.00	
Total	\$ 49,738.00	\$ 54,358.00

CalWorks ESE		\$ -
	Exp. \$ thru APR	Unspent Bal.
Work Exp. Salaries	\$ 77,890.00	
Work Exp. Soc. Sec.	\$ 4,811.00	
Work Exp. Medicare	\$ 1,125.00	
Work Exp. Wire Fee	\$ 117.00	
Clothing Assist.	\$ -	
Mileage	\$ 111.00	
Veh. Repair	\$ -	
Supp. Svcs.	\$ 27,200.00	
Program Supp.		
CSWD Charge	\$ 38,031.00	
Total	\$ 149,285.00	\$ (149,285.00)

K8106658

L/O AVERSION 292 (4,402) & 293 (12,430)		\$ 16,832.00
	Exp. \$ thru APR	Unspent Bal.
Program	\$ 9,599.00	\$ 7,233.00
Total	\$ 9,599.00	\$ 7,233.00

ADULT 201/2 (24,984) & (171,211)		\$ 196,195.00
	Exp. \$ thru APR	
Core Reg	\$ 2,151.00	40%
Intensive	\$ 43,065.00	
Other - Training	\$ 40,795.00	
Supp. Svcs.	\$ 1,319.00	
Other	\$ 19,909.00	
ITA - Training	\$ 33,344.00	
OJT - Training	\$ 37,988.00	
Admin	\$ 17,624.00	
Total	\$ 196,195.00	

WIA YOUTH 301		\$ 206,482.00
	Exp. \$ thru APR	
In-School	\$ 523.00	4%
Out of School	\$ 122,189.00	
Youth In School	\$ -	
Youth Out of School	\$ 8,439.00	
Admin	\$ 20,648.00	
Total	\$ 151,799.00	

D.W. 501/2 (33,749) & (179,820)		\$ 213,569.00
	Exp. \$ thru APR	
Core Reg	\$ 540.00	25%
Intensive	\$ 47,576.00	
Other - Training	\$ 70,367.00	
Supp. Svcs.	\$ 1,562.00	
Other	\$ 19,247.00	
ITA - Training	\$ 43,965.00	
OJT - Training	\$ 4,118.00	
Admin	\$ 20,657.00	
Total	\$ 208,032.00	\$ 5,537.00

R.R. 540/1 (15,604) & 541 (81,516)		\$ 97,120.00
	Exp. \$ thru APR	
Other	\$ 97,120.00	
Total	\$ 97,120.00	\$ -

PROP 39		\$ 40,225.00	
	Budget	Exp. \$ thru APR	Unspent Bal.
Admin S&B	\$ 2,522.50	\$ -	\$ 2,522.50
Program Sal.	\$ 18,495.00	\$ 13,724.00	\$ 4,771.00
Program Ben.	\$ 385.00	\$ 3,476.00	\$ (3,091.00)
Travel	\$ 333.00	\$ 333.00	\$ -
Tools & Supp.	\$ -	\$ -	\$ -
Op. Costs	\$ -	\$ -	\$ -
Total	\$ 21,735.50	\$ 17,533.00	\$ 4,202.50

NOVA & P2E		\$ 123,725.00	
	Budget	Exp. \$ thru APR	Unspent Bal.
NOVA Salaries	\$ 60,798.00	\$ 58,393.08	\$ 2,404.92
NOVA Benefits	\$ 36,619.00	\$ 18,932.83	\$ 17,686.17
NOVA Travel	\$ 1,500.00	\$ -	\$ 1,500.00
NOVA Op. Exp.	\$ 8,183.00	\$ 2,561.51	\$ 5,621.49
P2E Salaries	\$ 6,462.00	\$ -	\$ 6,462.00
P2E Benefits	\$ 3,892.00	\$ -	\$ 3,892.00
P2E Travel	\$ 676.00	\$ -	\$ 676.00
P2E Op. Exp.	\$ 595.00	\$ -	\$ 595.00
P2E Consultant	\$ 5,000.00	\$ -	\$ 5,000.00
Total	\$ 123,725.00	\$ 79,887.42	\$ 43,837.58

June 3, 2019

To: Workforce Development Board

From: Megan Crable, Employment & Training Services Counselor II

Re: Layoff Aversion Activities for May 2019

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At the direction of the Workforce Development Board the following top 3 priorities for the layoff aversion activities are:

- 1) **Business Services Workshops:**
  - June Target for Water Careers Roundtable \*In Progress
  - 6/19/19 EDD Employee or Independent Contractor Seminar
  - 7/10/19 2019 HR Star Conference
  - 7/16/19 Second Chance Seminar \*In Progress
  - 8/22/19 EDD Labor Law and Payroll Seminar

- 2) **Job Search Assistance & Resume Writing Workshops:**

Enclosed you will find the workshop schedule.

