



San Benito County Workforce Development Board

FULL WDB MEETING

1161 San Felipe Road, Hollister, CA 95023

July 13, 2021 @ 3:00 P.M.

AGENDA

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

At this time, the Workforce Development Board (WDB) is continuing to hold board meetings to conduct essential business. Members of the public are encouraged to participate electronically. Based on guidance from the California Department of Public Health, the Governor's Executive Order and Office, and the San Benito County Public Health Officer

Join Zoom Meeting

https://zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjFjdz09

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile: +16699006833, 97879980043#, \*392237# US (San Jose)

Table with columns: Quorum Met: Yes, No, u=Unexcused; Representing the Private Sector (PR); Representing the Public. Rows list board members like Bianchi, Richard, Chair; Giancola, Shelley; Alarid, Kristi; Lamont, Abraham, etc.

I. GENERAL INFORMATION:

A. Public Comment Period: Select the "Participants Tab" and click "Raise Hand" icon, the zoom facilitator will unmute you when your turn arrives. 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. Full WDB: April 20, 2021 full WDB minutes are enclosed for board review and approval. Action Required
2. Executive Committee: The June 8, 2021 minutes are for board information.

III. CONSENT AGENDA: Items as a whole may 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. Labor Market/Unemployment and Economic Summary: Enclosed is the May 2021 report.



- B. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD20-13](#) and Information Notices [WSIN 20-64-thru WSIN 20-70](#) are enclosed. Andi to provide.
- C. **Subsequent Designation of Local Areas and Recertification of Local Boards:** Enclosed please find the approval letter on the Subsequent Designation of Local Area Boards and Recertification of Local Boards.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives (4).
  - 1. **Application Received:** The enclosed application was received from Lizz Turner of Empowered Solutions & Concepts, LLC. to represent the Private Sector. *Action Required.*
  - 2. **Youth Committee Application Received:** The enclosed application was received from Heidi Jumper, Community Engagement & Marketing Manager of the San Benito County Arts Council. *Action Required.*
- B. **Cancel August Meeting:** Discuss cancelling the August meeting. *Action Required.*
- C. **Meeting of the Minds:** Scheduled for September 7-9, 2021, Monterey, CA at the Monterey Marriott. Request approval to send 2-3 Staff and/or WDB members. Early Registration is \$599 by August 15<sup>th</sup>. *Action Required.*
- D. **Layoff Aversion Services/Rapid Response Report:** Enclosed was the report for June 2021. Staff will provide an overview of this report.
- E. **Program Reports:** Enclosed are the WIOA Program Reports. Staff will provide an overview presentation.
- F. **Committee Updates:** Committee updates may be provided by committee members.
  - 1. **Nomination Committee:** The Nomination Committee will present a slate of officers for fiscal year 2021/2022. *Action Required.*
  - 2. **Ag Committee:**
  - 3. **Audit Committee:** Staff may provide an update on the Fiscal & Procurement Review for PY 2020-2021 held scheduled the week of June 7-11, 2021.
  - 4. **Business Services Committee (BSC):** Staff and committee members may provide an update on the goals identified and determining next steps.
  - 5. **Membership Committee:** The committee will provide an update on recruitment efforts.
  - 6. **Youth Committee:** Committee Members and staff may provide an update.
- G. **Job Fair:** Staff will provide an update on the Job Fair held June 23, 2021 at the Veterans Memorial Building from 2pm-5pm.

V. **ADDITIONAL INFORMATION:**

VI. **ADJOURNMENT:**

The next Ex Committee meeting is scheduled for August 10, 2021 at 3 PM

The full WDB meeting is scheduled for October 12, 2021 at 3 PM



San Benito County Full Workforce Development Board (WDB)
1161 San Felipe Road, Hollister, CA 95023

April 20, 2021 @ 3:00 P.M.

MINUTES

Join Zoom Meeting

https://zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjFjdz09

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile: +16699006833, 97879980043#,,, \*392237# US (San Jose)

Table with attendance information. Columns: Representing the Private Sector (PR), Representing the Public. Rows list names and checkboxes for attendance. Includes Staff and Guests sections.

Chair, Richard Bianchi, called the meeting to order at 3:00 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: No public comments received.

