



San Benito County Workforce Development Board (WDB)
1161 San Felipe Road, Hollister, CA 95023

March 9, 2021 @ 3:00 P.M.

Executive Committee AGENDA

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 Workforce Development Board (WDB) 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://zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjFjdz09

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile: +16699006833, 97879980043#,,,,\*392237# US (San Jose)

Table with 2 columns: Representing the Private Sector (PR) and Representing the Public. Rows include Richard Bianchi (Chair), Chuck Frowein (Vice Chair), Karen Para (Secretary), and Kristina Chavez-Wyatt. Public representatives include Kendra Bobsin (Treasurer), Cynthia Larca, and Nelson Leonor.

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:

- 1. Executive Committee: The February 9, 2021 are enclosed for board review and approval.
2. Full WDB: January 12, 2021 full WDB minutes are enclosed for board information.
3. Youth Committee: The January 12, 2021 Youth Committee meeting minutes were enclosed for board information. The Next meeting is April 13, 2021 at 2 P.M.

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. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD20-06-08](#) and Information Notices [WSIN 20-42 thru 20-45](#) were enclosed.
- B. **Labor Market/Unemployment and Economic Summary:** Enclosed is the Data Release Schedule for 2021. The labor market report is provided every month, except February. The next data release is scheduled for March 12th with employment data for the month of January.
- C. **Layoff Aversion Services/Rapid Response Report:** Enclosed is the report for February 2021.
- D. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (3). An application was received from Local Union Representative, however there no current vacancies for a Local Union Representative. A letter has been sent to the individual.
- E. **Pre-Apprenticeship:** Information on the Pre-Apprenticeship notice-for SB1 regional grant can be found at: <https://www.sacog.org/post/senate-bill-1-funding-approved> .
- F. **Rock the Mock:** Rock the Mock with San Benito High School (SBHS) will take place virtually on April 16th. They are recruiting for virtual interviewers. Please complete the link if you are interested. <https://forms.gle/y8xPv1NWK1xAydRf8>

IV. **DISCUSSION/ACTION ITEMS:**

- A. **WDB Local & Regional Plan Update:** Staff may provide an update on the local & regional plan that is due on April 30, 2021. Enclosed is the input session flyers and Local Plan Timeline.
- B. **Program/Grant Updates:** Staff will provide an update on the enclosed is the presentation.
- C. **Expenditure Updates:** Fiscal will present at the April meeting the financial updates. Enclosed is the January expenditure summary for your information.
- D. **Committee Updates:** Committee updates may be provided by committee members.
  - 1. **Ag Committee:**
  - 2. **Audit Committee:** Enclosed is the San Benito PY20-21 Workforce Innovation and Opportunity Act Section 188 Nondiscrimination and Equal Opportunity- No findings to report.
  - 3. **Business Services Committee (BSC):** The committee will provide an update on their meeting held March 8, 2021 to discuss follow-up on the 1-3 year goals and identify next steps to submit to the full WDB at the April meeting.
  - 4. **Youth Committee:** Staff will provide an update on the interest of the Arts Council to join this committee.

V. **ADDITIONAL INFORMATION:**

VI. **ADJOURNMENT:**

*The full WDB meeting is scheduled for April 13, 2021 at 3 PM*

*The next Ex Committee meeting is scheduled for May 11, 2021 at 3 PM*



San Benito County Workforce Development Board (WDB)

1161 San Felipe Road, Hollister, CA 95023

February 9, 2021 @ 3:00 P.M.

Executive Committee MINUTES

Join Zoom Meeting

https://zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjFjdz09

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile: +16699006833, 97879980043#,,, \*392237# US (San Jose)

Table with 2 columns: Representing the Private Sector (PR) and Representing the Public. Rows include Richard Bianchi (Chair), Chuck Frowein (Vice Chair), Karen Para (Secretary), Kristina Chavez-Wyatt, Staff (Andi Anderson, Enrique Arreola, Joyce Duque, Sylvia Jacquez, Ruby Soto, Omar Rosa), and Guest (Al Gonzalez, Lamont Adams, Vivian Estrada).

Chair, Richard Bianchi, called the meeting to order at 3:03 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: No public comments were received. Introductions were made by everyone present. New Staff Services Specialists, Omar Rosa, and Joyce Duque were introduced.

II. REGULAR AGENDA:

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

B. Meeting Minutes:

- 1. Executive Committee: The November 10, 2020 meeting minutes are enclosed for board review and approval. The December 2020 Ex Committee meeting was cancelled. Motion/Second/Concur (M/S/C). Kendra Bobsin/Karen Para
2. Full WDB: January 12, 2021 full WDB minutes are enclosed for board information.
3. Youth Committee: The January 12, 2021 Youth Committee meeting 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. Information Notices & Directives: The most recent Workforce Services Directives WSD20-05 and Information Notices WSIN 20-38 thru 20-41 were enclosed.

B. Labor Market/Unemployment and Economic Summary: Enclosed was the report for December 2020.



IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** No applications were received for appointment to the board. The current vacancies are: Business Representatives (3).
1. **Reappointments:** The terms of Duane Bradford and Randy Brown expired January, 2021. These positions are mandated and action is requested for their reappointments to the board. A motion was made, subject to confirming with both parties, for their reappointments. *M/S/C Karen Para/Kendra Bobsin.*
- B. **Layoff Aversion Services/Rapid Response Report:** Staff provided an update on lay off aversion/rapid response activities. Enclosed was the report for January 2021. Staff is doing outreach on Facebook and Instagram. Kristina Chavez Wyatt posed question if employers been advised on how to use CalJOBS and if anyone checked on their status if they hired anyone? Nelson Leonor responded he can have a side discussion with Kristina on the CalJOBS. AJCC staff, Joyce, responded she would check in with employers to see if they have hired anyone through CalJOBS. Since AJCC is now under the Central Coast Region, AJCC staff have been invited to attend the Central Coast Roundtables conducted on a quarterly basis.
- C. **WDB Local Plan Update:** Staff provided an update on the local plan that is due on April 30, 2021. Staff is in the process of drafting the contract with California Workforce Association (CWA) for the development of the Local Plan. Attached was the proposed scope of work and proposed fee of \$8,800. There was a question on the scope of work and minor edits to the document. After discussion, the Executive Committee approved the WDB Local Plan scope of work and proposed fees with minor edits. *M/S/C Cindy Larca/Kristina Chavez Wyatt.*
- D. **Grant Updates:** Staff provided an update on current grants. A report was enclosed for board information. There may be an extension on the Bay Peninsula Region- Regional Training Grant that is due to end March 31, 2021. Regional Advisor will look into if there will be an extension.
- E. **Committee Updates:** Committee updates may be provided by committee members.
1. **Ag Committee:** No Report
  2. **Audit Committee:** Still waiting for the Desk Review Report.
  3. **Business Services Committee (BSC):** There is a need for the BSC to meet and discuss follow-up on the 1-3 year goals and identify next steps to submit to the full WDB at the April meeting.
  4. **Youth Committee:** There is interest in someone from the Arts Council who wishes to join this committee. The Regional advisor will look into whether this is possible. Board member Karen Para explained how the Arts Council is involved with youth in the community.

