San Benito County Workforce Development Board (WDB)
Executive Committee – 1161 San Felipe Road, Hollister, CA
June 9, 2020 @ 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, you are strongly urged to observe the online board meeting via zoom at:

https://zoom.us/j/97931478340?pwd=a2hQcGxRZWl3Z0FGZSliSXMzNCttrQT09

Meeting ID: 979 3147 8340  Password: 202374 - +1408-638-0968, (San Jose)

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. WDB Director’s Comments: WDB Director will provide an update on the AJCC operations plan, services being provided by partner agencies during the Shelter-in-Place Order and plans to reopen the facility.

C. Meeting Minutes:

1. Executive Committee: The May 12, 2020 meeting minutes are enclosed for board review and approval. Action Required

2. Bylaws Committee: The January 14, 2020 Bylaws Committee notes are enclosed.

3. Retreat Goals/Notes: Goals/Notes from the WDB Retreat held on March 10, 2020 are enclosed. Action Required.

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. **Board Announcements:**

B. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (2).

C. **Workforce Services Directives and Information Notices:** The most recent Workforce Services Directives **WSD19-12** and Information Notices **WSIN 19-45 thru 19-46** are enclosed.

D. **Unemployment:** Enclosed is the Unemployment Report for May 2020.

E. **Layoff Aversion Services and Rapid Response Report:** Enclosed is the report for April 2020.

V. **DISCUSSION/ACTION ITEMS:**

A. **Bylaws Committee:** The Bylaws Committee is requesting approval of their enclosed recommended changes to **Section 4.01 attendance:** Designate a Proxy in board members absence, and **Section 5.08 Quorum,** allow use of technology/web based meetings consistent with Brown Act. **Action Required.**

B. **One Stop Operator Request for Proposal (RFP):** Enclosed for board review and approval is the proposal received for the One-Stop Operator from Racy Ming. **Action required.**

C. **WDB Retreat/Strategic Planning Session:** Discuss next steps and request general feedback from WDB members.

D. **COVID-19 Update:** Staff may provide an update on COVID-19 activities and the results of the surveys, conducted by the County and Chamber, to receive feedback from employers on how local businesses have been affected by COVID-19.

E. **WIOA Regional Planning Unit Update:** Staff may provide an update on the recommendation that the SBC WDB be moved from the Bay Area Region (Bay Peninsula) to the Central Coast Region (sub part A), which includes Monterey and Santa Cruz County.

F. **Grant Updates:**

1. **Bay Peninsular Regional Grants:** Staff may provide updates on the following:
   a. **Prison 2 Employment (P2E) Grant:**
   b. **Slingshot 2.0 Grant:**
   c. **Slingshot 3.0 Grant:**
   d. **Regional Training Grant:**

2. **Dislocated Worker Underserved COVID-19 Impacted Individuals Grant:** Staff may provide an update on the $54,000 in funding received and any services provided to Dislocated Workers impacted by COVID-19.

3. **Central Coast Regional SB1 Grant:** The region (Santa Cruz, Monterey and San Benito) were awarded a grant in the amount of $576,125.00 for the HRCC SB1 Program that is for the development of a regionally-based pre-apprenticeship training programs and partnerships that systematically connect disadvantaged Californians to long-term middle-class careers. The grant term begins September 1, 2020, and ends August 31, 2022. Enclosed is the State award notice.

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

1. **Ag Committee:**
2. **Audit Committee:** A desk review will be conducted July 20-24, 2020.
3. **Youth Committee:**
VI. **ADDITIONAL INFORMATION:**

VII. **ADJOURNMENT:**

The next full WDB meeting is scheduled for July 14, 2020, 3 P.M. at 1161 San Felipe Road  

*There is no meeting in AUGUST*

The next Ex Committee meeting is scheduled for September 8, 2020 at 3 P.M. at 1111 San Felipe Road, Ste 107
Chair, Richard Bianchi, called the meeting to order at 3:05 P.M.

I. GENERAL INFORMATION:
   A. Public Comment Period: No public comments were received. 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 co-chair.
   
   B. WDB Director’s Comments: WBD Director summarized the AJCC operations plan and services being provided by partner agencies during the Shelter-in-Place Order and shared how the information is being distributed.
   
   C. Meeting Minutes:
      1. Executive Committee: The February 11, 2020 meeting minutes were approved as presented. The Special Ex Committee meeting minutes from March 3, 2020 were approved with the removal of internal notes. Motion/Second/Concur (M/S/C) Karen Para/Kristina Chavez Wyatt.
      2. Full WDB: The January 14, 2020 full WDB and the March 10, 2020 Special full WDB meeting minutes are enclosed for board information. There was no meeting in April.

III. CONSENT AGENDA: Items as a whole were voted on. M/S/C Kendra Bobsin/Karen Para
   A. Board Announcements:
   B. Workforce Services Directives and Information Notices: The most recent Workforce Services Directives WSD19-12 and Information Notices WSIN 19-31 thru 19-44 were provided.
   C. Unemployment: The Unemployment Report for April 2020 was provided.
   D. Layoff Aversion Services and Rapid Response Report: The report for April 2020 was provided.
IV. DISCUSSION/ACTION ITEMS:

A. **Board Membership:** No applications were received for appointment to the board. The current vacancies are: Business Representatives (2).

   1. **Re-Appointments:** The term of Kendra Bobsin expired on May 9, 2020. The Ex Committee motioned to accept the re-appointment of Kendra Bobsin for a 3-year term. Her application will be forwarded to the Board of Supervisors (BOS) for re-appointment. **M/S/C Karen Para/Nelson Leonor. Kendra Bobsin abstained.**

B. **One Stop Operator Request for Proposal (RFP):** Staff requested the approval to release the RFP for the One-Stop Operator. David Mirrone stated that he is unable to continue due to his new job. The Ex Committee approved to release the RFP for the One-Stop Operator. **M/S/C Kendra Bobsin/Karen Para.**

C. **Dislocated Worker Underserved COVID-19 Impacted Individuals Grant:** Enclosed was a letter from EDD awarding $10 million in funding, of which San Benito County was awarded $54,000, to assist California Dislocated Workers impacted by COVID-19. These emergency funds will be used to provide supportive services, teleworking, housing, utility assistance and other services. The policy with eligibility requirements was enclosed and after discussion the Ex Committee approved the policy as presented. **M/S/C Karen Para/Kendra Bobsin.**

D. **WDB Retreat/Strategic Planning Session:** Retreat notes were to be enclosed for discussion next steps and to receive general feedback from WDB members. Since they were inadvertently left out this item will be tabled to next meeting.

E. **WIOA Regional Planning Unit Update – EDD Draft Directive:** The full WDB approved the recommendation to follow the EDD State Draft Directive WSDD-209, which recommended that the SBC WDB be moved from the Bay Area Region (Bay Peninsula) back to the Central Coast Region (sub part A), which includes Monterey and Santa Cruz County. Staff indicated they haven’t received notice on when the transition would take place. A modification will be made from the Bay Peninsula Regional Planning Unit to move from water careers to manufacturing. Board members also indicated that there is a need for skills development and retention requirements as a high demand occupation, especially with aerospace and machine shops.

F. **COVID-19 Update:** Staff provided an update on COVID-19 activities under item II.B. - Directors Comments. Board members asked if staff had been provided the results of the County Survey that was conducted to receive feedback from employers on how they’ve been affected by COVID-19. Staff will reach out to the County Administration and request that info. The Chamber also conducted a survey but no results have been shared. Staff will follow-up.

G. **Virtual Town Hall Business Forum Update:** Staff and board members provided an update on the virtual town hall hosted by the BOS. The BOS has been conducting listening sessions and board members questioned AJCC staff involvement, if any. Staff indicated they weren’t made aware of the additional business forums and would follow-up. Kristina Chavez Wyatt would like to be involved. Karen Para stated that the original town hall was promoted more than the follow-up ones and board members have the same follow-up question as posed in item F pertaining to the survey results.

H. **Grant Updates:**

   1. **Bay Peninsular Regional Grants:** Staff provided updates on the following.

      a. **Prison 2 Employment (P2E) Grant:** A staff member was hired but due to COVID-19 these positions were put on hold. Current staff is hoping to implement services within the next week in collaboration with the Probation Department.
b. **Slingshot 2.0 Grant**: There is no update on the grant approved as a region whose goal was to conduct focus groups on Tech Apprenticeship.

c. **Slingshot 3.0 Grant**: There is no update on the grant approved in the amount of $400,000.

d. **Regional Training Grant**: There is no update on the Regional Training Grant.

2. **Workforce Accelerator Fund 8.0 RFA**: San Benito County WDB was not awarded the $150,000 grant request submitted on December 22, 2019 to fund water pathways.

3. **Senate Bill No. 1 (SB1) High Road Application**: Staff reported we are awaiting a response on the status of the grant application submitted.

4. **Community Foundation Grant**: Staff provided an update on the implementation of the summer youth program and possible match funds from the Community Action Board (CAB). Staff will request for the CAB to earmark funds from the CARES funding. This program is currently on hold due to the COVID-19 Shelter in Place and the school closure. Community Foundation has stated these funds could be extended until 2021. Staff will provide an update at the next meeting. Table to next meeting

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

1. **Bylaws Committee**: The Bylaws Committee notes were not enclosed for board review. Table to next meeting.

2. **Ag Committee**: There is no update.

3. **Audit Committee**: Staff received the Fiscal and Procurement Engagement Letter for the 85% Formula Grant Program Year 2019-20. Due to COVID-19 a desk review will be conducted this year.

4. **Youth Committee**: Committee meeting was cancelled due to COVID-19.

V. **ADDITIONAL INFORMATION**:

A. **CalJobs/EDD Training**: Due to Shelter In Place, the CalJOBS workshop has not been held.

VI. **ADJOURNMENT**: M/S/C Karen Para/Nelson Leonor 4:05 P.M.

   The next Ex Committee meeting is scheduled for June 9, 2020 at 3 P.M. via Zoom

   The next full WDB meeting is scheduled for July 14, 2020 at 3 P.M. at 1161 San Felipe Road
For the health and safety of staff & guests, all meetings are fragrance free.

