



San Benito County Workforce Development Board

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1111 San Felipe Road, Suite 107, Hollister, CA 95023
Office: (831) 637-JOBS (5627) ● www.sbcjobs.org ● FAX (831) 637-0996

SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB) Full Board Meeting

AGENDA

Tuesday, April 11, 2023 at 3:00 P.M.

DUE TO THE EXPIRATION OF THE EXECUTIVE ORDER N-29-20, ALL MEETINGS WILL BE HELD ON-SITE. WDB MEMBERS WILL ATTEND ALL MEETINGS IN PERSON AT:

**Community Services & Workforce Development
America's Job Center of CA**

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

Members of the Public may continue to participate remotely by accessing the following link:

Join via Zoom

<https://us06web.zoom.us/j/84611179507?pwd=d3AyU0tHVEUzN1gwMkF3bnBLTmdUUT09>

Meeting ID: 846 1117 9507 - **Passcode:** 007833

By Mobile: +16699006833,,84611179507#,,,,*007833# US (San Jose)

+14086380968,,84611179507#,,,,*007833# US (San Jose)

- I. Welcome, Introductions & Roll Call:** Roll will be taken to determine excused absences for attendance requirements.

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/> U=Unexcused							
Representing the Private Sector (PR)			Representing the Public				
<input type="checkbox"/>	Bianchi, Richard, <i>Chair/</i>	<input type="checkbox"/>	Para, Karen, <i>Secretary</i> <i>Lizz Turner (Alt)</i>	<input type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i> <i>Nancy Barocio (Alt)</i>	<input type="checkbox"/>	Leonor, Nelson <i>James Dion (Alt)</i>
<input type="checkbox"/>	Frowein, Chuck, <i>Vice Chair/</i> <i>Joanne Kim (Alt)</i>	<input type="checkbox"/>	Sanchez-Turner, <i>Lizz/Karen Para (Alt)</i>	<input type="checkbox"/>	Sweeney, Susan <i>Annette Gutierrez (Alt)</i>	<input type="checkbox"/>	Reese, Scott <i>Frank Austin (Alt)</i>
<input type="checkbox"/>	Fernandez, Rosa <i>Patricia Fernandez (Alt)</i>	<input type="checkbox"/>	Giancola, Shelley <i>Susan Slater (Alt)</i>	<input type="checkbox"/>	Rosa, Omar <i>Jemifer Dias (Alt)</i>	<input type="checkbox"/>	Rubalcava, Lupe <i>Beverly Sunshine (Alt)</i>
<input type="checkbox"/>	Guevara, Irene <i>Renee Nations (Alt)</i>	<input type="checkbox"/>	Winkler, Nick <i>Gabe Ramirez (Alt)</i>				

II. 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



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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.

B. **Success Stories**: Staff and/or participants will present success stories.

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. **Meeting Minutes**:

1. **Full WDB**: Receive the January 10, 2023, full WDB meeting minutes are enclosed for board review and approval. *Action Required.*

2. **Executive Committee**: Receive February 14, 2023 and March 14, 2023, Draft Ex Committee meeting minutes board information. (Enclosed).

3. **Youth Committee**: Receive July 12, 2022 and November 8, 2022, meeting minutes board information.

B. **Fiscal Report**: The WIOA expenditure report through February, 2023 is enclosed for board information

C. **Program Update**: Receive the program report for April, 2023. (Enclosed).

D. **Layoff Aversion Services/Rapid Response Report/Business Services Report**: Receive the report for April, 2023. (Enclosed).

E. **Labor Market/Unemployment and Economic Summary**: The Labor Force and Industry Employment Estimates scheduled for released, March 10, 2023 were be delayed due to technical issues and there is no estimated time of release.

F. **Information Notices & Directives**: Receive most recent Workforce Services Directives [WSD22-10](#), Information Notices [WSIN22-31-WSIN22-35](#). (Enclosed).

G. **Regional and Local Plan Update**: Receive the plans which were submitted to the state on March 31, 2023. To view the plan visit: <https://sbcjobs.org/wdb-board-function-and-local-plan/>

IV. **REGULAR AGENDA/ACTION ITEMS**:

A. **Board Membership**: Any applications received will be reviewed for appointment to the board. The current vacancies are: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation.

1. **Term Expiration(s)**: Kendra Bobsin's term is due to expire on May 12, 2023. Request board approval for the enclosed Application for reappointment of Kendra Bobsin for another 3-year term. *Action Required.*

2. **Applications Received**: The enclosed application was received from Kim O'Connor for the vacancy of the Private Sector. *Action Required.*

B. **Local Area Subsequent Designation and Local Board Certification**: Enclosed is the application for board re-certification due to the State on April 14, 2023 and to be ratified by the BOS at their April 25, 2023 meeting. *Action Required.*

C. **On-the-Job (OJT) Training Waiver application**: Enclosed is the OJT application due to the State on April 14, 2023. *Action Required.*

- D. **CWA WORKCON 2023**: Request board approval for 1-2 staff/board members to attend the CWA WORKCON scheduled for May 31- June 2, 2023, at the Westin San Diego Gaslamp Quarter. Early Bird Rate of \$749 CWA Member price ends April 14, 2023. (Enclosed) **Action Required**
- E. **Regional Executive Committee Meeting**: Receive an update from staff and board members on the North Central Coast Region Executive Committee meeting held on March 20 from 10:30-12 P.M.
- F. **Request for Proposal (RFP) for Youth Services**: Receive an update from staff on the request for proposal for Youth Services that was released on Tuesday, March 21, 2023. Deadline for submitting proposals is April 17, 2023.
- G. **Committee Updates**: Receive updated Roster and Committee for FY 22/23 is enclosed.
 - 3. **Executive Committee**: Committee members have scheduled a meeting for May 9, 2023 at 2 P.M. to discuss next year's retreat and the strategic goals.
 - 4. **Business Services Committee (BSC)**: Receive an update on the BSC meeting held February 16, 2023.
 - 5. **Youth Committee**: The next meeting is scheduled for May 9, 2023 at 4 P.M.
 - 6. **Membership Committee**: Receive an update from Staff or committee members on recent recruitment efforts.

V. **ADDITIONAL INFORMATION**:

- VI. **ADJOURNMENT**: to the next Executive Committee meeting is scheduled for May 9, 2023 at 3:00 P.M.



San Benito County Workforce Development Board
Full WDB Meeting
1111 San Felipe Road, Suite 107 - Hollister, CA 95023
January 10, 2023 @ 3:00 P.M.
MINUTES

Chair, Richard Bianchi, called the meeting to order at 3:02 P.M.

I. Welcome, Introductions & Roll Call: Roll will be taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

Table with columns for 'Representing the Private Sector (PR)' and 'Representing the Public'. Rows list members like Bianchi, Richard; Para, Karen; Bobsin, Kendra; Leonor, Nelson; Frowein, Chuck; Sanchez-Turner; Sweeney, Susan; Reese, Scott; Fernandez, Rosa; Giancola, Shelley; Rosa, Omar; Rubalcava, Lupe; Guevara, Irene; Winkler, Nick; Gabe Ramirez. Includes Staff and Guests sections.

II. GENERAL INFORMATION:

- A. Public Comment Period: Scott Reese indicated that they were able to get some busses to assist with transportation for apprenticeship programs.
B. Guest Speaker: Nelson Leonor, EDD Manager gave a presentation on Unemployment Insurance Work Sharing Program.

III. CONSENT AGENDA: Items as a whole may be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items. M/S/C Kendra Bobsin/ Karen Para

- A. Fiscal Report: The WIOA expenditure report through November 2022 were enclosed for board information.
B. Layoff Aversion Services/Rapid Response Report/Business Services Report: The report for November & December 2022 was enclosed.
C. Labor Market/Unemployment and Economic Summary: The California Unemployment Report for December 2022 was provided.
D. Information Notices & Directives: Receive most recent Workforce Services Directives WSD22-06-WSD22-07, Information Notices WSIN22-18-WSIN22-24, and WIOA Waivers were



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enclosed.

E. **Meeting Minutes:**

1. **Full WDB:** The October 11, 2022 full WDB meeting minutes were approved.
2. **Executive Committee:** Received November 8, 2022, Ex Committee meeting minutes enclosed for board review information.

