



San Benito County Workforce Development Board (WDB)  
Youth Committee

AGENDA

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

March 8, 2022 @ 2:00 P.M.

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

At this time, the Board is continuing to hold board meetings to conduct essential business. Members of the public are encouraged to participate electronically. Based on guidance from the California Department of Public Health, the Governor's Executive Order and Office, and the San Benito County Public Health Officer,

Join Zoom Meeting

<https://us06web.zoom.us/j/89223611940?pwd=aC83S3ZTVG40QIIIY1RWbysrWSt4QT09>

Meeting ID: 892 2361 1940 Passcode: 429217

One tap mobile

+14086380968,,89223611940#,,,,\*429217# US (San Jose)

+16699006833,,89223611940#,,,,\*429217# US (San Jose)

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/>			
<b>Representing the Private Sector (PR)</b>		<b>Representing the Public</b>	
<input type="checkbox"/> Chuck Frowein	<input type="checkbox"/> Karen Para, <i>Chair</i>	<input type="checkbox"/> Nelson Leonor, <i>Secretary</i>	<input type="checkbox"/> Judith Munter
		<input type="checkbox"/> Heidi Jumper	<input type="checkbox"/> Clair Grissom
<b>Staff:</b>			
<input type="checkbox"/> Enrique Arreola	<input type="checkbox"/> Sylvia Jacquez	<input type="checkbox"/> Andi Anderson	
	<input type="checkbox"/> Ruby Soto	<input type="checkbox"/> Wilbur Hurley	

I. **GENERAL INFORMATION:**

- A. **Public Comment Period:** Select the "Participants Tab" and click "Raise Hand" icon, the zoom facilitator will unmute you when your turn arrives. Guests may introduce themselves and request to comment on any non-agenda items. Time is limited to three (3) minutes per guest unless the board determines that more time is needed.

II. **REGULAR AGENDA:**

- A. **Roll Call:** Roll will be taken to determine excused absences for attendance requirements.
- B. **Meeting Minutes:** Youth Committee meeting minutes for February 8, 2022 are enclosed for review and approval.  
**Youth Strategic Goals:** Continue work on updating Youth Strategic Goals Action 3-4. Strategic goals enclosed.
- C. **Youth Survey:** Attached is the Community Action Board's Youth ad hoc committee survey flier.

III. **Other:**

- IV. **Adjournment:** The next meeting is scheduled for April 12, 2022 at 2 P.M.



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





America's **Job Center**  
of California<sup>SM</sup>

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)  
Youth Committee  
MINUTES**

1161 San Felipe Road, Building B - Hollister, CA and via ZOOM  
February 8, 2022 @ 2:00 P.M.

**THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.**

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

**Karen Para called to order by: at 2:03 P.M.**

**I. GENERAL INFORMATION:**

A. **Public Comment Period:** None received. Introductions were made by everyone present.

**II. REGULAR AGENDA:**

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

B. **Meeting Minutes:** Youth Committee meeting minutes for January 11, 2022 were approved as presented. *M/S/C Nelson Leonor/Chuck Frowein. Heidi Jumper abstained.*

**Youth Strategic Goals:** Continue work on updating Youth Strategic Goals.



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Reviewed Actions 1-2 and updated goals. Discussed participation at events that are scheduled and quantifying the goals, for example, how many children will we sign up at the Youth Expo. Next meeting focus on Action 3-4.

III. **Other:**

- A. **Sharing this event with everyone:** Enclosed is a flier for the Community Solutions & Partners host: "See Us Shine" - Youth Conference via Zoom 2/10/2022 & 2/17/2022 @ 2:30pm to 4:30pm. Staff will be attending and providing a workshop "Turning 18" and describing the different services the AJCC has to offer.

IV. **Adjournment:** *M/S/C Heidi Jumper/Nelson Leonor 2:57 P.M.*

The Next meeting is scheduled for March 8, 2022 at 2 P.M.