### Quorum Met:

<table>
<thead>
<tr>
<th>Representing the Private Sector (PR)</th>
<th>Representing the Public</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bianchi, Richard, <em>Chair</em></td>
<td>☒ Bobsin, Kendra, <em>Treasurer</em></td>
</tr>
<tr>
<td>Perez, Richard, Sr, <em>V-Chair</em></td>
<td>☒ Karen Para</td>
</tr>
<tr>
<td>☐ Brown, Randy</td>
<td></td>
</tr>
</tbody>
</table>

**Staff:** Andi Anderson, Enrique Arreola, Sylvia Jacquez

### I. GENERAL INFORMATION:

A. **Review Bylaws**

As a result of the last monitoring there was a recommendation to review the bylaws and include designation of a proxy and the use of technology such as phone and web-based meetings in order to meet quorum. Discussed were issues concerning the Brown Act and how updated the Brown Act is in terms of technology and making off-site meetings open to the public and what is required to meet said act as it pertains to holding the meetings in hotels, homes, etc.
WORKFORCE DEVELOPMENT BOARD (WDB)  
OF SAN BENITO COUNTY  

Role  
The Workforce Development Board (WDB) of San Benito County, appointed by the San Benito county Board of Supervisors, includes 19 leaders from business, economic development, education, labor, government agencies, and community-based organizations who collaborate to:  
• Administer federal Workforce Innovation and Opportunity Act (WIOA) funds in San Benito County.  
• Provide oversight for workforce development programs and services to benefit job seekers, workers, and businesses in San Benito County.  
• Collaborate with business, economic development, labor, education, community-based organizations, faith based organizations, and government agencies to build a stronger workforce in San Benito County.  

Vision  
San Benito County will have a trained, skilled and relevant workforce that meets the needs of employers and increases the quality of life in our community.  

Mission  
The mission of the San Benito County Workforce Development Board is to provide a variety of trainings, services and resources to unemployed, under-employed and dislocated workers which will raise their education and skill levels to ensure their success in the workforce. To work with local businesses so workforce training is geared to support local business needs.  

Goals & Strategies  
1. Integrate the goal of “full body scan relating to workforce services in our community” and “creating a road map for success”. The Planning Committee members have identified the following occupations to be considered high demand in SBC and neighboring counties:  
   a. Agricultural  
      i. (including H2A United Farm Workers)  
   b. Water  
      i. Grant program for training opportunities  
   c. Manufacturing – School training  

Comment [J A1]: Still viable  
Comment [J A2]: Still viable  

ADA / Equal Opportunity Employer / Program Auxiliary Aids and Services are available upon request to individuals with disabilities.  
Some conditions may apply. For TTY access call: (831) 637-3265
d. **Construction**
   i. **Trade unions**
   ii. **Building**
   iii. **Roads**

  e. **Apprenticeships**

2. Integrate “better business services” and “training” for high skilled high demand occupations. Members identified the following strategies:
   
a. **Increase Employer Engagement-** for better business services
   
b. **Outreach (Micro & Macro) – team to go out together to visit business, and re-visit within a month**
   
c. **Reach out to NEW employers-** work with Chamber to gain information of new employer/businesses on quarterly basis
   
d. **Provide on-site space for outreach & interviewing-** at Comprehensive Center
   
e. **Partner w/EDC, Chamber & HDA**
   
f. **Sharing info on Tax Incentives (Hiring Youth/Parolees, etc.)** (better prepared to show value add to work with system
   
g. **Provide One-on-One Support/Small Groups/More WDB member interaction**
   
h. **More networking (WDB members & Staff) –** WDB members team up with staff/EDD/Chamber to market to community
      
         i. **Offer Central location for job openings using BenitoLink, Radio, Social media**
      
         i. **Board members and staff work collaboratively to document career path for their businesses**

3. Establish Training Programs that Create Employable Youth for the Future Workforce. Members identified the following strategies:
   
a. **Work Experience Program**
   
b. **Outreach to youth in colleges & high schools**
   
c. **Work w/ the Youth Committee**
   
d. **Rock the Mock Interviews with the Chamber and High Schools –** be partner to the workshops
   
e. **Offer written document showing career path in industry sector chosen (focus on priority sectors)**
   
f. **Basic Skills training (2-week workshops) to include:**
      
         i. **Dress for Success**
      
         ii. **Employment readiness**
      
         iii. **Interview, Dress, work ethics**
iv. Adulting (Home economics)
v. How to Apply principles
vi. How to's: answer phone; put on hold; check if they’ve been assisted
g. Customer services including how to address an envelope/mail
h. Professional emails
i. Hospitality
j. Academic Focus Time (how to stay focused on assignment) (additional support on intervention and enrichment for High School students)
k. EDC – what’s in our local area in terms of employment – (where written document can be helpful)

4. Create funding opportunities to enhance and expand workforce services in our community. Members identified the following strategies:
   a. The need to increase funding in order to provide more services. Formula funding is unlikely to increase; therefore funding needs to come from partnerships in the community and with the region. (do not recall us specifying dollar amounts)

<table>
<thead>
<tr>
<th>Youth funding:</th>
<th>Adult and Dislocated funding:</th>
<th>Rapid Response 2) 50k, 3) 50k, 3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1) $50k-60k</td>
<td>Year 1) $60k-70k</td>
<td>Year 1) $0</td>
</tr>
<tr>
<td>Year 2) 100k</td>
<td>Year 2) $100k</td>
<td>Year 2) $50k</td>
</tr>
<tr>
<td>Year 3) 150k-175k</td>
<td>Year 3) $150k</td>
<td>Year 3) $50K</td>
</tr>
</tbody>
</table>

Establish a Fund Development Ad-hoc Committee: To reach out to potential funders.

- Private/Corporate Sectors
- Apple
- HP
- Cisco
- Packard
- Target/Walmart (Walmart has grants 1x year, typically Youth grants can be funded up to $1,000 – it's a good starting point)
- Big 5
- Microsoft
- Netflix
- Local Businesses – may look at local businesses to support system by participating in mock interviews, etc (obtain buy-in first, then ask for financial support – even $500 a year is a start)
- Family Foundations
- Evan Moor Educational Publishing
- Leverage members and non-traditional partners to leverage funds
- Provide greater support to WDB staff when seeking funding opportunities so potential for success is greater
To establish ad-hoc committees to include:

1) Clean & Green- (water pathways grant)
2) Agricultural - active
3) Outreach/Membership (understand need, challenge due to limited private sector involvement)
4) Allied Health - active
5) Apprenticeships- access Trades programs (carpenterer, laborer, electricians, plumbers, etc. Work with Trades Council in Castroville to access program to give interested individuals opportunity to get a flavor for trades to determine whether they are good ‘fit’ for apprenticeship (in advance of signing up)
6) To support outreach to non-profits and community based organizations to work with WDB as partner to system
7) Formerly incarcerated – Gavilan as partner – they offer education at Jail already, connect to what they are already doing to improve communication/outcomes to formerly incarcerated

Focus

Collaborate with business, economic development, education, labor, government, and community-based organizations within San Benito County and partner with other workforce areas and collaborative, to build regional capacity for:

- Growing the San Benito County job base to benefit job seekers, youth, and incumbent workers
- Expanding and investing in the demand-driven skills and readiness of the San Benito County workforce, with an emphasis on allied health, agriculture (H2A united farmworkers), manufacturing, apprenticeships, construction and clean/green jobs.
- Expanding jobs/services and have central location for job openings
- Expanding in-depth Econovue training where board members can participate.
- Expanding training to include written document for participants on career paths
- Work with High School; Gavilan College, America’s Job Centers, Trade Schools, Reentry Programs, Women’s Programs
- Offer more Job Fair’s
- Offer more Incentives through work with partnerships

Additional Items of interest from Board members at Retreat:

1. The WDB Agenda –
   a. recommendation that the agenda be separate to the attachments so individuals do not have to open all of the attachments to see the agenda
   b. Put Action items in body of email so don’t have to open all attachments to find those
2. Are there examples of Ready to Work program that can be shared with board?
3. Need way to demonstrate Strengths and Opportunities so partners know WDB value
4. Share data on number of individuals going through training vs number of individuals that are successfully landing jobs from training with Board at quarterly meetings

5. Formerly incarcerated – is there a way to develop a transitional process for those coming out of incarceration? Can Ad-hoc committee work on this?

6. Member Recognition Plan thoughts from Board members:
   a. Create a plan to guide us
   b. Member recognition at full board meetings
   c. Partnership through CTE program at the Culinary School – like a ‘mixer’ so attendees get to know what the WDB does
   d. Farm Labor Camp may be a good location too in off season – can hold 75-100
   e. Have consistent annual schedule

As Board members do career path for their business – great way to get this started!
MEMORANDUM

June 2020

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 programs for veterans, youth, dislocated workers, people with disabilities; including Trade Adjustment Assistance, CalJOBS\textsuperscript{SM}, 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**

| WSD19-12 | HIGH PERFORMING BOARDS: This policy provides the guidance and establishes the procedures regarding the criteria Local Workforce Development Boards (Local Board) must meet in order to be certified as a High Performing Board. This policy applies to all Local Boards, and is effective immediately. This policy contains all state-imposed requirements. This Directive finalizes Workforce Services Draft Directive High Performing Boards (WSDD-206), issued for comment on January 17, 2020. The Workforce Development Community submitted eight comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 2. Retain this Directive until further notice. |

**Information Notices**

| WSIN19-45 | WIOA Formula Allocations – PY 20-21 - The Workforce Innovation and Opportunity Act (WIOA) Title I formula fund allocations for each Local Workforce Development Area (Local Area), for Program Year (PY) 2020-21, have been released. These allocations (Adult, Youth, and Dislocated Worker (DW)) are based on the allotments issued by the U.S. Department of Labor (DOL), to the states per Training and Employment Guidance Letter 16-19, dated April 23, 2020. The WIOA prescribes a specific method to calculate sub-state hold harmless levels for DW Program funds. As a result, there is an alignment in the WIOA hold harmless provisions across the Youth, Adult, and DW programs. These hold harmless provisions were established to help mitigate year-to-year volatility in funding levels. Under the WIOA, hold harmless provisions ensure that each area receives no less than 90 percent of their average percentage share from the two prior years. The local areas that receive more than 100 percent of their average percentage share from the previous two years will be proportionately reduced by the amount of total funding necessary to ensure that all local areas receive at least 90 percent of their average percentage share from the two prior years. Please be aware that this notice is being issued for planning and budgeting purposes only because the state has not yet received the federal Notice of Award (NOA) for any of the funding streams. Once the NOA has been received, Youth allocations will be released to Local Areas immediately. Youth allotments to the states will be issued in one sum with an effective date of April 1, 2020, under the grant code 301. The Adult and DW allocations will be released as soon as we receive federal and state spending authority for these funds. The allotment to California and the amounts available for the formula allocation to the local areas are listed below. Attachment 1 reflects the total amount local areas will receive for each of the funding streams during the PY 20-21. Additionally, Attachment 2 provides a |
breakdown of how each of the three funding streams are allocated.