II. REGULAR AGENDA:

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

B. Success Stories: Participants were invited to share their stories but did not attend the meeting. Staff presented success stories.

• Ruby shared that a client named, Ana, came in with an associates degree, but wasn't successful and securing a long-term employment, employment. Shortly after she was enrolled in the out-of-school youth program and being self-motivated and driven she began her training at Institute for Business of Technology to obtain medical billing and coding certification. She seamlessly completed her training within nine months and secured employment immediately thereafter and is now working at California Skin Institute and received full benefits. "I was able to use services and successfully take steps towards self-sufficiency and sustainable employment and am now able to provide needed support for myself and my child."

• 20-year-old, Ricardo came into the AJCC after he had just lost his Forklift job at Olam Spices. AJCC staff directed him to apply for WIOA services to assist him with occupation skills training. Ricard was interested in obtaining Commercial Driving License Class A,



he was approved to receive truck driver training at Truck Driving Institute in Watsonville. Ricardo was eager and determined to complete. He completed his training in 3 months and obtained his credential. He is currently working at Kawahara Nursery in Morgan Hill as a full-time truck driver making close to \$4,000 a month. Ricardo is very excited to have a full-time permanent job and be earning a good salary with benefits at such young age. Ricardo expressed his gratitude for the Opportunity. "I am progressing so fast because I love it! I am so glad there are programs like yours! Thank you so much for everything!"

- C. **Expenditure Updates:** Fiscal Staff presented financial updates per the enclosed attachment. Request to provide a breakdown of how the funds are being expended and for what services/trainings along with the number of participants being served.
- D. **Business Services Updates:** Staff presented an overview of our business services. Enclosed was the presentation for board information.
- E. **Meeting Minutes:**
  - 1. **Full WDB:** January 12, 2021 full WDB minutes were enclosed for board and approved as presented. *M/S/C Karen Para/Randy Brown*
  - 2. **Executive Committee:** The March 9, 2021 minutes were enclosed for board information.
  - 3. **Youth Committee:** The January 12, 2021 Youth Committee meeting minutes were enclosed for board information.

III. **CONSENT AGENDA:** Items as a whole may 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 Kristina Chavez Wyatt/Nelson Leonor*

- A. **Labor Market/Unemployment and Economic Summary:** Enclosed was the March 12, 2021.
- B. **Layoff Aversion Services/Rapid Response Report:** Enclosed was the report for March 2021.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** No applications were received to be reviewed for appointment to the board. The current vacancies are: Business Representatives (3).
  - **Resignation:** Cynthia Larca is retiring at the end of April and has tendered her letter of resignation which was enclosed. Public Sector has to be filled by HHSA so we are hopeful her replacement will fill that vacancy.
- B. **WDB Local & Regional Plan Update:** Staff provided an update on the local & regional plan that is due on April 30, 2021. Notes from both public community input session are included in the local plan. Enclosed were both plans for board review and approval. Based on member input, Consultant, Joyce Aldridge stated she will align and spell out retreat goals in both plans: the Local Plan and Regional Plan. It was requested that the Central Coast Community Energy (3CE's) be included in the local plan as a partner agency. The WDB requests the signature of the WDB Chair on both plans and the BOS is due to take action at their April 27<sup>th</sup> meeting. Motion to accept both plans with input as stated above to include the alignment of goals *M/S/C Lamont Adams/Randy Brown. Kristina Chavez Wyatt abstained.*
- C. **Local Area Designation and Local Board Certification for PY 2021-23:** The local area designation and board certification was due to the State by March 30, 2021. The State has granted an extension to April 30<sup>th</sup>. Enclosed was the application for Board's approval. Local boards are to be re-certified every few years and include the make-up of the board,

membership, and compliance. *Motion to accept with change to PY 2019/21 to PY 2020/23. M/S/C Kristina Chavez Wyatt/Karen Para.*

