



SAN BENITO COUNTY

TRACEY BELTON
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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San Benito County Workforce Development Board (WDB)

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

February 11, 2020 @ 3:00 P.M.

Workforce Development Board Executive Committee

MINUTES

FOR THE HEALTH AND SAFETY OF STAFF & GUESTS, ALL MEETINGS ARE FRAGRANCE FREE

Excused/Unexcused Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> P=Present E=Excused A=Absent/NotExcused			
Representing the Private Sector (PR)		Representing the Public	
P	Richard Bianchi, Chair		
P	Chuck Frowein, Vice Chair	E	Kendra Bobsin, Treasurer
P	Karen Para, Secretary	P	Cynthia Larca
P	Kristina Chavez-Wyatt	P	Nelson Leonor

Secretary, Karen Para, called the meeting to order at 3:05 P.M.

I. GENERAL INFORMATION:

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

II. REGULAR AGENDA:

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

B. **Meeting Minutes:** *Motion/Second Concur (M/S/C)*

- Executive Committee:** The December 10, 2019 Ex Com minutes were approved as presented.
M/S/C Nelson Leonor /Chuck Frowein, Cindy Larca Abstained
- Full WDB:** The January 14, 2020 full WDB meeting minutes are enclosed for board information..

III. **CONSENT AGENDA:** Items as a whole will 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 Chuck Frowein/Nelson Leonor.*

A. **Board Announcements:**

B. **Workforce Services Directives and Information Notices:** The most recent Workforce Services Directives [WSD19-07-08](#) and Information Notices [WSIN 19-26 thru 19-30](#) were enclosed.

C. **Unemployment:** Enclosed was the Unemployment Report for January 2020.

D. **Budget Expenditure Report:** Enclosed were the current expenditure reports through December 2019.

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

F. **Program Monitoring Review:**

- The WIOA Youth Program for PY 2019-20 monitoring was held January 21-24, 2020.
- For board information enclosed was the letter for the PY 2019-20 Annual Compliance Monitoring Desk Review for the WIOA Section 188-Non-Discrimination & Equal Opportunity Provisions.
- For board information enclosed was the WIOA Program Review for PY 2018-19 Final Monitoring Report.

G. **CWA Youth @ Work Conference:** Staff may provide a summary on the sessions attended January 14-16, 2020 in San Jose, CA. Pulled from consent. Staff provided a summary.

H. **Board Membership:** No applications were received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (2). Chuck will provide contact info to staff and see if there is a conflict of interest with her serving on the board. Also e-mail application packet for Mike Fischer



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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The County CSWD is an equal opportunity employer/program



and Chuck.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **CWA Youth @ Work Conference:** Pulled from consent. Staff provided a summary on the sessions attended January 14-16, 2020 in San Jose, CA. Shared was a testimony of one of the speakers at the event who survived the Parkland tragedy and began a program Angel Faces an organization that serves girls who have endured all types of trauma. Megan attended Building Career Pathway Partnership – developing a pipeline in the water and wastewater industry-get info. Staff, Megan Crable, would like to be a presenter at the next conference. Sandra attended Mindset Change and Understanding At-Risk Youth- Best Practices to increase performance and outcomes for At-Risk Youth.
- B. **WDB Retreat/Strategic Planning Session:** Committee members for the retreat are; Karen Para, Richard Bianchi, Kristina Chavez Wyatt and Enrique Arreola. The Retreat is scheduled for March 10, 2020 from 12-4 P.M. at Grillin & Chillin Alehouse. Enclosed was the Retreat Consultant Agreement for board review and approval. Board members would like a continuation of what was discussed at the last retreat. A motion was made to recommend to include scope of work “See Attachment A” so board can move contract forward to county counsel. Scope of work to be in the form of an agenda, detailing the topics and activities for the retreat. *M/S/C Cindy Larca/Karen Para.*
- C. **Grant Updates:**
1. **Prison 2 Employment (P2E) Grant:** Staff provided an update on the hiring of staff and services to be provided. Interviews were conducted to hire temp Employment Services & Training Counselor (ESTC). Probation is also looking to hire a temporary case manager who will work hand in hand with P2E.
 2. **Slingshot 2.0 Grant:** Staff provided an update on the grant approved as a region whose goal was to conduct focus groups on apprenticeship. The education part went very well; however, it was difficult to obtain employer information in to regards to an apprenticeship partnership.
 3. **SlingShot 3.0 Application:** Staff provided an update on the application which was approved in the amount of \$400,000 for the region of which San Benito County’s allocation is \$113,333. The regional consultant, Racey, will assist with the process. SBC will take the lead and staff will determine what services are to be provided. More info to come.
 4. **Workforce Accelerator Fund 8.0 RFA:** Staff provided an update on the application submitted for \$150,000 on December 22, 2019 to fund water pathways; still waiting for notification on approval.
 5. **Senate Bill No. 1 (SB1) High Road Application:** Staff provided an update on the status of the grant application submitted; no news at this time.
 6. **Community Foundation Grant:** Staff provided an update on the implementation of the program and possible match funds. CSWD received a mini grant for a summer youth program. More info to come.
- D. **Committee Updates:** Updates may be provided on the following committees:
1. **Bylaws Committee:** Enclosed were the notes from the January 14, 2020 Bylaws Committee meeting and a Pocket Guide to Open Meeting Laws in CA. Committee members continued discussion on the need to revise the Bylaws. It was requested to e-mail Brown Act info to all board members and table discussion. The bylaws committee will need to meet again. *No action was taken, topic to be tabled.*
 2. **Ag Committee:** Committee members indicated there is no update.
 3. **Audit Committee:** Staff may provide an update. Monitoring reports were enclosed in the packet and there is nothing additional to report at this time.
 4. **Youth Committee:** Committee members may provide an update. Discussion was held to see if Mike Fischer may be interested in being on the committee. Calendar dates were set however there is a need to review location of the meetings. Youth Employment Opportunity Program (YEOP) was hired but she only stayed a few months.

V. **ADDITIONAL INFORMATION:**

- A. **CalJobs/EDD Training:** Nelson Leonor provided an update on CalJOBS workshop to be offered in early April to local employers to learn how navigate the system and post their vacancies.
- B. **Chamber Collaboration “Rock the Mock”:** Staff provided an update on the collaboration with local businesses, AJCC, Chamber of Commerce and High School working on event called “Rock the Mock”. Scheduled for April 21, 2020. An application is available to volunteers to participate in the event. Staff at AJCC will participate but they are also looking for employers with HR capacity. Andi can forward to board members.

- C. **American Casting:** American Casting's is having a major expansion and recruitment of top level AeroSpace engineers in Hollister.. www.Americancastingco.com
- D. **Economic Development Corporation (EDC):** EDC is still working on recruitment; in the meantime, Kathy Johnson is working as interim director. Will have Kathy connect with Megan to assist with recruitment/retention/incumbent worker training. Staff also met with FireClay Tiles in Aromas to see about a partnership for an incumbent worker program which is new to staff. Kristina will check to see who from Earthbound/Chiala Farms may be interested in serving on the board.

VI. **ADJOURNMENT:** *M/S/C Kristina Wyatt Chavez /Karen Para 4:17. P.M.*

Board Retreat, March 10, 2010 from 12-4 P.M. Grillin & Chillin Alehouse 401 McCray St Suite B24, Hollister
The next full WDB meeting is scheduled for April 14, 2020, 3 P.M. at 1161 San Felipe Road