



**San Benito County Workforce Development Board
(WDB) 1111 San Felipe Road, Suite 107 * Hollister, CA
95023 May 8, 2018 @ 3:00 P.M.**

WDB Executive Committee Meeting

AGENDA

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

I. GENERAL INFORMATION:

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

III. Regular Agenda:

A. **Roll Call:** Roll will be taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

B. **Executive Committee Meeting:** March 13, 2018 Executive Committee meeting minutes are enclosed for review and approval. **Action Required.**

C. **Full WDB Meeting Minutes:** The April 10, 2018 full WDB meeting minutes are enclosed for board information.

IV. CONSENT AGENDA:

A. **Board Announcements:**

B. **Rapid Response and Lay-Off Aversion Services:** Enclosed is the Layoff Aversion Activities Report for April, 2018.

C. **Board Membership:** Any applications received will be reviewed for appointment to the board. The current vacancies are: Business Representatives (5).

V. DISCUSSION/ACTION ITEMS:

A. **Partnerships To Unlock Social Mobility 2.0:** WDB members are encouraged to attend the [Partnerships to Unlock Social Mobility](#) workshop scheduled for the Bay Peninsula Region on Thursday June 7, 2017. Information is enclosed.

B. **Prop 39 (Pre-Apprenticeship Program):** Staff will provide an update on the Building & Construction Trades training scheduled to begin July 9, 2018 in San Benito County. See enclosed.

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

1. **Executive Committee:** Meets monthly and open to all board members.

2. **Audit Committee:** Committee members will report on the meeting held prior to this meeting.

3. **Youth Committee:** Youth Committee members may report on their meeting held April 12, 2018.

4. **Job Fair Committee:**

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- a. **Chamber of Commerce Job Fair**: Staff and members may report on the Job Fair held on April 12, 2018 at the Veteran’s Bldg.
 - b. **WDB Job Fair**: Staff will provide an update on the Job Fair scheduled for August 30, 2018 from 3-7 P.M. at the Veteran’s Memorial Building.
 - 5. **One-Stop and Business Services Websites Committee**: There is a need to redesign the WDB websites: www.sbcjobs.org - www.sanbenitobsc.org and to initiate a procurement for the development and redesign of the website. The WDB would like to request \$10,000 to update the websites and develop a logo. *Action Required.*
 - D. **CWA WORKCON 2018**: Sylvia Jacquez, Megan Crable and Richard Perez attended the CWA 2018 Conference scheduled for May 2-4 in San Diego. This year’s conference focused on “Unlocking the Power of Partnerships”.
 - E. **Business Engagement & Services**: There is a need to discuss business engagement and approve Sector Based Round Tables for FY 2018/19. *Action Required.*
- IV. **Additional Information**:
- A. **Annual Filing of Form 700**: All Form 700’s have been submitted!
 - B. **Workforce Services Directives and Information Notices**: Provided for WDB information were links to the most recent Workforce Services Directives. There are now updates for 2018. [WSD 17-09](#) and Information Notices [WSIN29 thru WSIN17-33](#). Summary is **enclosed** and board members are encouraged to read the summaries.
 - C. **AB124 Ethics Training**: Individuals needing to complete the ethics training have been notified. NEW LINK to complete the ethics training is: <http://localethics.fppc.ca.gov/login.aspx>.
- V. **Adjournment**:
- The next Executive Committee meeting is scheduled on June 12, 2018, **Ste. 107** – 3 P.M.
- The next Full WDB meeting is July 10, 2018, **Ste. 108** at 3 P.M.



San Benito County Workforce Development Board (WDB)

1111 San Felipe Road, Suite 107 * Hollister, CA 95023

March 13, 2018 @ 3:00 P.M.

Executive Committee Workforce Development Board Meeting

AGENDA

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

Present: Kendra Bobsin, Kristina Chavez Wyatt, Karen Para, Richard Perez, James Rydingsword

Absent: *Excused:* Richard Bianchi, Albert Orosco

Guests: Steve Amezcua

Staff: Andi Anderson, Sylvia Jacquez

CTO, Kendra Bobsin, called the meeting to order at 3:08 P.M.

I. **GENERAL INFORMATION:**

II. **Public Comment Period:** Introductions were made by everyone present. No public was present.

III. **Regular Agenda:**

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

B. **Executive Committee Meeting:** February 13, 2018 Executive Committee meeting minutes are enclosed for review and approval. *M/S/C Karen Para/Kendra Bobsin*

C. **Full WDB Meeting Minutes:** January 9, 2018 full WDB meeting minutes are enclosed for board information.

IV. **CONSENT AGENDA:** *M/S/C Karen Para/Kendra Bobsin.*

A. **Board Announcements:** None

B. **Rapid Response and Lay-Off Aversion Services:** Sylvia Jacquez provided an overview of the enclosed Layoff Aversion Activities Report for February, 2018.

V. **DISCUSSION/ACTION ITEMS:**

A. **Board Membership:**

1. **Appointments:** No applications were received to be reviewed for appointment to the board. Current vacancies: Business Representatives (3). Staff and WDB members are working on recruitments.

2. **Resignation:** Al Orozco submitted a letter of resignation on Monday, March 12, 2018. He stated that his company is going through transition and all his time is required for this.