- D. **Summer Youth Program:** Enclosed was a proposal request to have a Summer Youth Pilot Program as proposed by the Youth Committee (YC). YC committee Chair stated the committee is requesting to hire 10 youth at minimum wage, 36/hr. week and 3hr unpaid to attend life skills training. Staff shared these are non-WIOA funds. Funds come from a Community Foundation grant. The next step is to ask the Community Action Board for the remaining funds. Discussed partnership with EDD to assist with soft skills, resume writing, and dress for success training. After discussion, the WDB approved the YC recommendation to hire 10 youth at minimum wage, 36/hr. week and 3hr unpaid workshops to attend life skills training *M/S/C Karen Para/Duane Bradford.*

- V. **WIOA Performance Measures Update:** Staff provided WIOA Quarterly Report on Performance Measures. See enclosed on page 184 of agenda packet. Staff negotiated with the State on the new performance measures; COVID was suggested to be taken into consideration on how performance measures would be affected but DOL is not in agreement. The current approved measures cannot be change. Discussed the different performance measures, needed for follow-up after completion of training for up to one year after they exit the program. Adults can either gain training or gain employment but can't do both. Youth is a little different for Follow-up measures we are able to track performance by going to school or work.

SAN BENITO COUNTY QUARTERLY PERFORMANCE REPORT			
PY 2020 and 2021			
3 <sup>rd</sup> Quarter 2020- ending 01/01/2021 – 03/31/2021- *Current			
Performance Measures	Adult	DW	Youth
Employment Rate 2 <sup>nd</sup> Quarter After Exit	87.0%	84.2%	57.1%
Employment Rate 4 <sup>th</sup> Quarter After Exit	80.0%	100%	50%
Median Earnings 2 <sup>nd</sup> Quarter After Exit	\$7,239.89	\$14,820.99	\$7,492.52
Credential Attainment 4 <sup>th</sup> Quarter After Exit	33.3%	33.3%	0.0
Measurable Skills Gains	37.5%	58.3%	77.8%

- A. **Committee Updates:** Committee updates may be provided by committee members.

1. **Ag Committee:** No update
2. **Audit Committee:** No update
3. **Business Services Committee (BSC):** Staff and committee members provided an update on the goal setting, employers in the community, outreach and how to connect with local business. How can AJCC staff begin connecting with new business, ect. The BSC is still working on setting the goals.
4. **Youth Committee:** Staff and committee members provided an update stating that Judith Munter, youth committee member, had submitted an SPECA grant and just found out that the application was ranked as high priority but not funded.

VI. **ADDITIONAL INFORMATION:**

- A. **Incumbent Worker Training:** Enrique Arreola discussed California Manufacturing network that Kristina Chavez Wyatt will report on at the next meeting and forming a meeting with the Community College to determine local training needs. Randy Brown stated as areas are identified to please pass them on.
- B. **Labor Market Program:** Randy Brown shared on the ESMI Labor Market Data real time information on job listing, etc. <https://www.economicmodeling.com/>

VII. **ADJOURNMENT:** *M/S/C Kristina Chavez Wyatt/ Nelson Leonor 4:18 P.M.*

*The next Ex Committee meeting is scheduled for May 11, 2021 at 3 PM*

*The full WDB meeting is scheduled for July 13, 2021 at 3 PM*



San Benito County Workforce Development Board

Executive Committee

1161 San Felipe Road, Hollister, CA 95023

June 8, 2021 @ 3:00 P.M.

MINUTES

https://zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjFjdz09

Table with columns: Representing the Private Sector (PR), Representing the Public. Rows include Richard Bianchi (Chair), Chuck Frowein (Vice Chair), Karen Para (Secretary), Kristina Chavez-Wyatt, Guests (Al Gonzalez, Lupe Rubacalva, B. Vivian Estrada), and Staff (Andi Anderson, Ruby Soto, Omar Rosa, Sylvia Jacquez).

Chair, Richard Bianchi, Called to order at 3:03 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: Lupe Rubacalva introduced himself as the new Deputy Director for Health and Human Services Agency Eligibility Department. He has replaced Cindy Larca and has submitted an application to the board.

II. REGULAR AGENDA:

A. Roll Call: Roll was taken to determine excused absences for attendance requirements. Excused individuals who called in were excused by the chair.