V. **ADDITIONAL INFORMATION:**

- A. **Small Business Disaster Relief Round 2:** The flyer/notice for the CARES R2 is enclosed for board information. BOS approved \$750,000 as a 2<sup>nd</sup> round.
- B. **Meeting:** Regional meetings are being held every other month to discuss future projects so that both regions can be on the same page and also discussed “living wage” definition and what that means. Each county has their own living wage and discussed the online [Living Wage Calculator - Living Wage Calculation for San Benito County, California \(mit.edu\)](https://livingwage.mit.edu)

VI. **ADJOURNMENT:** *M/S/C Karen Para/ Kristina Chavez Wyatt 3:56 P.M.*



San Benito County Full Workforce Development Board (WDB)
1161 San Felipe Road, Hollister, CA 95023

January 12, 2021 @ 3:00 P.M.

MINUTES

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile

+16699006833,,97879980043#,,, \*392237# US (San Jose)

+14086380968,,97879980043#,,, \*392237# US (San Jose)

Dial by your location: +1 669 900 6833 US (San Jose), +1 408 638 0968 US (San Jose)

Table with columns: Representing the Private Sector (PR) and Representing the Public. Includes names like Bianchi, Richard, Chair; Giacola, Shelley; Alarid, Kristi; Lamont, Abraham, etc.

Co-Chair, Chuck Frowein, called the meeting to order at 3:05 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.

B. WDB Director's Comments: WBD Director provided an update on when staff will be able open the AJCC for in-person services. Things are moving forward, and staff are working via zoom to do orientations. AJCC is providing client assessments and general services to the public by appointment only. The SV1 Proposal, a central coast proposal for pre-apprenticeship on pre-construction trades, was submitted. As we receive new developments the board will be informed.

C. Meeting Minutes:

- 1. Full WDB: The October 13, 2020 full WDB were enclosed and approved as presented. M/S/C Lamont Adams/ Cindy Larca.
2. Executive Committee: The November 10, 2020 meeting minutes and were enclosed for board information.
3. Business Services Committee (BSC): November 10, 2020 BSC minutes were enclosed for board information.
4. Youth Committee: The October 13, 2020 Youth Committee meeting 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 Karen Para/ Kendra Bobsin*

- A. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD20-04](#) and Information Notices [WSIN 20-25 thru 20-37](#) are enclosed.
- B. **Unemployment and Economic Summary:** Enclosed is the Unemployment Report for November 2020.
- C. **Layoff Aversion Services/Rapid Response Report:** Enclosed is the report for December 2020.
- D. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (3).

#### IV. **DISCUSSION/ACTION ITEMS:**

- A. **Salary and Bonus Limitations Policy:** Staff reported that it is a requirement by the State that this policy be implemented. After review the WDB approved the Enclosed is the Salary and Bonus Limitation Policy. *M/S/C. Lamont Adams/ Duane Bradford*
- B. **Quality Jobs Definition:** The Executive Committee recommended the definition on Quality Jobs as defined by the board at the last WDB retreat. Enrique commented that there is no regional definition and having this definition is helpful in setting direction in our region. Members asked about the definition of living wage. Staff would need to research. EDD will check with staff as well to help define the living wage. Recommendations were made on how to determine a living wage and review at next meeting with request to modify to include living wage metrics. <https://livingwage.mit.edu/counties/06069> After discussion, the WDB approved the Quality Jobs Definition, pending the definition of the resource for the determination of “living wage” on an annual basis. *M/S/C Kristina Chavez Wyatt/ Michelle Leonard.*
  - **Quality Jobs Definition:** *Quality jobs provide opportunities to transform workers' lives. They provide family-sustaining wages, health benefits, a retirement plan, and advancement opportunities. Quality jobs are stable, safe, and free of discrimination, treating all employees with dignity and respect.*
- C. **Budget Updates:** Due to fiscal issues the 20/21 Budget and Expenditures will be reported at the next full WDB meeting.
- D. **Grant Updates:** Staff may provide an update on current grants.
  1. **SB1 Pre-Apprenticeship.** Goal is to get SBC clients enrolled.
  2. **COVID Impacted:** COVID Impacted funds provide assistance for individuals with housing, utilities, daycare, and telework. As of May 27<sup>th</sup> served 42, obligated \$20,000. Still have \$7,000 remaining. State granted extension through June 31, 2021. Staff isn't reopening the application process but will assist individuals who originally applied and need to provide follow-up documentation.
- E. **Committee Updates:**
  1. **Ag Committee:** No update.
  2. **Audit Committee:** Staff stated that AJCC did have a fiscal and procurement review. The Review went well and as a result, several previous audit findings will be closed to include inventory and language in our contracts that needed to be included in the appeals process. The auditor was pleased with the Policies and procures and fiscal/ procurement. Staff will be receiving a final report in the next few weeks. One finding that will continue to remain open is board membership. There are 2 private sector vacancies. Staff is hoping the Membership Committee can meet soon to recruit additional members.

3. **Business Services Committee (BSC)**: No update at this time other than staff and BSC will meet with Judith Aldrich to update on the 1-3 year goals and identify next steps to submit to the full WDB at the April meeting.
4. **Youth Committee**: The Youth Committee met prior to this meeting and committee approved a letter of support, discussed membership and staff assisting with guidance on possible members. Also presented their top 5 priorities (enclosed) to the full WDB for review and approval. Memo attached After review the full WDB approved the top 5 priorities. *M/S/C Kristina Chavez Wyatt/Duane Bradford*

V. **ADDITIONAL INFORMATION:**

1. **New regional advisor**: Vivian Estrada, replacing Eileen Rolfing who retired.
2. **City of Hollister**: Updating regional plan and they are soliciting community input.
3. **Manufacturing**: Any manufacturing in the community in need of assistance funding is available through COVID.

VI. **ADJOURNMENT:** *M/S/C Karen Pare/Kendra Bobsin 3:39 P.M.*

The next Executive Committee meeting: February 9, 2021 at 3 P.M.



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, Hollister, CA and via ZOOM

January 12, 2021 @ 2:00 P.M.

Phone one-tap: US: [+16699006833,94433650293#,.1#.047354#](tel:+16699006833944336502931047354) or  
[+14086380968,94433650293#,.1#.047354#](tel:+14086380968944336502931047354)

Meeting URL: <https://zoom.us/j/94433650293?pwd=QVErTHBxNXltcWF0Q3lYZEUrWHh0UT09>  
Meeting ID: 944 3365 0293

Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>					
Representing the Private Sector (PR)			Representing the Public		
<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				
Staff:					
<input checked="" 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"/>	Joyce Duque		

Committee chair, Karen Para, called the meeting to order at 2:03 PM

**I. GENERAL INFORMATION:**

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

**II. REGULAR AGENDA:**

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements.
- B. **Minutes:** June 9, 2020 minutes and the October 13, 2020 were approved as presented. *M/S/C Nelson Leonor/Judith Munter*
- C. **Letter of Support:** Judith Munter reported on an Ag grant to work with high school students - "SPECA" [FY 2021 Secondary Education, Two-Year Postsecondary Education, and Agriculture in the K-12 Classroom Challenge Grants Program \(SPECA\) Application Deadline | National Institute of Food and Agriculture \(usda.gov\)](#). She explained the purpose of the program and how she is working on preparing a grant proposal to USDA with San Benito High School, ALBA and the university she works for to prepare high school students for college degrees and careers in Agriculture. Ms. Munter requested a letter of support from the WDB Youth Committee. After discussion the WDB Youth Committee approved providing a letter of support pending drafting of the actual letter. *M/S/C Nelson Leonor/ Chuck Frowein.*
- D. **Membership:** Staff informed the board that our regional advisor, Eileen Rolfing, retired and the new regional advisor is Vivian Estrada. Staff will reach out to the Ms. Estrada for direction on committee membership and follow-up on whether or not someone from the Arts Council could serve on the committee. WDB board



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





members may be appointed to the committee where they are listed as a required partner and that is where clarification is needed. Others interested in serving on the committee will need to submit an application for approval by the WDB. After staff receives feedback from the regional advisor, then follow-up with committee members to have them submit an application for appointment to the board.