IV. **REGULAR AGENDA/ACTION ITEMS:**

- A. **Resolution for Remote Meetings:** The AB361 requires that a resolution be adopted every month to continue to allow teleconferenced meetings. Board members to discuss whether future meetings will continue via hybrid. Motion to accept the resolution for an additional 30 days. *M/S/C Kendra Bobsin/Lizz Sanchez Turner*. Members liked the idea of hybrid for now to keep attendance up. Would the board like to revisit each quarter for discussion on hybrid meeting. *M/S/C Nelson Leonor/ Scott Reese*
- B. **Policy & Procedure - Work Experience Policy (WEP):** After discussion the full WDB approved the WEP policy to increase the hourly rate to \$16.50 an hour effective January 21, 2023. *M/S/C Karen Para/Nelson Leonor*.
- C. **Board Membership:** Any applications received will be reviewed for appointment to the board. The current vacancies are: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation.
1. **Hope Services:** Kristi Alarid recommended Sara Grignon to fill this vacancy for the Public Sector. Staff has followed up with Ms. Grignon and indicated they have received no response.
- D. **WDB PY 21-24 Regional and Local Plan Update:** An update on the Regional and Local Workforce Development Plan two-year modification, that is due to the state on March 31, 2023, was given and the State Directive was provided for board information.
- E. **Grant Updates:** A report was given on the Prison to Employment (P2E) award in the amount of \$306,465.42 and the Regional Equity and Recovery Partnership (RERP) Grant received in the amount of \$1,150,000. San Benito County will be the lead agency on the P2E. Susan Sweeney spoke on the RERP and provided an update. There was another grant for youth that was brought up by EDD and staff did research it and found that there wasn't enough funding to be allocated to make it worth our while to apply for said funding.
- F. **WIOA Waivers:** On the direction of the board, staff submitted the OJT [Waiver of WIOA Section 134\(c\)\(3\)\(H\)\(i\)](#) request to the State and it was approved 11.18.2022. A copy was enclosed.
- G. **Committee Updates:** Committee List for FY 22/23 was enclosed.
1. **Audit Committee:** Staff reported that the Fiscal Monitoring Report was enclosed and there were no findings.
 2. **Executive Committee:** Committee members will need to schedule a meeting to discuss next year's retreat and the strategic goals.
 3. **Business Services Committee (BSC):** Committee members will need to schedule a meeting to discuss strategic goals.
 4. **Youth Committee:** The next WDB Youth Committee meeting is scheduled for February 14, 2023 at 4pm following the Executive Committee meeting.
 5. **Membership Committee:** Committee members provided an update on recent recruitment efforts.

V. **ADDITIONAL INFORMATION:**

- A. **2023 Workforce Development Board meetings:** Enclosed was the meeting calendar for 2023.

- B. **2023 CWA Conferences:** Enclosed were the Save the Dates calendar for future conferences.
- C. **CWA Youth Symposium 2023:** Board Members, Scott Reese and Irene Guevara and Staff, Juanita Leanos will attend the 2023 Youth Symposium Virtual Conference from Jan. 24-26, 2023.
- D. **Homeless Hiring Tax Credit (HHTC):** Provided for WDB information was the Fact Sheet on the tax credit program for years beginning annuary 1, 2022 through December 31, 2026.
- E. **Comprehensive Community Economic Resilience Fund (CERF):** Staff provided an update on UPLIFT Central Coast Coalition securing a \$5 million planning grant for six-county region of SBC, Santa Cruz, Monterey, San Luis Obispo, Santa Barbara and Ventura.
- F. **#California for All Youth Job Corps:** Provided for board information was the Fact Sheet on this program to help underserved youth find employment.
- G. **Youth Apprenticeship Program:** Provided for board information was the Fact Sheet on the Senate Bill that will help create the California Youth Apprenticeship Program to complement and expand the number of registered apprenticeships programs serving youth ages 16-24.
- H. **Board Roster:** The updated WDB roster were enclosed. Staff will confirm term expiration date for Richard Bianchi of January 14, 2023. Reach out Hope Services & Dept of Rehab. If Hope is unable to join, staff will reach out to another organization servicing youth.

VI. ADJOURNMENT: *M/S/C Karen Para/Lizz Sanchez Turner 4:22 P.M.*

Executive Committee next meeting is scheduled for February 14, 2023, at 3 PM.



San Benito County Workforce Development Board
Executive Committee Meeting
1111 San Felipe Road, Suite 107 - Hollister, CA 95023
February 14, 2023 @ 3:00 P.M.
MINUTES

I. Roll Call: Roll call was taken to determine unexcused absences from attendance requirements.

Table with 2 main columns: Representing the Private Sector (PR) and Representing the Public. Includes names like Bianchi, Richard, Para, Karen, Bobsin, Kendra, and Rubalcava, Lupe.

Chair, Richard Bianchi, called the meeting to order at 3:07 P.M.

II. GENERAL INFORMATION:

A. Public Comment Period: No public comments were received.

III. CONSENT AGENDA: Items as a whole may be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items.

M/S/C Kendra Bobsin/ Karen Para

A. Layoff Aversion Services/Rapid Response Report/Business Services Report: Receive the report for January 2023.

B. Labor Market/Unemployment and Economic Summary: Receive the California Unemployment Report for January 2022.

C. Information Notices & Directives: Receive most recent Workforce Services Directives WSD22-06-WSD22-07, Information Notices WSIN22-18-WSIN22-24.

D. Meeting Minutes:

1. Executive Committee: Receive November 8, 2022, Ex Committee meeting minutes for board review and approval. M/S/C Kendra Bobsin/ Karen Para

2. Full WDB: Receive the January 10, 2023 full WDB meeting minutes are enclosed for board information.

IV. REGULAR AGENDA/ACTION ITEMS:



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- A. **Resolution for Remote Meetings:** Adopt AB361 Resolution to continue hybrid meetings. February is the last month for virtual meetings. *M/S/C Kendra Bobsin/ Karen Para* Enrique stated moving forward after the expiration of AB361 on 2/28/2023 all meetings will be on site. Next meeting set to be in person.
- B. **Board Membership:** No applications were received or reviewed for appointment to the board. Update was provided on the current vacancies are: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation.
- a. **Term Expiration:** The term of Richard Bianchi expired on January 14, 2023. He has agreed to another 3-year term. Review and approved application. *M/S/C Karen Para/Kendra Bobsin*
- C. **Policy & Procedure- On the Job Training (OJT):** Reviewed and approved the amendment to the OJT policy to add the OJT Temporary Waiver WIOA Section 134 (c)(3)(H)(i), to allow reimbursement of up to 90 % of OJT costs for businesses with 50 or fewer employees effective November 18, 2022 and expires June 30, 2023. *M/S/C Kendra Bobsin/Karen Para*
- D. **Regional Executive Committee Meeting:** Discussed potential dates and times to attend a regional executive committee meeting with the North Central Coast region. Proposed dates for March, the week of March 20, 2023, or March 27, 2023, coordination with the other boards proposing a Tuesday or Thursday.
- E. **Regional and Local Plan Update:** Staff provided an update on the listening sessions held on February 7, 2023, for the regional and local workforce plans that are due on March 31, 2023. Gave date deadlines to have draft completed by February 24, 2023, needs to be available for 30-day comment period.
- F. **Committee Updates:** Committee List for FY 22/23.
1. **Executive Committee:** Committee members need to schedule a meeting to discuss next year's retreat and the strategic goals, proposed a separate meeting with more time to discuss topics.
 2. **Business Services Committee (BSC):** Staff or committee members provided an update on scheduling a meeting to discuss strategic goals. Meeting scheduled for February 16, 2023, and full report next board meeting.
 3. **Youth Committee:** The next WDB Youth Committee meeting was scheduled for February 14, 2023 at 4pm. Committee member provided an update on currently there is no funding available for a current Summer Youth Program and will be pursuing funds for Summer Youth Employment Program for next summer.
 4. **Membership Committee:** Committee members provided an update on recent recruitment efforts. Committee members have a scheduled meeting for February 21, 2023, at 9 AM to discuss recruitment plan.
- G. **Request to add in item: Youth Request for Proposal:** Staff provided a memo regarding a timeline of submittal and the intent for qualified contractors to solicit proposals from to provide WIOA Youth Related Services. *M/S/C To accept this item as an action item: Karen Para/Lupe Rubalcava 2nd M/S/C Approval for releasing the RFP: Karen Para/Lupe Rubalcava*

V. **ADDITIONAL INFORMATION:**

- A. **Rock the Mock:** Information was provided for the 4th Annual Rock the Mock with San Benito High School (SBHS) will take place March 21, 2023, from 10:30 am-12:30 pm. They are seeking professionals and community members to interview and provide feedback to our students in a mock interview setting.
- B. **Youth Expo 2023:** Information was provided for the Hollister Downtown Association is hosting Youth Expo on March 4, 2023, Staff will be attending to promote services.