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3. **Re-Appointment:** The term of Sherrean Carr is due to expire on March 20, 2018. She would like to step down and has requested to have Randy Brown represent the mandated positions of Gavilan College Adult Education and the Federally Funded Post-Secondary Vocational Education. Kristina Chavez Wyatt asked about filling two mandated positions as she has a private business. Since Steve Amezcua, the Regional Director for EDD, was present he indicated that he didn't believe so because the vacancies she would represent would be split between Private and Public Sector, whereas, Randy Brown is representing only one sector. This question was posed when Kristina Chavez Wyatt originally applied and Kristina Chavez Wyatt was placed in the Public Sector because there was a great need to have the Public Sector positions filled. After discussion the Ex Committee approved Randy Brown to represent both the Adult Education and Higher Education (Federally funded Post-Secondary Vocational Education Gavilan Community College) which are mandated positions on the board. *M/S/C Jim Rydingsword/Karen Para.*
- B. **Bay Peninsula Regional Planning Unit:** San Benito County's allocation is \$79,925 (earmarked for staff & benefits) to provide Business Services. A face-to-face visit is scheduled for March 30, 2018 at 11:00 A.M. Sylvia Jacquez explained the program and indicated that Work2Future has received funds and is willing to offer funds for training for staff in the local region.
- C. **Prop 39 (Pre-Apprenticeship Program):** Sylvia Jacquez indicated that AJCC has collaborated with Santa Cruz and Monterey Counties. Training is scheduled to begin July 9, 2018 in San Benito County. The training will be held at the Veterans Memorial Building. In order to complete the classes by the funding end date of December 31, 2018, all training will be held during the day with no evening classes so. The classes are scheduled in other counties and attendees can attend any location of their choice.
- D. **Committee Updates:** Updates were provided on the following committees:
 1. **Executive Committee:** Enclosed was the updated Committee's Roster.
 2. **Youth Committee:** Richard Perez has reached out to Goodwill to discuss partnering with their program for helping with resume writing, job interviewing, etc. Since they already have programs in place, it would be good to partner with them and possibly bring more funding to San Benito County. James Rydingsword stated that he has a meeting scheduled with Goodwill on April 9, 2018. Looking at having them also partner with the homeless population and employment training. Richard Perez will also ask if they have a Financial Literacy program. Richard will convene a youth committee meeting on April 12, 2018 at 11 A.M. at Mars Hill, to begin moving forward once they have more information on Goodwill.
 3. **Job Fair Committee:**
 - a. **Chamber of Commerce Job Fair:** Scheduled April 12, 2018 from 3-7 P.M. at the Veteran's Bldg. Get more info: juli@sanbenitocountychamber.com. Kendra suggested bringing WDB membership applications to the job fair. At a previous meeting WDB members asked about being able to sponsor employers for a booth space. Sylvia reported sponsorships are disallowed if the event isn't being sponsored by WDB.

- b. **WDB Job Fair:** The WDB continued discussion for the WDB & AJCC to host a Job Fair. Sylvia stated that staff has organized previous job fairs and would be available to assist to create a list of potential employers. This would be a collaborative partnership with EDD, Probation, etc. Staff will set up meetings to begin moving. After discussion it was decided to hold the event on August 30th 3-7 pm. *M/S/C Kendra Bobsin/Kristina Chavez Wyatt.*
- 4. **One-Stop and Business Services Websites Committee:** Staff provided an update on revamping/redesigning the websites: www.sbcjobs.org - www.sanbenitobsc.org and logo development. Sylvia Jacquez stated that IT is waiting to hear from the WDB on their decision to leave the website as a standalone site with a link to HHSa and it was agreed that the WDB should have its own site. Kristina Chavez Wyatt stated that the members have viewed other websites and found some that they like the look and feel of. James Rydingsword asked if there has been discussion on using WordPress, which is what the HHSa is currently using, as there are staff trained on WordPress. James also stated that it may be an option to have Jeremy, who did the HHSa website, to help with this. The Website Committee will continue discussion on how to make this happen and will invite IT can attend meetings to answer questions. Added James Rydingsword to the Website Committee.
- E. **America's Job Center of California (AJCC) Operator:** David Mirrione will be a guest speaker at the next Full WDB meeting on April 10, 2018. At the full WDB meeting in January, WDB members requested that staff invite Adam Goldstone to the April meeting to discuss local procurement and fair consideration on local contract projects. Sylvia Jacquez will reach out to Adam on his availability.

IV. **Additional Information:**

- A. **Annual Filing of Form 700:** Annual filing due April 15, 2018. All board members should have received an e-mail reminder from e-disclosure.
- B. **Workforce Services Directives and Information Notices:** Provided for WDB information were links to the most recent Workforce Services Directives. There are now updates for 2018. [WSD17-06-07](#) and Information Notices [WSIN24 thru WSIN17-26](#). Summary enclosed.
- C. **AB124 Ethics Training:** Individuals needing to complete the ethics training have been notified. NEW LINK to complete the ethics training is: <http://localethics.fppc.ca.gov/login.aspx>.
- D. **CWA 2018:** Members were invited to view information on the CWA 2018 Conference is scheduled for May 2-4 in San Diego and let staff know if they may be interested in attending. <http://calworkforce.org/WORKCON2018>.
- E. **Ag in the Classroom:** 835 3rd graders attended Farm Day and learned how food is made and prepared.
- F. **Economic Development Administration (EDA):** Kristina Chavez Wyatt is having a meeting this week to discuss bringing back Economic Development back to Hollister and grants procurement and development. 10:30 at Marriott. Grants range from \$75,000 to several million. It is important for the local economy to procure these types of funds. Many local companies are looking to grow and it's important to keep these business locally and help them to grow.