AJCC/EDD Job Recruitments:

- a. 2020 Census standing location @ AJCC Lobby
  - b. Local Union 393 Plumbers
  - c. EDD YEOP Representative
  - d. County Employment Opportunities
- 3) **Business Engagement:**
    - a. Chamber Ambassador Meeting 4/2/19
    - b. Regional BST Branding Meeting 4/4/19
    - c. San Benito Health Foundation Tour 4/11/19
    - d. American Casting Tour 4/23/19

- 4) **Bay Area Rapid Response Roundtable**
  - a. San Benito County Hosting meeting 7/9/19

- 5) **Rapid Response Events**
  - a. San Benito Shutter Rapid Response Orientation 3/27/19
  - b. Sonoco Rapid Response 8/2019



## Andi Anderson

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**From:** Enrique Arreola  
**Sent:** Thursday, May 30, 2019 5:22 PM  
**To:** Andi Anderson; Sylvia Jacquez  
**Subject:** FW: Meeting of the Minds in Monterey Registration Open and Hotel Link Available!

Andi, please add this to the WDB agenda as an action item to approve up to 4 staff and board members to attend this conference.

THX  
EA

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**From:** Brandon Anderson [<mailto:banderson@calworkforce.org>]  
**Sent:** Wednesday, May 29, 2019 5:17 PM  
**Subject:** Meeting of the Minds in Monterey Registration Open and Hotel Link Available!

Good Afternoon CWA Board of Directors and Designees,

We are pleased to announce that the Meeting of the Minds in Monterey 2019 registration is now open and hotel link available. We wanted to be sure to send this information to our Board Members first to allow you the opportunity to get a coveted reservation at our conference hotel, the Monterey Marriott.

**REGISTRATION:**

Click the following link to [Register for MMM2019](#).

**HOTEL RESERVATIONS:**

Hotel reservations online: [CWA MMM2019 Hotel Group Rate Reservations](#)

Guests are also welcome to call Monterey Marriott at 1-877-901-6632 for rooms. Simply mention "CWA-California Workforce Association" to receive the discounted group rate of \$176 nightly.

This rate and room block are available until **August 12, 2019 OR ONCE ALL ROOMS HAVE SOLD OUT**.

Be sure to book ahead of time to ensure you get a spot in the Monterey Marriott! A call for presenters for MMM2019 is forthcoming. We look forward to seeing you at the June Board Meeting.

**BRANDON ANDERSON, WDP**

Operations Director, California Workforce Association

Direct: 916.465.8133

Office: 916.325.1610

[www.calworkforce.org](http://www.calworkforce.org)

1107 9<sup>th</sup> Street, Suite 650

Sacramento, CA 95814

May 23, 2019

Mr. Enrique Arreola, Executive Director  
San Benito Workforce Development Board  
1111 San Felipe Road, Suite 207  
Hollister, CA 95023

RE: Extension of approval for Local Workforce Development Board (Local Board) to act as Career Service Provider

Dear Mr. Arreola,

I am pleased to inform you that the Secretary of the Labor and Workforce Development Agency, on behalf of the Governor, has approved your Local Workforce Area to continue to act as the Workforce Innovation and Opportunity Act Adult and Dislocated Worker Career Service Provider and has authorized the California Workforce Development Board to notify you that your approval has been extended through June 30, 2021. The approval was based on a review that determined that your Board demonstrated appropriate internal controls, adhered to conflict of interest policies and developed firewalls between the America's Job Center of California<sup>SM</sup> Operational staff and the staff to the Local Board.

If you wish to continue to provide adult and dislocated worker career services after June 30, 2021, your Local Board will need to complete an application in accordance with Directive WSB16-14.

If you have any additional questions, please contact your Regional Advisor.

Sincerely

A handwritten signature in blue ink, appearing to read 'Tim Rainey', with a stylized flourish at the end.

Tim Rainey  
Executive Director

CC: Carlos Bravo, California Workforce Development Board

Gabriel Garcia, Regional Advisor, Employment Development Department