E. **WIOA Youth Program Elements & Select Priorities:** Staff provided an update on the top 5 priorities **enclosed** and what is already available at the AJCC and what needs to be addressed stating that all the of the priorities selected are being provided at AJCC.

1. #14 Priority is accomplished with partners in place but could be expanded upon with other partners/resources that could be identified for inclusion. EDD also works with hiring youth through Youth Employment Opportunity Program (YEOP) and they work with them on their school/work schedule.
2. #9 Need improvement on.

**III. Other:**

A. Adjournment: *M/S/C Judith Munter/ Nelson Leonor at 2:54 P.M.*

---

**MEMORANDUM**

---

February 2021

**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 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 program for veterans, youth, dislocated workers, people with disabilities; including Trade Adjustment Assistance, CalJOBS<sup>SM</sup>, 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**[WSD20-06](#)

Local Area Subsequent Designation and Local Board Recertification: This policy provides the guidance and establishes the procedures regarding subsequent designation of Local Workforce Development Areas (Local Area) and recertification of Local Workforce Development Boards (Local Board) under the Workforce Innovation and Opportunity Act (WIOA), and is effective on the date of issuance. This policy applies to all current Local Areas interested in receiving subsequent designation and all current Local Boards interested in receiving recertification under WIOA. This policy contains some state-imposed requirements. All state-imposed requirements are indicated by bold, italic. This Directive finalizes Workforce Services Draft Directive Local Area Subsequent Designation and Local Board Recertification (WSDD-219), issued for comment on December 7, 2020. The Workforce Development Community submitted two comments during the draft comment period. A summary of comments, and all changes made as a result of those comments, is provided as Attachment 2. This policy supersedes Workforce Services Directive (WSD) Subsequent Local Area Designation and Local Board Recertification (WSD18-14), dated May 16, 2019. Retain this Directive until further notice.

[WSD20-07](#)

Salary and Bonus Limitations for 2020: This policy provides the guidance and establishes the procedures regarding the 2020 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 2020 salary rates for executive level employees became effective January 1, 2020. This policy contains no state-imposed requirements. This Directive finalizes Workforce Services Draft Directive Salary and Bonus Limitations for 2020 (WSDD-217), issued for comment on October 15, 2020. The Workforce Development Community submitted no comments during the draft comment period. This policy supersedes Workforce Services Directive Salary and Bonus Limitations for 2018 (WSD18-07), dated September 28, 2018. Retain this Directive until further notice

[WSD20-08](#)

AJCC Comprehensive and Affiliate/Specialized Certification: This policy provides the guidance and establishes the procedures regarding certification of comprehensive and affiliate/specialized America's Job Center of California<sup>SM</sup> (AJCC) locations. This policy applies to all Local Workforce Development Boards (Local Board), and is effective immediately. This policy contains all state-imposed requirements. This Directive finalizes Workforce Services Draft Directive AJCC Comprehensive and Affiliate/Specialized Certification (WSDD-218), issued for comment on December 7, 2020. The Workforce Development Community submitted three comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 4. This policy supersedes Workforce Services Directive Certification Process for Comprehensive AJCCs (WSD16-20), dated June 9, 2017 and Workforce Services Directive Certification Process for Affiliate and Specialized AJCCs (WSD18-11), dated March 14, 2019


**Information Notices**[WSIN20-42](#)

Salesforce System Administrator 12-Week Course at Cabrillo College: Issued: **February 5, 2021**  
Cabrillo Community College is launching a virtual Salesforce System Administrator program that begins February 16, 2021 and ends May 7, 2021. Students will complete a 12-week course that is 100% virtual and prepares graduates for the Salesforce System Administration exam. This course includes online textbooks and materials, and counts for eight units of college credit. For more information, please fill out the inquiry form at [bit.ly/SalesforceForm](http://bit.ly/SalesforceForm). Details can be found by emailing [gebrady@cabrillo.edu](mailto:gebrady@cabrillo.edu).

[WSIN20-43](#)

Resources for Veterans Involved with the Justice System: Issued: **February 8, 2021**  
The Employment Development Department (EDD), in coordination with the Employment and

	<p>Training Administration (ETA) and Veterans' Employment and Training Service (VETS) programs, offer services to assist individuals who are, or were, involved in the justice system reintegrate into the workforce.</p> <p>The Bureau of Justice Statistics (BJS) reports that as of year-end 2018, while veterans are incarcerated at a lower rate than non-veterans, there are also approximately 180,000 incarcerated American military veterans. Individuals who have served time in prison are particularly at risk of further involvement in the justice system. Prompt and useful employment services to veterans involved in the justice system can potentially decrease rearrests, provide a productive route to economic mobility, and support the employment needs of businesses seeking to fill vacancies. From April 2019 to March 2020, America's Job Center of California<sup>SM</sup> (AJCC) locations provided services to 14,221 veterans with previous convictions. However, the goal is for AJCC partners to encourage frequent collaboration when serving veterans involved in the justice system and provide better quality services that result in positive employment outcomes.</p> <p>There are resources available to AJCCs to adopt the One Workforce approach proactively. That ensures justice-involved individuals have an excellent start to ultimately move into employment. <a href="#">Training and Employment Notice 7-20</a> (PDF) list resources that AJCCs can share with their partners and advise their veteran customers.</p> <p>If you have any questions regarding this notice, please contact the Veterans Program Unit by email at <a href="mailto:WSBVeteranProgramUnitCommunications@edd.ca.gov">WSBVeteranProgramUnitCommunications@edd.ca.gov</a>.</p>
<p><a href="#">WSIN20-44</a></p>	<p>California Earned Income Tax Credit: Issued - <b>February 8, 2021:</b> The California Earned Income Tax Credit (Cal EITC) puts money back into the pockets of California's working families and individuals. In 2020, more than 6.2 million Californians, including nearly 2 million children benefited from the Cal EITC and the Young Child Tax Credit (YCTC).</p> <p>The <a href="#">CalEITC4Me</a> website serves as a go-to hub for information about the Cal EITC. Individuals and families will also find information regarding the YCTC, which is available for families with children under the age of six, and the federal Earned Income Tax Credit. Additionally, the website includes the following user-friendly tools:</p> <p style="padding-left: 40px;">The <a href="#">CalEITC4MeCalculator</a> – Allows individuals to determine their eligibility for the state and federal EITC, including their potential refund, in a few easy steps.</p> <p style="padding-left: 40px;">The <a href="#">Free Tax Prep Finder</a> – Connects families or individuals who made \$56,000 or less to free tax preparation services.</p> <p>America's Job Center of California<sup>SM</sup> staff are encouraged to disseminate the <a href="#">Cal EITC flyer</a> (PDF) to promote the tax credit. Additional informational resource materials are available for download on the <a href="#">CalEITC4Me</a> website.</p> <p>To learn more about eligibility or how to claim these tax credits, visit <a href="#">CalEITC4Me</a>.</p>
<p><a href="#">WSIN20-45</a></p>	<p>Workforce Development Exchange Program - Issued: <b>February 24, 2021: The James Irvine Foundation has announced a no cost opportunity to provide four Local Workforce Development Boards (Local Board) with training and coaching in order to create customer-focused services to meet the needs of people affected by the massive economic disruption due to COVID-19.</b></p> <p>Focused on user-centered design, the Workforce Development Exchange 3-month training program will be provided online in phases, and Local Boards will learn in the context of a project they choose. Participating Local Boards will receive design toolkits and materials, and will participate in an interactive online platform to view and complete the training. As this is an overall investment of approximately 45-50 hours per staff person, Local Boards should only apply if their team can make all the dates and have time allotted for additional work outside the sessions.</p> <p>Applications must be submitted by <b>Tuesday, March 16, 2021</b>.</p> <p>To learn more about this opportunity, application process, and important dates, refer to the <a href="#">Workforce Development Exchange announcement (PDF)</a>.</p> <p>For questions about this great opportunity, contact Virginia Hamilton at <a href="mailto:vhvahamilton@gmail.com">vhvahamilton@gmail.com</a>.</p>