V. **Adjournment:** *M/S/C James Rydingsword/Karen Para 4:05 P.M.*

The next Full WDB meeting is April 10, 2018, Ste. 108 at 3 P.M.

The next Executive Committee meeting is scheduled on May 8, 2018, Ste. 107 – 3 P.M.



San Benito County Workforce Development Board (WDB)

1111 San Felipe Road, Suite 108 * Hollister, CA 95023

April 10, 2018 @ 3:00 P.M.

Workforce Development Board Meeting

AGENDA

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

Present: Richard Bianchi, Karen Para, Richard Perez Sr., Kristi Alarid, Kendra Bobsin, Duane Bradford, Randy Brown, Kristina Chavez-Wyatt,

Absent: Carrie Fosdick, Jose Rodriguez, Jim Dion, Al Gonzalez, Andy Hartman, James Rydingsword.

Guests: Adam Goldstone, David Mirrione, Ofelia Orabuena, Adam Valadez

Staff: Sylvia Jacquez, Cynthia Larca

Vice-Chair, Richard Perez Sr. called the meeting to order at 3:04

I. GENERAL INFORMATION:

II. Public Comment Period: Introductions were made by everyone present

B. Success Stories: Adam Valadez was present to give his success story. He stated on how he found out about getting involved at the One-Stop. He was hired with CHISPA under the WIOA Work Experience Program. Upon completing the program he got hired as a subcontractor. He continues to do many projects for CHISPA and will be getting prevailing wage jobs soon. He was grateful for the opportunity given by this program

C. Guest Speaker:

1. America's Job Center of California (AJCC) Operator: David Mirrione provided a PowerPoint presentation and shared his background. He researched AJCC services first and is looking at improvements needed. He conducted a survey of partner agencies, gathered best practices and talked about co-location needs. He stated that San Benito County is already doing well. He stated the IT is antiquated and most partners are serving the same clients. Enrollments are the biggest challenge and as a result, placements are down. The most common need identified is the referral process. He also stated that all posting be in both English & Spanish, computers need common access and bilingual staffing is a must. His recommendations are for Service Delivery, Categorize fliers, online orientations, update enrollments packets, update TTY, phones and to conduct online surveys. Teach how to use job search tool in CalJOBS. Identified IT site blocking issues, WiFi would also be an added benefit which the county is working on. The agency phone system needs to be updated. Also discussed was marketing, branding and new web-site to promote services and the development of social media, rotating

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media-blasts in the waiting area and also coordination with local business and media. Facilities: Clear posting of rules, how to deal with children, TV for info blasting. Staff Development: Training dollars are available as well as online training needs to be available. Implementation: timeline and action plan. He prioritized recommendations and all staff is involved. The #1 priority is Team Building, #2 is the Referral Process. He opened the floor for Q&A and suggestion to broaden the base of partner agencies. Sylvia Jacquez read list of required partners, board makeup is different from on-site center partners.

2. **Local Procurement:** Adam Goldstone presented the County's procurement local procurement process of Capital Projects. He listed his current workload stating he has 28 new projects, however; not all projects will be approved. They must use public bid process for all jobs over \$4,000 and requirements for bidding are specific. Hollister based contractors are had to come by and local preference is not required. Some jobs only have 1-2 bids. Some of our jobs are too small or to specialize, or they can't meet wage requirements. Contractor's exchanges are best in getting the word out. Only local advertising is done. He stated www.ebidboard.com is where contractor can get information on county sites. There was also discussion about how to get the word out on upcoming jobs/projects and how to get sub-contractors ready to do government jobs.

III. **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. **Full WDB Meeting Minutes:** January 9, 2018 full WDB meeting minutes were approved as presented. *M/S/C Richard Bianchi/Karen.*
- C. **Executive Committee Meeting:** March 13, 2018 Executive Committee meeting minutes are enclosed for board information.

IV. **CONSENT AGENDA:** *M/S/C Kristina/Karen*

- A. **Board Announcements:** None
- B. **Rapid Response and Lay-Off Aversion Services:** Enclosed was the Layoff Aversion Activities Report for March, 2018.
- C. **Board Membership:** No applications were received to be reviewed for appointment to the board. The current vacancies are: Business Representatives (5). Staff recently met with Goodwill Industries and they may be interested in joining the board.

V. **DISCUSSION/ACTION ITEMS:**

- A. **CWA WORKCON 2018:** The request to have 3-4 staff and/or board members to attend the CWA 2018 Conference scheduled for May 2-4 in San Diego was approved. Sylvia Jacquez, Megan Crable and Richard Perez are interested in attending.
- B. **Grant Expenditure Report:** Enclosed was the quarterly expenditure report of the CSWD workforce services grants. Most of the programs are underspend however the *M/S/C Richard/Kristina* State allows for carry over funds. Staff is working on the current budget, increasing enrollments via social media and community outreach as well as working with the local high school and continuation schools.
- C. **Bay Peninsula Regional Planning Unit:** Staff provided an update on the visit held on April 6th at NOVA stating that each local area gave a presentation of the business services they provide.