VI. **ADJOURNMENT:** *M/S/C Karen Para/Lizz Sanchez Turner*

Executive Committee next meeting is scheduled for March 14, 2023, at 3pm.



SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)
Executive Committee Meeting

MINUTES

Tuesday, March 14, 2023 at 3:00 P.M.

I. Welcome, Introductions & Roll Call: Roll call was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

Table with 2 main columns: Representing the Private Sector (PR) and Representing the Public. Includes names and roles of board members and staff.

II. General Information:

A. Public Comment Period: No public comments were received.

III. CONSENT AGENDA: Items as a whole may be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items. M/S/C Kendra Bobsin/Lupe Rubalcava

A. Layoff Aversion Services/Rapid Response Report/Business Services Report: Received the report for February 2023. (Enclosed).

B. Labor Market/Unemployment and Economic Summary: The California Unemployment Report for February 2023 has been delayed.

C. Information Notices & Directives: Received most recent Workforce Services Directives WSD22-08-WSD22-09, Information Notices WSIN22-25-WSIN22-30. (Enclosed).

D. Meeting Minutes:

1. Executive Committee: Received February 14, 2023, Ex Committee meeting minutes were approved as presented.

2. Full WDB: Received the January 10, 2023, full WDB meeting minutes are enclosed for board information.

IV. REGULAR AGENDA/ACTION ITEMS:

A. Board Membership: Any applications received will be reviewed for appointment to the board. The current vacancies are: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation.

a. Term Expiration(s): None at this moment. Richard Bianchi's membership renewal is going



before the Board of Supervisors (BOS) on March 28, 2023. Kendra Bobsin's term is due to expire in May and will be included on the April full WDB meeting agenda for reappointment.

- B. **Local Area Subsequent Designation and Local Board Certification:** An update was provided on the Local Area Subsequent Designation and Local Board Recertification. The application for board recertification is due on April 14, 2023.
- C. **Regional and Local Plan Update:** Staff reported on the regional and local workforce plans that are due on March 31, 2023. There will be a 30-day public comment period. Enclosed is the link to locate the local and regional plans (<https://sbcjobs.org/wdb-board-function-and-local-plan/>) request Board's *M/S/C Lupe Rubalcava/Kendra Bobsin*.
- D. **On the Job Training (OJT) Waiver:** Staff explained the OJT waiver for next fiscal year and enclosed a summary memo for board review and approval. After discussion the Ex Committee approved the OJT Waiver. *M/S/C Kendra Bobsin / Lizz Sánchez Turner*.
- E. **Performance Guidance:** The Ex-Committee reviewed the policy on the Performance Guidance and approved the policy for Workforce Innovation and Opportunity Act Performance Guidance per the enclosed summary memo. This policy is in accordance with Workforce Services Directive Performance Guidance WSDD22-01 dated July 18, 2022. *M/S/C Kendra Bobsin/Lupe Rubalcava*.
- F. **Regional Executive Committee Meeting:** For board information, the North Central Coast Region Executive Committee meeting is scheduled for Monday, March 20 from 10:30-12 p.m. Discussed were topics, if any, to add to the agenda. One item for discussion is: The Governor's Office of Business and Economic Development (GO-Biz) serves as the State of California's leader for job growth, economic development, and business assistance efforts. <https://business.ca.gov/about/go-biz-team/>
- G. **Request for Proposal for Youth Services:** Staff provided an update on the request for proposal for Youth Services to qualified contractors to solicit proposals to provide WIOA Youth Related Services. After review and discussion the Ex Committee approved the RFP to be released. *M/S/C Kendra Bobsin/Lupe Rubalcava*.
- H. **Committee Updates:** Receive updated Roster and Committee for FY 22/23 is enclosed.
 - 1. **Executive Committee:** Committee members decided to schedule a meeting to discuss next year's retreat and the strategic goals at 2pm just prior to the May 9, 2023 Ex Committee meeting.
 - 2. **Business Services Committee (BSC):** An update was provided by staff and committee members shared on the meeting held on February 16, 2023 to discuss strategic goals. Goals will be shared at the next meeting.
 - 3. **Youth Committee:** The committee members met on February 14, 2023 to discuss seeking funding for a summer youth program. Nelson Leonor is researching Temporary Aid to Needy Families (TANF) funding which is what other counties use to support youth employment opportunities. Also discussed was possible CWA funding, CA Pathway Program and 1-12 Support Funding. Staff and Youth Committee members are also participating in the "Rock the Mock" employment event at the high school and the Youth Expo sponsored by the Hollister Downtown Association.
 - 4. **Membership Committee:** Committee met on February 28th and discussed recruitment efforts. There is a need for Ag Representatives, As stated under Board Membership: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation. Lizz Sánchez Turner and Richard Bianchi have some leads and are reaching out.
- V. **ADDITIONAL INFORMATION:** Thanked all of the staff for their hard work and endless support.
- VI. **ADJOURNMENT:** Full WDB meeting is scheduled for April 11, 2023 at 3 PM. Adjourned at 4:08 P.M. *M/S/C Kendra Bobsin/ Lupe Rubalcava*.



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**San Benito County Workforce Development Board (WDB)
Youth Committee
Minutes**

**1161 San Felipe Road, Building B - Hollister, CA and via ZOOM
July 12, 2022 @ 4:00 P.M.**

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Representing the Private Sector (PR)	
<input checked="" type="checkbox"/> Chuck Frowein -V- Chair	<input checked="" type="checkbox"/> Karen Para, <i>Chair</i>
	ex Mike Fisher
Representing the Public	
<input checked="" type="checkbox"/> Nelson Leonor, <i>Secretary</i>	ex Judith Munter
ex Heidi Jumper	ex Clair Grissom/Vanessa Klauer
Staff:	
<input type="checkbox"/> Enrique Arreola	<input checked="" type="checkbox"/> Sylvia Jacquez
	<input checked="" type="checkbox"/> Ruby Soto
	<input checked="" type="checkbox"/> Andi Anderson
	<input checked="" type="checkbox"/> Lizz Sañchez Turner

Chuck Frowein, called the meeting to order at 4:19 P.M.

I. GENERAL INFORMATION:

A. **Public Comment Period:** None

II. REGULAR AGENDA:

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

B. **Meeting Minutes:** Youth Committee meeting minutes for April 12, 2022 were approved as presented. *M/S/C Nelson Leonor/ Karen Para*

C. **Meeting Dates & Times: Based:** Approve moving the meetings to quarterly at 4:00 P.M. after the Executive Committee meeting in February, May, August, November. Motion to approve moving the meetings as stated beginning November 2022 meeting and to keep same link with as Ex Committee meeting in the event the meeting runs over. *M/S/C Karen Para/ Nelson Leonor*

D. **Summer Youth Employment Program:** Staff and Committee members provided an update on the summer youth employment program. 2 employed, 12 application were received, 8 were over-income, 2 non-complete, 300 packets distributed, 82 applications mailed out to existing clients in CAP60, all high schools received applications, zoom meetings held, food bank and social media. Discussed funding ideas and possibly partnering with the Community Action Board to earmark Community Services Block Grant (CSBG) funding. Staff reminded the WDB that the income guidelines for CSBG are extremely low. Youth Committee requested further discussion and to add an *Action item* on the November Agenda to earmark funding for summer Youth.

E. **Youth Strategic Goals:** Finalized Youth Strategic Goals were enclosed. Discussed ADA / Equal Opportunity Employer / Program Auxiliary Aids and Services are available upon request to individuals with disabilities.

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was fund development for a Summer Youth Employment Program which was added to the Strategic Goals: making it more actionable and setting specific goals. **Example:** If CSWD had \$100,000 summer youth could be provided to train 25 youth. Staff or board members will research various funding opportunities and determine how to apply for said funding and who will draft/submit the applications. Some items discussed during the meeting were found on various websites:

- <https://youth.gov/feature-article/supporting-summer-youth-employment-programs>
- [United Way Program Grant Application | United Way of San Benito County \(unitedwaysbc.org\)](https://www.unitedwaysbc.org/United-Way-Program-Grant-Application)
- <https://www.grants.ca.gov/grants/2021-californiansforall-youth-workforce-development-program/>
- <https://www.dol.gov/agencies/eta/grants/apply/find-opportunities>

F. **EDD Career Pathway Newsletter:** Staff provide an update stating the Newsletter is produced quarterly. Discussed was the AJCC Newsletter which has dropped off the radar with the staff changes. With Lizz Sánchez Turner, the new AJCC Business Services Rep, staff will look into drafting newsletter as previously provided to the board.