B. Meeting Minutes:

1. Executive Committee: The March 9, 2021 minutes are approved by the board as presented. M/S/C Nelson Leonor/ Chuck Frowein

2. Full WDB: April 20, 2021 full WDB minutes were enclosed for board information.

III. CONSENT AGENDA: Items as a whole may 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 Kendra Bobsin/ Karen Para

A. Labor Market/Unemployment and Economic Summary: Enclosed was the March 2021 report.

B. Layoff Aversion Services/Rapid Response Report: Enclosed was the report for April 2021.

C. Information Notices & Directives: The most recent Workforce Services Directives



[WSD20-10 thru WSD20-12](#) and Information Notices [WSIN 20-51-thru WSIN 20-63](#) were enclosed.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives (4) Public Sector (1).
1. **Application Received:** Lupe Rubacalva gave a brief overview of his duties within the department and stated the he work for 17years in Merced County and provided a brief bio of his work history starting in MediCal and working his way to Supervisor and then Program Manager. He also worked with Project Roomkey and homeless services. After discussion the board mad a motion to accept the application of Lupe Rubacalva which will be forwarded to the Board of Supervisors for final appointment to the board. *M/S/C Kendra Bobsin/Nelson Leonor*
  2. **Resignation:** Board Member Joe Giacalone has resigned from the Board which increases board vacancies to four. The membership committee will need to meet to strategize on how to recruit more members to the board. AJCC will be monitored this week and this has been a finding in the past. There have been two attempts to reach out to Amazon with no success. Omar Rosa will follow-up. Heidi Jumper from the Arts Council expressed interest in submitting an application for the Youth Committee and Karen Para will follow-up.
- B. **WDB Local & Regional Plan Update:** The local & regional plan was submitted by the due date of April 30, 2021. Info Only
- C. **WDB Recertification Application:** The WDB Recertification request and application has been submitted to the State. Enclosed was the final recertification request & application. Info Only
- D. **Programs Update:** Staff provided an update on current programs. Enclosed in error was the November 2020 report, staff e-mailed the current report to WDB members.
1. **Bay Peninsula Region Prison 2 Employment:** Total Clients Served: 27 in-custody; 1 in vocational training & 2 have graduated and received employment. Funding Allocation: \$84,829, Total Spent: \$27,777 (March 2021), Balance: \$57,052.
  2. **Bay Peninsula Regional Training Grant:** The regional training funds will support the professional development of staff including conferences and trainings. Funding allocation of 15,000 has been full spent.
  3. **Central Coast Region SB1:** To support the SB1 High Road Construction Careers (HRCC) initiative to support the development, implementation, and sustainability of the High Road Construction Careers regional pre-apprenticeship partnerships. The grant will prioritize Women, Youth, Racial & Ethnic Minorities and formerly Incarcerated individuals with a pre-apprenticeship training in building and construction trades. Allocation \$20,000. Not yet expended.
  4. **Dislocated Worker COVID-19 Grant:** To provide supportive services to individuals impacted by COVID-19 for equipment necessary to telework, housing assistance, utility assistance, childcare assistance and transportation assistance. Individual may receive supportive services totaling up to \$400-\$800.00. Total Clients Served: 50, Funding Allocation: \$27,000, Total Spent: \$26,790, Balance: \$210.
  5. **WIOA Youth Allocation:** Provide out of school youth ages 16-24 with job readiness workshops, work experience opportunities that will foster a positive work ethic while developing skills for future careers. Total Clients Enrolled: 25 (25 completed, 2 in training, 2 pending for training) Funding Allocation: \$445,894, Total Spent: \$371,196 (83%), Balance: \$74,698
  6. **WIOA Adult Allocation:** Total Clients Served: 32 (25 graduated, 2 in training),

Funding Allocation: \$430,623 (2 yr. allocation), Total Spent: \$367,534 (85%), Balance: \$63,089

7. **WIOA Dislocated Worker Allocation:** Provides Individual Training Account (ITA) for Vocational Trainings to eligible clients. Training programs must be listed on the State's ETPL (Employer Training Provider List). Total Clients Served: 40 (32 completed, 8 in training), Funding Allocation: \$403,860, Total Spent: \$278,019 (69%), Balance: \$125,841.

