



SAN BENITO COUNTY

TRACEY BELTON
INTERIM DIRECTOR

Health & Human Services Agency

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)

1161 San Felipe Road, Hollister, CA 95023

October 8, 2019 @ 3:00 P.M.

Full WDB Meeting MINUTES

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

Excused/Unexcused - Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>							
Representing the Private Sector (PR)			Representing the Public				
<input type="checkbox"/>	Bianchi, Richard, <i>Chair</i>	<input checked="" type="checkbox"/>	Giancola, Shelley	<input checked="" type="checkbox"/>	Alarid, Kristi	<input type="checkbox"/>	Brown, Randy
<input checked="" type="checkbox"/>	Chavez Wyatt, Kristina	<input checked="" type="checkbox"/>	Para, Karen, <i>Secretary</i>	<input type="checkbox"/>	Belton, Tracey	<input checked="" type="checkbox"/>	Gonzalez, Al Jr
<input type="checkbox"/>	Frowein, Chuck	<input type="checkbox"/>	Perez, Richard, Sr, <i>V-Chair</i>	<input checked="" type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i>	<input checked="" type="checkbox"/>	Leonard, Michelle
<input type="checkbox"/>	Giacalone, Joe	<input checked="" type="checkbox"/>	Rodriguez, Jose	<input type="checkbox"/>	Bradford, Duane	<input checked="" type="checkbox"/>	Leonor, Nelson
Staff:	Andi Anderson, Enrique Arreola, Megan Crable, Sylvia Jacquez, Sandra Rangel, Ruby Soto						
Guests:	Brandon Mercado, Alexa Palmينو, Valarie Englandm, Nima Chhaym, Dave Dalhberg, Romero						

Treasurer, Kendra Bobsin, called to order at 3:05 P.M.

I. GENERAL INFORMATION:

- A. **Public Comment Period:** Introductions were made by everyone present. Valarie England is an interested community member and shared a story of how she helped someone who lost their housing and was able to refer them to services. Enrique thanked all of the individuals who shared their success stories as he knows it is difficult to get time to attend the meetings.
- B. **Success Stories:** Staff and/or participants will present success stories.
 1. **Brandon Mercado** shared his story of success through the WIOA program. He was unemployed for quite some time and is now working for County IT Department. What he has learned is troubleshooting, adding network systems, cloning, etc. Would definitely recommend the program to others.
 2. **Romero** currently in the wastewater program prior to this he was in HR. The facility he was working for shut down and he began to apply for other positions and was finding positions in his area of expertise required a degree. He saw a poster for the Waste Water program and decided to look into and has been enrolled for about 3 months now. Is working on industrial waste for the Cannery.
 3. **Alexa Palmينو**, was working at the hospital and by chance heard a nurse talking about services at AJCC. Enrolled in CET in Electrical Career. His motivation is his children. Working as an electrician in Monterey County on residential homes, he really likes the career and it has been very helpful.
 4. **Rene Lara** found out about the program through his mother-in-law. Enrolled in IBT for electrical training. Graduated and while going to school was working and now has 10 months experience. In one year he will receive his residential electrician card. Appreciates the opportunity to receive the training and is excited to be working locally.

II. Regular Agenda:



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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- 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: Motion/Second Concur (M/S/C)**
 - 1. **Full WDB**: The July 9, 2019 full WDB meeting minutes approved as presented. *M/S/C Kristina Chavez Wyatt/ Nelson Leonor.*
 - 2. **Executive Committee**: The June 11, 2019 Ex Com minutes were enclosed for board information. There were no August and September 2019 meetings.
- 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/Kristi Alarid*
- A. **Board Announcements**:
 - B. **Workforce Services Directives and Information Notices**: The most recent Workforce Services Directives [WSD19-02-04](#) and Information Notices [WSIN 19-01 thru 19-09](#) are enclosed.
 - C. **Unemployment**: Enclosed is the Unemployment Report for August 2019.
 - D. **Lay-Off Aversion Services and Rapid Response Report**: Enclosed is the report for July and August and September 2019.
- IV. **DISCUSSION/ACTION ITEMS**:
- A. **Conflict of Interest and Code of Conduct Policy**: After review the full WDB approved the enclosed policy presented by staff. *M/S/C Karen Para/Kristina Chavez Wyatt.*
 - B. **Board Membership**: Welcome new board members, Shelly Giancola and Michelle Leonard. Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (2). Public, Union Rep (1).
 - 1. **Application Received**: An application was received from Jose A. Perez Jr. to fill the Public-Union Representative vacancy of Andy Hartman. After discussion the full WDB approved the application of Jose A. Perez, Jr. which will be forwarded to the Board of Supervisors for final appointment. *M/S/C Karen Para/Kristina Chavez Wyatt*
 - 2. **Re-Appointments**: The terms of Karen Para, Richard Perez, Sr. and Jose Rodriguez expired on September 27, 2019 and they have agreed to continue to serve. Richard Perez has agreed to continue on the board; however, he has indicated that due to his new job he will not be able to remain on the Executive Committee. The full WDB approved the reappointments of Karen Para, Richard Perez, Sr, and Jose Rodriguez. Their reappointments will be forwarded to the BOS for final approval. *M/S/C Kristina Chavez Wyatt/Al Gonzales. Karen, Richard and Jose abstained.*
 - 3. **Orientation/Recruitment**: Staff and members provided an update on the orientation, which was held on August 22, 2019, to existing, new and potential members. Attached was the orientation presentation for your information. Was very informative especially for new members.
 - C. **Budget Expenditure Report**: Staff distributed the present the year to date expenditure reports and explained the allocations.
 - D. **California Workforce Association (CWA) Monterey Meeting of the Minds (MMM)**: Staff and board reported on the MMM Conference held September 3-5, 2019. Staff distributed a summary of session staff attended. Sylvia, Ruby, Sandra and Nelson attended. As always it was a good conference. Discussed the new department that is being created at the state level for Apprenticeship Division and Department of Industrial Relations, etc to be up and running by January 2020. Discussed the lack of data for the underemployed or those who are self-contracted: Uber, Lyft, etc. There are also a lot of people working but underpaid. The workshop were focused on gathering that data. Also attended the Virtual Reality training, for example, Law Enforcement. Lockheed also has a program for virtual precision on their technology. Based that we are able to foresee future training in 5-20 years. Instead of going to training, companies can do the training in-house. There is a huge trend for women opening