III. **OTHER:**

A. **ADJOURNMENT:** to the next meeting is scheduled for: November 8, 2022. *M/S/C Nelson Leonor/Karen Para. 5:03 P.M.*



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San Benito County Workforce Development Board (WDB)

Youth Committee

MINUTES

1161 San Felipe Road, Building B - Hollister, CA and via ZOOM

November 8, 2022 @ 4:00 P.M.

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/>			
Representing the Private Sector (PR)		Representing the Public	
<input checked="" type="checkbox"/> Chuck Frowein -V-Chair	<input checked="" type="checkbox"/> Karen Para, Chair	<input checked="" type="checkbox"/> Nelson Leonor, Secretary	<input type="checkbox"/> Judith Munter
<input checked="" type="checkbox"/> Omar Rosa		<input type="checkbox"/> Clair Grissom/Vanessa Klauer	<input checked="" type="checkbox"/> Heidi Jumper
Staff:			
<input checked="" type="checkbox"/> Enrique Arreola	<input checked="" type="checkbox"/> Sylvia Jacquez	<input checked="" type="checkbox"/> Ruby Soto	

Chair, Karen Para, called the meeting to order at 4:05 P.M.

I. GENERAL INFORMATION:

A. **Public Comment Period:** No public comment received.

II. REGULAR AGENDA:

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements.

B. **Meeting Minutes:** Youth Committee meeting minutes for July 12, 2022 are **enclosed** for review and approval. *M/S/C Nelson Leonor/Chuck Frowein.*

C. **Summer Youth Employment Program:** Staff and Committee members discussed funding opportunities on future summer youth employment program. Staff had followed up with a possible funding opportunity however it was felt that the funding wasn't worth pursuing. Discussed the pilot programs implemented in the past few years with limited funding, approximately \$20-30,000. To have a more meaningful program it would be advantageous to have \$100k which could serve 35 youth and have staff. There is a possibility to partner with the Community Action Board's (CAB) Youth Committee as they are also interested in promoting a summer youth program. Funding from the Community Services Block Grant (CSBG) along with Workforce Services funding could be earmarked for next year. Our current grant writer is researching funding for summer youth. Also discussed the possibility of the employers to split the cost, pay 1/2 salary. Staff mentioned performance measures that are required to be met if WIOA funding is used. If a program is structured that includes a 50% match, would employers buy in to benefit the local youth and employers. Under CSBG clients must meet income guidelines and those funds are extremely low which disqualifies most of the applicants. Nelson Leonor discussed the ETPF Grants Program SFP – PY 22-23 WSIN22-17, for youth employment for staff to research as a possible funding source for a Summer Youth Program. Staff will research this. Discussed was reaching out to local businesses: Amazon, Ross, Boot



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



Barn, etc about funding opportunities.

- D. **Youth Strategic Goals:** Review **enclosed** Youth Strategic Goals. Staff and members reported on any funding opportunities available and continue discussion on fund development for a Summer Youth Employment Program **Example:** If CSWD had \$100,000 summer youth could be provided to train 25 youth. Discussed under previous item. **Goals not reviewed/updated.**
- E. **EDD Career Pathway Newsletter/AJCC Newsletter:** Staff provided an update on the quarterly Newsletter and the AJCC Newsletter. Nelson will provide the LMI information from his contact and then will send the information directly.
- F. **WIOA Section 129(a)(4)(A) Out-of-School-Youth (OSY) Expenditure Waiver:** Staff provided an update on the opportunities for WIOA Waiver for OSY. The waiver allows Local Boards to decrease OYS expenditure from 70% to 50% and provides additional flexibility to Local Boards in order to increase In-school youth (ISY) enrollments for those who meet the WIOA-defined youth barriers related to foster care, justice-involved, and/or homelessness. Discussed were the advantages of this waiver in meeting performance measures.

III. OTHER:

- IV. **ADJOURNMENT:** to the next meeting is scheduled for: February 14, 2023. **M/S/C**
Omar Rosa/Nelson Leonor 4:45 P.M.

Expenditures through FEBRUARY 2023

AA311029 (7/1/2022-6/30/2024)

L/O AVSN 292 & 293 (\$6,872 & 27,300)			\$ 34,172.00
	Exp. \$ thru FEB	Unspent Bal.	
Program	\$ 33,087.00	\$ 1,085.00	
Total	\$ 33,087.00	\$ 1,085.00	

ADULT 201/2 (37,438) & 202 (167,305)			\$ 204,743.00
	Exp. \$ thru FEB	Unspent Bal.	
Core Reg	\$ 17,756.00	21%	
Intensive	\$ 37,164.00		
Other - Training	\$ 17,529.00		
Supp. Svcs.	\$ 1,934.00		
Other	\$ 19,665.00		
ITA - Training	\$ 19,372.00		
OJT - Training	\$ 22,566.00		
Admin	\$ 5,360.00		
Total	\$ 141,346.00		

WIA YOUTH 301			\$ 212,325.00
	Exp. \$ thru FEB	Unspent Bal.	
In-School	\$ 14,471.00		
Out of School	\$ 131,652.00		
Youth ITA/SS	\$ 9,218.00		
Youth Out of School/Work Exp.	\$ 944.00		
Admin	\$ 17,781.00		
Total	\$ 174,066.00		

D.W. 501/2 (45,756) & (181,779)			\$ 227,535.00
	Exp. \$ thru FEB	Unspent Bal.	
Core Reg.	\$ 28,637.00	0%	
Intensive	\$ 72,426.00		
Other - Training	\$ 32,137.00		
Supp. Svcs.	\$ -		
Other	\$ 8,164.00		
ITA - Training	\$ 475.00		
OJT - Training	\$ -		
Admin	\$ 2,588.00		
Total	\$ 144,427.00		

R.R. 540/1 (23,358) & 541 (92,795)			\$ 116,153.00
	Exp. \$ thru FEB	Unspent Bal.	
Other	\$ 100,931.00		
Total	\$ 100,931.00	\$ 15,222.00	

AA211029 (7/1/21-6/30/2023)

L/O AVERSION 292 (5,519) & 293 (23,476)			\$ 28,995.00
	Exp. \$ thru FEB	Unspent Bal.	
Program	\$ 28,995.00	\$ -	
Total	\$ 28,995.00	\$ -	

ADULT 201/2 (33,477) & (157,780)			\$ 191,257.00
	Exp. \$ thru FEB	Unspent Bal.	
Core Reg	\$ 28,506.00	53%	
Intensive	\$ 11,229.00		
Other - Training	\$ 25,786.00		
Supp. Svcs.	\$ 1,864.00		
Other	\$ 14,831.00		
ITA - Training	\$ 58,133.00		
OJT - Training	\$ 33,150.00		
Admin	\$ 17,758.00		
Total	\$ 191,257.00		

WIA YOUTH 301			\$ 197,749.00
	Exp. \$ thru FEB	Unspent Bal.	
In-School	\$ 377.00	12%	
Out of School	\$ 148,150.00		
Youth ITA/SS	\$ 5,739.00		
Youth Out of School/Work Exp.	\$ 23,709.00		
Admin	\$ 19,774.00		
Total	\$ 197,749.00		

D.W. 501/2 (42,411) & (180,459)			\$ 222,870.00
	Exp. \$ thru FEB	Unspent Bal.	
Core Reg	\$ 14,235.00	15%	
Intensive	\$ 100,839.00		
Other - Training	\$ 36,915.00		
Supp. Svcs.	\$ 311.00		
Other	\$ 18,742.00		
ITA - Training	\$ 14,526.00		
OJT - Training	\$ 19,410.00		
Admin	\$ 17,892.00		
Total	\$ 222,870.00		

R.R. 540/1 (18,456) & 541 (78,533)			\$ 96,989.00
	Exp. \$ thru FEB	Unspent Bal.	
Other	\$ 96,989.00		
Total	\$ 96,989.00	\$ -	

#REF!