E. **Committee Updates:** Committee updates may be provided by committee members.

1. **Ag Committee:** No report
2. **Audit Committee:** A Fiscal & Procurement Review for PY 2020-2021 is scheduled for the week of June 7-11, 2021 via video or teleconference.
3. **Business Services Committee (BSC):** Staff and committee members provided an update on the goal setting and determining next steps. The next BSC meeting is Thursday, June 24, 2021. Other goals have been identified however they don't fall under business services so staff is discussing what other committee may be identified to take on those tasks. A Job Fair is scheduled June 23, 2021 at the Veterans Memorial Building from 2pm-5pm. It will be a small scale with seven (7) committed employers and will be an In/Door Outdoor event. Staff is promoting at the farmers market and via social media. Many employers have been asking for recruitment assistance and most of the business present have at least 10 positions available. Viewed goals and indicated there is a need for the committee to meet.
4. **Nomination Committee:** The Nomination will need to meet and present a slate of officers at the July Full Board meeting for fiscal year 2021/2022.
5. **Membership Committee:** There is a need for this committee to meet and discuss strategies to identify potential new board members to join the board.
6. **Youth Committee:** Committee Members and staff provided an update. Staff is moving forward with hiring of 10 youth for the summer. Program has been promoted and the application deadline has been extended. Currently have 6 applications under review. 3 came in today. The income guidelines are extremely low. The good news is that contracts are in place. Positions available at: Garden Shoppe, Chamber of Commerce, San Juan Oaks, St Francis Retreat. Waiting for contract for Be True Café, and Ridgemark. Employers want 2-3 participants each.

V. **ADDITIONAL INFORMATION:**

- A. Vaccines at Farmers Market every Wednesday
- B. Transitional Shelter Open House: July 8, 2021 from 10:30am – 1pm.

VI. **ADJOURNMENT: M/S/C Karen Para and Kendra Bobsin. 3:52 P.M.**

The next Ex Committee meeting is scheduled for August 10, 2021 at 3 PM

The full WDB meeting is scheduled for July 13, 2021 at 3 PM



**REPORT 400 C**  
**Monthly Labor Force Data for Counties**  
**May 2021 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>18,949,700</b>	<b>17,523,600</b>	<b>1,426,100</b>	<b>7.5%</b>
ALAMEDA	23	799,500	751,700	47,800	6.0%
ALPINE	50	460	420	40	8.8%
AMADOR	24	14,460	13,560	910	6.3%
BUTTE	29	92,000	85,900	6,100	6.6%
CALAVERAS	10	21,370	20,210	1,160	5.4%
COLUSA	57	11,040	9,800	1,240	11.2%
CONTRA COSTA	24	533,000	499,500	33,500	6.3%
DEL NORTE	43	9,250	8,560	690	7.4%
EL DORADO	15	90,000	85,000	5,000	5.6%
FRESNO	50	445,700	406,500	39,200	8.8%
GLENN	24	12,960	12,140	820	6.3%
HUMBOLDT	18	59,800	56,300	3,500	5.8%
IMPERIAL	58	66,700	56,100	10,600	15.9%
INYO	13	8,190	7,740	450	5.5%
KERN	54	378,900	340,800	38,200	10.1%
KINGS	52	56,300	51,200	5,200	9.2%
LAKE	32	29,380	27,340	2,040	6.9%
LASSEN	8	9,620	9,110	510	5.3%
LOS ANGELES	54	5,120,300	4,600,900	519,500	10.1%
MADERA	48	63,300	58,000	5,300	8.4%
MARIN	1	130,200	124,600	5,600	4.3%
MARIPOSA	36	7,210	6,690	510	7.1%
MENDOCINO	20	36,360	34,210	2,150	5.9%
MERCED	53	116,800	105,200	11,600	9.9%
MODOC	20	3,350	3,150	200	5.9%
MONO	38	7,270	6,750	530	7.2%
MONTEREY	41	221,600	205,400	16,200	7.3%
NAPA	13	71,400	67,400	4,000	5.5%
NEVADA	10	45,650	43,170	2,480	5.4%
ORANGE	20	1,555,000	1,463,800	91,200	5.9%
PLACER	5	184,000	174,900	9,100	4.9%
PLUMAS	44	7,830	7,240	590	7.5%
RIVERSIDE	38	1,106,700	1,027,200	79,500	7.2%
SACRAMENTO	30	703,000	655,100	47,900	6.8%
SAN BENITO	36	31,200	29,000	2,200	7.1%
SAN BERNARDINO	41	971,700	900,600	71,100	7.3%
SAN DIEGO	27	1,519,300	1,422,200	97,200	6.4%
SAN FRANCISCO	6	544,000	516,300	27,700	5.1%
SAN JOAQUIN	46	334,300	306,400	27,900	8.3%
SAN LUIS OBISPO	7	129,400	122,700	6,700	5.2%
SAN MATEO	2	426,700	407,100	19,600	4.6%
SANTA BARBARA	10	219,600	207,700	11,900	5.4%
SANTA CLARA	3	1,010,300	963,100	47,200	4.7%
SANTA CRUZ	30	132,000	123,000	9,000	6.8%
SHASTA	27	73,200	68,600	4,700	6.4%
SIERRA	4	1,330	1,270	60	4.8%
SISKIYOU	35	16,860	15,670	1,190	7.0%
SOLANO	38	199,800	185,500	14,300	7.2%
SONOMA	8	242,500	229,700	12,800	5.3%
STANISLAUS	45	240,300	221,000	19,300	8.0%
SUTTER	49	45,500	41,600	3,900	8.6%
TEHAMA	32	25,330	23,590	1,740	6.9%
TRINITY	15	4,590	4,330	260	5.6%
TULARE	56	201,200	180,600	20,600	10.2%
TUOLUMNE	32	19,740	18,380	1,360	6.9%
VENTURA	18	406,800	383,000	23,800	5.8%
YOLO	15	105,700	99,800	5,900	5.6%
YUBA	46	29,700	27,200	2,500	8.3%