**WSIN19-46**

COVID-19 Distance Learning Resources - There is a greater need for internet, phone, and other telecommunications to help individuals stay connected and access employment, education, and training resources during the COVID-19 pandemic. In response, the California Department of Social Services (CDSS) developed a list of resources for Distance Learning (PDF) that provides information on the following: • Free or low-cost internet access • Digital Literacy • Video Conferencing platforms • Education and distance learning resources America's Job Center of CaliforniaSM partners may share the CDSS list of available resources for Distance Learning to help job seekers connect and participate in workforce development activities. Note, the Employment Development Department does not endorse any particular internet provider or company on the list. This information is being shared in response to the critical need of online resources during this time of crisis.

---

06/02/20

Enrique Arreola, Deputy Director
San Benito County Workforce Development Board (WDB)
### Monthly Labor Force Data for Counties

#### April 2020 - Preliminary

<table>
<thead>
<tr>
<th>COUNTY</th>
<th>RANK BY RATE</th>
<th>LABOR FORCE</th>
<th>EMPLOYMENT</th>
<th>UNEMPLOYMENT</th>
<th>RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>STATE TOTAL</td>
<td>---</td>
<td>18,519,400</td>
<td>15,530,200</td>
<td>2,989,200</td>
<td>16.1%</td>
</tr>
<tr>
<td>ALAMEDA</td>
<td>18</td>
<td>800,300</td>
<td>687,800</td>
<td>112,500</td>
<td>14.1%</td>
</tr>
<tr>
<td>ALPINE</td>
<td>55</td>
<td>480</td>
<td>380</td>
<td>110</td>
<td>22.1%</td>
</tr>
<tr>
<td>AMADOR</td>
<td>20</td>
<td>14,390</td>
<td>12,340</td>
<td>2,050</td>
<td>14.3%</td>
</tr>
<tr>
<td>BUTTE</td>
<td>27</td>
<td>98,300</td>
<td>83,700</td>
<td>14,600</td>
<td>14.9%</td>
</tr>
<tr>
<td>CALAVERAS</td>
<td>9</td>
<td>20,560</td>
<td>17,830</td>
<td>2,730</td>
<td>13.3%</td>
</tr>
<tr>
<td>COLUSA</td>
<td>57</td>
<td>11,230</td>
<td>8,270</td>
<td>2,960</td>
<td>26.3%</td>
</tr>
<tr>
<td>CONTRA COSTA</td>
<td>22</td>
<td>534,100</td>
<td>456,500</td>
<td>77,600</td>
<td>14.5%</td>
</tr>
<tr>
<td>DEL NORTE</td>
<td>6</td>
<td>9,480</td>
<td>8,240</td>
<td>1,240</td>
<td>13.1%</td>
</tr>
<tr>
<td>EL DORADO</td>
<td>33</td>
<td>88,100</td>
<td>74,600</td>
<td>13,500</td>
<td>15.4%</td>
</tr>
<tr>
<td>FRESNO</td>
<td>40</td>
<td>457,600</td>
<td>381,100</td>
<td>76,500</td>
<td>16.7%</td>
</tr>
<tr>
<td>GLENN</td>
<td>38</td>
<td>11,300</td>
<td>9,470</td>
<td>1,830</td>
<td>16.2%</td>
</tr>
<tr>
<td>HUMBOLDT</td>
<td>12</td>
<td>62,800</td>
<td>54,200</td>
<td>8,600</td>
<td>13.7%</td>
</tr>
<tr>
<td>IMPERIAL</td>
<td>58</td>
<td>71,500</td>
<td>51,400</td>
<td>20,000</td>
<td>28.0%</td>
</tr>
<tr>
<td>INYO</td>
<td>12</td>
<td>8,160</td>
<td>7,040</td>
<td>1,120</td>
<td>13.7%</td>
</tr>
<tr>
<td>KERN</td>
<td>48</td>
<td>375,800</td>
<td>306,000</td>
<td>69,800</td>
<td>18.6%</td>
</tr>
<tr>
<td>KINGS</td>
<td>41</td>
<td>58,300</td>
<td>48,400</td>
<td>9,800</td>
<td>16.8%</td>
</tr>
<tr>
<td>LAKE</td>
<td>30</td>
<td>28,320</td>
<td>24,000</td>
<td>4,310</td>
<td>15.2%</td>
</tr>
<tr>
<td>Lassen</td>
<td>3</td>
<td>8,940</td>
<td>7,900</td>
<td>1,040</td>
<td>11.6%</td>
</tr>
<tr>
<td>LOS ANGELES</td>
<td>53</td>
<td>4,759,800</td>
<td>3,791,400</td>
<td>968,400</td>
<td>20.3%</td>
</tr>
<tr>
<td>MADERA</td>
<td>39</td>
<td>63,100</td>
<td>52,600</td>
<td>10,500</td>
<td>16.8%</td>
</tr>
<tr>
<td>MARIN</td>
<td>7</td>
<td>126,800</td>
<td>114,500</td>
<td>14,300</td>
<td>11.1%</td>
</tr>
<tr>
<td>MARIPOSA</td>
<td>45</td>
<td>7,810</td>
<td>6,410</td>
<td>1,390</td>
<td>17.8%</td>
</tr>
<tr>
<td>MENDOCINO</td>
<td>26</td>
<td>37,250</td>
<td>31,720</td>
<td>5,520</td>
<td>14.8%</td>
</tr>
<tr>
<td>MERced</td>
<td>49</td>
<td>116,300</td>
<td>94,500</td>
<td>21,800</td>
<td>18.8%</td>
</tr>
<tr>
<td>MODOC</td>
<td>20</td>
<td>3,040</td>
<td>2,610</td>
<td>440</td>
<td>14.3%</td>
</tr>
<tr>
<td>MONO</td>
<td>55</td>
<td>8,170</td>
<td>6,360</td>
<td>1,810</td>
<td>22.1%</td>
</tr>
<tr>
<td>MONTEREY</td>
<td>52</td>
<td>207,400</td>
<td>165,600</td>
<td>41,800</td>
<td>20.2%</td>
</tr>
<tr>
<td>NAPA</td>
<td>36</td>
<td>72,700</td>
<td>61,200</td>
<td>11,500</td>
<td>15.9%</td>
</tr>
<tr>
<td>NEVADA</td>
<td>22</td>
<td>45,090</td>
<td>38,550</td>
<td>6,530</td>
<td>14.5%</td>
</tr>
<tr>
<td>ORANGE</td>
<td>16</td>
<td>1,529,600</td>
<td>1,317,800</td>
<td>211,800</td>
<td>13.8%</td>
</tr>
<tr>
<td>PLACER</td>
<td>9</td>
<td>176,600</td>
<td>153,200</td>
<td>23,400</td>
<td>13.3%</td>
</tr>
<tr>
<td>PLUMAS</td>
<td>54</td>
<td>6,890</td>
<td>5,480</td>
<td>1,410</td>
<td>20.5%</td>
</tr>
<tr>
<td>RIVERSIDE</td>
<td>32</td>
<td>1,100,100</td>
<td>931,300</td>
<td>168,800</td>
<td>15.3%</td>
</tr>
<tr>
<td>SACRAMENTO</td>
<td>25</td>
<td>677,100</td>
<td>577,700</td>
<td>99,300</td>
<td>14.7%</td>
</tr>
<tr>
<td>SAN BENITO</td>
<td>51</td>
<td>30,800</td>
<td>24,700</td>
<td>6,100</td>
<td>19.8%</td>
</tr>
<tr>
<td>SAN BERNARDINO</td>
<td>11</td>
<td>947,400</td>
<td>820,700</td>
<td>126,700</td>
<td>13.4%</td>
</tr>
<tr>
<td>SAN DIEGO</td>
<td>29</td>
<td>1,543,400</td>
<td>1,312,100</td>
<td>231,300</td>
<td>15.0%</td>
</tr>
<tr>
<td>SAN FRANCISCO</td>
<td>6</td>
<td>551,400</td>
<td>482,100</td>
<td>69,400</td>
<td>12.6%</td>
</tr>
<tr>
<td>SAN JOAQUIN</td>
<td>47</td>
<td>317,200</td>
<td>259,100</td>
<td>58,000</td>
<td>18.3%</td>
</tr>
<tr>
<td>SAN LUIS OBISPO</td>
<td>12</td>
<td>135,100</td>
<td>116,500</td>
<td>18,600</td>
<td>13.7%</td>
</tr>
<tr>
<td>SAN MATEO</td>
<td>2</td>
<td>429,500</td>
<td>380,600</td>
<td>48,900</td>
<td>11.4%</td>
</tr>
<tr>
<td>SANTA BARBARA</td>
<td>12</td>
<td>215,400</td>
<td>185,900</td>
<td>29,500</td>
<td>13.7%</td>
</tr>
<tr>
<td>SANTA CLARA</td>
<td>4</td>
<td>1,013,300</td>
<td>894,500</td>
<td>118,800</td>
<td>11.7%</td>
</tr>
<tr>
<td>SANTA CRUZ</td>
<td>44</td>
<td>132,800</td>
<td>109,700</td>
<td>23,100</td>
<td>17.4%</td>
</tr>
<tr>
<td>SHASTA</td>
<td>36</td>
<td>70,600</td>
<td>59,400</td>
<td>11,200</td>
<td>15.9%</td>
</tr>
<tr>
<td>SIERA</td>
<td>19</td>
<td>1,230</td>
<td>1,060</td>
<td>180</td>
<td>14.2%</td>
</tr>
<tr>
<td>SISKIYOU</td>
<td>34</td>
<td>16,580</td>
<td>13,960</td>
<td>2,630</td>
<td>15.8%</td>
</tr>
<tr>
<td>SOLANO</td>
<td>27</td>
<td>203,000</td>
<td>172,700</td>
<td>30,300</td>
<td>14.9%</td>
</tr>
<tr>
<td>SONOMA</td>
<td>30</td>
<td>235,800</td>
<td>199,800</td>
<td>35,900</td>
<td>15.2%</td>
</tr>
<tr>
<td>STANISLAUS</td>
<td>42</td>
<td>239,400</td>
<td>196,600</td>
<td>40,800</td>
<td>17.0%</td>
</tr>
<tr>
<td>SUTTER</td>
<td>46</td>
<td>46,100</td>
<td>37,800</td>
<td>8,300</td>
<td>17.9%</td>
</tr>
<tr>
<td>TEHAMA</td>
<td>22</td>
<td>25,240</td>
<td>21,580</td>
<td>3,660</td>
<td>14.5%</td>
</tr>
<tr>
<td>TRINITY</td>
<td>7</td>
<td>4,350</td>
<td>3,790</td>
<td>560</td>
<td>12.8%</td>
</tr>
<tr>
<td>TULARE</td>
<td>50</td>
<td>200,700</td>
<td>162,600</td>
<td>38,100</td>
<td>19.0%</td>
</tr>
<tr>
<td>TUOLUMNE</td>
<td>43</td>
<td>21,840</td>
<td>18,090</td>
<td>3,750</td>
<td>17.2%</td>
</tr>
<tr>
<td>VENTURA</td>
<td>17</td>
<td>409,300</td>
<td>351,900</td>
<td>57,400</td>
<td>14.0%</td>
</tr>
<tr>
<td>YOLO</td>
<td>5</td>
<td>99,400</td>
<td>87,500</td>
<td>11,900</td>
<td>11.9%</td>
</tr>
<tr>
<td>YUBA</td>
<td>34</td>
<td>30,300</td>
<td>25,500</td>
<td>4,800</td>
<td>15.8%</td>
</tr>
</tbody>
</table>

