



San Benito County Workforce Development Board
WDB MEETING – EXECUTIVE COMMITTEE
1161 San Felipe Road, Building B - Hollister, CA 95023

March 8, 2022 @ 3:00 P.M.

MINUTES

Table with 2 columns: Representing the Private Sector (PR) and Representing the Public. Includes names like Richard Bianchi, Chair and Kendra Bobsin, Treasurer.

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

GENERAL INFORMATION:

A. Public Comment Period: Introduction 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 chair.

B. Meeting Minutes:

- 1. Executive Committee: The February 8, 2022, Ex Committee meeting minutes were approved as presented. M/S/C Karen Para/Nelson Leonor
2. Youth Committee: The February 8, 2022, Youth Committee minutes were enclosed for board information.
3. Full WDB: January 11, 2022, full WDB minutes were enclosed for board information.

C. 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. Kendra Bobsin/Karen Para.

D. Layoff Aversion Services/Rapid Response Report/Business Services Report: Enclosed was the report for February 2022.

E. Labor Market/Unemployment and Economic Summary: Enclosed was the California Unemployment Report. Data for January is scheduled to be released on March 2022.

F. Information Notices & Directives: The most recent Workforce Services Directives WSD21-03 thru WSD21-04 and Information Notices WSIN 21-32-thru WSIN 21-34 were enclosed.



- G. **Board Membership**: Any applications received may be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives five (5).

III. **DISCUSSION/ACTION ITEMS**:

- A. **WORKCON 2022**: The WORKCON 2022 (<https://calworkforce.org/workcon/>) will be held in San Diego, May 25-27, 2022, at the Westin San Diego Gaslamp Quarter. Staff requested board approval to send 1-2 staff and/or board members. Lizz Sanchez Turner is interested in attending. After discussion the Ex Committee approved sending 1-3 staff and/or members dependent on funding availability. *M/S/C Lupe Rubacalva/ Lizz Sañchez Turner.*
- B. **Regional Equity Recovery and Partnerships (RERP)**: Enclosed was a memo for the RERP Request for Proposal (RFP) released February 14, 2022, and due to the State April 22, 2022. Board info only.
- C. **Workforce Development Board Memorandum of Understanding (WDB MOU) and Resource Sharing Agreement (RSA)**: The WDB MOU & RSA is due to expire on June 30, 2022. Staff's goal is to have the updated MOU & RSA ready by April for full WDB approval.
- D. **SB1 Building & Construction Trades Pre-Apprenticeship Training**: Staff provided an update on the upcoming regional trainings. Enclosed was an informational flyer.
- E. **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. Due to staffing changes at the State, the report has not been provided.
 2. **Ag Committee**: The committee discussed the need to schedule a meeting and the committee chair will schedule a meeting.
 3. **Business Services Committee (BSC)**: The BSC and staff provided an update stating committee members meeting to finalize goals. New Business Services Representative, Wilbur Hurley, has been reviewing the employer list and determining who has positions available. Also discussed was advertising AJCC via BenitoLink and other avenues. Due to scheduling conflicts, there is a need to determine best time for the committee to meet, possibly once a month. Staff will be providing the committee a list of dates and times.
 4. **Membership Committee**: Committee members and staff provided an update on recent recruitment efforts. A list was generated, and letters mailed out. There has been no response. The committee will identify new potential members. Information on the benefits of being on the board along with the membership application are available on the AJCC website at: <https://sbcjobs.org/about/>.
 5. **Youth Committee**: The Youth Committee met just prior to this meeting and they did complete their goals. Committee members indicated that WDB member, Mike Fisher, would like to be on the Youth Committee. The Youth Committee's next goal is to focus on a summer youth program.
 6. **Executive Committee**: There is a need for the Executive Committee to meet to discuss Strategic Planning goals and priorities for the WDB. Enclosed was a goal template for

members information. Staff explained that the goal sheets are what they use for the Community Action Board (CAB) and will send out a link to the training video to help them understand how to fill out the goal worksheets.

IV. **ADDITIONAL INFORMATION:**

- A. **Program Updates:** Staff will present a full report at the next full WDB meeting.
- B. **Youth Expo Update:** Staff and members provided an update on the Youth Expo event held February 26th from 10am – 1pm. Staff conducted outreach at the Expo which was well attended by over 500 individuals. They also assisted with distribution of the CAB’s Youth Ad hoc Committee survey: <https://survey.alchemer.com/s3/6688529/Youth2022>.

V. **ADJOURNMENT:** *M/S/C Karen Para/Lupe Rubalcava. 4:00 P.M.*

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

The next Executive Committee meeting is scheduled for May 10, 2022, at 3 PM