WIOA Budget / Expenditures
FY 2022/2023

AA311029 (7/1/2022-6/30/2024)		
L/O AVSN 292 & 293 (\$6,872 & 27,300)	Exp. \$ thru FEB	Unspent Bal.
	\$ 33,087.00	\$ 1,085.00
Program	\$ 33,087.00	\$ 1,085.00
Total	\$ 33,087.00	\$ 1,085.00

ADULT 201/2 (37,438) & 202 (167,305)			
	Exp. \$ thru FEB	Unspent Bal.	
Core Reg	\$ 17,756.00	21%	
Intensive	\$ 37,164.00		
Other - Training	\$ 17,529.00		
Supp. Svcs.	\$ 1,934.00		
Other	\$ 19,665.00		
ITA - Training	\$ 19,372.00		
OJT - Training	\$ 22,566.00		
Admin	\$ 5,360.00		
Total	\$ 141,346.00		\$ 63,397.00

WIA YOUTH 301		
	Exp. \$ thru FEB	Unspent Bal.
In-School	\$ 14,471.00	38,259.00
Out of School	\$ 131,652.00	
Youth ITA	\$ 9,218.00	
Youth Out of School	\$ 944.00	
Admin	\$ 17,781.00	
Total	\$ 174,066.00	

D.W. 501/2 (45,756) & (181,779)		
	Exp. \$ thru FEB	Unspent Bal.
Core Reg	\$ 28,637.00	0%
Intensive	\$ 72,426.00	
Other - Training	\$ 32,137.00	
Supp. Svcs.	\$ -	
Other	\$ 8,164.00	
ITA - Training	\$ 475.00	
OJT - Training	\$ -	
Admin	\$ 2,588.00	
Total	\$ 144,427.00	\$ 83,108.00

R.R. 540/1 (17,441) & 541 (86,655)		
	Exp. \$ thru FEB	Unspent Bal.
Other	\$ 100,931.00	15,222.00
Total	\$ 100,931.00	

Allocation		
ADULT 201	\$ 37,438.00	10%
ADULT 202	\$ 167,305.00	
D.W. 501	\$ 45,756.00	
D.W. 502	\$ 181,779.00	
Subtotal	\$ 432,278.00	
Total Adult/DW	\$ 432,278.00	
YTD Training August 2022	\$ 42,413.00	10%
**SBCWDB is not using Leveraged Resources during PY 2020-21 to meet minimum training requirement		

Allocation		
Youth 301	\$ 212,325.00	0%
Subtotal	\$ 212,325.00	
10% Admin	\$ 21,232.50	
Total Youth	\$ 191,092.50	
YTD Training August 2022	\$ 944.00	0%
**SBCWDB is not using Leveraged Resources during PY 2020-21 to meet minimum training requirement		

#REF!

AA211029 (7/1/21-6/30/2023)		
L/O AVERSION 292 (5,519) & 293 (23,476)		\$ 28,995.00
	Exp. \$ thru FEB	Unspent Bal.
Program	\$ 28,995.00	\$ -
Total	\$ 28,995.00	\$ -

ADULT 201/2 (33,477) & (157,780)		\$ 191,257.00
	Exp. \$ thru FEB	Unspent Bal.
Core Reg	\$ 28,506.00	
Intensive	\$ 11,229.00	
Other - Trainin	\$ 25,786.00	
Supp. Svcs.	\$ 1,864.00	
Other	\$ 14,831.00	
ITA - Training	\$ 58,133.00	
OJT - Training	\$ 33,150.00	
Admin	\$ 17,758.00	
Total	\$ 191,257.00	\$ -

WIA YOUTH 301		\$ 197,749.00
	Exp. \$ thru FEB	Unspent Bal.
In-School	\$ 377.00	
Out of School	\$ 148,150.00	
Youth ITA	\$ 5,739.00	
Youth Out of S	\$ 23,709.00	
Admin	\$ 19,774.00	
Total	\$ 197,749.00	\$ -

D.W. 501/2 (42,411) & (180,459)		\$ 222,870.00
	Exp. \$ thru FEB	Unspent Bal.
Core Reg	\$ 14,235.00	
Intensive	\$ 100,839.00	
Other - Trainin	\$ 36,915.00	
Supp. Svcs.	\$ 311.00	
Other	\$ 18,742.00	
ITA - Training	\$ 14,526.00	
OJT - Training	\$ 19,410.00	
Admin	\$ 17,892.00	
Total	\$ 222,870.00	\$ -

R.R. 540/1 (18,456) & 541 (78,533)		\$ 96,989.00
	Exp. \$ thru FEB	Unspent Bal.
Other	\$ 96,989.00	
Total	\$ 96,989.00	\$ -

Allocation		
ADULT 201	\$ 33,477.00	
ADULT 202	\$ 157,780.00	
D.W. 501	\$ 42,411.00	
D.W. 502	\$ 180,459.00	
Subtotal	\$ 414,127.00	
	\$ -	
Total Adult/DW	\$ 414,127.00	
YTD Training August 2022	\$ 125,219.00	30%
**SBCWDB is not using Leveraged Resources during PY 2021-22 to meet minimum training requirement		

Allocation		
Youth 301	\$ 197,749.00	
Subtotal	\$ 197,749.00	
10% Admin	\$ 19,774.90	
Total Youth	\$ 177,974.10	
YTD Training August 2022	\$ 23,709.00	13%
**SBCWDB is not using Leveraged Resources during PY 2021-22 to meet minimum training requirement		

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San Benito County Workforce Development Board

AJCC /Grant Updates
April 11, 2023

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1

WIOA Adult Allocation


Provide paid work experience and vocational training for eligible clients.

Term: July 2022-February 2023

Funding Allocation: \$204,743.00

Total Spent: \$41,938 spent on WIOA Activities per expenditures

ADULT 201/2 (37,438) & 202 (167,305)		\$	204,743.00
	Exp. \$ thru FEB		Unspent Bal.
Core Reg	\$ 17,756.00		
Intensive	\$ 37,164.00		
Other - Training	\$ 17,529.00		
Supp. Svcs.	\$ 1,934.00		
Other	\$ 19,665.00		
ITA - Training	\$ 19,372.00		
OJT - Training	\$ 22,566.00		21%
Admin	\$ 5,360.00		
Total	\$ 141,346.00	\$	63,397.00



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WIOA Adult Activities

WORK EXPERIENCE:

- 1 Wastewater Operator Trainee at Veolia Water
- 1 Auto Writer Service Technician Trainee at Bumper 2 Bumper
- 1 Program Assistant Trainee at Community Food Bank
- 1 Front Office Assistant Trainee at Bumper 2 Bumper

INDIVIDUAL TRAINING ACCOUNTS:

- 1 Electrician completed 01/2023 and is employed
- 2 Truck Driver completed 11/2022 and our employed
- 1 Human Resource Management enrolled
- 1 Dental Assistant enrolled
- 1 Truck Driver enrolled 9/6/2022 scheduled to end 4/30/2023



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3

WIOA Dislocated Worker Allocation

Provides Individual Training Account (ITA) for Vocational Trainings to eligible clients.

Term: July 1, 2021-present
Funding Allocation: \$222,870.00
Total Spent: \$475 spent on WIOA Activities per expenditures

D.W. 501/2 (45,756) & (181,779)		\$ 227,535.00
	Exp. \$ thru FEB	
Core Reg	\$ 28,637.00	
Intensive	\$ 72,426.00	
Other - Training	\$ 32,137.00	
Supp. Svcs.	\$ -	
Other	\$ 8,164.00	
ITA - Training	\$ 475.00	
OJT - Training	\$ -	0%
Admin	\$ 2,588.00	
Total	\$ 144,427.00	\$ 83,108.00




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WIOA Dislocated Worker Activities

INDIVIDUAL TRAINING ACCOUNTS:
 1 Truck Driver completed 12/16/2022 and is employed
 2 Truck Drivers started training awaiting certificates
 1 EKG Certification enrolled 01/30/2023


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5

WIOA Youth Allocation

Provide out of school youth ages 16-24 with job readiness workshops, work experience opportunities that will foster a positive work ethic while developing skills for future careers.

Term: July 1, 2022-02/28/2023
 Funding Allocation: \$212,325.00
 Total Spent: \$10,162 spent on WIOA Activities per expenditures

WIA YOUTH 301	Exp. \$ thru FEB	\$ 212,325.00
		Unspent Bal.
In-School	\$ 14,471.00	
Out of School	\$ 131,652.00	
Youth ITA	\$ 9,218.00	
Youth Out of School	\$ 944.00	
Admin	\$ 17,781.00	
Total	\$ 174,066.00	\$ 38,259.00


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Youth Activities

- 1 Electrician (ITA) completed 11/2022- employed
- 1 Dental Assistant (ITA) started 08/15/2022
- 1 Electrician (ITA) started 11/28/2022
- 1 WEP placement at West Marine
- 1 WEP Placement at Home Resource Center

- Recruiting Work Experience OSY Enrollments



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Quick Updates

- **Recruitment for DW for Individual Training Accounts and OSY enrollment especially for Work Experience Program.**
- **Staff developing Workshops for San Andreas Continuation School:**
 - ❖ What is America's Job Center of California- held January 25, 2023
 - ❖ Resume Workshop- held March 1, 2023
 - ❖ Career Readiness Workshop – April 27, 2023
 - ❖ Interviewing Skills- May 10, 2023
 - ❖ Possible Mock Interviews- May 17, 2023
- **P2E Contract hoping soon**



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Questions?