**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 2019 benchmark and Census 2010 population controls at the state level.
<table>
<thead>
<tr>
<th>Industry</th>
<th>Apr 19</th>
<th>Apr 20</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total, All Industries (2)</td>
<td>1,144,400</td>
<td>1,156,500</td>
<td>-11.2%</td>
</tr>
<tr>
<td>Total Farm</td>
<td>5,600</td>
<td>5,000</td>
<td>-9.0%</td>
</tr>
<tr>
<td>Total Nonfarm</td>
<td>1,138,800</td>
<td>1,151,800</td>
<td>-10.9%</td>
</tr>
<tr>
<td>Total Private</td>
<td>1,039,600</td>
<td>1,053,200</td>
<td>-11.6%</td>
</tr>
<tr>
<td>Goods Producing</td>
<td>224,700</td>
<td>226,200</td>
<td>-0.8%</td>
</tr>
<tr>
<td>Mining, Logging, and Construction</td>
<td>52,300</td>
<td>51,400</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Construction</td>
<td>200</td>
<td>200</td>
<td>0.0%</td>
</tr>
<tr>
<td>Specialty Trade Contractors</td>
<td>37,500</td>
<td>36,400</td>
<td>-3.0%</td>
</tr>
<tr>
<td>Building Equipment Contractors</td>
<td>17,400</td>
<td>17,200</td>
<td>-1.1%</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>172,400</td>
<td>174,800</td>
<td>-1.3%</td>
</tr>
<tr>
<td>Durable Goods</td>
<td>159,200</td>
<td>162,300</td>
<td>-1.7%</td>
</tr>
<tr>
<td>Machinery Manufacturing</td>
<td>10,600</td>
<td>10,700</td>
<td>0.9%</td>
</tr>
<tr>
<td>Computer &amp; Electronic Product Manufacturing</td>
<td>118,500</td>
<td>120,500</td>
<td>1.6%</td>
</tr>
<tr>
<td>Computer &amp; Peripheral Equipment Manufacturing</td>
<td>54,700</td>
<td>57,300</td>
<td>4.6%</td>
</tr>
<tr>
<td>Electronic Computer Manufacturing</td>
<td>52,100</td>
<td>54,600</td>
<td>4.8%</td>
</tr>
<tr>
<td>Semiconductor &amp; Electronic Component Mfg</td>
<td>40,400</td>
<td>39,500</td>
<td>-2.2%</td>
</tr>
<tr>
<td>Bare Printed Circuit Board Manufacturing</td>
<td>3,900</td>
<td>3,900</td>
<td>0.0%</td>
</tr>
<tr>
<td>Semiconductor &amp; Related Devices Mfg</td>
<td>28,100</td>
<td>27,200</td>
<td>-3.1%</td>
</tr>
<tr>
<td>Electronic Instrument Manufacturing</td>
<td>15,600</td>
<td>15,900</td>
<td>2.0%</td>
</tr>
<tr>
<td>Transportation Equipment Manufacturing</td>
<td>6,600</td>
<td>6,400</td>
<td>-3.1%</td>
</tr>
<tr>
<td>Aerospace Product &amp; Parts Manufacturing</td>
<td>4,400</td>
<td>4,500</td>
<td>2.2%</td>
</tr>
<tr>
<td>Nondurable Goods</td>
<td>13,200</td>
<td>12,500</td>
<td>-5.3%</td>
</tr>
<tr>
<td>Service Providing</td>
<td>914,100</td>
<td>925,600</td>
<td>1.2%</td>
</tr>
<tr>
<td>Private Service Providing</td>
<td>814,900</td>
<td>827,000</td>
<td>1.5%</td>
</tr>
<tr>
<td>Trade, Transportation &amp; Utilities</td>
<td>129,300</td>
<td>130,700</td>
<td>1.0%</td>
</tr>
<tr>
<td>Wholesale Trade</td>
<td>31,800</td>
<td>31,000</td>
<td>-2.5%</td>
</tr>
<tr>
<td>Merchant Wholesalers, Durable Goods</td>
<td>22,200</td>
<td>21,800</td>
<td>-1.8%</td>
</tr>
<tr>
<td>Retail Trade</td>
<td>82,000</td>
<td>83,200</td>
<td>1.5%</td>
</tr>
<tr>
<td>Electronics &amp; Appliance Stores</td>
<td>4,000</td>
<td>4,000</td>
<td>0.0%</td>
</tr>
<tr>
<td>Building Material &amp; Garden Equipment Stores</td>
<td>5,300</td>
<td>5,000</td>
<td>-5.3%</td>
</tr>
<tr>
<td>Food &amp; Beverage Stores</td>
<td>17,100</td>
<td>17,300</td>
<td>1.2%</td>
</tr>
<tr>
<td>Health &amp; Personal Care Stores</td>
<td>4,800</td>
<td>4,700</td>
<td>-2.1%</td>
</tr>
<tr>
<td>Clothing &amp; Clothing Accessories Stores</td>
<td>11,400</td>
<td>12,000</td>
<td>5.3%</td>
</tr>
<tr>
<td>General Merchandise Stores</td>
<td>13,300</td>
<td>13,500</td>
<td>1.5%</td>
</tr>
<tr>
<td>Transportation, Warehousing &amp; Utilities</td>
<td>15,500</td>
<td>16,500</td>
<td>6.4%</td>
</tr>
<tr>
<td>Transportation &amp; Warehousing</td>
<td>13,900</td>
<td>14,900</td>
<td>7.2%</td>
</tr>
<tr>
<td>Couriers &amp; Messengers</td>
<td>3,800</td>
<td>5,000</td>
<td>32.1%</td>
</tr>
<tr>
<td>Information</td>
<td>97,500</td>
<td>103,700</td>
<td>6.4%</td>
</tr>
<tr>
<td>Publishing Industries (except Internet)</td>
<td>34,200</td>
<td>37,400</td>
<td>9.7%</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>5,500</td>
<td>5,500</td>
<td>0.0%</td>
</tr>
<tr>
<td>Financial Activities</td>
<td>37,100</td>
<td>38,300</td>
<td>3.2%</td>
</tr>
<tr>
<td>Finance &amp; Insurance</td>
<td>21,600</td>
<td>21,900</td>
<td>1.4%</td>
</tr>
<tr>
<td>Credit Intermediation &amp; Related Activities</td>
<td>12,100</td>
<td>12,600</td>
<td>4.1%</td>
</tr>
<tr>
<td>Real Estate &amp; Rental &amp; Leasing</td>
<td>15,500</td>
<td>16,400</td>
<td>5.8%</td>
</tr>
<tr>
<td>Professional &amp; Business Services</td>
<td>240,500</td>
<td>243,100</td>
<td>1.1%</td>
</tr>
<tr>
<td>Professional, Scientific &amp; Technical Services</td>
<td>164,000</td>
<td>165,900</td>
<td>1.1%</td>
</tr>
<tr>
<td>Architectural, Engineering &amp; Related Services</td>
<td>17,300</td>
<td>17,800</td>
<td>2.9%</td>
</tr>
<tr>
<td>Computer Systems Design &amp; Related Services</td>
<td>89,700</td>
<td>91,100</td>
<td>1.4%</td>
</tr>
<tr>
<td>Scientific Research &amp; Development Services</td>
<td>21,200</td>
<td>23,000</td>
<td>8.3%</td>
</tr>
</tbody>
</table>
## Industry Employment & Labor Force