- D. **Prop 39 (Pre-Apprenticeship Program)**: Staff provided an update on the training scheduled to begin July 9, 2018 in San Benito County stating the new contract is being processed. The goal is to have 20-25 individuals enrolled and trained.
- E. **Committee Updates**: Updates were provided on the following committees:
1. **Executive Committee**: Meets monthly. All board members invited to attend.
 2. **Audit Committee**: Need to schedule a meeting to discuss results of on-site monitorings conducted by the State. A meeting will be scheduled soon.
 3. **Youth Committee**: A Youth Committee meeting is scheduled for April 12, 2018 at 1:30 P.M. at Mars Hill.
 4. **Job Fair Committee**:
 - a. **Chamber of Commerce Job Fair**: Scheduled on April 12, 2018 from 3-7 P.M. at the Veteran's Bldg.
 - b. **WDB Job Fair**: Staff provided an update on the Job Fair scheduled for August 30, 2018 from 3-7 P.M. Discussed was the need to have promotional materials ready for upcoming job fairs and outreach opportunities to promote services. A location for the job fair will need to be decided upon. Currently looking to see if the Vet Hall is available and also include a community fair.
 5. **One-Stop and Business Services Websites Committee**: Staff and members provided an update on revamping/redesigning the websites: www.sbcjobs.org - www.sanbenitobsc.org. The committee would like to have a budget established and asked if unspent funds could be used for the project and the answer is yes. There was discussion having Jeremy, who completed the Health and Human Services Agency website, contracted to complete the work. It was also requested that once completed, staff would be able to maintain and update as needed. The WDB would like to request \$10,000 for this project to be added to the next meeting agenda for approval. Board members have requested that we also check out the websites from Council of Government and City of SJB.

IV. **Additional Information**:

- A. **Annual Filing of Form 700**: Annual filing due April 15, 2018. All board members have received an e-mail reminder from e-disclosure.
- B. **Workforce Services Directives and Information Notices**: Provided for WDB information were links to the most recent Workforce Services Directives. There are now updates for 2018. [WSD 17-08](#) and Information Notices [WSIN27 thru WSIN17-29](#). Summary was enclosed and board members are encouraged to read the summaries.
- C. **AB124 Ethics Training**: Individuals needing to complete the ethics training have been notified. NEW LINK to complete the ethics training is: <http://localethics.fppc.ca.gov/login.aspx>.
- D. **WIOA Allocations**: A copy of the current WIOA allocations was distributed.
- E. **Monterey Bay Economic Partnership**: Kristina provided information on this event which will be held tomorrow. She invited board members to attend.
- F. **Cannibis 2.0 Workshop**: Sylvia informed the board of the information that was provided by our Regional Advisor, Steven Amezcua due to the request for WDB member to attend this workshop. No WIOA funds may be used for these types of requests and to assist any business of this type as WIOA is a federally funded program and Cannibis is only approved at the State level.

V. **Adjournment:** M/S/C 4:22 P.M. *M/S/C Kristina/Richard*

VI. The next Executive Committee meeting is scheduled on May 8, 2018, **Ste. 107** – 3 P.M.

The next Full WDB meeting is July 10, 2018, **Ste. 108** at 3 P.M.



April 30, 2018

To: Workforce Development Board

From: Megan Crable, Business Services Representative

Re: Layoff Aversion Activities for April 2018

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

- 1) **Business Services Workshops:** Fair Chance Hiring Summit October 25, 2018. Veteran’s Memorial Building reserved, Root and Rebound Trainer confirmed \$2,500 quote.
- 2) **Job Search Assistance & Resume Writing Workshops:** 4/12/18 3:00 – 7:00 pm Job Fair & Business Expo. Job Fair Community Resource Event August 30, 2018/Veteran’s Memorial Building reserved. Enclosed you will find the workshop schedule.

AJCC/EDD Job Recruitments:

- | | |
|-----------------------|-------------------|
| a. MSZ Resource Group | 1 Opening |
| b. Kelly Services | multiple openings |
| c. Gilroy Gardens | multiple openings |

- 3) **Business Engagement:**
 - a. Chamber of Commerce Ambassador Meeting- 4/3/18
 - b. Regional Business Services planning meeting 4/6/18 @ NOVA
 - c. Bay Area Rapid Response Roundtable 4/10/18 @ San Francisco
 - d. Monterey Bay Economic Partnership “2018 Future of Work” 4/11/18 @ Seaside
 - e. Chamber of Commerce Mixer 4/11/18 @ Emergency Vehicle Specialist
 - f. Let’s Connect Chamber Job Fair 4/12/18.
 - g. CET Salinas Job Fair Grand Opening 4/18/18
 - h. San Benito County Alternative Education Programs San Andreas Job/Resource Fair 4/19/18
 - i. SBC AJCC Business Services Team Meeting 4/30/18 @ SBC AJCC

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PARTNERSHIPS TO UNLOCK SOCIAL MOBILITY 2.0

PURPOSE

- To introduce the field to the Governor's first-of-its-kind General Fund Request for \$37 million to serve re-entry populations
- To bring key workforce and corrections partners together to catalogue their successful strategies for serving these populations
- To elevate a vision on how we serve these populations
- To discuss regional workforce development successes, which will be collected in a publication, and displayed at an educational event for legislators, staff, media, and other stakeholders.
- To identify services and partnerships that are needed to connect proven supply-side strategies for the re-entry population with demand-side regional workforce successes

WHO'S INVITED

Workforce Board Leadership Staff, Community College Regional Workforce Leadership, Adult Education Regional Workforce Leadership, Corrections and Rehabilitation Leadership