<b>STRATEGIC PLANNING DOCUMENT</b>	<b>Project Name:</b> WDB Strategic Goals	<b>REV. Date:</b> 02.08.22
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WIOA is designed to help job seekers access employment, **education**, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

<b>Strategic Goal #3: Establish Training Programs</b>	<b>Objective(s): Create Employable Youth for Future Workforce</b>
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<b>Created by the Workforce Development Board at their Board Retreat on 3/10/20</b> <b>GOAL: Establish Training Programs that Create Employable Youth for the future workforce</b>	<b>Resources &amp; Support Needed</b>	<b>Expected Outcome</b>	<b>Staff Responsible</b>	<b>Due Date</b>	<b>Measurements Methods of Tracking</b>	<b>Status:</b> C=Completed I=In Progress O=On going
<b>Action 1:</b> <ul style="list-style-type: none"> <li>Work Experience Program (16-24)               <ul style="list-style-type: none"> <li>70% for out of school youth</li> <li>30% for in school youth</li> </ul> </li> </ul>	Staff Funding Employer Participation	30% total allocation spent on Work Experience	Youth Committee and Staff	On-going	15-20 youth complete WEP 50% of students would gain fulltime employment	
<b>Action 2:</b> <ul style="list-style-type: none"> <li>Outreach to youth in colleges and high school               <ul style="list-style-type: none"> <li>Rock the Mock Interviews with Students</li> </ul> </li> </ul>	High School Colleges Targeted Ads  High School Chamber of Commerce/Employers WDB WDB Youth Committee AJCC Staff	3-4 outreach events at high school/colleges  50-100 Youth trained in interview & resume writing Local Employers participation	Youth Committee and Staff  Workforce Staff	On-going  April 2022	Number of events attended  ___ # of youth will receive Resume & Interview skills	
<ul style="list-style-type: none"> <li>Youth Expo Scheduled</li> </ul>	Youth Committee HDA AJCC CSWD Staff	Promote Dream Catcher Program youth ages 5-18	CAB AJCC Staff	2/26/22 annually	10-15 youth apply for Dream Catcher	
<ul style="list-style-type: none"> <li>See Us Shine Event – Youth Conference</li> </ul>	Community Solutions AJCC Staff Community Partners	Youth will have information, access to AJCC services	AJCC Staff	2/10/22 & 2/17/22	Online Registrations	



<b>STRATEGIC PLANNING DOCUMENT</b>	<b>Project Name:</b> WDB Strategic Goals	<b>REV. Date:</b> 02.08.22
WIOA is designed to help job seekers access employment, <b>education</b> , training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.		

<b>Action 3:</b> <ul style="list-style-type: none"> <li>Offer written document showing career path in industry sector chosen             <ul style="list-style-type: none"> <li>Focus on priority sectors</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Labor Market Information/ Career Pathways</li> </ul>	Provide monthly LMI/Career Pathway newsletters	Youth Committee and Staff	On-going		
<b>Action 4:</b> <ul style="list-style-type: none"> <li>Basic Skills training (2-week training workshops) to include:             <ul style="list-style-type: none"> <li>Dress for success</li> <li>Employment readiness</li> <li>Interview, work ethics</li> <li>Financial Literacy</li> <li>“How to’s”- answer phone, put on hold, check if they’ve been assisted</li> </ul> </li> </ul>		Conduct workshops 2 times a month at the AJCC	Youth Committee and Staff	On-going		

**Focus**

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

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

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(3 winners randomly  
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# Youth Needs & Community Center



If money weren't  
a concern, tell  
us.....

at the  
San Benito County  
**Community Action Board**  
Community Services & Workforce  
Development

..... what could a  
**Community Youth  
Center** include?

Help get funding for a  
**Community Youth  
Center**  
Youth ages (10-24)

visit this link: <https://survey.alchemer.com/s3/6688529/Youth2022>