**San Jose Sunnyvale Santa Clara MSA**
*(San Benito and Santa Clara Counties)*

**March 2019 Benchmark**

Data Not Seasonally Adjusted

<table>
<thead>
<tr>
<th>Industry Type</th>
<th>Apr 19</th>
<th>Feb 20</th>
<th>Mar 20 Revised</th>
<th>Apr 20 Prelim</th>
<th>Percent Change</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Management of Companies &amp; Enterprises</td>
<td>15,400</td>
<td>14,700</td>
<td>14,800</td>
<td>14,100</td>
<td>-4.7%</td>
<td>-8.4%</td>
</tr>
<tr>
<td>Administrative &amp; Support &amp; Waste Services</td>
<td>61,100</td>
<td>62,500</td>
<td>62,700</td>
<td>55,300</td>
<td>-11.8%</td>
<td>-9.5%</td>
</tr>
<tr>
<td>Administrative &amp; Support Services</td>
<td>58,200</td>
<td>59,600</td>
<td>59,800</td>
<td>52,500</td>
<td>-12.2%</td>
<td>-9.8%</td>
</tr>
<tr>
<td>Employment Services</td>
<td>21,700</td>
<td>21,300</td>
<td>21,100</td>
<td>17,200</td>
<td>-18.5%</td>
<td>-20.7%</td>
</tr>
<tr>
<td>Educational &amp; Health Services</td>
<td>174,700</td>
<td>179,700</td>
<td>179,400</td>
<td>163,400</td>
<td>-8.9%</td>
<td>-6.5%</td>
</tr>
<tr>
<td>Educational Services</td>
<td>48,600</td>
<td>47,900</td>
<td>47,400</td>
<td>42,400</td>
<td>-10.5%</td>
<td>-12.8%</td>
</tr>
<tr>
<td>Colleges, Universities &amp; Professional Schools</td>
<td>30,500</td>
<td>29,500</td>
<td>29,500</td>
<td>27,900</td>
<td>-5.4%</td>
<td>-8.5%</td>
</tr>
<tr>
<td>Health Care &amp; Social Assistance</td>
<td>126,100</td>
<td>131,800</td>
<td>132,000</td>
<td>121,000</td>
<td>-8.3%</td>
<td>-4.0%</td>
</tr>
<tr>
<td>Ambulatory Health Care Services</td>
<td>42,700</td>
<td>44,300</td>
<td>44,300</td>
<td>35,800</td>
<td>-19.2%</td>
<td>-16.2%</td>
</tr>
<tr>
<td>Hospitals</td>
<td>28,100</td>
<td>29,700</td>
<td>30,100</td>
<td>30,200</td>
<td>0.3%</td>
<td>7.5%</td>
</tr>
<tr>
<td>Nursing &amp; Residential Care Facilities</td>
<td>13,600</td>
<td>13,600</td>
<td>13,600</td>
<td>13,500</td>
<td>-0.7%</td>
<td>-0.7%</td>
</tr>
<tr>
<td>Social Assistance</td>
<td>41,700</td>
<td>44,200</td>
<td>44,000</td>
<td>41,500</td>
<td>-5.7%</td>
<td>-0.5%</td>
</tr>
<tr>
<td>Leisure &amp; Hospitality</td>
<td>106,700</td>
<td>101,600</td>
<td>95,300</td>
<td>50,800</td>
<td>-46.7%</td>
<td>-52.4%</td>
</tr>
<tr>
<td>Accommodation &amp; Food Services</td>
<td>90,600</td>
<td>88,100</td>
<td>82,600</td>
<td>39,100</td>
<td>-52.7%</td>
<td>-56.8%</td>
</tr>
<tr>
<td>Accommodation</td>
<td>9,500</td>
<td>9,300</td>
<td>9,200</td>
<td>5,200</td>
<td>-43.5%</td>
<td>-45.3%</td>
</tr>
<tr>
<td>Food Services &amp; Drinking Places</td>
<td>81,100</td>
<td>78,800</td>
<td>73,400</td>
<td>33,900</td>
<td>-53.8%</td>
<td>-58.2%</td>
</tr>
<tr>
<td>Restaurants</td>
<td>68,900</td>
<td>66,800</td>
<td>61,900</td>
<td>23,400</td>
<td>-62.2%</td>
<td>-66.0%</td>
</tr>
<tr>
<td>Other Services</td>
<td>29,100</td>
<td>29,900</td>
<td>26,200</td>
<td>20,800</td>
<td>-20.6%</td>
<td>-28.5%</td>
</tr>
<tr>
<td>Government</td>
<td>99,200</td>
<td>98,600</td>
<td>99,100</td>
<td>95,800</td>
<td>-3.3%</td>
<td>-3.4%</td>
</tr>
<tr>
<td>Federal Government</td>
<td>9,800</td>
<td>10,100</td>
<td>10,000</td>
<td>10,100</td>
<td>1.0%</td>
<td>3.1%</td>
</tr>
<tr>
<td>Department of Defense</td>
<td>700</td>
<td>700</td>
<td>700</td>
<td>700</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>State &amp; Local Government</td>
<td>89,400</td>
<td>88,500</td>
<td>89,100</td>
<td>85,700</td>
<td>-3.8%</td>
<td>-4.1%</td>
</tr>
<tr>
<td>State Government</td>
<td>7,200</td>
<td>6,600</td>
<td>7,100</td>
<td>6,900</td>
<td>-2.8%</td>
<td>-4.2%</td>
</tr>
<tr>
<td>State Government Education</td>
<td>5,300</td>
<td>4,700</td>
<td>5,200</td>
<td>5,000</td>
<td>-3.8%</td>
<td>-5.7%</td>
</tr>
<tr>
<td>State Government Excluding Education</td>
<td>1,900</td>
<td>1,900</td>
<td>1,900</td>
<td>1,900</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Local Government</td>
<td>82,200</td>
<td>81,900</td>
<td>82,000</td>
<td>78,800</td>
<td>-3.9%</td>
<td>-4.1%</td>
</tr>
<tr>
<td>Local Government Education</td>
<td>42,500</td>
<td>40,900</td>
<td>41,500</td>
<td>39,000</td>
<td>-6.0%</td>
<td>-8.2%</td>
</tr>
<tr>
<td>Local Government Excluding Education</td>
<td>39,700</td>
<td>41,000</td>
<td>40,500</td>
<td>39,800</td>
<td>-1.7%</td>
<td>0.3%</td>
</tr>
<tr>
<td>County</td>
<td>21,200</td>
<td>22,200</td>
<td>21,700</td>
<td>21,400</td>
<td>-1.4%</td>
<td>0.9%</td>
</tr>
<tr>
<td>City</td>
<td>13,700</td>
<td>14,000</td>
<td>14,100</td>
<td>13,800</td>
<td>-2.1%</td>
<td>0.7%</td>
</tr>
<tr>
<td>Special Districts plus Indian Tribes</td>
<td>4,800</td>
<td>4,800</td>
<td>4,700</td>
<td>4,600</td>
<td>-2.1%</td>
<td>-4.2%</td>
</tr>
</tbody>
</table>

### Notes:

1. Civilian labor force data are by place of residence; include self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

2. Industry employment is by place of work; excludes self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding.

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Nima Chhay 408-216-6183 or Amanda Ha 415-749-2002

These data, as well as other labor market data, are available via the Internet at [http://www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov). If you need assistance, please call (916) 262-2162.
SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)
(SAN BENITO AND SANTA CLARA COUNTIES)

All major industries logged job cuts for the month of April

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 12.0 percent in April 2020, up from a revised 3.5 percent in March 2020, and above the year-ago estimate of 2.3 percent. This compares with an unadjusted unemployment rate of 16.1 percent for California and 14.4 percent for the nation during the same period. The unemployment rate was 19.8 percent in San Benito County, and 11.7 percent in Santa Clara County.

Between March 2020 and April 2020, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, decreased by 128,600 jobs to reach 1,015,900.

- Leisure and hospitality fell by 44,500 jobs with most payroll declines in food services and drinking places (down 39,500 jobs), followed by accommodation (down 4,000 jobs).

- Trade, transportation, and utilities lost 17,800 jobs, predominately in retail trade (down 15,000 jobs); wholesale trade and transportation, warehousing, and utilities both reported equivalent losses (down 1,400 jobs each).

- Several other major industries that reported job losses include: private educational and health services (down 16,000 jobs), construction (down 15,400 jobs), and professional and business services (down 14,200 jobs). Within the professional and business services industry, most job cuts were in administrative and support services (down 7,300 jobs) and professional, scientific, and technical services (down 6,100 jobs).

- Additional industries that contracted payrolls for the month of April included other services (down 5,400 jobs), total farm (down 4,500 jobs), manufacturing (down 3,700 jobs), government (down 3,300 jobs), and information (down 2,800 jobs).

Between April 2019 and April 2020, combined employment in the South Bay counties of San Benito and Santa Clara, reduced by 128,500 jobs.

- Leisure and hospitality (down 55,900 jobs) reported the largest drop in employment.

- The following major industries trimmed the workforce: construction (down 17,500 jobs), trade, transportation, and utilities (down 17,300 jobs), professional and business services (down 11,700 jobs), and private educational and health services (down 11,300 jobs).

- Other services (down 8,300 jobs) along with total farm (down 5,100 jobs), government (down 3,400 jobs) and manufacturing (down 1,400 jobs) also cut staffing.

- Meanwhile, information reported the largest employment gain of 3,100 jobs for the year-over period.

###
The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 12.0 percent in April 2020, up from a revised 3.5 percent in March 2020, and above the year-ago estimate of 2.3 percent. This compares with an unadjusted unemployment rate of 16.1 percent for California and 14.4 percent for the nation during the same period. The unemployment rate was 19.8 percent in San Benito County, and 11.7 percent in Santa Clara County.
June 4, 2020

To: Workforce Development Board

From: Sylvia Jacquez, Program Manager

Re: Business Services, Layoff Aversion and Rapid Response Activities for March 2020

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

1) **Business Services Engagement**: State of California EDD is doing a massive hiring in the following positions: Employment Program Representatives and Office Technicians. The Financial Services Department is also hiring for Tax Auditor, Accountant Specialist, Accounting Technician and Accounting Office. has a massive hiring

2) **Job Search Assistance & Resume Writing Workshops**: Virtual Workshops are being held due to COVID-19.

3) **Bay Area Rapid Response Roundtable**
   a. Next Conference call will be held July 14, 2020 hosted by Richmond.
   b. Annual Conference has been cancelled due to COVID-19.

4) **Rapid Response Events**
   a. Received WARN from Enterprise Rent-A-Car on 5/4/20. Lay-off of 2 employees
   b. Received WARN from Duckhorn Wine Company (DBA Calera Wine) on 5/4/20. Lay-off of 2 employees
   c. Received WARN from Diocese of Monterey on 5/7/20. Lay-off of 13 employees from Old Mission San Juan Bautista, Sacred Heart Parish School and Sacred Heart/St. Benedict’s Church.