  
 Enrique Arreola, Deputy Director  
 San Benito County Workforce Development Board (WDB)

**03/01/21**  
 Date

# Data Release Schedule

**Labor Market Information Resources and Data: [Home](#) | [By Customer](#) | [By Subject](#) | [By Geography](#) | [Data Library](#) | [Online Services](#)**

Below is the release schedule for monthly unemployment rates (labor force) and industry employment data from the Labor Market Information Division. These data are available on the [Monthly Data Release](#) page.

Updated December 29, 2020

## Monthly Data Release Schedule for CA and USA

Data Month	California Release Dates*	United States Release Dates*
December 2020	January 22, 2021	January 8, 2021
January 2021 Also released: Revised Industry Employment and Hours & Earnings data for 1990-2020* Revised Labor Force data for California and Los Angeles Metro Division for 1990-2020* Revised Labor Force data for 2020 substate areas	March 12, 2021	February 5, 2021
February 2021 Also Released: Revised Labor Force data for substate areas for 2010-2019*	March 26, 2021	March 5, 2021
March 2021	April 16, 2021	April 2, 2021
April 2021	May 21, 2021	May 7, 2021
May 2021	June 18, 2021	June 4, 2021
June 2021	July 16, 2021	July 2, 2021
July 2021	August 20, 2021	August 6, 2021
August 2021	September 17, 2021	September 3, 2021
September 2021	October 22, 2021	October 8, 2021
October 2021	November 19, 2021	November 5, 2021
November 2021	December 17, 2021	December 3, 2021
December 2021	January 21, 2022	January 7, 2022


Note: All substate areas include Metro areas, counties (other than Los Angeles), cities, and local Workforce Investment Areas.

\*All dates subject to change

- > [Ask EDD](#)
- > [Online Services](#)

- > [Forms and Publications](#)
- > [Labor Market Information](#)

- > [Office Locator](#)
- > [Información general en español](#)

Select Language 

Powered by  Google Translate

[View Disclaimer](#)



March 9, 2021

To: Workforce Development Board  
From: Sylvia Jacquez, Program Manager  
Re: Business Services, Layoff Aversion and Rapid Response Activities for February 2021

---

At the direction of the Workforce Development Board the following are the activities for February 2021:

1) **Business Services Engagement:**

Business Recruitments:

- San Benito Foods/Neil Jones Food Company: Multiple positions
  - Maintenance Mechanic/ Seamer
  - Maintenance Electrician
  - Boiler Operator
  - Production Supervisor
- Transportation Security Administration: Transportation Security Officers (TSOs) at San Jose International Airport (SJC)
- San Felipe Dental Care – Part-Time Dental Assistant
- Cal Overhead Doors
- West Marine: Multiple positions
  - Equipment Operator – 3
  - Picker/Packer

2) **Job Search Assistance & Resume Writing Workshops:**

Virtual Workshops are being held due to COVID-19.

3) **Central Coast Business Engagement Roundtable (Formally known as Rapid Response)**

- a. None

4) **Rapid Response/WARN Events:** None

5) **Social Media Insight:**

- a. Attached report



# Career Pathways

SAN BENITO COUNTY

FEBRUARY 2021



JOBS AVAILABLE  
**336**  
CANDIDATES AVAILABLE  
**76,939**



Job Source: Online advertised jobs data  
Candidate Source: Individuals with active résumés in the workforce system.  
<https://www.labormarketinfo.edd.ca.gov/>

## TOP 10 HIGHEST JOB OPENINGS ADVERTISED BY *occupation*

1. REGISTERED NURSE ..... 15
2. COACHES AND SCOUTS ..... 9
3. STOCK CLERKS AND ORDER FILLER ..... 8
4. SPEECH-LANGUAGE PATHOLOGISTS ..... 7
5. CLINICAL, COUNSELING, AND SCHOOL PSYCHOLOGIST ..... 6
6. ELECTROMECHANICAL EQUIPMENT ASSEMBLERS..... 6
7. PHYSICIANS AND SURGEONS, ALL OTHERS..... 6
8. ENGINEERS, ALL OTHERS..... 5
9. PHARMACY TECHNICIANS ..... 5
10. COMBINED FOOD PREPARATION AND SERVING WORKERS, INCLUDING FAST FOOD..... 4

## TOP 5 HIGHEST JOB OPENINGS ADVERTISED BY *industries*

1. MANUFACTURING ..... 32
2. RETAIL TRADE ..... 25
3. ADMINISTRATIVE SUPPORT, WASTE MANAGEMENT, AND REMEDIATION SERVICES ..... 20
4. HEALTHCARE AND SOCIAL ASSISTANCE ..... 16
5. PROFESSIONAL, SCIENTIFIC, AND TECHNICAL SERVICES ... 10

## TOP 10 ADVERTISED DETAILED *job skills*

1. CUSTOMER SERVICE ..... 134
2. MUST BE FLEXIBLE ..... 120
3. WORK INDEPENDENTLY ..... 35
4. RECORDKEEPING ..... 41
5. INTERPERSONAL SKILLS ..... 29
6. SOLDERING EXPERIENCE ..... 27
7. ATTENTION TO DETAIL ..... 26
8. PROBLEM SOLVING ..... 24
9. COLLABORATIVE SKILLS ..... 19
10. SELF MOTIVATED ..... 19

## TOP 10 ADVERTISED DETAILED *Tools & Technology*

1. MICROSOFT OFFICE..... 41
2. FORKLIFT ..... 28
3. CALIPERS ..... 22
4. CASH REGISTER ..... 17
5. INCINERATOR..... 15
6. AUTOCLAVES ..... 15
7. CONVEYOR SYSTEMS..... 15
8. MIXERS ..... 15
9. BUFFERS ..... 11
10. LADDERS ..... 11

## TOP 10 HIGHEST JOB OPENINGS ADVERTISED BY *employers*

1. SAN BENITO HEALTH FOUNDATION ..... 8
2. EARTH SYSTEMS PACIFIC ..... 3
3. AMERICAN MEDICAL RESPONSE AMBULANCE SERVICE ..... 2
4. FOOTHILL NURSING CENTER ..... 2
5. GEORGE CHIALA FARMS, INC. .... 2
6. STATE OF CALIFORNIA DEPARTMENT OF PARKS AND RECREATION ..... 2
7. FASTENAL COMPANY ..... 2
8. RINCHEM COMPANY, INC. .... 2
9. JD2, INC..... 1
10. ORKIN, LLC ..... 1



## **Monterey County Workforce Development Board**

### **WIOA Local and Regional Plan PY 2021 – 2024 Stakeholder Engagement Session** *All sessions will be held via Zoom.*

#### **Local Plan: Discussion with WIOA Core and Required Partner Coordination**

Under the Workforce Innovation and Opportunity Act (WIOA), the ultimate vision is for core and required programs to operate as a unified system, strategically assessing needs and aligning them with service strategies to meet the necessities of workers and employers.