AGENDA

- 9:30 – 9:45** Introductions and Icebreaker
- 9:45 – 10:00** Framing for the Day, **by CWA**
- 10:00 – 10:30** State Presentation on CDCR Budget Ask and Q&A, **by CWDB**
- 10:30 – 11:00** Scenarios on Service Pathways for Re-Entry Participants, **led by CWA**
- 11:00 – 11:15** Report Outs on Service Pathways, **led by CWA**
- 11:15 – 12:00** Regional Shared Understanding and Strategy Discussion, with definitions of regional success given **by CWDB** and examples of regional success shared **by group**
- 12:00 – 12:30** Lunch Provided, continued discussion on developing a regional shared understanding with local service delivery, **led by CWA**
- 12:30 – 1:00** Next steps and wrap, **by CWA**

Register now at <http://calworkforce.org/PUSM-2-0/>

LOCATIONS

MAY, 2018

Northern LA County – Tuesday, 5/8

Sheraton Pasadena - 303 Cordova St,
Pasadena, CA 91101

Ventura – Wednesday, 5/9

Courtyard by Marriott Oxnard - 600 E
Esplanade Dr, Oxnard, CA 93036

Humboldt – Tuesday, 5/15

Holiday Inn and Suites Eureka - 815 W
Wabash Ave, Eureka, CA 95501

Mother Lode – Tuesday, 5/22

Best Western Plus Sonora Oaks - 19551 Hess
Ave, Sonora, CA 95370

Southeast LA County – Thursday, 5/24

Renaissance Long Beach - 111 E Ocean Blvd,
Long Beach, CA 90802

North State – Tuesday, 5/29

Sheraton Redding - 820 Sundial Bridge Drive,
Redding, CA 96001

Capitol – Wednesday, 5/30

Hilton Sacramento Arden - 2200 Harvard St,
Sacramento, CA 95815

Central Valley North – Thursday, 5/31

TBD - Modesto, CA

JUNE, 2018

East Bay Area – Wednesday, 6/6 - TBD

Bay Peninsula – Thursday, 6/7

San Mateo Marriott - 1770 S Amphlett Blvd,
San Mateo, CA 94402

Inland Empire – Tuesday, 6/12

TBD – San Bernardino, CA

Orange County – Wednesday, 6/13

Anaheim Marriott Suites - 12015 Harbor Blvd,
Garden Grove, CA 92840

Southern Border – Thursday, 6/14

Courtyard Old Town San Diego - 2435
Jefferson St, San Diego, CA 92110

Central Los Angeles – Tuesday, 6/19

Renaissance LAX – 9620 Airport Blvd, Los
Angeles, CA 90045

Central Coast – Thursday, 6/21

Cuesta College - State Highway 1, San Luis
Obispo, CA 93405

Central Valley South – Tuesday, 6/26

DoubleTree by Hilton – 3100 Camino del Rio
Ct, Bakersfield, CA 93308

North Bay Area – Thursday, 6/28

Napa Valley Marriott Hotel & Spa - 3425
Solano Ave, Napa, CA 94558

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Months**

**90%
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Rate**

*Must be interested in a career in construction, 18 years old or older, possess a High School diploma/GED or completed higher education, possess a valid Driver's License, able to work legally in the US, and be able to pass a drug screening.

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MEMORANDUM

May 8, 2018

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, CalJOBSSM, 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	
WSD17-08	PROCUREMENT OF EQUIPMENT AND RELATED SERVICES This policy provides the guidance and establishes the procedures regarding procurement for goods and services with Workforce Innovation and Opportunity Act (WIOA) funds. This policy applies to WIOA subrecipients and is effective on the date 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 Procurement (WSD12-10) dated November 30, 2012. Retain this directive until further notice.
WSD17-09	MANDATED USE OF VOSGREETER MODULE IN CALJOBSSM EXECUTIVE SUMMARY This policy provides the guidance and establishes the procedures regarding the use of the VOSGreeter module within the CalJOBS system. This policy applies to all comprehensive and affiliate America’s Job Center of California (AJCC) locations, and is effective October 1, 2018. This policy contains only state-imposed requirements. This Directive finalizes Workforce Services Draft Directive Mandated Use of VOSGreeter Module in CalJOBS (WSDD-174), issued for comment on December 16, 2017. The Workforce Development Community submitted 13 comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 1. Retain this Directive until further notice.
WSIN17-30	LIMITED ENGLISH PROFICIENCY IMPLEMENTATION IN CalJOBSSM Effective February 20, 2018, the required Limited English Proficiency (LEP) questions were added to the individual registration form in CalJOBS. Per 29 CFR Section 38.41 (a)(b)(2), Collection and Maintenance of Equal Opportunity Data and Other Information, beginning on January 3, 2019, it is required that each recipient must record the LEP and preferred language of each applicant, registrant, participant, and terminee. To adhere to this requirement, the following questions have been added to the individual registration in CalJOBS:

WSIN17-31	<p>ELIGIBILITY OF DACA RECIPIENTS FOR WIOA SERVICES Individuals granted relief under the Deferred Action for Childhood Arrivals (DACA) with employment authorization documents are eligible to access programs and services under the Workforce Innovation & Opportunity Act (WIOA). While the DACA program has been in effect since 2012, on September 5, 2017, the Department of Homeland Security (DHS) announced the rescission and phasing out of the program. DACA recipients who were eligible to file renewal applications for DACA by October 5, 2017, may receive an additional two-year work authorization extension. This information notice affirms that DACA recipients with valid work authorization remain eligible for WIOA services and should be encouraged to participate in WIOA programs until their work authorization permit expires or is otherwise revoked.</p>
WSIN17-32	<p>WIOA FORMULA PLANNING ESTIMATE ALLOCATIONS – PY 18-19 The Employment Development Department is providing Workforce Innovation and Opportunity Act (WIOA) Title I formula estimate allocations for each Local Workforce Development Area (Local Area), for the Adult, Youth, and Dislocated Worker funding streams for Program Year (PY) 2018-19. These allocations are based on the estimated allotment levels issued by the U.S. Department of Labor, Employment and Training Administration in Training and Employment Guidance Letter 13-17, dated March 23, 2018. These allocations are provided as an estimate for planning purposes and will change based on the enacted PY 18 full-year appropriation expected later this year. The planning estimates below can provide Local Areas with a general idea of how their funding will change in PY 18, assuming there are no major increases or decreases enacted by Congress. Current data was used to calculate the estimated allocations for each Local Area. The same data will be used when calculating the actual allocations, meaning that even if the actual amounts change, the percentage of funding to each Local Area will remain. The allotment to California and the amounts available for the formula allocation to its Local Areas are listed below. Attachment 1 reflects the total amount Local Areas will receive for each of the funding streams for PY 18-19. Additionally, Attachment 2 provides a breakdown of how each of the three funding streams are allocated.</p>
WSIN17-33	<p>WAGNER-PEYSER FUNDS FOR DHH SERVICES – SFP The Employment Development Department announces the availability of Wagner-Peyser 10 percent Governor’s Discretionary funds for Program Year 2018-19 in a Solicitation for Proposal (SFP) as follows: SFP Deaf and Hard of Hearing Services Funding Available \$2,300,000 in Wagner-Peyser 10 percent funds Proposal Due Date May 29, 2018, 3 p.m. Purpose The program is designed to assist job-ready deaf and hard of hearing persons in searching for, obtaining, and retaining unsubsidized employment and career advancement opportunities. Questions and Answers Questions regarding this SFP will be accepted until May 10, 2018, by email at WPSFP@edd.ca.gov.</p>



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

05/08/18

Date

Workforce Innovation and Opportunity Act
 Youth, Adult, and Dislocated Worker Activities Program Allocations
 Program Year 2017-18 (Revised)