5) **Social Media Insight**
Page Summary  Last 28 days •

Results from: May 4, 2020 - May 31, 2020
Note: Does not include today's data. Insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

Actions on Page
May 4 - May 31
2
Total Actions on Page ▲0%

Page Views
May 4 - May 31
167
Total Page Views ▲2%

Page Preview
May 4 - May 31
13
Page Previews ▲0%

Page Likes
May 4 - May 31
16
Page Likes ▼6%

Post Reach
May 4 - May 31
7,765
People Reached ▼6%

Story Reach
May 4 - May 31
235
People Reached ▲100%

Recommendations
May 4 - May 31

Post Engagement
May 4 - May 31
845
Post Engagement ▼17%

Videos
May 4 - May 31
71
3-Second Video Views ▼54%

Page Followers
May 4 - May 31
18
Page Followers ▲20%

Orders
May 4 - May 31
0
Number of Orders ▲0%

Earnings from Orders ▲0%

Ad Results Have Moved
All the info you're used to seeing, and more, is now in Ad Center. Learn More

Your 5 Most Recent Posts

Published  Post

Type  Targeting  Reach  Engagement  Promote

Visit Ad Center

Create Post
COUNTY OF SAN BENITO
WORKFORCE DEVELOPMENT BOARD
BYLAWS

Article I. AUTHORIZATION, PURPOSE & FUNCTIONS

Section 1.01 Name/Location

(a) The name of the organization shall be the Workforce Development Board of San Benito County, hereinafter referred to as “WDB”.

(b) The principal office of the WDB shall be located at 1161 San Felipe Road and 1111 San Felipe Road, Suite 107 (or as deemed necessary, Hollister, California, or such other place as the directors may designate from time to time.)

Section 1.02 Authorization

(a) The WDB is established under Section 107(c)(4)(b)(i) of the Workforce Innovation & Opportunity Act of July 22, 2014, hereinafter called the “WIOA.”

(b) The San Benito County Board of Supervisors, by Resolution No. 2015-66, adopted on September 8, 2015 designated the San Benito County Workforce Development Board as its agent to fulfill the mandates of the WIOA.

Section 1.03 Purpose: The purpose of the WDB is to set policy for the San Benito County workforce Development system in coordination with statewide workforce investment efforts. The local WDB shall promote effective outcomes consistent with statewide goals, objectives, and negotiated local performance.

Section 1.04 Functions: Pursuant to Section 107 of the WIOA, the following are mandated responsibilities of the WDB:

(a) In partnership with the Board of Supervisors, development of a local plan for the Workforce Development Area;

(b) Identification of eligible providers of youth activities and the awarding of grants or contracts on a competitive basis, based on recommendations of the Youth Committee;

(c) Identification of eligible providers of training services;

(d) In the event that the local America’s Job Center of California operator does not provide intensive services in the local area, identification of eligible providers of intensive services in the local area by awarding contracts;

(e) Development of a budget for itself for the purpose of carrying out the duties of the WDB under the WIOA, subject to the approval of the Board of Supervisors;

(f) In partnership with the Board of Supervisors, overseeing the America’s Job Center of California delivery system, employment and training activities and youth activities in the local Workforce Development Area;

(g) In partnership with the Board of Supervisors, negotiation of local performance measures with the Governor;

(h) Provision of assistance to the Governor in developing a statewide employment statistics system;

(i) Coordination of workforce development activities conducted under the WIOA with local economic development strategies and develop employer linkages with such activities;

(j) Promotion of the participation of private sector employers in the state workforce investment...
system; and
(k) Compliance with all other applicable laws and regulations when directed by the California Workforce Development Board or its administrative agencies.

Article II. MEMBERSHIP

Section 2.01 Membership: Subsequent to the initial appointments, the number of members may be determined by this organization itself. In this instance, the provisions of federal and state laws regarding membership must be met, but in no event shall the WDB have less than 19.

Section 2.02 Appointment: Members of the WDB are appointed by the Board of Supervisors from nominations by appropriate sources. All members of the WDB shall also be directors of the WDB.

Section 2.03 Nominations

(a) Nominations to the private sector seats on the WDB shall be made by the business, professional and/or trade organizations in the San Benito County area. The number of nominations made shall be at least 150 percent of the number of appointments to be made.
(b) Required America’s Job Center of California partner members are nominated by their organization. In instances where there is more than one agency that could fulfill the role of a particular mandated America’s Job Center of California partner, the decision for which agency will be seated on the WDB will be made by the San Benito County Board of Supervisors, with a recommendation from the WDB’s Executive Committee.
(c) Other members are selected at the discretion of the San Benito County Board of Supervisors.
(d) While the WDB may establish a committee to review nominations, the appointing authority rests with the San Benito County Board of Supervisors and is not a shared function of the WDB.

Section 2.04 Membership Categories

(a) Minimum membership under WIOA §107 can be met with 19 members:
   • Majority of business – minimum 2 members must represent small business
   • (10) Business Representatives (51%), minimum 2 members must represent small business (as more specifically defined in WIOA §107(b))
   •(4) Representatives of the Workforce (20%) (as more specifically defined in WIOA §107(b))
   •(1) Adult Education/Literacy Representative (as more specifically defined in WIOA §107(b))
   •(1) Vocational Rehabilitation Representative (as more specifically defined in WIOA §107(b))
   •(1) Higher Education Representative (as more specifically defined in WIOA §107)
   •(1) Wagner - Peyser Representative (as more specifically defined in WIOA §107(b))
   •(1) Economic Development Representative (as more specifically defined in WIOA §107(b))

(b) Criteria for Membership
1) Representatives of business in the local area shall be appointed from among individuals nominated by local business organizations and business trade associations that reflect employment opportunities of the local area, and shall be owners of businesses, chief executives or operating officers of businesses or other business executives, including human resources executives, or employers with optimum policymaking or hiring authority.
2) Representatives of local educational entities, including representatives of local educational agencies, local school boards, entities providing adult education and literacy activities, and postsecondary educational institutions (including community colleges), shall be selected from individuals nominated by regional or local educational agencies,
institutions, or organizations representing local educational entities.

3) Representatives of labor organizations nominated by local labor federations, including a representative of an apprenticeship program, shall comprise at least 15 percent of WDB members, unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the WDB members shall be representatives of labor organizations.

4) Representatives of local community-based organizations, including organizations representing individuals with disabilities and veterans, and organizations that serve populations with barriers to employment, such as the economically disadvantaged, youth, farm workers, homeless, and immigrants.
   i. Representatives from community based organizations that are required America’s Job Center of California partners will also be counted as community based organization members.

5) Representatives of economic development agencies, including private sector economic development entities.
   i. Economic development agency America’s Job Center of California partners may each nominate a representative to the WDB and that representative will also be considered to be an economic development category member.

6) Required America’s Job Center of California partner members nominated by their organization.

7) Membership of the local WDB may include other individuals or representatives of entities as the San Benito County Board of Supervisors may determine to be appropriate.

8) WDB members may be appointed to represent multiple constituencies on the WDB.

Section 2.05 Authority of Board Members: Members of the local WDB that represent organizations, agencies, or other entities shall be individuals with optimum policy making authority within those organizations, agencies, or entities.

Section 2.06 Term of Appointment: Members shall be appointed to the WDB for terms of three years, with the provision that initial members will be appointed for one, two, and three year terms, in order to provide for the staggered terms required by law. It shall be the decision of the Board of Supervisors concerning which initial member shall be appointed for one, two, or three years, with the proviso that the staggered appointments will be divided relatively equally between private sector and public sector members.

Article III. REMOVAL AND RESIGNATION OF MEMBERS

Section 3.01 Removal of Members: The Chairperson may recommend to the WDB the removal of a member for cause or absenteeism. Removal shall require the affirmative vote of two-thirds of the full WDB. The decision of the WDB is final and may not be appealed. The following shall be grounds for removal:

(a) Removal for Cause: Cause shall be defined as determination by the WDB that the member is unable to effectively represent the categorical seat to which he/she is appointed due to change of employment or status that substantially alters the member’s qualifications which were present and considered in making the initial appointment.

(b) Removal for Absenteeism: Members may be removed from membership on the WDB if the member is absent for more than one-half of the regularly scheduled meetings of the full WDB during a twelve-month program year, or failure to attend three consecutive meetings for executive committee members without prior notification of inability to attend.
Section 3.02 Procedure for Removal

(a) The Executive Committee shall meet to consider the removal of a member from the WDB.
(b) The Chair will contact member after 2nd unexcused absence.
(c) The member in question shall be given written notice by the WDB chair, not less than five days prior to the meeting at which the Executive Committee will vote on his/her removal.
(d) The member in question shall be given reasonable opportunity to speak before the Executive Committee; however failure to appear before the Executive Committee shall not be an impediment to the removal action.
(e) The Executive Committee may recommend removal by a majority vote. The Executive Committee Chair shall forward their recommendation to the full WDB for final action.
(f) The Chairperson shall inform the member in writing of the committee’s decision within five (5) calendar days of the meeting.

Section 3.03 Resignation of Membership: Resignation of WDB members should be effected by a written letter of resignation addressed to the Chairperson of the WDB and submitted to CSWD thirty days prior to the effective date of resignation. The Chairperson shall forward the notice to the Board of Supervisors within five days of receipt from the resigning member.

Section 3.04 Vacancies: Vacancies created by the removal or resignation of members shall be filled for the remainder of the member’s term using the provisions described in ARTICLE II.

Article IV. DUTIES OF MEMBERS

Section 4.01 Attendance: Members shall attend meetings of the WDB and of committees to which they are appointed. For each member’s term of service to the WDB, he/she shall designate a proxy to attend meetings in the unexpected or unavoidable absence of the seated member. The proxy will participate as a voting member and shall formally represent the same sector or seat occupied by the seated member. Proxy designations will be reviewed by the Executive Committee. If a new proxy needs to be designated during the member’s term, the member shall make the request in writing to the Chair. The Executive Committee shall routinely review member attendance at WDB and committee meetings.

Section 4.02 Notification of Absence: Members shall notify the Chairperson of the WDB or staff of any expected absence for a meeting by 5:00 PM of the day before the meeting, indicating good and sufficient reasons for the absence. Such notification may be direct or through staff of the WDB.

Section 4.03 Service on Committees Each member of the WDB shall serve on committees as necessary.

Article V. MEETINGS AND ACTIONS

Section 5.01 Schedule of Regular Meetings

(a) The WDB shall hold regular quarterly meetings at 3:00 P.M. on the second Tuesday of the first month of each quarter.
(b) Alternate dates for regular meetings may be set either by the Chair of the WDB, if ten (10) working days’ notice is provided to all members, or by a majority vote at a duly constituted meeting.
(c) Regular meetings may be canceled either by the Chair of the WDB or by a majority vote at a duly constituted meeting.
(d) Subcommittees will meet as often as required to fulfill their responsibilities, at least one time
per year.

