



San Benito County Workforce Development Board
WDB MEETING – EXECUTIVE COMMITTEE
1161 San Felipe Road, Building B - Hollister, CA 95023
February 8, 2022 @ 3:00 P.M.
MINUTES

Table with 4 columns: Quorum Met: Yes, Representing the Private Sector (PR), Representing the Public, and Staff/Guests. Rows include names like Richard Bianchi, Chuck Frowein, Karen Para, Lizz Sanchez Turner, Kendra Bobsin, Nelson Leonor, and Lupe Rubalcava.

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

I. GENERAL INFORMATION:

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

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:

- 1. Executive Committee: The November 9, 2021, Ex Committee meeting minutes approved as presented. The Ex-Committee meeting scheduled on December 14, 2021 was cancelled. M/S/C Karen Para/ Nelson Leonor
2. Youth Committee: The January 11, 2022, Youth Committee minutes were enclosed for board information.
3. Full WDB: January 11, 2022, full WDB minutes were enclosed for board information.

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: Enclosed was the report for January 2021.
B. Labor Market/Unemployment and Economic Summary: Enclosed was the January 2022 report.



- C. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD21-01 thru WSD21-03](#) and Information Notices [WSIN 21-21-thru WSIN 21-32](#) were enclosed.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** No applications were received to be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives five (5).
- B. **America's Job Center of California (AJCC) Continuous Improvement Plan (CIP):** Enclosed was the CIP submitted to the State. Staff provided an update on the target dates for the recommendations made by the State.
- C. **EDD, Workforce Development Board Memorandum of Understanding (WDB MOU):** The WDB MOU is due to expire on June 30, 2022. Staff provided an update stating the goal is to have the updated MOU ready by April for full WDB and Board of Supervisor approval. Once fully approved and signatures obtained, the MOU will be submitted to the State.
- D. **Committee Updates:** Committee members may provide recommendations or updates for their respective committee.
1. **Audit Committee:** The State Compliance Review Division completed the program review on December 17th. AJCC is awaiting the draft report. There is still no update. There have been some staff changes at the state level. Staff will share the report with the committee once the review is made available.
 2. **Ag Committee:** No update.
 3. **Business Services Committee (BSC):** The BSC and staff provided an update on their meeting held on February 1, 2022. Staff shared the goals discussed at that meeting and will meet again to finalize the goals before the next meeting.
 4. **Membership Committee:** Committee members and staff provided an update on recent recruitment efforts. Several community members were identified, and letters were mailed out. Board members did reach out to several possible leads who indicated they were unable to commit.
 5. **Youth Committee:** The Youth Committee provided an update stating they met prior to this meeting to outline goals and will meet again to finalize goals. They also discussed promoting programs and services, specifically the Dream Catcher program. Committee members will also promote the "See Us Shine" online youth conference scheduled for February 10th and 17th. Information on this event was enclosed in the agenda packet. Discussed outreach opportunities and partnering with other schools especially Anzar High School.

V. **ADDITIONAL INFORMATION:**

- A. **Program Updates:** Staff requested clarification from the WDB on their recommendations to include other data in the reports, i.e., clients served, clients in placements, sectors of placement, etc. Staff is working on the development of the report to meet the needs of the board. A full report will be presented at the next full WDB meeting.
- B. **Meeting Calendar for 2022:** Enclosed was the updated meeting calendar. All Outlook electronic meeting events have been sent out with the correct dates.
- C. **Youth Expo Update:** Staff provided an update on collaboration with the Hollister Downtown Association on the Youth Expo scheduled for February 26th from 10am – 1pm. Flyer was enclosed.
- D. **Regional Equity Recovery and Partnerships:** A Request for Proposal (RFP) will be released February 14, 2022 and is due April 22, 2022. Staff reported that they have been in discussion with the regional partners to see about applying for these funds. This RFP

focuses on building a lasting infrastructure of training partnerships and systems delivering equity and mobility for workers, skills and competitiveness for employers, and long-term environmental sustainability and climate resilience for the state.

VI. **ADJOURNMENT:** *M/S/C Kendra Bobsin/Karen Para. 3:31 P.M.*

The next Executive Committee meeting is scheduled for March 8, 2022, at 3 PM

The full WDB meeting is scheduled for April 12, 2022, at 3 PM