Youth, Adult, and Dislocated Worker Activities Program Allocations – Program Year 2017-18 (Revised)							
		Round 1			Round 2		
Local Area	Sub Code	Youth	Adult	Dislocated Worker	Adult	Dislocated Worker	Grand Total
Alameda	ALA	\$ 1,578,957	\$ 189,069	\$ 318,832	\$ 1,286,809	\$ 1,687,131	\$ 5,060,798
Anaheim City	ANA	\$ 771,661	\$ 94,497	\$ 99,712	\$ 643,150	\$ 527,640	\$ 2,136,660
Contra Costa	CON	\$ 1,462,809	\$ 184,035	\$ 289,608	\$ 1,252,550	\$ 1,532,491	\$ 4,721,493
Foothill	FET	\$ 539,933	\$ 71,033	\$ 80,922	\$ 483,453	\$ 428,208	\$ 1,603,549
Fresno	FRS	\$ 5,104,062	\$ 615,194	\$ 673,977	\$ 4,187,035	\$ 3,566,419	\$ 14,146,687
Golden Sierra	GSC	\$ 891,045	\$ 111,006	\$ 167,803	\$ 755,511	\$ 887,947	\$ 2,813,312
Humboldt	HUM	\$ 340,824	\$ 37,963	\$ 43,828	\$ 258,381	\$ 231,921	\$ 912,917
Imperial	IMP	\$ 2,253,775	\$ 282,154	\$ 341,524	\$ 1,920,353	\$ 1,807,210	\$ 6,605,016
Kern, Inyo, Mono	KIM	\$ 4,733,093	\$ 580,121	\$ 640,728	\$ 3,948,326	\$ 3,390,479	\$ 13,292,747
Kings	KNG	\$ 706,557	\$ 99,939	\$ 95,787	\$ 680,187	\$ 506,866	\$ 2,089,336
Los Angeles City	LAI	\$ 13,304,252	\$ 1,641,240	\$ 1,339,025	\$ 11,170,323	\$ 7,085,600	\$ 34,540,440
Los Angeles County	LAO	\$ 10,354,267	\$ 1,262,710	\$ 1,201,428	\$ 8,594,043	\$ 6,357,481	\$ 27,769,929
Pacific Gateway	LBC	\$ 1,751,989	\$ 203,059	\$ 169,039	\$ 1,382,029	\$ 894,490	\$ 4,400,606
Madera	MAD	\$ 717,894	\$ 92,512	\$ 94,952	\$ 629,638	\$ 502,447	\$ 2,037,443
Merced	MER	\$ 1,490,188	\$ 179,850	\$ 203,332	\$ 1,224,064	\$ 1,075,953	\$ 4,173,387
Mother Lode	MLC	\$ 387,028	\$ 57,393	\$ 58,725	\$ 390,618	\$ 310,747	\$ 1,204,511
Monterey	MON	\$ 1,691,875	\$ 217,547	\$ 319,203	\$ 1,480,632	\$ 1,689,095	\$ 5,398,352
North Bay	NBY	\$ 881,981	\$ 120,854	\$ 157,537	\$ 822,535	\$ 833,624	\$ 2,816,531
North Central Counties	NCC	\$ 1,139,866	\$ 134,940	\$ 162,858	\$ 918,407	\$ 861,780	\$ 3,217,851
NoRTEC	NOR	\$ 2,409,764	\$ 295,242	\$ 314,173	\$ 2,009,427	\$ 1,662,478	\$ 6,691,084
NOVA-San Mateo	NOV	\$ 1,392,728	\$ 179,393	\$ 288,793	\$ 1,220,954	\$ 1,528,181	\$ 4,610,049
Oakland City	OAK	\$ 1,293,484	\$ 162,061	\$ 149,875	\$ 1,102,993	\$ 793,081	\$ 3,501,494
Orange	ORA	\$ 2,948,268	\$ 348,796	\$ 628,483	\$ 2,373,919	\$ 3,325,685	\$ 9,625,151
Richmond City	RCH	\$ 340,178	\$ 45,335	\$ 38,052	\$ 308,553	\$ 201,358	\$ 933,476
Riverside	RIV	\$ 6,432,195	\$ 788,413	\$ 885,180	\$ 5,365,968	\$ 4,684,026	\$ 18,155,782
Sacramento	SAC	\$ 3,695,179	\$ 449,240	\$ 511,382	\$ 3,057,543	\$ 2,706,032	\$ 10,419,376
Santa Ana City	SAN	\$ 934,602	\$ 116,531	\$ 83,213	\$ 793,117	\$ 440,330	\$ 2,367,793
Santa Barbara	SBA	\$ 1,205,671	\$ 111,723	\$ 148,196	\$ 760,393	\$ 784,195	\$ 3,010,178
San Benito	SBE	\$ 206,482	\$ 24,858	\$ 33,580	\$ 169,187	\$ 177,692	\$ 611,799
San Bernardino County	SBO	\$ 5,796,594	\$ 699,962	\$ 722,788	\$ 4,763,969	\$ 3,824,707	\$ 15,808,020
South Bay	SBY	\$ 1,510,888	\$ 198,206	\$ 220,879	\$ 1,348,998	\$ 1,168,805	\$ 4,447,776
Santa Cruz	SCR	\$ 1,059,492	\$ 119,656	\$ 151,383	\$ 814,386	\$ 801,057	\$ 2,945,974
San Diego	SDC	\$ 6,869,887	\$ 800,496	\$ 1,016,361	\$ 5,448,206	\$ 5,378,181	\$ 19,513,131
SELACO	SEL	\$ 976,189	\$ 117,994	\$ 140,672	\$ 803,072	\$ 744,380	\$ 2,782,307
San Francisco	SFO	\$ 1,165,054	\$ 163,706	\$ 248,885	\$ 1,114,189	\$ 1,317,000	\$ 4,008,834
San Joaquin	SJC	\$ 2,986,903	\$ 356,154	\$ 393,105	\$ 2,423,997	\$ 2,080,159	\$ 8,240,318
San Jose - Silicon Valley	SJI	\$ 2,221,198	\$ 267,257	\$ 357,542	\$ 1,818,959	\$ 1,891,970	\$ 6,556,926
San Luis Obispo	SLO	\$ 598,863	\$ 58,545	\$ 74,935	\$ 398,461	\$ 396,527	\$ 1,527,331
Solano	SOL	\$ 956,802	\$ 133,613	\$ 165,990	\$ 909,378	\$ 878,351	\$ 3,044,134
Sonoma	SON	\$ 847,883	\$ 101,825	\$ 138,213	\$ 693,024	\$ 731,371	\$ 2,512,316
Stanislaus	STN	\$ 2,398,795	\$ 294,318	\$ 330,737	\$ 2,003,136	\$ 1,750,132	\$ 6,777,118
Tulare	TUL	\$ 2,745,334	\$ 333,057	\$ 384,653	\$ 2,266,796	\$ 2,035,434	\$ 7,765,274
Verdugo	VER	\$ 676,606	\$ 92,208	\$ 108,351	\$ 627,574	\$ 573,350	\$ 2,078,089
Ventura	VNP	\$ 1,815,841	\$ 211,627	\$ 323,595	\$ 1,440,344	\$ 1,712,338	\$ 5,503,745
Yolo	YOL	\$ 714,879	\$ 68,967	\$ 85,922	\$ 469,391	\$ 454,663	\$ 1,793,822
TOTAL		\$ 104,301,815	\$ 12,714,299	\$ 14,403,758	\$ 86,533,978	\$ 76,219,012	\$ 294,172,862

Workforce Innovation and Opportunity Act
Rapid Response and Layoff Aversion Funding
Program Year 2017-18 (Revised)

