



San Benito County Workforce Development Board (WDB)

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

September 11, 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, Kristina Chavez Wyatt, Karen Para, Richard Perez,

Absent: Excused: Kendra Bobsin, James Rydingsword

Guests: None

Staff: Andi Anderson, Enrique Arreola, Ruby Soto

The Chair, Richard Bianchi, called the meeting to order at: 3:05 P.M.

I. GENERAL INFORMATION:

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

II. Regular Agenda:

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

B. **Meeting Minutes:** August 14, 2018 Executive Committee were approved as presented. *Motion/Second/Concur (M/S/C) Richard Perez/Karen Para.*

III. CONSENT AGENDA:

A. **Board Announcements:** It was reported that the County has a Business Tax on the Ballot and now has an opportunity to promote the positive resources, how the fees are set up, how services benefit employers as well as the benefits to the County as a whole.

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

C. **Board Membership:** No applications were received for appointment to the board. The current vacancies are: Business Representatives (5). All board members need to be recruiting. Requested the flier and membership application be available online with the headline of "Are you sick and tired of being sick and tired? Do you want to be a part of business vitality in San Benito County?" All board members should announce the WDB at any meetings/forums they attend and promote the need for WDB members. Members were also encouraged to attend the next Chamber meeting and Hollister Downtown Association and make a presentation.

D. **Programs Expenditure Report:** Fiscal will report at the next meeting.

E. **Workforce Services Directives and Information Notices:** **Enclosed** are summaries for the most recent Workforce Services Directives [WSD 18-03 thru 18-06](#).

COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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Information Notices [WSIN 18-03 thru 18-05](#). Please click hyperlink to read full description.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **One-Stop and Business Services Websites:** Due to the County-wide computer issue there is no update.
- B. **Election of Officers:** The Nominating Committee had presented the slate of officers for the current fiscal year. One of the persons nominated didn't feel they would have enough time to dedicate to the Executive Committee and therefore, another option is being sought. Richard Perez is going to work with youth at Gavilan College, San Andreas School and LULAC to recruit them for the Youth Committee. WDB had received an application from someone from the Schools who was interested and would be a good fit on the Youth Committee. That application and a new member application will be forwarded to Richard Perez for him to follow-up.
- C. **Meeting of the Minds Conference:** Staff and board members reported on the [Meeting of the Minds Conference in Monterey](#) held September 2-4, 2018. Four staff attended along with WDB member, Kristina Chavez Wyatt. Enrique Arreola highlighted areas of interest: Refocusing Your Board. There was a good model from Career Source North Central Florida who partners with Public Consulting Group to manage their admin. Their board is comprised of volunteers; however they do contract with an operator to provide the services. He explained their procurement process and structure. He also attended apprenticeship workshop gained a better sense of what apprenticeship programs are and how they benefit the community and job force. Ruby Soto attended hospitality, veterinary animal technician, nursing apprenticeships programs and how they are working with the local colleges to provide training. There needs to be more promotion for students as well as development of curriculum. Round 4 of funding will be focused on Rural and Agricultural funding. Kristina Chavez Wyatt shared on the workshop she attended "How to promote the Workforce Development Board". Once a week they have a radio program, are on social media, have recruitment for each program which can be maintained separately and cumulatively.
- D. **Prison to Employment Initiative Planning Grant:** Staff provided an update on the Regional application which was submitted to the State to serve the formerly incarcerated population. Staff is awaiting word on if it was funded.
- E. **Prop 39 (Pre-Apprenticeship Program):** Staff provided an update on the Graduation that took place on August 15, 2018 at the Veteran's Building stating that 16 individuals graduated. Each participant shared what their expectation was, what could have helped more. Most stated that math classes and hands on training would have been helpful. Discussed was pre-assessment to determine skill level. Ruby shared some of the agencies participants will be seeking employment in. Prop 39 hosting group will develop a press release with photos and stats.
- F. **Committee Updates:** Updates may be provided on the following committees:
1. **Executive Committee:** Meets monthly and is open to all board members. There is one vacancy which needs to be filled.
 2. **Audit Committee:** Waiting to receive the Fiscal & Procurement Review Report to be issued by the State. Still no update.
 3. **Youth Committee:** Previously discussed, board members will make calendar with meeting dates.

4. **Job Fair Committee:** Staff provided an update on the Employment and Community Resource Fair held August 30, 2018 from 3-6 P.M. at the Veteran's Memorial Building. Enrique stated it was very busy and how many attendees were employers vs resources. Ruby Soto stated that 110 attendees completed the survey and that at least 150 prospective employees attended. Employers were hoping for more applicants. One of the best things that happened is the employer and resources got to talk to each other. Staff is also surveying the employers. It as reported that WalMart was supposed to attend but didn't show. One of their employees called the manager who then came and regretted not showing up. Discussed collaboration with the Chamber on partnering for future events and hosting at least 2 employment fairs a year.

IV. **Additional Information:**

- A. **AB124 Ethics Training:** Individuals needing to complete the ethics training have been notified.
- B. **Unemployment:** The Unemployment Report for June, 2018 is enclosed.
- C. **Community Action Board:** Discussed was collaboration with the Community Action Board (CAB) and WDB. CAB would like to host an event with the WDB as a way to show how services/employment crossover with the same clients. Also discussed was CAB plan for an annual recognition event and the development of a youth center. If the youth center becomes a reality the goal is to have employment/job readiness made available at the center. Richard Perez shared the CAB's focus of getting the Community Development Block Grant (CDBG) grant available of land CAB's vision is to collaborate for training and agriculture. Utilize the facility with Ag Tech industry which will be booming within the next few years. The WDB will invite CAB members to the next full WDB meeting to share their plan and discuss collaboration.
- D. **Ag Committee:** Enrique indicated that there wasn't enough engagement from the employers and discussed ways to revamp and layout a new program model to see if training can be offered to meet the local needs. HR, Food Safety and Water were the 3 areas identified. Add Ag Training to the next meeting.

V. **Adjournment:** 4:08 *M/S/C Karen Para/Richard Perez.*

The next Full Board meeting is scheduled on October 9, 2018, **Ste. 108**– 3 P.M.