As we face the challenge of rebuilding our local economy and workforce in the coming years, we need your participation and feedback on how to redesign programs and services to meet the needs of job seekers in our community. This discussion will focus on improvements to our job centers, career pathways, employment networks, and other supports offered by the Monterey County Workforce Development Board. We invite you to participate in the strategic planning session to help ensure our services are responding to the needs of the community.

#### **Session 1 WIOA Core Partners**

**Monday March 15, 2021 10:30am -- 12:00pm**

**Link to Join Meeting:**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/86579357672?pwd=NnFBTG14RHBwN1RSL1E0SjZFYmtYQT09>**

**Meeting ID: 865 7935 7672**

**Passcode: 464500**

**One tap mobile**

**+16699006833,,86579357672# US (San Jose)**

**+12532158782,,86579357672# US (Tacoma)**

**Dial by your location**

**+1 669 900 6833 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

- +1 346 248 7799 US (Houston)
- +1 312 626 6799 US (Chicago)
- +1 929 436 2866 US (New York)
- +1 301 715 8592 US (Washington DC)

Meeting ID: 865 7935 7672

Find your local number: <https://us02web.zoom.us/j/kci330AXB3>

### **Local Plan: Discussion with Local Partners**

The Monterey County Workforce Development Board will be hosting a discussion with the community focused on strengthening programs and services for businesses in our community. Many businesses are now struggling with talent recruitment, retention, and employee training, and the WDB needs your feedback to help design new programs to support those workforce needs.

To better support the needs of job seekers, businesses, and the local economy we need strong partnerships in Monterey County that can move the needle on economic mobility in our communities. Please join us for a discussion focused on how we strengthen new and existing workforce partnerships in our area to help maximize resources and bridge the service delivery gaps for employment and business-related programs.

### **Session 2 Local Partners**

**Wednesday 17, 2021 2:00pm – 3:30pm**

#### **Link to Join Meeting:**

Time: Mar 17, 2021 02:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86725955885?pwd=TnJTUVpkdEExRIR0RDR1OHJwUmdlZ09>

Meeting ID: 867 2595 5885

Passcode: 688446

One tap mobile

+16699006833,,86725955885# US (San Jose)

+13462487799,,86725955885# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)



+1 253 215 8782 US (Tacoma)  
+1 312 626 6799 US (Chicago)  
+1 929 436 2866 US (New York)  
+1 301 715 8592 US (Washington DC)

Meeting ID: 867 2595 5885

Find your local number: <https://us02web.zoom.us/j/86725955885>

### **North Central Coast Regional Plan**

The North Central Coast Regional Plan provides a unified vision across Monterey County and neighboring counties of Santa Cruz and San Benito. This vision helps to foster similar regional strategies and goals to facilitate partnership and collaboration. We will be discussing the following key areas in the North Central Coast Regional Plan in enabling Upward Mobility for all California's by aligning the following key areas:

1. **Sector Pathways**  
Identifying key industries and career pathways within those industries to leverage regional advantages.
2. **High Road Workforce System**  
Strategies to prioritize pathways and employers who offer living wages, upward mobility, and benefits.
3. **Equity and Economic Justice**  
Discussions around opportunities improving equity and access to high road employment opportunities.
4. **Aligning, Coordinating, and Integrating Programs and Services**  
Opportunities and current coordination and integration efforts by regional partners.

### **Topic: North Coast Regional Plan (Session)**

Time: Mar 17, 2021 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85614872540?pwd=bUINdzA0SU1VNWlxKzBtanB5bCthZz09>

Meeting ID: 856 1487 2540

Passcode: 758127

One tap mobile

+16699006833,,85614872540# US (San Jose)

+12532158782,,85614872540# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 856 1487 2540

Find your local number: <https://us02web.zoom.us/j/85614872540>



The Monterey County Workforce Development Board (WDB) would like to invite you to join us virtually to discuss the development and update of our Local Workforce and Regional Plan for fiscal year 2021-2024. The upcoming strategic discussion is critical to help guide local and regional workforce program development in your community.

Your input and participation are essential to help implement workforce programs and services that can support Monterey County job seekers and employers in the coming years. Below are the dates for the virtual community stakeholder engagement sessions dedicated to discussing our Local and Regional Workforce Plans. We invite you to participate in the strategic planning session to help ensure our services are responding to the needs of the community.

- **Monterey Local Plan for WIOA Core Partners: Monday, March 15, 2021  
10:30am - 12:00pm**

**Zoom link:**

**Topic: Monterey Plan (Session 1)**

Time: Mar 15, 2021 10:30 AM Pacific Time (US and Canada)

Join Zoom Meeting

[https://us02web.zoom.us/j/86579357672?pwd=NnFBTG14RHBwN1RSL1E0SjZF  
YmtYQT09](https://us02web.zoom.us/j/86579357672?pwd=NnFBTG14RHBwN1RSL1E0SjZFYmtYQT09)

Meeting ID: 865 7935 7672

Passcode: 464500

One tap mobile

+16699006833,,86579357672# US (San Jose)

+12532158782,,86579357672# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 865 7935 7672

Find your local number: <https://us02web.zoom.us/j/kci330AXB3>

- **Monterey Local Plan for Local Partners: Wednesday, March 17, 2021  
2:00pm – 3:30pm**

Zoom link:

**Topic: Monterey Local Plan (Session 2)**

Time: Mar 17, 2021 02:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86725955885?pwd=TnJTUVpkdEEeRIR0RDR1OHJwUmdlZ09>

Meeting ID: 867 2595 5885

Passcode: 688446

One tap mobile

+16699006833,,86725955885# US (San Jose)

+13462487799,,86725955885# US (Houston)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 253 215 8782 US (Tacoma)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 867 2595 5885

Find your local number: <https://us02web.zoom.us/j/kBZLueskx>

- **Regional Plan Discussion: Wednesday, March 17, 2021 10:00am – 12:00pm**

**Zoom link:**

**Topic: North Coast Regional Plan (Session)**

Time: Mar 17, 2021 10:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85614872540?pwd=bUINdzA0SU1VNWlxKzBtanB5bCthZz09>

Meeting ID: 856 1487 2540

Passcode: 758127

One tap mobile

+16699006833,,85614872540# US (San Jose)

+12532158782,,85614872540# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

Meeting ID: 856 1487 2540

Find your local number: <https://us02web.zoom.us/j/85614872540>

# COMMUNITY FEEDBACK NEEDED

Employers, job seekers and community members are needed to help provide input to for the San Benito County's workforce development programs!

Share your thoughts on local workforce development needs as the San Benito County Workforce Development Board (WDB) crafts the 2021-2024 Local Plan. The Plan guides how the local WDB will use its federal funding to help job seekers gain employment and connect business with a qualified workforce.

## Community Input Meetings

- Wednesday, March 10, 2021 at 10am-11:30am  
Join Zoom Meeting: <https://zoom.us/j/94420422416>
- Wednesday, March 10, 2021 at 5:30pm-7pm  
Join Zoom Meeting: <https://zoom.us/j/97062753337>

Topics to include:

- Overview and Strategic Vision
- Coordination with Partners
- America's Job Center of California

Got questions?

