



SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)
Executive Committee Meeting

MINUTES

Tuesday, March 14, 2023 at 3:00 P.M.

I. Welcome, Introductions & Roll Call: Roll call was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

Table with 2 main columns: Representing the Private Sector (PR) and Representing the Public. Includes names and roles of board members and staff.

II. General Information:

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

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/Lupe Rubalcava

A. Layoff Aversion Services/Rapid Response Report/Business Services Report: Received the report for February 2023. (Enclosed).

B. Labor Market/Unemployment and Economic Summary: The California Unemployment Report for February 2023 has been delayed.

C. Information Notices & Directives: Received most recent Workforce Services Directives WSD22-08-WSD22-09, Information Notices WSIN22-25-WSIN22-30. (Enclosed).

D. Meeting Minutes:

1. Executive Committee: Received February 14, 2023, Ex Committee meeting minutes were approved as presented.

2. Full WDB: Received the January 10, 2023, full WDB meeting minutes are enclosed for board information.

IV. REGULAR AGENDA/ACTION ITEMS:

A. Board Membership: Any applications received will be reviewed for appointment to the board. The current vacancies are: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation.

a. Term Expiration(s): None at this moment. Richard Bianchi's membership renewal is going



before the Board of Supervisors (BOS) on March 28, 2023. Kendra Bobsin's term is due to expire in May and will be included on the April full WDB meeting agenda for reappointment.

- B. **Local Area Subsequent Designation and Local Board Certification**: An update was provided on the Local Area Subsequent Designation and Local Board Recertification. The application for board recertification is due on April 14, 2023.
- C. **Regional and Local Plan Update**: Staff reported on the regional and local workforce plans that are due on March 31, 2023. There will be a 30-day public comment period. Enclosed is the link to locate the local and regional plans (<https://sbcjobs.org/wdb-board-function-and-local-plan/>) request Board's *M/S/C Lupe Rubalcava/Kendra Bobsin*.
- D. **On the Job Training (OJT) Waiver**: Staff explained the OJT waiver for next fiscal year and enclosed a summary memo for board review and approval. After discussion the Ex Committee approved the OJT Waiver. *M/S/C Kendra Bobsin / Lizz Sánchez Turner*.
- E. **Performance Guidance**: The Ex-Committee reviewed the policy on the Performance Guidance and approved the policy for Workforce Innovation and Opportunity Act Performance Guidance per the enclosed summary memo. This policy is in accordance with Workforce Services Directive Performance Guidance WSDD22-01 dated July 18, 2022. *M/S/C Kendra Bobsin/Lupe Rubalcava*.
- F. **Regional Executive Committee Meeting**: For board information, the North Central Coast Region Executive Committee meeting is scheduled for Monday, March 20 from 10:30-12 p.m. Discussed were topics, if any, to add to the agenda. One item for discussion is: The Governor's Office of Business and Economic Development (GO-Biz) serves as the State of California's leader for job growth, economic development, and business assistance efforts. <https://business.ca.gov/about/go-biz-team/>
- G. **Request for Proposal for Youth Services**: Staff provided an update on the request for proposal for Youth Services to qualified contractors to solicit proposals to provide WIOA Youth Related Services. After review and discussion the Ex Committee approved the RFP to be released. *M/S/C Kendra Bobsin/Lupe Rubalcava*.
- H. **Committee Updates**: Receive updated Roster and Committee for FY 22/23 is enclosed.
 - 1. **Executive Committee**: Committee members decided to schedule a meeting to discuss next year's retreat and the strategic goals at 2pm just prior to the May 9, 2023 Ex Committee meeting.
 - 2. **Business Services Committee (BSC)**: An update was provided by staff and committee members shared on the meeting held on February 16, 2023 to discuss strategic goals. Goals will be shared at the next meeting.
 - 3. **Youth Committee**: The committee members met on February 14, 2023 to discuss seeking funding for a summer youth program. Nelson Leonor is researching Temporary Aid to Needy Families (TANF) funding which is what other counties use to support youth employment opportunities. Also discussed was possible CWA funding, CA Pathway Program and 1-12 Support Funding. Staff and Youth Committee members are also participating in the "Rock the Mock" employment event at the high school and the Youth Expo sponsored by the Hollister Downtown Association.
 - 4. **Membership Committee**: Committee met on February 28th and discussed recruitment efforts. There is a need for Ag Representatives, As stated under Board Membership: (1) Private Sector Representatives: (1) Small Business and Public Sector Representatives: (1) Labor Organizations; (1) Department of Rehabilitation. Lizz Sánchez Turner and Richard Bianchi have some leads and are reaching out.
- V. **ADDITIONAL INFORMATION**: Thanked all of the staff for their hard work and endless support.
- VI. **ADJOURNMENT**: Full WDB meeting is scheduled for April 11, 2023 at 3 PM. Adjourned at 4:08 P.M. *M/S/C Kendra Bobsin/ Lupe Rubalcava*.