**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 2020 benchmark and Census 2010 population controls at the state level.

**MEMORANDUM**

July 2021

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

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

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**

- [WSD20-13](#) - COVID 19 WIOA Waiver Guidance

**Information Notices**

- [WSIN20-70](#) - Grant Application Opportunity – The PHIT Workforce Development Program
- [WSIN20-69](#) - Campesino de California Outreach Grant – Radio Media Award PY 21-22
- [WSIN20-68](#) - Campesino De California Outreach Grant Complaint System PY 21-22
- [WSIN20-67](#) - Revised PY 20-21 WIOA Formula Funds
- [WSIN20-66](#) - Dislocated Youth Worker Innovation Challenge PY 20-21 Awards
- [WSIN20-65](#) - Program Year 2020 Annual Reporting
- [WSIN20-64](#) - Disability Employment Accelerator PY 20-21 Awards
- 

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

**07/08/21**  
 Date



Dr. Angelo Farooq, Chair    ▪    Tim Rainey, Executive Director    ▪    Gavin Newsom, Governor

June 29, 2021

San Benito County Workforce Development Board  
Enrique Arreola, Executive Director  
1111 San Felipe Road, Ste. 108  
Hollister, CA 95023

SUBJECT: Application for Subsequent Designation of Local Areas and Recertification of Local Workforce Development Board (Local Board)

Dear Mr. Arreola,

The California Workforce Development Board (State Board) has received and carefully assessed your application requesting subsequent designation of local area and recertification of the Local Board under the Workforce Innovation and Opportunity Act (WIOA).

This letter is to inform you that the San Benito County WDB met the eligibility requirements for subsequent designation and recertification. This determination was made by applying the criteria and evaluating the specific requirements included in Directive WSD 20-06, dated February 22, 2021.

Therefore, your application for initial designation for the period of July 1, 2021, through June 30, 2023, has been approved.

If you have any questions, please contact your Employment Development Department Regional Advisor.

A handwritten signature in black ink, appearing to read 'Tim Rainey'.