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MEMORANDUM

April 2023**TO:** Workforce Development Board (WDB) Members**FROM:** Sylvia Jacquez, Program Manager; Enrique Arreola, Deputy Director**Summary of EDD Workforce Services Directives and Workforce Services Information Notices**

Background/Summary (Directives): 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, CalJOBSSM, 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: https://www.edd.ca.gov/Jobs_and_Training/Active_Directives.htm


WSD22-10	Salary and Bonus Limitations for 2023 —This policy provides the guidance and establishes the procedures regarding the 2023 salary and bonus limitations for individuals paid by funds appropriated to the Department of Labor (DOL) Employment and Training Administration (ETA). This policy applies to all subrecipients expending Workforce Innovation and Opportunity Act (WIOA) program funds. The 2023 salary rates for executive level employees are effective January 1, 2023. This Directive finalizes Workforce Services Draft Directive Salary and Bonus Limitations for 2023(WSD22-242), issued for comment on February 3, 2023. The Workforce Development Community submitted no comments during the draft comment period. This policy supersedes Workforce Services Directive Salary and Bonus Limitations for 2022 (WSD21-07), dated June 23, 2022. Retain this Directive until further notice.
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Information Notices: https://www.edd.ca.gov/jobs_and_training/Information_Notices.htm

WSIN22-35	ESE Grant Programs SFP – PY 22-23 —The Employment Development Department (EDD), in coordination the Labor and Workforce Development Agency, announces the availability of up to \$10 million in the <i>Workforce Innovation and Opportunity Act (WIOA)</i> Title I Governor’s discretionary funds for the Employment Social Enterprise Program (ESE) Solicitation for Proposals (SFP) Program Year (PY) 2022-23. The ESE grants The ESE PY 22-23 grants will be awarded to design, develop, and implement programs that will promote job training opportunities and transitional employment through social enterprise programs for the hardest-to-serve individuals to provide economic self-sufficiency and life stability. The ESE will focus on the first step to transitioning participants into the workforce by placing individuals into employment, typically in a supported employment setting, to help them earn wages while building work experience, improving job skills as well as provide supportive services for California’s most vulnerable populations. Eligible applicants are Employment Social Enterprise (ESE) businesses or ESEs providers collaborating with the public workforce development system (WSD) and human service partners, public and private non-profit organizations, and community-based organizations (CBOs) are eligible to apply. Individuals are not eligible to apply. Proposals must be received by 3 p.m. on May 8, 2023. An informational webinar will be held on April 11, 2023, at 10 a.m. PT. Pre-registration is required. Please register through the Webinar Registration page by April, 11, 2023 at 10 a.m. The EDD encourages applicants to submit a Notice of Intent to apply by April 18, 2023, at 12 noon to WSBGrants@edd.ca.gov . To view this SFP, visit the EDD Workforce Development Solicitations for Proposals webpage .
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WSIN22-34	CERF Program Evaluation Award – PY 22-23 —The Employment Development Department (EDD) in collaboration with the Labor and Workforce Development Agency, the Governor’s Office of Planning and Research, and the Governor’s Office of Business and Economic Development is pleased to announce the award of \$3.3 million for the Community Economic Resilience Fund (CERF) Program Evaluation grant for Program Year (PY) 2022-23. The CERF Program Evaluator, The Mark USA, Inc. (The Mark), in collaboration with the CERF Inter-Agency team and the regional High Road Transition Collaboratives (HRTCs), will lead the design and implementation of evaluating the planning and implementation phases of CERF. The Mark is expected to serve as a learning partner and provide data-driven recommendations to inform the decisions of the CERF Inter-Agency Leadership Team and the HRTCs. The outputs of the evaluation will inform adaptations, shifts, and recommendations to the work as new lessons emerge with the goal to support real-time feedback and learning. The executive summary for the awardee is available on the EDD Workforce Development Solicitations for Proposals webpage. If you have any questions regarding the CERF Program Evaluation grant solicitation, please email WSBCERF@edd.ca.gov .
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WSIN22-33	<p>Equity Target Population Fund Technical Assistance Award – PY 22-23 he Employment Development Department (EDD), on behalf of the Labor and Workforce Development Agency, is pleased to announce one award of \$1.6 million in the <i>Workforce Innovation and Opportunity Act</i> (WIOA) Title I Governor’s discretionary funds for an Equity Target Population Fund (ETPF) Technical Assistance (TA) grant for Program Year (PY) 2022-23 Solicitation for Proposals (SFP). The selected organization has the expertise to support workforce development projects that will drive innovation and systems change. The ETPF TA awardee will provide TA to the Equity and Special Populations (ESP) PY 20-21 and the ETPF PY 22-23 program awardees in designing, developing, and implementing projects that provide training and education with employment and support services to under-served job seekers facing significant employment barriers in the following California Regions: Ventura, Los Angeles, Tulare, Alameda, Contra Costa, Los Angeles, Marin, San Bernardino, San Francisco, San Mateo, Santa Clara, Sacramento, and San Diego. An award of \$1.6 million supports the assessment, analysis, and improvement of current education, training, and employment service delivery approaches. The TA awardee will work in close coordination with the ESP PY 21-22 and ETPF PY 22-23 awardees, the EDD project managers, and all relevant stakeholders to build organizational and leadership capacity, implement changes to service delivery models, close service gaps, engage in strategic planning, and scale effective program design to inform workforce policy statewide. The EDD expects the performance period to be between 18 and 24 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage. If you have questions regarding the ESP grant solicitation, please email WSBGrants@edd.ca.gov.</p>
WSIN22-32	<p>Equity Target Population Fund Award–PY 22-23–The Employment Development Department (EDD), on behalf of the Labor and Workforce Development Agency, is pleased to announce the award of \$6.6 million of in the <i>Workforce Innovation and Opportunity Act</i> (WIOA) Title I Governor’s discretionary funds for an Equity Target Population Fund (ETPF) grant for Program Year (PY) 2022-23 Solicitation for Proposals (SFP). Funds will support innovative projects that accelerate equity in employment and develop employment strategies for populations that face significant barriers to employment in the following California Regions: Ventura, Los Angeles, Tulare, Alameda, Contra Costa, Los Angeles, Marin, San Bernardino, San Francisco, San Mateo, Santa Clara, Sacramento, and San Diego. Awards range from \$355,000-\$1 million and will support projects to serve one or more of the following special populations: disconnected young adults, justice-involved individuals, people with disabilities, and veterans. These funds will support projects that build meaningful and sustainable industry investment and partnerships, provide work-based learning opportunities, increase equitable access to quality jobs, leverage other program funding, and provide wrap-around services that are tailored to address the equity needs for California’s most vulnerable populations that will put them on a path towards a quality job. The EDD expects that the performance period will be between 18-24 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage. If you have any questions regarding the ESP grant solicitation, please email WSBGrants@edd.ca.gov.</p>
WSIN22-31	<p>Work Sharing Program Educational Webinar–The Employment Development Department (EDD) is hosting an educational webinar about the Unemployment Insurance’s (UI) Work Sharing Program. The goal of this webinar is to provide employers with information on the benefits of using the Work Sharing Program as a temporary alternative to layoffs. Instead of layoffs, employers can cut hours and wages while the EDD pays partial unemployment benefits. Employers can avoid the cost of hiring and training new employees when their business or the economy improves. This program has less impact on unemployment taxes than a full layoff, and it can positively affect employee morale and loyalty. Interested parties are encouraged to visit the UI Work Sharing Program webpage for more information about the program. To register for the one-hour virtual UI Work Sharing Program webinar, visit the EDD’s Payroll Tax Seminars webpage and select <i>The Work Sharing Program</i> from the drop-down menu. The webinar is being offered on a bi-monthly basis this year and will cover the following topics:</p> <ul style="list-style-type: none"> • What is the Work Sharing Program? • How it can help employers and employees during tough economic times. • Program eligibility. • How to apply. • Managing the program, and more!