Email: [rsoto@cosb.us](mailto:rsoto@cosb.us)

Visit: [www.sbcjobs.org](http://www.sbcjobs.org)

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



# SE NECESITAN COMENTARIOS DE PARTE DE LA COMUNIDAD

Se necesitan empleadores, solicitantes de empleo y miembros de la comunidad para ayudar a concretar los programas del desarrollo de la fuerza laboral de San Benito

Comparta sus pensamientos sobre las necesidades de desarrollo de la fuerza laboral local mientras la Junta del Desarrollo de la Fuerza Laboral del Condado San Benito elabora el Plan Local 2021-2024. El Plan guía cómo la Junta de Desarrollo de la Fuerza Laboral del San Benito Workforce Development Board (WDB) utilizará sus fondos federales para ayudar a los solicitantes de empleo o obtener empleo y a conectar a las empresas con una fuerza laboral calificada.

## Reuniones de participación de la comunidad

- Miércoles 10 de marzo del año 2021 a las 10-11:30 de la mañana  
Zoom: <https://zoom.us/j/94420422416>
- Miércoles 10 de marzo del año 2021 a las 5:30-7 de la tarde  
Zoom: <https://zoom.us/j/97062753337>

Temas que se van a incluir:

- Panorama general y Visión estratégica
- Coordinación con Socios America's Job Center of California

¿Tiene preguntas? Correo electrónico:

[rsoto@cosb.us](mailto:rsoto@cosb.us) o visite [www.sbcjobs.org](http://www.sbcjobs.org)

America's **JobCenter**  
of California<sup>SM</sup>

ADA / Equal Opportunity Employer / Program Auxiliary Aids and Services are available upon request to individuals with disabilities. Ex Com Agenda Page 23 of 41  
Some conditions may apply. For TTY access call: (831) 637-3265



# 2021-2024 WDB Local Plan Timeline

**March 3, 2021** - Publish notice of stakeholder and community engagement sessions



3/3/21

3/10/21

3/12/21

**March 10, 2021** Community Input Sessions: 2 stakeholder and community engagement sessions, 1 @ 10:00, 2<sup>nd</sup> @ 5:30 p.m.



**March 12, 2021** – Final Draft of Local Plan 2021-2024 to publicize for 30-day public comment period incorporating any comments/suggestions from stakeholders and community engagement meetings

4/13/21

**April 13, 2021** – public comment period ends, pull together any comments received to include in Local Plan

**April 13, 2021** to Workforce Development Board

**April 14, 2021** receive signed signature page to Local Plan from WDB Chair and WDB Executive Director

4/14/21

4/27/21

4/28/21

**April 27, 2021** to Board of SupApril 29, 2021 – to State CWDB via overnight

**April 28, 2021** receive signed signature page to Local Plan from BOS

**April 28, 2021** Local Plan to JW Research/Regional Organizer for compiling submission of Regional and Local Plans by USB flash drive to CWDB

4/29/21

**April 29, 2021** – to State CWDB via overnight mail/hand delivery



© 2017 by Vertex42.com



# San Benito County Workforce Development Board

## *AJCC /Program Updates*

March 9, 2021

America's **Job**Center  
of California™



# Reopening

**Effective March 10, the AJCC will reopen to the public!**

**Reopening Plan is in place.**

**Acrylic Shields installed**

**Social Distancing**

**Use of masks**

**Limited computer use**

**Limited number of clients**

**One way entry & exit**

**Signage**

America's **JobCenter**  
of California™



# SBC WDB Local Plan

## Community Input Session March 10, 2021

**-English: 10 a.m.**

**-Spanish: 5:30 p.m.**

- **Seeking input from employers, job seekers, community members and other stakeholders**
- **The Plan guides how the local WDB will use its federal funding to help job seekers gain employment and connect business with a qualified workforce.**



# Central Coast WDB Regional Plan

## Stakeholder Informational Session March 15, 2021 10:30 a.m.

-The Monterey County Workforce Development Board will be hosting a regional discussion with the community focused on strengthening programs and services for businesses in our community.

-To better support the needs of job seekers, businesses, and the local economy



# Bay Peninsula Region Prison 2 Employment

**Goal:** In partnership with the Probation and Sheriff's Department, will provide continuum of care from in custody to post release services. While in custody, inmates will participate in life skills classes, personal development and reintegration workshops to prepare and transition them to post release programs where they will receive additional reintegration supportive services and job training services.

**Total Clients Served:** 27 in-custody; 3 in vocational training  
(Truck Driving)

**Funding Allocation:** \$84,829

**Total Spent:** \$22,4933 (Jan. 2021)

**Balance:** \$62,336

**Term:** 1/1/20-3/31/22

America's **JobCenter**  
of California™



# Bay Peninsula Region Regional Training Grant

**Goal: The regional training funds will support the professional development of staff including conferences and trainings.**

**Funding Allocation: \$15,000**

**Total Spent: \$7,065**

**Balance: \$7,935**

**Term: 4/1/19-3/31/21**

- Note, a total of \$6,535 has been obligated for March trainings. There will be a remaining balance of \$1,708.



America's **JobCenter**  
of California™

# Central Coast Region SB 1

**Goal:** To support the SB1 High Road Construction Careers (HRCC) initiative to support the development, implementation, and sustainability of the High Road Construction Careers regional pre-apprenticeship partnerships. The grant will prioritize Women, Youth, Racial & Ethnic Minorities and formerly Incarcerated individuals with a pre-apprenticeship training in building and construction Trades.

**Total Clients Served: 0**

**Regional Grant: \$576,125**

**SBC WDB Grant: \$20,000**

**Term: 2021-2022**



# Dislocated Worker COVID-19 Grant

**Goal:** To provide supportive services to individuals impacted by COVID-19 for equipment necessary to telework, housing assistance, utility assistance, childcare assistance and transportation assistance. Individual may receive supportive services totaling up to \$400-\$800.00.

**Total Clients Served: 48**

**Funding Allocation: \$27,000**

**Total Spent: \$23,790**

**Balance: \$3,210**

**Term: June 2020-June 2021**





# Questions?



America's **Job**Center  
of California™



Expenditures through January 2021

AA111029 (7/1/2020-6/30/2022)

<b>L/O AVSN 292 &amp; 293 (\$4,590 &amp; 20,548)</b>		<b>\$ 25,138.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Program</b>	\$ 7,820.00	\$ 17,318.00
<b>Total</b>	<b>\$ 7,820.00</b>	<b>\$ 17,318.00</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754 )</b>		<b>\$ 227,781.00</b>	
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>	
<b>Core Reg</b>	\$ 11,727.00		
<b>Intensive</b>	\$ 41,280.00		
<b>Other - Training</b>	\$ 39,292.00		
<b>Supp. Svcs.</b>	\$ -		
<b>Other</b>	\$ 3,937.00		
<b>ITA - Training</b>	\$ 4,473.00		
<b>OJT - Training</b>	\$ -		2%
<b>Admin</b>	\$ 9,471.00		
<b>Total</b>	<b>\$ 110,180.00</b>		<b>\$ 117,601.00</b>

<b>WIA YOUTH 301</b>		<b>\$ 236,297.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>In-School</b>	\$ 765.00	
<b>Out of School</b>	\$ 90,881.00	
<b>Youth ITA/SS</b>	\$ 11,012.00	
<b>Youth Out of School</b>	\$ 3,865.00	
<b>Admin</b>	\$ 11,402.00	
<b>Total</b>	<b>\$ 117,925.00</b>	