Tim Rainey, Executive Director  
California Workforce Development Board

cc: Carlos Bravo, California Workforce Development Board  
Vivian Estrada, Employment Development Department





July 9, 2021

To: Workforce Development Board  
From: Sylvia Jacquez, Program Manager  
Re: Business Services, Layoff Aversion and Rapid Response Activities for June 2021

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At the direction of the Workforce Development Board the following are the activities for June 2021:

1) **Business Services Engagement:**

a. Business Recruitments:

- Corbin—Multiple Positions available
- Taylor Farms—Multiple Positions available
- San Benito Foods—Multiple Positions available
- San Benito High School—Multiple Positions available
- Chamberlains Youth Services—Multiple Positions available
- Elite Auto Detailing—Multiple Positions available
- Hollister Tire & Battery—Multiple Positions available
- Job Fair held on June 23, 2021 with 18 employers

- b. Unemployment Rate for San Benito County fell to 7.1% with 2,200 unemployed. This is down from 7.7% from the previous month. The State average unemployment rate is currently 7.9%

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

- a. Virtual Orientations are being held due to COVID-19 until the end of the year. Some clients are participating in the Orientations in person if they are unable to do them virtually.
- b. AJCC continues to serve clients and provide access to computers so they can log in to their EDD and CalJOBS accounts.

3) **Central Coast Business Engagement Roundtable (Formally known as Rapid Response)**

- a. Central Coast Business Engagement Roundtable was held virtually on May 25, 2021.
- i. One of the topics covered was a virtual conference service called Premier Virtual. Monterey County has signed up for the service and they have used the platform to host virtual job fairs and they have indicated that they were happy with the service. They received positive feedback from both employers and job seekers.
- ii. Monterey County expressed that they are having a shortage of job seekers and most of their businesses are struggling to find employees after restrictions have



been lifted. This is the same in Santa Cruz County, San Benito County, Santa Barbara County and San Luis Obispo County. This is an area of struggle for the entire State. Most of the workforce groups have started to do outreach to see how they can assist the businesses find help.

4) **Rapid Response/WARN Events:**

- a. None

5) **Social Media Insight:**

- a. 2021 Summer Youth Employment-- 5.6K total views.
- b. WIOA Paid Training Program-- 2.5K
- c. Job Fair at the Veterans' Memorial Building—2K views
- d. Over 11,300 views overall in the last 28 days (up 4%)



# San Benito County Board and Commissions

## MEMBERSHIP APPLICATION

I hereby express an interest in being nominated for membership on the following committee: (PLEASE PRINT)

BOARD/COMMISSION: **Workforce Development Board (WDB)**

NAME: Lizz Sánchez Turner

PHONE: (831) 207-9017 E-MAIL: LizzTurner@live.com

BUSINESS ADDRESS: P.O. Box 14

CITY: San Juan Bautista, CA ZIP: 95045

LENGTH OF RESIDENCY: Current Location 6.5 Years, San Benito County since 1998

OCCUPATION: City of San Juan Bautista- Community Liaison - Economic Development

EDUCATION: S.J. City College, State of CA Insurance Lic, Business Management

AFFILIATIONS: Served as Marketing Advisor: SBC GEAC, SBC Youth Council CAB

REASON(S) FOR SEEKING APPOINTMENT:  
As a Proponent of Small Business, and a lifelong entrepreneur, I have served as a Business Consultant for small to medium Businesses in the areas of Administration, Finance, Marketing & Sales, as well as HR. Having been an employee as well as an Independent Contractor, I can relate to both sides of Workforce Development.

DATE: 5/21/2021 SIGNATURE: 

\*\*\*\*\*

Return completed form to:

San Benito County  
Attention:  
Clerk of the Board  
481 Fourth Street  
Hollister, CA 95023  
Any Questions, Please Call:  
(831) 636-4000

and/or

Community Services & Workforce Development  
Attn: Andi Anderson  
1111 San Felipe Road, Ste 107  
Hollister, CA 95023  
(831) 637-9293  
(831) 637-0996 FAX  
Email to: [aanderson@cosb.us](mailto:aanderson@cosb.us)

**San Benito County  
Board and Commissions**

**MEMBERSHIP APPLICATION**

I hereby express an interest in being nominated for membership on the following committee: (PLEASE PRINT)

BOARD/COMMISSION: **Youth Employment Program Committee (YEP)**

NAME: Heidi Jumper

PHONE: 928-210-4206 E-MAIL: heidi@sanbenitoarts.org

BUSINESS ADDRESS: 240 Fifth St.