Section 5.02 Public Meetings: All meetings of the WDB and Committee shall be open to the public, and noticed in conformance with the Ralph M. Brown Act (Gov. Code §54950, et seq.).

Section 5.03 Meeting Minutes: The Secretary or staff shall record in the minutes the time and place of the meeting, members who are present, official acts of the WDB, and the number of votes of members, ayes, noes, and abstentions. When requested by a member, his or her dissent or approval, and reasons, shall be recorded. When a member abstains due to a conflict of interest, his or her abstention and the reasons shall be recorded in the minutes. The minutes shall be presented for approval at the succeeding regular meeting.

Section 5.04 Notice of Meetings: Notice of full WDB meetings will be publicly noticed at least 72 hours in advance of the meetings, and shall be further provided as specified in Section 5.07 below, in compliance with the Brown Act. Emergency meetings shall be noticed in compliance with the Brown Act.

Section 5.05 Agendas: The agenda for the WDB and Youth Committee regular meetings, special meetings, and meetings of standing committees shall specify the time and place of the meeting and shall contain a brief description of each item of business to be transacted at the meeting, including items to be discussed in closed session. Copies of the agenda and board packet shall be sent electronically to members of the WDB or Youth Committee (or to standing committee members in the case of a committee meeting); and shall be posted and distributed in compliance with the Brown Act. Agenda packets will be mailed to board members who may not have access to the internet or members of the public who request a copy of the agenda packet.

Section 5.06 Public Testimony: Every agenda for a regular meeting shall provide an opportunity for members of the public to directly address the WDB regarding any matter within the WDB’s jurisdiction that is not on the agenda, as well as an opportunity to address the WDB regarding any item on the agenda during the WDB’s discussion of each agenda item, pursuant to Brown Act requirements.

Section 5.07 Special Meetings: A special meeting of the WDB may be called by the Chairperson, or the Board of Supervisors, or by a majority vote of the Executive Committee, or upon written request of a majority of the WDB members. Notice of special meetings shall be delivered to members personally, by mail or electronically in compliance with the Brown Act. The Notice shall state the time, place, and the business to be considered. Special meetings shall be called and conducted in accordance with the Brown Act.

Section 5.08 Quorum: For purposes of conducting a meeting of the full WDB or the Executive Committee, a quorum of the WDB or Executive Committee shall be any number over fifty (50) percent of the total number of members who have been duly appointed to the WDB or Executive Committee, provided that at least half of the private sector members are present. At meetings of other committees, a quorum shall consist of a simple majority of the membership of the committee. The use of technology such as phone and web-based meetings may be used to ensure members actively participate in meetings, consistent with the requirements of the Ralph M. Brown Act (the Brown Act), California Government Code section 54950—54963.

Section 5.09 Voting: Each member of the WDB or Youth Committee shall have one (1) vote. Every decision or act made by a majority of the WDB or Youth Committee members present at any meeting where a quorum is present shall be regarded as the official action of the WDB or Youth Committee. Members choosing to abstain from voting on specific actions will not affect majority requirements and their abstention will be counted as support of the majority vote.

Section 5.10 Procedure: All members may make motions and vote except as restricted by ARTICLE
VI of these Bylaws. All questions shall be decided by a majority vote of those members present. Members shall not be allowed to vote by proxy or secret ballot.

**Section 5.11 Official Records:** All official records of the WDB shall be kept and maintained at the principal office designated in these Bylaws. Records to be kept include but are not limited to budgets, contracts, grant proposals, request for proposals, agenda notices, meeting minutes for the WDB and all standing committees and/or ad hoc committees having and exercising any of the authority of the WDB, and WDB correspondence. All official records of the WDB are subject to the California Public Records Act (Gov. Code §6250 et seq.) and are open to inspection by the general public at all times during normal business hours.

**Article VI. CONFLICT OF INTEREST**

**Section 6.01 Voting**

(a) All members of the WDB and its committees shall comply with the California Political Reform Act (Gov. Code §81000 et seq.) and the San Benito County Conflict of Interest Code in conducting the WDB’s official business. In addition to complying with all requirements of the Political Reform Act and County’s Conflict of Interest Code, no member of the WDB, or any of the WDB’s committees, shall vote on a matter under consideration by the local WDB regarding the provisions of services by such member (or by an entity that such member represents); or that would provide a direct financial benefit to such member or his/her immediate family member.

(b) In addition to complying with all requirements of the Political Reform Act and County’s Conflict of Interest Code, no member shall participate in the discussion concerning any portion of a plan, a contract, a subcontract, or any other matter, which may provide financial benefit to the member or immediate family of the member or to an organization represented by the member or immediate family of the member including participation as a director.

(c) Membership on an advisory board is not deemed to be representation for purposes of this restriction.

**Section 6.02 Disclosure:** In order to avoid a conflict of interest or the appearance of such conflict, each member shall disclose his or her financial interests, in compliance with the County’s Conflict of Interest Code (Form 700) and any conflict of interest code adopted by the WDB. To prevent fines being imposed, Form 700 **MUST** be completed within 30-days of appointment to the board and a “Leaving Office” must be completed within 30-days of vacating WDB membership either by resignation or term expiration. If not completed WDB member may incur fines $10 per day, up to $100 for none compliance and up to $5000.

**Section 6.03 Record of Abstention:** Minutes of meetings shall record the abstentions of members who are prohibited from voting due to a conflict of interest.

**Article VII. OFFICERS**

**Section 7.01 Officers & Duties:** Officers of the WDB shall consist of:

(a) Chairperson – The WDB Chairperson shall be a private business representative and shall be the presiding officer of the WDB and of the Executive Committee. The WDB chairperson shall be a voting member of the WDB and the Executive Committee, and shall serve as an ex-officio, non-voting member of all standing committees. The WDB Chairperson’s duties shall include:

1) Presiding at WDB meetings, deciding points of order, announcing all business, entertaining motions, putting motions to vote, and announcing vote results;
2) Appointing all committee chairpersons and committee members;

3) Recommending to the Executive Committee removal of committee chairpersons and members.

(b) Vice Chairperson - The WDB Vice-Chairperson shall perform the duties of the Chairperson in his/her absence and shall serve as the Chairperson of the Programs/Planning Committee.

(c) Treasurer – The WDB Treasurer shall serve as the Chairperson of the Audit/Evaluation Committee.

(d) Secretary – The WDB Secretary shall keep minutes of meetings in the absence of staff

Section 7.02 Terms of Office: Officers’ terms shall be for one year beginning on the July meeting of the full WDB. In the event an officer of the WDB resigns or is removed from the WDB or from office, the position that officer held shall be declared vacant and the unexpired term shall be filled by the WDB following the election procedure set forth in Article VII Section C.

Section 7.03 Election of Officers: Each year a Nominating Committee will be appointed by the WDB Chairperson at the April meeting to propose a slate. Once the Nominating Committee has proposed a slate of officers, other nominations may be made from the floor during the WDB meeting at which the slate is presented. The election will take place at the last regular meeting before the July meeting.

Article VIII. COMMITTEES

Section 8.01 General Committee Provisions: The WDB shall have four standing committees as designated in Section B of this Article. All standing committee meetings shall be subject to the provisions of the Brown Act.

Section 8.02 Standing Committees:

(a) Executive Committee: The membership of the committee shall be seven. The Executive Committee of the WDB shall be appointed by the Chairperson of the WDB and shall consist of the WDB Chairperson, who shall also preside over the Executive Committee, three business members, and three non-business members. The Executive Committee shall be empowered to act for the WDB in all matters, except setting policy and removal of members. This shall include acting upon committee recommendations. The Executive Committee may also contribute to the following:

1) Preparation of draft and final plans, including budgets;
2) Preparation and issuance of requests for proposals;
3) Evaluation of proposals;
4) Incorporation of selected proposals into a service plan;
5) Recommendation on award of contracts to service providers;
6) Identification of eligible intensive service and training providers;
7) Recommendation on local policy.

(b) Business Services Committee: A Business Services Committee shall be established and composed of WDB members as directed by the WDB Chair. Responsibilities of the Business Services Committee shall include:

1) Develop and make recommendations for the Business Service Plan to the Board of Supervisors in an effort to increase employer engagement in the activities of the WDB;
2) Submit the Business Services Plan along with the local workforce development and regional Strategic Plan to the State of California Workforce Development Board (CWDB);
3) Conduct Labor Market Intelligence (LMI) Analysis;
4) Provide oversight of Rapid Response Program services;
5) Champion the Certified Work Ready Communities (CWRC) Initiative – WorkKeys; and
6) Report back to the full WDB on issues as directed by the full WDB on a bi-annual basis.

(c) **Audit/Evaluation Committee**: The number of committee members shall be not less than four and not more than seven. The WDB Treasurer shall chair the Audit/Evaluation Committee. The remaining membership shall be balanced between private sector and non-private sector members at the discretion of the WDB Chairperson with the advice of the Treasurer. The duties of the Audit/Evaluation Committee include:

1) Establishing standards for financial controls and reporting for funds expended within the jurisdiction of the WDB.
2) Reviewing and negotiating local performance measures and evaluating contractors’ performance.
3) Annually reviewing reports and/or monitoring(s) and advising the WDB regarding actions to be taken.

(d) **AdHoc/Other Committees**: From time to time the WDB may establish special program committees to accomplish specific projects. The need for such committees and their composition and structure will be determined by the full WDB or the Executive Committee.

**Article IX. Youth Committee:**

**Section 9.01 Youth Committee**

(a) A Youth Committee shall be designated as a standing committee of the SBCWDB in accordance with the WIOA and be comprised of members in compliance with WIOA and the local workforce development area needs;

(b) Responsibilities of the Youth Committee shall include, but not limited to the following:

1. Develop the portions of the local plan relating to eligible youth activities;
2. Recommend eligible providers of youth activities to be awarded grants or contracts on a competitive basis by the SBCWDB to carry out the youth activities under WIOA Section 129(c);
3. Conduct monitoring and evaluation of youth services, activities and grants or contracts funded by the WIOA and other grant funding procured by SBCWDB;
4. Inform, assist and make recommendations to the Executive Committee and the full SBCWDB in developing and overseeing a comprehensive youth program and eligible providers for those programs;
5. Foster integration and collaboration of youth activities in the local workforce development area;
6. Report back to the full SBCWDB on issues as directed by the full SBCWDB

(c) The Youth Committee shall elect its chair from the SBCWDB members pursuant to Workforce Services Directive WSD15-03.