<b>D.W. 501/2 (37,332) &amp;(167,105 )</b>		<b>\$ 204,437.00</b>	
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>	
<b>Core Reg.</b>	\$ 10,317.00		
<b>Intensive</b>	\$ 4,856.00		
<b>Other - Training</b>	\$ -		
<b>Supp. Svcs.</b>	\$ 583.00		
<b>Other</b>	\$ -		
<b>ITA - Training</b>	\$ 8,357.00		
<b>OJT - Training</b>	\$ -		5%
<b>Admin</b>	\$ 12,382.00		
<b>Total</b>	<b>\$ 36,495.00</b>		<b>\$ 167,942.00</b>

<b>R.R. 540/1 (19,339) &amp; 541 ( 86,564 )</b>		<b>\$ 105,903.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Other</b>	\$ 29,612.00	
<b>Total</b>	<b>\$ 29,612.00</b>	<b>\$ 76,291.00</b>

<b>NOVA P2E 2.0</b>		<b>1/1/20-3/31/22</b>		<b>\$ 84,829.00</b>
	<b>Budget</b>	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>	
<b>Staff S&amp;B - IDS</b>	<b>\$ 25,133.00</b>	<b>\$ 7,888.00</b>	<b>\$ 17,245.00</b>	
<b>Travel - IDS</b>	<b>\$ 830.00</b>		<b>\$ 830.00</b>	
<b>Tuition - IDS</b>	<b>\$ 14,873.00</b>	<b>\$ 4,473.00</b>	<b>\$ 10,400.00</b>	
<b>Other Cost - IDS</b>	<b>\$ 750.00</b>		<b>\$ 750.00</b>	
<b>Staff S&amp;B - SSEL</b>	<b>\$ 24,492.00</b>	<b>\$ 6,420.00</b>	<b>\$ 18,072.00</b>	
<b>Travel - SSEL</b>	<b>\$ 830.00</b>		<b>\$ 830.00</b>	
<b>Training - SSEL</b>	<b>\$ 13,171.00</b>	<b>\$ 3,712.00</b>	<b>\$ 9,459.00</b>	
<b>Supp. Svcs - SSEL</b>	<b>\$ 4,000.00</b>		<b>\$ 4,000.00</b>	
<b>Other Cost - SSEL</b>	<b>\$ 750.00</b>		<b>\$ 750.00</b>	
<b>Total</b>	<b>\$ 84,829.00</b>	<b>\$ 22,493.00</b>	<b>\$ 62,336.00</b>	

<b>NOVA REGIONAL TRAINING</b>				<b>\$ 15,000.00</b>
	<b>Budget</b>	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>	
<b>Regional Training</b>	<b>\$ 15,000.00</b>	<b>\$ 7,065.00</b>	<b>\$ 7,935.00</b>	
<b>Total</b>	<b>\$ 15,000.00</b>	<b>\$ 7,065.00</b>	<b>\$ 7,935.00</b>	

**AA011029 (7/1/19-6/30/2022)**

<b>L/O AVERSION 292 (6,092) &amp; 293 (28,903)</b>		<b>\$ 34,995.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Program</b>	\$ 34,995.00	\$ -
<b>Total</b>	\$ 34,995.00	\$ -

<b>ADULT 201/2 (32,039) &amp; (170,803)</b>		<b>\$ 202,842.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Core Reg</b>	\$ 39,248.00	21%
<b>Intensive</b>	\$ 33,227.00	
<b>Other - Training</b>	\$ 53,290.00	
<b>Supp. Svcs.</b>	\$ 821.00	
<b>Other</b>	\$ 19,993.00	
<b>ITA - Training</b>	\$ 12,902.00	
<b>OJT - Training</b>	\$ 25,514.00	
<b>Admin</b>	\$ 17,847.00	
<b>Total</b>	\$ 202,842.00	

<b>WIA YOUTH 301</b>		<b>\$ 209,597.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>In-School</b>	\$ 250.00	1%
<b>Out of School</b>	\$ 139,055.00	
<b>Youth ITA</b>	\$ 53,854.00	
<b>Youth Out of School</b>	\$ 2,195.00	
<b>Admin</b>	\$ 14,072.00	
<b>Total</b>	\$ 209,426.00	\$ 171.00

<b>D.W. 501/2 (34,617) &amp; (164,806)</b>		<b>\$ 199,423.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Core Reg</b>	\$ 26,334.00	58%
<b>Intensive</b>	\$ 15,969.00	
<b>Other - Training</b>	\$ 16,019.00	
<b>Supp. Svcs.</b>	\$ 798.00	
<b>Other</b>	\$ 11,680.00	
<b>ITA - Training</b>	\$ 49,258.00	
<b>OJT - Training</b>	\$ 63,477.00	
<b>Admin</b>	\$ 15,888.00	
<b>Total</b>	\$ 199,423.00	\$ -

<b>R.R. 540/1 (24,128) &amp; 541 (114,480)</b>		<b>\$ 138,608.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Other</b>	\$ 138,608.00	
<b>Total</b>	\$ 138,608.00	\$ -

<b>WIOA 1187-COVID</b>		<b>\$ 27,000.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Other</b>	<b>\$ 20,572.00</b>	
<b>Total</b>	<b>\$ 20,572.00</b>	<b>\$ 6,428.00</b>

<b>CalWorks ESE</b>	<b>7/2019-6/2020</b>	<b>\$ 493,829.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
<b>Work Exp. Salaries</b>	<b>\$ 30,804.00</b>	
<b>Work Exp. Soc. Sec.</b>	<b>\$ 1,910.00</b>	
<b>Work Exp. Medicare</b>	<b>\$ 447.00</b>	
<b>Work Exp. Wire Fee</b>	<b>\$ 189.00</b>	
<b>Clothing Assist.</b>	<b>\$ -</b>	
<b>Mileage</b>	<b>\$ -</b>	
<b>Veh. Repair</b>	<b>\$ -</b>	
<b>Supp. Svcs./Tuition</b>	<b>\$ 731.00</b>	
	<b>\$ -</b>	
<b>CSWD Charge</b>	<b>\$ 40,475.00</b>	
<b>Total</b>	<b>\$ 74,556.00</b>	<b>\$ 419,273.00</b>

<b>CalWorks ESE</b>	<b>7/2020-6/2021</b>	<b>\$ 50,000.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Balance</b>
<b>GAV - Staff \$50K</b>	<b>\$ 13,056.00</b>	<b>\$ 36,944.00</b>
<b>GAV - Student \$50K</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>

**EXPENSES THROUGH JAN 2021**

**WIOA Budget / Expenditures  
FY 2020/2021**

<b>AA111029 (7/1/2020-6/30/2022)</b>		
<b>L/O AVSN 292 &amp; 293 (\$4,590 &amp; 20,548)</b>		<b>\$ 25,138.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Program	\$ 7,820.00	\$ 17,318.00
<b>Total</b>	<b>\$ 7,820.00</b>	<b>\$ 17,318.00</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754)</b>		<b>\$ 227,781.00</b>	
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>	
Core Reg	\$ 11,727.00	2%	
Intensive	\$ 41,280.00		
Other - Training	\$ 39,292.00		
Supp. Svcs.	\$ -		
Other	\$ 3,937.00		
ITA - Training	\$ 4,473.00		
OJT - Training	\$ -		
Admin	\$ 9,471.00		
<b>Total</b>	<b>\$ 110,180.00</b>		<b>\$ 117,601.00</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754)</b>		<b>\$ 236,297.00</b>	
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>	
In-School	\$ 765.00		
Out of School	\$ 90,881.00		
Youth ITA	\$ 11,012.00		
Youth Out of School	\$ 3,865.00		
Admin	\$ 11,402.00		
<b>Total</b>	<b>\$ 117,925.00</b>		<b>\$ 118,372.00</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754)</b>		<b>\$ 204,437.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Core Reg	\$ 10,317.00	5%
Intensive	\$ 4,856.00	
Other - Training	\$ -	
Supp. Svcs.	\$ 583.00	
Other	\$ -	
ITA - Training	\$ 8,357.00	
OJT - Training	\$ -	
Admin	\$ 12,382.00	
<b>Total</b>	<b>\$ 36,495.00</b>	<b>\$ 167,942.00</b>