CITY: Hollister ZIP: 95023

LENGTH OF RESIDENCY: 14 years

SUPERVISOR DISTRICT: District 5

OCCUPATION: Marketing & Community Engagement Manager, San Benito County Arts Council

EDUCATION: Executive Certificate in Arts & Culture Strategies, University of Pennsylvania  
Teaching Artist at San Andreas High School & Santa Ana Opportunity School, ASJUSD

AFFILIATIONS: Arts Now Committee, Hollister Downtown Design Committee

REASON(S) FOR SEEKING APPOINTMENT:

For the past three school years, I've been working on-site with high school aged, at-promise youth. I'd like to continue to offer support and connections to youth beyond the capacity of the classroom.

DATE: 6/14/21 SIGNATURE: 

\*\*\*\*\*

Return completed form to:

San Benito County  
Attention:  
Clerk of the Board  
481 Fourth Street  
Hollister, CA 95023  
Any Questions, Please Call:  
(831) 636-4000

Community Services & Workforce Development  
1111 San Felipe Road, Ste 108  
Hollister, CA 95023  
(831) 637-9293  
or  
(831) 637-0996 FAX





# SAN BENITO COUNTY

TRACEY BELTON  
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

2019

	ITA	ITA Unsuccessful	WEP	WEP Unsuccessful	Not Program Enrolled	Total Eligibility Enrollments
Adult	16	2	2	2	3	25
DW	16	2	6	0	4	28
OSY	10	3	5	1	7	26
<b>Total</b>	<b>42</b>	<b>7</b>	<b>13</b>	<b>3</b>	<b>14</b>	

<b>TOTAL</b>	<b>79</b>
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2019

	Follow-up	Completed Follow-up	Job Search	Exempt	Not enrolled	Total Eligibility Enrollments
Adult	8	10	7			25
DW	10	7	11			28
OSY	11	3	8	2	2	26
<b>TOTAL</b>	<b>29</b>	<b>20</b>	<b>26</b>	<b>2</b>	<b>2</b>	

<b>TOTAL</b>	<b>79</b>
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### Job Search

Adult	7	Phlebotomy- 2 Barber-1 Accounting- 1 Pharmacy Technician-1 Work Experience Office Assistant- 1 Did not enroll- 1
Dislocated Worker	11	Paralegal- 1 Accounting- 2 Truck Driver- 2 Medical Assistant- 1 Human Resources Management- 1 IT Project Management-1 Work Experience Office Assistant- 1 Did not enroll- 2
Out of School Youth	8	Medical Assistant- 3 Phlebotomy- 3 Computer Network Specialist- 1 Did not enroll- 1



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

SERVING SAN BENITO COUNTY SINCE 1978

The County CSWD is an equal opportunity employer/program



The County of San Benito complies with the Americans with Disabilities Act (ADA) by assuring that auxiliary aids for services are available upon request to persons with disabilities. Persons with hearing disabilities can call the TDD/TTY phone (831) 637-3265. Persons requiring any special needs for access to should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

2019 Continued:

ITA Industry	
Pharmacy Technician	3
Certified Phlebotomy	7
Certified Medical Assistant	10
Truck Driving	11
Accounting	5
Computer Support and Management	2
Human Resources Management	1
Electrician	2
Paralegal	1
Veterinary Assistant	2
Cosmetology & Barbering	3
Real Estate	1
Certified Medical Administrative	1
<b>Total</b>	<b>49</b>

WEP Industry	
IT Department	1
Office Assistant	9
Waste Water Operator	3
Auto Mechanic Support	2
Emergency Vehicle Specialists	1
<b>Total</b>	<b>16</b>

2020

	DW-COVID-19	ITA	ITA Unsuccessful	WEP	WEP Unsuccessful	Not Program Enrolled	<b>Total Eligibility Enrollments</b>
Adult	15	5					<b>20</b>
DW	20	3					<b>23</b>
OSY	1	10		1		2	<b>14</b>
<b>Total</b>	<b>36</b>	<b>18</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	

<b>TOTAL</b>	<b>57</b>
<b>Prison 2 Employment</b>	<b>13</b>

<b>Total</b>	<b>70</b>
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