



San Benito County Workforce Development Board (WDB)

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

November 13, 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, James Rydingsword
- Absent: Richard Perez
- Staff: Megan Crable, Sylvia Jacquez
- Guests: Gabriel Garcia (EDD Regional Advisor), Antonio Mendez (COSB IT Department)

Chair, Richard Bianchi, called the meeting to order at: 3:03 P.M.

I. GENERAL INFORMATION:

- A. **Public Comment Period:** Introductions were made by everyone present. Gabriel Garcia introduced himself as the interim EDD Regional Advisor.

II. Regular Agenda:

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. **Everyone was present.** Header indicates Richard Perez was absent. Was he excused?
- B. **Executive Committee Meeting Minutes:** September 11, 2018 Executive Committee meeting minutes were approved as presented. *M/S/C Kristina Chavez Wyatt/Richard Bianchi*
- C. **Full WDB Meeting Minutes:** The April 10, 2018, July 10, 2018 and October 9, 2018 full WDB meeting minutes are enclosed for board info.

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

A. **Board Announcements:**

- Kristina Chavez-Wyatt asked to move Agenda item IV (B) AJCC Website to top of agenda so Antonio Mendez could present.
- B. **Rapid Response and Lay-Off Aversion Services:** Enclosed was the Layoff Aversion Activities Report for October 2018.
- C. **Workforce Services Directives and Information Notices:** Enclosed were the summaries for the most recent Workforce Services Directives [WSD 18-07 thru 18-08](#) and Information Notices [WSIN 18-08 thru 18-10](#). Please click hyperlink to read full description.
- D. **WDB Hallmarks of Excellence:** For your information, enclosed were the Hallmark of Excellence that was submitted and approved by the State.

COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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- E. **Unemployment:** The Unemployment Report for September, 2018 was enclosed.
- F. **Budget Expenditure Report:** Enclosed for your information.

IV. **DISCUSSION/ACTION ITEMS:**

A. **Board Membership:**

- 1. **New Memberships:** No applications were received for appointment to the board. The current vacancies are: Business Representative (5). Kristina Chavez-Wyatt stated that she has spoken with Grill'in and Chill'in, RJR Environmental, Fishers and Giacalone Electrical Services about joining however, no applications as of yet. Board requested a "marketing flyer" to hand out to perspective members to increase interest.
- 2. **Re-Appointments:** The terms of Kristina Chavez Wyatt and Al Gonzalez are due to expire on December 15, 2018. Both have agreed to continue to serve another 3-year term and their re-appointments were approved by the Executive Committee. *M/S/C Kendra Bobsin/Karen Para.*

B. **America's Job Center of California (AJCC) and Business Services Websites:**

- 1. **Website:** Antonio Mendez/IT presented a demo of the newly drafted website for board review and feedback.
 - a. Kristina Chavez-Wyatt suggested that a "live" link be sent out for review and web map to provide feedback. Also suggested was links to Facebook and other social media outlets as well as the ability for employers to easily post jobs. Gabriel Garcia inquired if the website would have the ability to do web tracking which Antonio advised is possible. The goal is for the website to up and running by 1/1/19.
- 2. **WDB Logo:** The enclosed results of the WDB logo were presented for board approval of the newly design WDB logo. Move the inside graphics of #2 (red border) to the outside ring of #3 (blue boarder). *M/S/C Kendra Bobsin/Karen Para.*

C. **Election of Officers:** The Nominating Committee presented the slate of officers for the current fiscal year at the July meeting to fill the vacancy for the Executive Committee replacing Albert Orosco. *Table for November Meeting*

D. **Local & Regional Performance Measures Negotiations:** Staff provided an update on the enclosed State's performance measures for PY 18 and 19 and requested board to approve the local and regional performance measures. Gabriel Garcia inquired if San Benito County had negotiated any measures? Sylvia Jacquez informed him that some increased and some remained the same. The performance measures were approved as presented. *M/S/C Karen Para/Kristina Chavez-Wyatt.*

E. **Prison to Employment Initiative Planning Grant:** Staff provided an update on the California Workforce Development Board (CWDB) and the Employment Development Department (EDD). Enclosed was the budget for review and approval. Consultant support is needed for all planning activities and direct staff to develop and release a Request for Quotation. After discussion the Executive Committee approved the budget as presented. *M/S/C Karen Para/Kristina Chavez-Wyatt*

F. **Regional and Local Plans PY 17-21 – Two Year Modification:** Staff provided an update on the Regional and Local Plan modifications due to the State by March 15, 2019. Consultant support is needed for the development of the plan and action is required to direct staff to develop and release a Request for Quotation. See enclosed

information flier. The Executive Committee approved the Regional and Local Plan modifications. *M/S/C Kristina Chavez-Wyatt/Karen Para.*

G. **Committee Updates:** Updates were provided on the following committees:

1. **Audit Committee:** Staff is still waiting to receive the Fiscal & Procurement Review Report to be issued by the State. Gabriel Garcia will follow up to see what the delay in receiving report from State.
2. **Ag Committee:** Receive direction from the board on ways to revamp and layout a new program model to see if training can be offered to meet the local agricultural needs. Enclosed is a summary of needs.
3. **Youth Committee:** Committee members provided an update on recruitment efforts. Lorena Fernandez has reached out to other members and Richard is looking at different locations for the Youth Center.
4. **Membership Committee:** Committee members will update the board on efforts made to recruit new board members. Discussed above.

IV. **Additional Information:**

- A. **Econovue:** Informational to inform the board of this resource. <https://www.econovue.com/>. Kristina Chavez-Wyatt was provided credentials to access Econovue.
- B. **AB124 Ethics Training:** Individuals needing to complete the ethics training have been notified.

V. **Adjournment:** 3:51 P.M.

The next Ex Committee is scheduled for December 13, 2018, Ste. 107 at 3 P.M.

The next Full Board meeting is scheduled on January 8, 2019, **Ste. 108**– 3 P.M.