(d) Members of the Youth Committee shall be appointed by the WDB and shall include:
1) A Member of the local WDB, who must chair the committee;
2) A Member of Community based organizations with a demonstrated record of success in serving eligible youth
3) Other individuals with appropriate expertise and experience who are not members of the local board;
4) May also include parents, participants and youth.

(e) Members of the Youth Committee may be eligible for travel reimbursement. Youth members of the Youth Committee may receive reimbursement of travel expenses for attendance at regular meetings of the SBCWDB, out of the County travel, as well as overnight travel, when required as a result of SBCWDB membership in accordance with written policies and guidelines of the SBCWDB and the County of San Benito. In the event SBCWDB and County policy differ, the latter shall be applied and controls. Adult members of the SBCWDB are not entitled to compensation or reimbursement for travel expenses for duties performed for the SBCWDB.

All reimbursements will require prior approval by CSWD Management staff and/or Workforce Development Board.

**Article X. AMENDMENT OF BYLAWS**

Section 10.01 The Bylaws may be amended at any duly noticed regular meeting of the full WDB at which a quorum is present. An affirmative vote of a majority of the WDB shall be required to amend these Bylaws.

**Article XI. ARTICLE XI. SEVERABILITY**

Section 11.01 If any part of these bylaws is held to be null and/or void, the validity of the remaining portion of the bylaws shall not be affected.

Richard Bianchi
Chair, Workforce Development Board

Approved ______________
Amended ______________

Approved As To Legal Form:
San Benito County Counsel’s Office

By: Irma Valencia, Deputy County Counsel

Page 9 of 9
Revised by WDB on 01.07.2020

06.09.20 Ex Com Agenda Page 30 of 35
May 20, 2020

Enrique Arreola  
1111 San Felipe Road, Suite 107  
Hollister, CA 95023

Dear Enrique,

Enclosed is the Racy Ming Associates response to San Benito County’s RFP for the AJCC Consulting Services.

Racy Ming Associates is a Limited Liability Corporation, in business since 2016. I am the principal consultant, with associates of various sub-specialties brought in as needed on a project by project basis. My proposal details my extensive experience working with a wide range of Workforce Development Boards and Regional Planning Units throughout California.

My contact information is below. Please do not hesitate to contact me if you have any questions. I look forward to hearing from you.

Sincerely yours,

Racy Ming

280 Estrella Dr, Scotts Valley CA 95066      (707)888-4919      racy@racymingassociates.com
Experience

Racy Ming Associates (RMA) has worked with a wide range of Workforce Development Boards (WDBs) and Regional Planning Units (RPUs) in California to enhance their WIOA Programs, as well as a variety of nonprofits and Probation Departments. Services include strategic planning, resource development, group facilitation, program evaluation, community engagement, partnership development, WIOA administrative requirements, one stop operator and regional organizer/regional training coordinator services, and the development of new program and initiatives.

Racy Ming worked at the local level for 15 years in WIA and WIOA programs before starting her consultancy. She served as the Director of the Workforce Investment Board of Marin County as well as the Social Services Division Director for Employment and Training Programs. As such, her responsibilities included WIA, and what later became the Workforce Innovation and Opportunity Act (WIOA) programs, the CalWORKs Welfare-to-Work Program, and the General Assistance Program. She also served as the program manager for an America’s Job Center of California (AJCC) and was responsible for the one stop system and Workforce Investment Act (WIA) programs.

Since 2016, RMA has been serving Workforce Development Boards across a wide range of WIOA related projects. Projects have included developing strategic plans and grant proposals; evaluating and scoring America’s Job Centers of California (AJCC’s); program evaluation and development; conducting procurements for service providers; re-writing and organizing local policies and procedures; customer flow mapping; MOU development; community engagement; and team building.

Ms. Ming is currently the regional organizer for both the North Bay and Bay Peninsula RPUs, and is well versed in the challenges of regional work as well as the opportunities for collaboration and efficiencies. Her work as a regional organizer has included bringing together a diverse group of WDB Directors, each of whom has local needs and circumstances which must be taken into account; gathering community input; and working across partner agencies. Ms. Ming also serves as the One Stop Operator for NoRTEC, a Workforce Development Board which covers eleven rural counties in Northern California.

In recent years, RMA developed the local or regional strategic plans (2016 and 2019 modifications) for half a dozen local boards and regions. Each of these plans aligned with the State’s Unified Strategic Workforce Development Plan and guidelines and required a thorough understanding of both the State’s priorities and goals as well as the local area or region’s conditions. In each case RMA facilitated community input and coordinated with partner organizations. Two local boards that RMA served, the Workforce Alliance of the North Bay and NoRTEC, are particularly noteworthy because they are each multi-county local workforce development areas. In the case of NoRTEC, for example, this meant coordination across eleven different county child support departments, eleven CalFRESH programs, and multiple
Department of Rehabilitation Districts. In summary, RMA brings excellent communication, strong organization and consistent follow through to partnership initiatives in order to build trust, maximize coordination and ensure the best possible outcomes.

With regards to demonstrated ability to perform strategic planning and program implementation, a couple of examples are worth noting. While serving as the Marin County Workforce Investment Board Director, Ms. Ming worked with the Marin County Probation Department to start a program for justice involved youth, called Youth Working for Change. Entirely funded by Probation but run under the WIOA programs, Youth Working for Change exposed young people to the world of work, mentoring, and subsidized and unsubsidized employment opportunities. The program has exceeded its enrollment and outcomes goals for every year it has been in operation. For a couple of consultancy examples, RMA worked with a nonprofit that provides entry level tech career training, in order to evaluate their program and make recommendations for ways to make it more accessible for justice involved individuals. The evaluation included interviewing students, staff and partners, and providing a resource mapping of partners in the community that the nonprofit should work with in order to better serve their students. RMA also worked with a local WDB and their contracted service provider to map the customer flow through services. RMA’s work resulted in a number of recommendations to streamline and improve the process for job seekers as well as a refined customer flow map which is now used as a tool for new staff or contractors when they are brought on board. As a final example, RMA worked with a local WDB to roll out a pilot of a best practice to expose young people to trusted adults in the world of work, based on an internationally recognized program in the United Kingdom. Ms. Ming has spoken about this program at a number of conferences, including as a plenary speaker at the annual CWA Youth Conference.

RMA prepared the Prison to Employment implementation grant applications for both the Bay Peninsula and Inland Empire RPUs. RMA is working with the Inland Empire in its roll out of Prison to Employment, including holding community forums, providing training to staff and partners, and conducting and infusing human centered design activities into the planning of grant activities. RMA is also working with the Santa Barbara Probation Department on a community engagement project.

Ms. Ming’s leadership in the area of workforce services for justice involved individuals was recognized when she was selected as the 2015 Criminal Justice Scholar for the US State Department’s Fulbright Program. She was able to spend five months in the United Kingdom, researching ways in which their government assists justice involved individuals with finding and keeping employment.
References

A partial list of past and current clients includes:

NOVA, on behalf of the SF Peninsula RPU
Solano County, on behalf of the NBEC RPU
NoRTEC
San Francisco Office of Economic and Workforce Development
San Luis Obispo WDB
Santa Barbara WDB
Santa Cruz WDB
Workforce Alliance of the North Bay
California Workforce Association (Projects with Monterey and Contra Costa WDBs)
California WDB
Inland Empire RPU (Prison to Employment)
Santa Barbara County Probation Department
Santa Clara Valley Water Agency
Stride Center

Any of the Executive Directors for the above listed WDB’s may be contacted for a reference, including:
Kris Stadelman, NOVA.  kstadelman@novaworks.org
Bruce Wilson, WANB.  bwilson@workforcealliancenorthbay.org
Ray McDonald, Santa Barbara.  R.mcdonald@sbcsocialserv.org
Michael Cross, NoRTEC.  mcross@ncen.org

Proposed Fees

The proposed cost for the One Stop Operator role, as described under Section C (Details) in the RFP, is $6,000. The hourly rate which RMA charges the Bay Peninsula RPU, of which San Benito is a member, is $150/hour.

Conflict of Interest

RMA does not have any existing conflicts of interest with service providers in San Benito County.
Andi Anderson

From: Enrique Arreola
Sent: Thursday, June 4, 2020 12:15 PM
To: Andi Anderson
Cc: Sylvia Jacquez
Subject: FW: HRCC: SB1 Program Award Announcement: Region 3
Importance: High

Here is the email award notice.

Sylvia, do you recall receiving an email from the State announcing all recipients?

---

Enrique Arreola, Deputy Director
San Benito County HHSA
Community Services & Workforce Development
831-634-4918-Office

"Those who are happiest are those who do the most for others."

---

From: Vienna, Danielle@CWDB <Danielle.Vienna@CWDB.CA.GOV>
Sent: Monday, June 1, 2020 9:47 AM
To: Donnelly, Chris x6644 <DonnellyC@co.monterey.ca.us>
Cc: Hurst, Joelle@CWDB <Joelle.Hurst@cwdb.ca.gov>; Fernandez, Mayra@CWDB <Mayra.Fernandez@cwdb.ca.gov>; Xiong, Der@CWDB <Der.Xiong@cwdb.ca.gov>
Subject: HRCC: SB1 Program Award Announcement: Region 3
Importance: High

[CAUTION: This email originated from outside of the County. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Dear Chris Donnelly,

Congratulations! The California Workforce Development Board (CWDB) has awarded your proposal for the HRCC: SB1 Program in the amount of $576,125.00.

Per RFA #85585, this grant supports the development of regionally-based pre-apprenticeship training programs and partnerships that systematically connect disadvantaged Californians to long-term middle-class careers. Your grant term begins September 1, 2020, and ends August 31, 2022.

To authorize funding and to begin your project, you must first enter into a contract with the State. The SB1 Team will reach out to you separately to schedule an award orientation which will cover this process along with what is required from you.

If you have any questions, please contact the HRCC: SB1 Team. The individuals you’ll be working with are:

Mayra Fernandez, SB1 Program Manager