Local Area	Sub Code	Round 1		Round 2		Grand Total
		Rapid Response	Layoff Aversion	Rapid Response	Layoff Aversion	
Alameda	ALA	\$ 48,196	\$ 13,594	\$ 207,006	\$ 29,187	\$ 297,983
Anaheim City	ANA	\$ 26,224	\$ 7,397	\$ 134,375	\$ 19,525	\$ 187,521
Contra Costa	CON	\$ 43,328	\$ 12,221	\$ 186,096	\$ 26,238	\$ 267,883
Foothill	FET	\$ 25,375	\$ 7,157	\$ 249,877	\$ 38,985	\$ 321,394
Fresno	FRS	\$ 29,070	\$ 8,199	\$ 165,356	\$ 24,394	\$ 227,019
Golden Sierra	GSC	\$ 33,068	\$ 9,326	\$ 175,546	\$ 25,645	\$ 243,585
Humboldt	HUM	\$ 19,691	\$ 5,553	\$ 89,279	\$ 12,714	\$ 127,237
Imperial	IMP	\$ 31,261	\$ 8,818	\$ 134,271	\$ 18,931	\$ 193,281
Kern, Inyo, Mono	KIM	\$ 42,353	\$ 11,946	\$ 273,971	\$ 41,081	\$ 369,351
Kings	KNG	\$ 20,001	\$ 5,641	\$ 115,140	\$ 17,013	\$ 157,795
Los Angeles City	LAI	\$ 149,777	\$ 42,246	\$ 878,730	\$ 130,167	\$ 1,200,920
Los Angeles County	LAO	\$ 165,705	\$ 46,738	\$ 1,510,306	\$ 234,220	\$ 1,956,969
Pacific Gateway	LBC	\$ 70,623	\$ 19,919	\$ 303,331	\$ 42,768	\$ 436,641
Madera	MAD	\$ 24,526	\$ 6,917	\$ 141,414	\$ 20,900	\$ 193,757
Merced	MER	\$ 21,867	\$ 6,168	\$ 115,766	\$ 16,904	\$ 160,705
Mother Lode	MLC	\$ 71,991	\$ 20,305	\$ 309,204	\$ 43,597	\$ 445,097
Monterey	MON	\$ 24,785	\$ 6,990	\$ 198,838	\$ 30,497	\$ 261,110
North Bay	NBY	\$ 71,023	\$ 20,033	\$ 317,595	\$ 45,114	\$ 453,765
North Central Counties	NCC	\$ 49,266	\$ 13,895	\$ 241,928	\$ 34,919	\$ 340,008
NoRTEC	NOR	\$ 97,800	\$ 27,584	\$ 580,247	\$ 86,080	\$ 791,711
NOVA-San Mateo	NOV	\$ 193,357	\$ 54,537	\$ 830,483	\$ 117,094	\$ 1,195,471
Oakland City	OAK	\$ 39,641	\$ 11,181	\$ 170,265	\$ 24,007	\$ 245,094
Orange	ORA	\$ 109,849	\$ 30,983	\$ 471,809	\$ 66,523	\$ 679,164
Richmond City	RCH	\$ 16,849	\$ 4,752	\$ 80,193	\$ 11,516	\$ 113,310
Riverside	RIV	\$ 44,088	\$ 12,435	\$ 352,582	\$ 54,061	\$ 463,166
Sacramento	SAC	\$ 43,361	\$ 12,230	\$ 456,212	\$ 71,516	\$ 583,319
Santa Ana City	SAN	\$ 55,316	\$ 15,602	\$ 237,582	\$ 33,498	\$ 341,998
Santa Barbara	SBA	\$ 31,594	\$ 8,911	\$ 160,873	\$ 23,353	\$ 224,731
San Benito	SBE	\$ 15,526	\$ 4,379	\$ 81,516	\$ 11,889	\$ 113,310
San Bernardino County	SBO	\$ 49,654	\$ 14,005	\$ 553,312	\$ 87,073	\$ 704,044
South Bay	SBY	\$ 55,934	\$ 15,777	\$ 695,199	\$ 110,139	\$ 877,049
Santa Cruz	SCR	\$ 17,946	\$ 5,062	\$ 86,217	\$ 12,399	\$ 121,624
San Diego	SDC	\$ 169,251	\$ 47,737	\$ 726,944	\$ 102,497	\$ 1,046,429
SELACO	SEL	\$ 17,468	\$ 4,927	\$ 122,124	\$ 18,473	\$ 162,992
San Francisco	SFO	\$ 29,821	\$ 8,411	\$ 339,788	\$ 53,548	\$ 431,568
San Joaquin	SJC	\$ 39,126	\$ 11,036	\$ 168,048	\$ 23,694	\$ 241,904
San Jose - Silicon Valley	SJI	\$ 98,937	\$ 27,905	\$ 424,937	\$ 59,915	\$ 611,694
San Luis Obispo	SLO	\$ 31,225	\$ 8,807	\$ 134,113	\$ 18,909	\$ 193,054
Solano	SOL	\$ 17,215	\$ 4,855	\$ 178,813	\$ 28,006	\$ 228,889
Sonoma	SON	\$ 21,381	\$ 6,030	\$ 228,235	\$ 35,814	\$ 291,460
Stanislaus	STN	\$ 26,838	\$ 7,570	\$ 192,156	\$ 29,141	\$ 255,705
Tulare	TUL	\$ 22,027	\$ 6,213	\$ 137,860	\$ 20,590	\$ 186,690
Verdugo	VER	\$ 52,257	\$ 14,740	\$ 308,095	\$ 45,668	\$ 420,760
Ventura	VNP	\$ 53,064	\$ 14,967	\$ 264,382	\$ 38,248	\$ 370,661
Yolo	YOL	\$ 22,955	\$ 6,475	\$ 98,595	\$ 13,901	\$ 141,926
TOTAL		\$ 2,340,610	\$ 600,172	\$ 13,828,609	\$ 2,050,351	\$ 18,819,742