Enrique Arreola, Deputy Director

San Benito County Workforce Development Board (WDB)

04/01/2023

Date



*San Benito County
Board and Commissions*

MEMBERSHIP APPLICATION

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

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

NAME: _____

PHONE: _____ E-MAIL: _____

BUSINESS ADDRESS: _____

CITY: _____ ZIP: _____

LENGTH OF EMPLOYMENT: _____

OCCUPATION: _____

EDUCATION: _____

AFFILIATIONS: _____

REASON(S) FOR SEEKING APPOINTMENT: _____

DATE: _____ SIGNATURE: _____

Return completed form to:

San Benito County
Attention:
Clerk of the Board
481 Fourth Street
Hollister, CA 95023
Any Questions, Please Call:
(831) 636-4000
or email: vdelgado@cosb.us

and/or

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



San Benito County Board and Commissions

MEMBERSHIP APPLICATION

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

BOARD/COMMISSION: Workforce Development Board (WDB)

NAME: Kim Ra Lee O'Connor

PHONE: 831-207-9050 E-MAIL: kimralee@chlanalytics.com

BUSINESS ADDRESS: 2960 Carey Way

CITY: Hollister ZIP: 95023

LENGTH OF EMPLOYMENT: 31 years in education, 23 years in real estate

OCCUPATION: Real Estate Broker

EDUCATION: Master's Degree in Educational Administration and Leadership

AFFILIATIONS: SBCAOR, CAR, NAR

REASON(S) FOR SEEKING APPOINTMENT:
I love my community and have lived in Hollister for over 39 years. I would like to lend my support to bringing in jobs and helping our local economy thrive.

DATE: 03/23/2023 SIGNATURE: 

Return completed form to:

San Benito County
Attention:
Clerk of the Board
481 Fourth Street
Hollister, CA 95023
Any Questions, Please Call:
(831) 636-4000
or email: vdelgado@cosb.us

and/or

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

**Local Area Subsequent Designation and
Local Board Recertification Application
For Program Year 2023-25**

Local Workforce Development Area

San Benito County Workforce Development Board

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by 5 p.m. on Friday, April 14, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

San Benito County Workforce Development Board

Name of Local Area

1111 San Felipe Road, Suite 107

Mailing Address

Hollister, CA 95023

City, State, ZIP

April 12, 2023

Date of Submission

Enrique Arreola, Deputy Director

Contact Person

831-637-5627

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Bianchi, Richard *Board Chair	Branch Manager	Sabor Farms	02/07/14	01/14/26
Frowein, Chuck	Owner/Operator	Grillin & Chillin Alehouse	02/05/19	05/15/25
Fernandez, Rosa	CEO & President	San Benito Health Foundation	05/10/22	05/10/25
Giancola, Shelley	Human Resources Manager	Casa de Fruta	07/09/19	08/09/25
Para, Karen	Broker Associate	Intero Real Estate Services	09/27/16	10/08/25
Guevara, Irene	Human Resources	Marich Confectionery	09/13/22	09/13/25
Sanchez Turner, Lizz	Owner	Empowered Solutions & Concepts, LLC	07/13/21	07/13/24
Winkler, Nick	General Manager	Jardines de San Juan	09/13/22	09/13/25

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

LOCAL BOARD LABOR MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Reese, Scott	Labor Union Representative	Local 393 Steamfitters	10/12/21	10/12/24

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board’s education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Sweeney, Susan	Administrator	Gavilan College	08/09/22	08/09/25
Bobsin, Kendra	Resource & Referral Coordinator	Go Kids, Inc.	05/6/14	05/12/23

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state’s employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board’s economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Rosa, Omar	CEO	Hollister Downtown Association	09/13/22	09/13/25
Leonor, Nelson	Employment Program Manager	State of California Employment Development Department	05/20/22	05/10/25
Rubalcava, Lupe	Deputy Director	Health & Human Services Agency	06/08/21	06/08/24
TBD	TBD	State of California Department of Rehabilitation	TBD	TBD

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>84.2%</u>	<u>66.7%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$9,742</u>	<u>\$8,089</u>
PY 20-21 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	<u>86.7%</u>	
Median Earnings	BASELINE	

PY 21-22 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>N/A</u>	<u>N/A</u>
Median Earnings 2 nd Quarter After Exit	N/A	N/A
PY 21-22 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	<u>N/A</u>	
Median Earnings	BASELINE	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

1. Participated in regional negotiation of performance measures.
2. Local WDB and CLEO reviewed and approved the local plan and regional plan
3. Held stakeholder input sessions for the regional plan modification.
4. Participating in regularly scheduled meetings of the region's WDB Directors.
5. Participating in regional Slingshot efforts, previously and currently
6. Convening a regional business services team to identify common messaging strategies.
7. Participating in regional exploration of healthcare as a common priority sector and whether there are areas for possible regional collaboration (Healthcare Taskforce).

8. Participating in regional staff development and training efforts.
9. Coordinated with regional partners in P2E planning and systems development.
10. Reviewed and ranked regional indicators of success.

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
- All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.
- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Richard Bianchi

Mindy Sotelo

Name

Name

Workforce Development Board Chair

Board of Supervisor Chairperson

Title

Title

April 11, 2023

Date

Date

WIOA Waiver Application – On-The-Job-Training

Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i): Waiver to allow a reimbursement of up to 90 percent of on-the-job (OJT) training costs for businesses with 50 or fewer employees. In order to comply with DOL requirements, applications must be completed for every year the waiver is in effect.

LOCAL WORKFORCE DEVELOPMENT BOARD (LOCAL BOARD) INFORMATION

Local Board: San Benito County Workforce Development Board

Contact Name and Title: Enrique Arreola, Deputy Director

Contact Phone Number: 831-637-5627

Contact Email: earreola@cosb.us

APPLICATION

1. Provide a justification for this waiver request as a separate attachment to this application, answering the following:

Explain how the use of this waiver will align with your Regional and Local Plans.

A separate page is included with our explanation.

2. What are the current numbers and percentages of your OJT placements with small businesses for Program Year (PY) 2022-23?

Adult

Number of participants: None

Percentage of participants: None

Dislocated Worker

Number of participants: None

Percentage of participants: none

3. What number and percentage *increase* do you anticipate by using this waiver for your OJT placements with small businesses for PY 2023-24?

Adult

Number of participants: 2

Percentage of participants: 20%

Dislocated Worker

Number of participants: 2

Percentage of participants: 20%

WIOA Waiver Application – On-The-Job-Training

Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i): Waiver to allow a reimbursement of up to 90 percent of on-the-job (OJT) training costs for businesses with 50 or fewer employees. In order to comply with DOL requirements, applications must be completed for every year the waiver is in effect.

4. How will you ensure this waiver is being used for small businesses, as defined by businesses with 50 or fewer employees? (e.g., validate employer account number, verify with Dun & Bradstreet Corp, etc.) Verify with Econovue

5. How do you anticipate this waiver will impact your participants, community, and service delivery? The impact of this waiver will provide a positive effect with our service delivery on assisting participants with training opportunities that will improve their ways of obtaining and retaining employment. This flexibility will build the capacity and future viability for both the workforce and the industries themselves. Business engagement and usage of our Workforce Services will increase by providing an incentive to hire and train new workers and ensure their success in the Workforce and Community. It would also allow more flexibility for smaller businesses experiencing limited resources. This is especially true during times of recovery following a disaster.

I request a waiver to allow reimbursement of up to 90 percent of OJT training costs for businesses with 50 or fewer employees.

Local Board Executive Director Signature:

Date: 4/14/2023

Submit Waiver Request to PolicyUnit@cwdb.ca.gov

Subject Line: "WIOA Waiver Request Application"

WIOA Waiver Application - On-The-Job-Training

Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i): Waiver to allow a reimbursement of up to 90 percent of on-the-job (OT) training costs for businesses with 50 or fewer employees. In order to comply with DOL requirements, applications will have to be completed for every year the waiver is in effect.

1. Provide a justification for this waiver request as a separate attachment to this application, answering the following:

The use of this waiver will align with our Regional and Local Plans and by the support of our San Benito Workforce Development Board and partners. We are truly dedicated to work with the business community by providing those businesses an understanding of the job skills needed to employ unemployed and under-employed individuals with business so there is a successful match. The San Benito County Workforce Development Board's mission 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 and it increases their quality of life in our community. The mission of San Benito WDB continues in working with local business, so workforce training is geared to support local business needs. Especially with OJ's are a proven model to meet the unique needs of businesses that has prepared them to be retained upon successful completion.



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



Clarity THROUGH ACTION



Wednesday May 31, 2023

- 9:00 – 11:00AM Pre-Conference Sessions
- 12:30 – 2:00PM Opening General Session
- 2:00PM – 2:30PM Exhibitor Showcase/Coffee Break
- 2:30PM – 3:30PM Workshops Round 1
- 4:00PM – 5:15PM Mini-Plenary Sessions
- 5:30PM – 7:00PM Welcome Reception

Thursday June 1, 2023

- 7:30 – 8:30AM CONTINENTAL BREAKFAST
- 8:30 – 10:00AM Morning Plenary – Policy Panel
- 10:00 – 10:30AM Exhibitor Showcase – Coffee Break
- 10:30 – 11:30AM Workshops Round 2
- 11:45 – 1:00PM LUNCHEON
- 1:15 – 2:15PM Workshops Round 3
- 2:15 – 2:45PM Exhibitor Showcase – Coffee Break
- 2:45 – 3:45PM Workshops Round 4
- 4:00 – 5:00PM Power Hour Sessions
- 7:30 – 10:00PM CASINO NIGHT!

