



San Benito County Workforce Development Board (WDB)

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

May 8, 2018 @ 3:00 P.M.

WDB Executive Committee Meeting

Minutes

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

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

Absent: N/A

Staff: Andi Anderson, Sylvia Jacquez

Chair, Richard Bianchi, called the meeting to order at: 3:04 P.M.

I. **GENERAL INFORMATION:**

II. **Public Comment Period:** None

III. **Regular Agenda:**

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Everyone was present.
- B. **Executive Committee Meeting:** March 13, 2018 Executive Committee meeting minutes were approved as presented. *M/S.C Karen Para/Richard Perez.*
- C. **Full WDB Meeting Minutes:** The April 10, 2018 full WDB meeting minutes are enclosed for board information.

IV. **CONSENT AGENDA:** *M/S.C Kendra Bobsin/Richard Perez.*

- A. **Board Announcements:** get info from Kristina Chavez-Wyatt
 - 1. **Business Council:** Main meeting will focus on Gavilan College master plan. The meeting is Thursday, May 10, 2017 at noon at San Juan Oakes.
 - 2. **Monterey Bay Economic Partnership (MBEP):** The Business Council Housing Committee is collaborating with the MBEP to host a Housing 101 Workshop 6-8 P.M. Wednesday, May 30, 2018 at the Veterans Memorial Hall. The purpose of the forum is to bring more information and voices to the community conversation around housing, to build more awareness of the housing efforts of the City and local agencies and MBEP's housing initiative aimed at increasing housing supply across our region that addresses all income levels.
 - 3. **Manufacturing Roundtable:** Small and medium manufacturing companies are invited to a presentation by Gil Gonzales of [California Manufacturing Technology Consulting](#). Scheduled at San Juan Oaks on Thursday June 7, 2018 at noon the cost is \$22. See Kristina Chavez Wyatt For Tickets/Info.



4. **Goodwill Commercial Training** Jim Rydingsword invited WDB members to join staff to visit the Goodwill Commercial Training Center on Friday, May 18, 2018. Staff plan to leave 8:30-9 A.M. and should return by 3-4 P.M. While there, staff will be provided a tour, see operation and continue conversation on having a commercial training center in Hollister.
5. **Plan AB300 Childcare Pilot Bill:** Kendra Bobsin reported on the bill to allow for expansion on subsidized childcare in San Benito County
- B. **Rapid Response and Lay-Off Aversion Services:** Enclosed was 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). Staff met and identified companies to reach out to. Hopefully there will be applications at the next meeting. New owner of the UPS stated their interest. Discussed was updating WDB membership marketing materials.

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, 2018. Information was enclosed. Sylvia Jacquez provided a summary and there may be funding available to WDBs. Staff will be attending and board members are invited as well.
- B. **Prop 39 (Pre-Apprenticeship Program):** Staff provided an update on the Building & Construction Trades training scheduled to begin July 9, 2018 in San Benito County. See enclosed. Sylvia stated that a monitoring has been scheduled and will be reported on at the next meeting.
- 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:** Kendra Bobsin, Committee Chair, reported the audit committee met prior to this meeting and shared the corrective actions the board is taking on the finding from the last monitoring.
 3. **Youth Committee:** Richard Perez reported that Youth Committee met and on April 12, 2018 and they are working on recruiting Youth Committee members and for the board as well. They would like to have applications in hand when meeting with potential members. Andi Anderson is working on updating board information packet and will provide that and the youth committee applications to Karen and Richard. Richard Perez attended WORKCON and shared how he networked with some of the members present to get ideas for local services. He is also seeking information on how and where to provide employment training for youth ages 17-25. Also discussed utilizing quick polls and surveys via Cahoot or Poll Everywhere.
 4. **Job Fair Committee:**
 - a. **Chamber of Commerce Job Fair:** Staff and members reported on the Job Fair held on April 12, 2018 at the Veteran's Bldg. Staff assisted with computer lab. Megan Crable reported that the lab was utilized by quite a few people. Employer feedback was that no one showed. Discussed marketing.
 - b. **WDB Job Fair:** Staff provided an update on the Job Fair scheduled for August 30, 2018 from 3-7 P.M. at the Veteran's Memorial Building. One

discussion was changing the time from 3-6 P.M. Also discussed was the option of having a business expo with a job fair. There will be no charge to employers. The event will have not only community resources but also business resources. Megan discussed the current struggle employers are experiencing to get employers in and the ability to provide incentives to get people to attend such as gift cards or table raffle.

- c. **San Andreas High School Job Fair:** Megan attended and stated that if potential employees aren't showing up, employers do tend to leave early so it's important to market and advertise events.
 5. **One-Stop and Business Services Websites Committee:** Rydingsword 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 approved the request of \$10,000 to update the websites and develop a logo. *M/S/C Kristina Chavez Wyatt/Richard Perez. Jim Rydingsword abstained.*
 - D. **CWA WORKCON 2018:** Sylvia Jacquez, Megan Crable and Richard Perez attended the CWA 2018 Conference held May 2-4 in San Diego. This year's conference focused on "Unlocking the Power of Partnerships". Staff will provide a summary at the next meeting. Sylvia stated that it was a good review of performance measures. Megan attended most of the sessions on the reentry programs Prison to Workforce. Richard is going to follow-up on the green jobs and the possibilities available to entrepreneurs.
 - E. **Business Engagement & Services:** Discussed was the business engagement and approval of the Sector Based Round Tables for FY 2018/19. Business Council has taken the lead and staff would like to move forward with offering/hosting round tables for the new FY. Kristina Chavez Wyatt gave an explanation of what the roundtables would include and who should attend. After discussion the Ex Committee approved moving forward with the Business Council taking the lead and scheduling events. *M/S/C Richard Perez/Kendra Bobsin.*
- 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>. **Send reminders to everyone.**
- V. **Adjournment:** *M/S/C 3:57 Kristina Chavez Wyatt/Karen Para P.M.*

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.