their own business. The old minority is now the majority, which was an interesting trend. Also discuss freelance and contracting positions opening up throughout the country. Nelsons take-away is How do we see SBC 5, 10, 15 etc from now. Are we prepared? He also saw that many other areas have very involved board members and it would be good to see that happen locally and that the board would become more active. Enrique stated that it may be possible to send more people next year. Ruby attended apprenticeship modules and shared how the recent trend back to them.

- E. **Prison 2 Employment (P2E) Implementation Grant:** Staff provided an update and distributed copies of a report. Discussed the collaboration with area regions and the funds received \$1.8 mil of which San Benito County will receive \$84,000. The goal is to enroll 10 clients with these funds and conduct in/post custody workshops, and 6 placed in employment services, manufacturing, building and trades. The focus is on Parolees. Also discussed were the barriers to employment. Reminder that the State has special programs and tax credits for employers who hire those with a background. In July AJCC held the 2nd Chance Seminar that shared the challenges of parolees and the importance of hiring as statistics show they are loyal and great employees.
- F. **AB 1111 Application:** Staff provided an update on Breaking Barriers to Employment application which was submitted on August 26, 2019. Still haven't heard if this has been funded. If funded, would be used to create a garden at the jail to teach horticulture as well as two community gardens.
- G. **WIOA Memorandum Of Understanding (MOU):** Staff provided an update on the submittal of the updated MOU, which was due to the State on June 30, 2019. There has been an extension until October as this item must go to the BOS. The State representative has indicated if there were substantial changes the MOU it would need to be resubmitted, however; the MOU has no significant changes and staff will submit a letter indicating that.
- H. **WDB Strategic Plan:** Discuss was holding a Strategic Planning meeting with board members. The last time a committee met was approximately 3 years ago. It is a good idea and it would be good to review what was done last time and see where the board is now. It was suggested to schedule session in January 14, 2020 at Grillin & Chillin and make it a lunch/retreat.
- I. **Committee Updates:** Updates may be provided on the following committees: Provide board members with the committee list
 1. **Bylaws Committee:** Staff will provide an update to the changes in the Bylaws. Send out final bylaws to board members.
 2. **Executive Committee:** There is a need to make changes to the committees due to Kristina Chavez Wyatt being moved from Public Sector to Private Sector. Requirement is 4 Private Sector and 3 Public Sector members to serve on this committee. Connect with regional advisor to see if slots can be modified. Nelson will check to see if he may be able to join the Ex Com. Bring back at next meeting with and changes and action.
 3. **Ag Committee:** Staff and committee members may provide an update on providing Food Safety training. No update
 4. **Audit Committee** Staff and the Audit Committee did not meet on October 8, 2019; however, staff provided an update on the WIOA Section 188 Monitoring Review Final Letter and the Fiscal and Procurement Review Draft Letter received from the State. An ad hoc committee was established to recruit new members. Since the monitoring three members have been recruited 3. Still have 2 vacancies to fill. Sylvia has provided packet to _____ from Hollister super and is hopeful she will join. Should check with Marich as they are a large manufacturing firm.
 5. **Youth Committee:** No report

IV. **Additional Information:**

1. **CA Community College:** Attached was a Request for Application Memo from the CA Community Colleges to fund new and innovative apprenticeship programs. Gavilan

College along with other Community Colleges has applied for this opportunity. If Gavilan is funded AJCC will work with them to promote their apprenticeship program.

2. **California Workforce Association**: Workforce professionals training will begin in the near future. It is a one-year program for individuals already in the workforce. Upon completion staff should receive a pay increase.
 3. **CalJobs/EDD Training**: Nelson is working on a CalJobs workshop for employers to learn to navigate the system and post their vacancies. Once finalized a survey will be sent to the board members so they can provide input on what type of training the employers would like. Still will collaborate with chamber members and the San Benito County Economic Development to help promote the workshops.
 4. **Labor Market Info**. There was a Q&A of the labor market staff. Discussed the distortion of unemployment due to self-employment and that income not being reported. Discussed the advantages and disadvantages of being lumped in with larger regions in relation to agriculture.
 5. **Agriculture**: At the last CWA director meeting they announced that SBC was being recommended to be moved to another region. This is under discussion and hasn't been finalized. Has to do with commute patterns, and other statistics. Enrique hasn't been able to get ahold of anyone to get more information.
 6. **Town Hall**: A Town Hall session with Assembly member, Robert Rivas is scheduled for Thursday at San Juan Oaks for those interested in attending. Staff will forward information to the board.
- V. **Adjournment**: *M/S/C Kristina Chavez Wyatt/ Jose Rodriguez 4:40 P.M.*

The next Ex Com meeting is Nov 12, 2019 at
AJCC 1111 San Felipe Road, Suite 107, Hollister, CA 95023

The next full WDB meeting is scheduled for January 14, 2020 at 3 P.M.,
1161 San Felipe Road, Hollister, CA 95023