Friday June 2, 2023

- 7:30 – 8:30AM CONTENTAL BREAKFAST
- 8:30 – 9:45AM Morning Plenary
- 10:00-11:00AM WORKSHOPS ROUND 5
- 11:20-12:30PM CLOSING GENERAL SESSION

WORKCON 2023
MAY 31-JUNE 2, 2023
SAN DIEGO, CA





1111 San Felipe Road, Suite 107, Hollister, CA95023
 Office: (831) 637-JOBS (5627) ● (831) 637-9293 ● FAX (831) 637-0996

SAN BENITO COUNTY
WORKFORCE DEVELOPMENT BOARD (WDB)
PRIVATE SECTOR REPRESENTATIVES
MEMBERSHIP ROSTER

<u>NAME & TITLE</u>	<u>ALTERNATE</u>	<u>AGENCY</u>	<u>PHONE & E-Mail</u>	<u>TERM EXP.</u>
1. Bianchi, Richard Ranch Manager *Board Chair		Sabor Farms 7060 Lovers Lane Hollister, CA 95023	(831) 682-8302 richard@saborfarms.com	1/14/26
2. Fernandez, Rosa, CEO & President	Fernandez, Patricia, HR (831) 801-3494 pfernandez@sanbenitohealth.org	San Benito Health Foundation 351 Felice Dr Hollister, CA 95023	(831) 245-6577 rvfernandez@sanbenitohealth.org	5/10/25
3. Frowein, Chuck Owner/Operator	Joanne Kim joanne@relaxgrillinchillin.com	Grillin & Chillin Alehouse 401 McCray St Hollister, CA 95023	(707) 580-2555 e-mail: Chuck@relaxgrillinchillin.com :	5/10/25
4. Giancola, Shelley HR Manager	Susan Slater sue@casadefruta.com	Casa de Fruta 10021 Pacheco Pass Hwy Hollister, CA 95023	(831) 902-7709 shelley@casadefruta.com	8/9/25
5. Guevara, Irene, HR	Renee Nations rnations@marich.com	Marich Confectionery 2101 Bert Drive Hollister, CA 95023	(831) 801-2783 iguevara@marich.com	9/13/25
6. Para, Karen Broker Associate ***Secretary	Lizz Sánchez-Turner Lizzturner@live.com	Intero Real Estate Services 800 San Benito Street, Suite C Hollister, CA 95023	(831) 905-3790 Cellular karen@karenpara.com	10/08/25
7. Sánchez Turner, Lizz Owner	Karen Para karen@karenpara.com	Empowered Solutions & Concepts, LLC PO Box 14 San Juan Bautista, 95045	(831) 207-9017 lizzturner@live.com	08/10/24
8. Winkler, Nick, GM	Gabe Ramirez g.ramirez831@gmail.com	Jardines de San Juan 115 3rd Street San Juan Bautista, CA 95045	(831) 419-7247 Winkler.nick@gmail.com	9/13/25
9. VACANT				



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SAN BENITO COUNTY
WORKFORCE DEVELOPMENT BOARD (WDB)
PUBLIC SECTOR REPRESENTATIVES
MEMBERSHIP ROSTER

<u>NAME & TITLE</u>	<u>PROXY/ ALTERNATE</u>	<u>AGENCY</u>	<u>PHONE & E-Mail</u>	<u>TERM EXP.</u>
10. Bobsin, Kendra Resource & Referral Coordinator ***WDB Treasurer	Nancy Barocio, CDRC Manager Nancyb@gokids.org	Go Kids, Inc. Childcare Info. & Referral Svcs. 1101 San Felipe Road, Suite D Hollister, CA 95023	637-9205-w kendrab@gokids.org	05/12/23
11. Bradford, Duane Supervisor		Dept. of Rehabilitation 8060 Santa Teresa Blvd, Ste 200 Gilroy, CA 95020	(408) 846-8576	
12. Sweeney, Susan Administrator Gavilan College	Annette Gutierrez agutierrez@gavilan.edu	Gavilan College 5055 Santa Teresa Blvd. Gilroy, CA 95020	(408)848-4757 ssweeney@gavilan.edu	08/09/25
13. Union Rep Vacant				
14. Rosa, Omar CEO	Jennifer Dias admin@downtownhollister.org	Hollister Downtown Association 535 San Benito Street Hollister, CA 95023	(831) 265-6463 omar@downtownhollister.org	9/13/25
15. Leonor, Nelson Employment Program Manager	James Dion (EDD Employment Program Manager II, Alternate Cluster Manager) james.dion@edd.ca.gov OV	Employment Development Department 1972 Eisenhower Dr Santa Clara, CA 95054	(408) 216-6111 nelson.leonor@edd.ca.gov	5/10/25
16. Reese, Scott Labor Union Representative	Frank Austin frank@local393.org	Local393 Steamfitters 6150 Cottle Road. San Jose, CA 95123	(408)614-1757 scott@local393.org	10/12/24
17. Rubalcava, Lupe Deputy Director	Beverly Sunshine bsunshine@cosb.us	Health & Human Services Agency 1111 San Felipe Road, Suite 207 Hollister, CA 95023	lrubacalva@cosb.us (831) 630-5146	06/08/24

Ethics training can be completed at: <http://localethics.fppc.ca.gov/login.aspx>

STAFF:

Arreola, Enrique Deputy Director	CSWD 1161 San Felipe Road Hollister, CA 95023	(831) 637-9293 earreola@cosb.us	STAFF HHSA/CSWD
Jacquez, Sylvia Program Manager	CSWD/AJCC 1111 San Felipe Road, Ste. 107 Hollister, CA 95023	(831) 637-5627 sjacquez@cosb.us	STAFF HHSA/CSWD
Anderson, Andi Staff Services Specialist	CSWD 1161 San Felipe Road Hollister, CA 95023	(831) 637-9293 aanderson@cosb.us	STAFF HHSA/CSWD
Soto, Ruby Employment Training Supervisor	CSWD/AJCC 1111 San Felipe Road, Ste. 107 Hollister, CA 95023	(831) 634-0784 ssoto@cosb.us	STAFF HHSA/CSWD

WDB COMMITTEES

7/1/22 through 6/30/23

EXECUTIVE COMMITTEE (WDB Chair-private sector, 3 private sector, 3 other)

Richard Bianchi, Chair

Private Sector:	Other:
Chuck Frowein, <i>Vice Chair</i>	Kendra Bobsin, <i>Treasurer</i>
Karen Para, <i>Secretary</i>	Lupe Rubalcava
Lizz Sánchez Turner	Nelson Leonor

BUSINESS SERVICES COMMITTEE

Lizz Sánchez Turner, Committee Chair

Private Sector:	Other:
Karen Para	Omar Rosa
Nick Winkler	
Irene Guevara	

BYLAWS COMMITTEE (Chair & Vice-Chair to be from private sector and shall include the Chairperson of the WDB – Total of 4-7 members)

Private Sector:	Other:
Chair: Chuck Frowein	Randy Brown
Vice-Chair: Richard Bianchi	Kendra Bobsin

AUDIT/EVALUATION COMMITTEE (WDB Treasurer is committee chair, 4-7 members balanced between private sector and non-private sector members)

Kendra Bobsin, Committee Chair

Private Sector	Other:
Richard Bianchi	Lupe Rubalcava
Lizz Turner	Kristi Alarid

YOUTH COMMITTEE: 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; May also include parents, participants and youth

Private Sector	Nelson Leonor, Secretary/alt: James Dion
Chuck Frowein- <i>Co Chair</i>	Karen Para, <i>Chair</i>
Heidi Jumper	Judith Munter
Rosa Fernandez	Clair Grissom/alt: Vanessa Klauer
Irene Guevara	Omar Rosa

WDB SUB-COMMITTEES

<u>Nominating Committee</u>	<u>Ag Committee</u>	<u>Web-Site Committee</u>	<u>Job Fair Committee</u>	<u>Membership Committee</u>
Richard Bianchi Karen Para Kendra Bobsin	Richard Bianchi Randy Brown	Richard Bianchi Lizz Sánchez Turner	Nelson Leonor Lizz Sánchez Turner	Richard Bianchi Lizz Turner Michelle Leonard