<b>R.R. 540/1 (17,441) &amp; 541 ( 86,655)</b>		<b>\$ 105,903.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Other	\$ 29,612.00	
<b>Total</b>	<b>\$ 29,612.00</b>	

<b>Allocation</b>		
ADULT 201	\$ 31,428.00	
ADULT 202	\$ 167,038.00	
D.W. 501	\$ 36,686.00	
D.W. 502	\$ 173,919.00	
Subtotal	\$ 409,071.00	
	\$ -	
Total Adult/DW	\$ 409,071.00	
<b>YTD Training APR 2020</b>	<b>\$ 12,830.00</b>	<b>3%</b>
<b>**SBCWDB is not using Leveraged Resources during PY 2018-19 to meet minimum training requirement</b>		

<b>Allocation</b>		
Youth 301	\$ 206,274.00	
Subtotal	\$ 206,274.00	
Total Youth	\$ 206,274.00	
<b>YTD Training APR 2020</b>	<b>\$ 3,865.00</b>	<b>2%</b>
<b>**SBCWDB is not using Leveraged Resources during PY 2020-21 to meet minimum training requirement</b>		

**EXPENSES THROUGH JAN 2021**

<b>AA011029 (7/1/19-6/30/2022)</b>		
<b>L/O AVERSION 292 (6,092) &amp; 293 (28,903)</b>		<b>\$ 34,995.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Program	\$ 34,995.00	\$ -
<b>Total</b>	<b>\$ 34,995.00</b>	<b>\$ -</b>

<b>ADULT 201/2 (32,039) &amp; (170,803)</b>		<b>\$ 202,842.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Core Reg	\$ 39,248.00	
Intensive	\$ 33,227.00	
Other - Training	\$ 53,290.00	
Supp. Svcs.	\$ 821.00	
Other	\$ 19,993.00	
ITA - Training	\$ 12,902.00	
OJT - Training	\$ 25,514.00	
Admin	\$ 17,847.00	
<b>Total</b>	<b>\$ 202,842.00</b>	<b>\$ -</b>

<b>L/O AVERSION 292 (6,092) &amp; 293 (28,903)</b>		<b>\$ 209,597.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
In-School	\$ 250.00	
Out of School	\$ 139,055.00	
Youth ITA	\$ 53,854.00	
Youth Out of S	\$ 2,195.00	
Admin	\$ 14,072.00	
<b>Total</b>	<b>\$ 209,426.00</b>	<b>\$ 171.00</b>

1537

<b>D.W. 501/2 (34,617) &amp; (164,806)</b>		<b>\$ 199,423.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Core Reg	\$ 26,334.00	
Intensive	\$ 15,969.00	
Other - Training	\$ 16,019.00	
Supp. Svcs.	\$ 798.00	
Other	\$ 11,680.00	
ITA - Training	\$ 49,258.00	
OJT - Training	\$ 63,477.00	
Admin	\$ 15,888.00	
<b>Total</b>	<b>\$ 199,423.00</b>	<b>\$ -</b>

<b>R.R. 540/1 (24,128) &amp; 541 (114,480)</b>		<b>\$ 138,608.00</b>
	<b>Exp. \$ thru JAN</b>	<b>Unspent Bal.</b>
Other	\$ 138,608.00	
<b>Total</b>	<b>\$ 138,608.00</b>	<b>\$ -</b>

<b>Allocation</b>		
ADULT 201	\$ 32,039.00	
ADULT 202	\$ 170,803.00	
D.W. 501	\$ 34,617.00	
D.W. 502	\$ 164,244.00	
Subtotal	\$ 401,703.00	
	\$ -	
Total Adult/DW	\$ 401,703.00	
<b>YTD Training APR 2020</b>	<b>\$ 151,151.00</b>	<b>38%</b>
<b>**SBCWDB is not using Leveraged Resources during PY 2019-20 to meet minimum training requirement</b>		

<b>Allocation</b>		
Youth 301	\$ 209,597.00	
Subtotal	\$ 209,597.00	
Total Youth	\$ 209,597.00	
<b>YTD Training APR 2020</b>	<b>\$ 2,195.00</b>	<b>1%</b>
<b>**SBCWDB is not using Leveraged Resources during PY 2019-20 to meet minimum training requirement</b>		



February 19, 2021

Enrique Arreola, Deputy Director  
San Benito County Workforce Development Board  
1111 San Felipe Road, Suite 108  
Hollister, CA 95023

Dear Enrique Arreola:

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SECTION 188  
NONDISCRIMINATION AND EQUAL OPPORTUNITY PROVISIONS  
ANNUAL COMPLIANCE MONITORING REVIEW  
FINAL REPORT PROGRAM YEAR (PY) 2020-21**

This notification informs you of the results of the Employment Development Department's (EDD) Equal Employment Opportunity (EEO) Office desk compliance monitoring review of San Benito County Workforce Development Board (SBCWDB) for compliance to the WIOA Section 188 for PY 2020-21. This review was conducted by Hulita Saafi on February 4, 2021.

Our review was conducted under the authority of WIOA Section 188 and its implementing regulation Title 29 Code of Federal Regulations Part 38. The purpose of this review was to determine the level of compliance by SBCWDB with applicable federal and state laws, regulations, policies, and directives related to the WIOA grant regarding nondiscrimination and equal opportunity provisions for PY 2020-21.

We collected the information for this report through a desk review of documents submitted by the SBCWDB, the completed EDD's EEO Office Compliance Monitoring Guide completed by your Equal Opportunity (EO) Officer, interviews with SBCWDB representatives, and a review of applicable policies and procedures.

**COMPLIANCE MONITORING REVIEW RESULTS**

We conclude that, overall, SBCWDB is meeting applicable WIOA Section 188 requirements concerning nondiscrimination and equal opportunity provisions.

This report contains no findings or concerns; therefore, we are issuing this report as the final report.



Enrique Arreola  
February 19, 2021  
Page 2

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is SBCWDB's responsibility to ensure that its systems, programs, and related activities comply with the WIOA grant program, federal and state regulations, and applicable state directives. Consequently, any deficiencies identified in subsequent reviews, such as an audit, would remain SBCWDB's responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Hulita Saafi at [Hulita.Saafi@edd.ca.gov](mailto:Hulita.Saafi@edd.ca.gov) or Kimberly Clinton EEO Office Manager, at [Kimberly.Clinton@edd.ca.gov](mailto:Kimberly.Clinton@edd.ca.gov).

Sincerely,

/s/ MATILDA AIDAM  
State-level EO Officer

cc: Vivian Estrada, Workforce Services Branch, MIC 50  
Ruby Soto, SBCWDB EO Officer