



San Benito County Workforce Development Board

Proud Partners of
America's **JobCenter**
of California™

1111 San Felipe Road, Suite 107, Hollister, CA95023
Office: (831) 637-JOBS (5627) ● www.sbcjobs.org ● FAX (831) 637-0996

SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB) Full Board Meeting

MINUTES

Tuesday, April 11, 2023 at 3:00 P.M.

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

Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> U=Unexcused							
Representing the Private Sector (PR)				Representing the Public			
<input checked="" type="checkbox"/>	Bianchi, Richard, <i>Chair/</i>	ex	Para, Karen, <i>Secretary</i> <i>Lizz Turner (Alt)</i>	ex	Bobsin, Kendra, <i>Treasurer</i> <i>Nancy Barocio (Alt)</i>	<input checked="" type="checkbox"/>	Leonor, Nelson <i>James Dion (Alt)</i>
ex	Frowein, Chuck, <i>Vice Chair/</i> <i>Joanne Kim (Alt)</i>	<input checked="" type="checkbox"/>	Sanchez-Turner, <i>Lizz/Karen Para (Alt)</i>	<input checked="" type="checkbox"/>	Sweeney, Susan <i>Annette Gutierrez (Alt)</i>	<input checked="" type="checkbox"/>	Reese, Scott <i>Frank Austin (Alt)</i>
<input checked="" type="checkbox"/>	Fernandez, Rosa <i>Patricia Fernandez (Alt)</i>	<input checked="" type="checkbox"/>	Giancola, Shelley <i>Susan Slater (Alt)</i>	<input checked="" type="checkbox"/>	Rosa, Omar <i>Jennifer Dias (Alt)</i>	<input checked="" type="checkbox"/>	Rubalcava, Lupe <i>Beverly Sunshine (Alt)</i>
<input checked="" type="checkbox"/>	Guevara, Irene <i>Renee Nations (Alt)</i>	<input checked="" type="checkbox"/>	Winkler, Nick <i>Gabe Ramirez (Alt)</i>				
Staff: Andi Anderson, Ruby Soto, Sylvia Jacques, Enrique Arreola							
Guests: B. Vivian Estrada, Nicolle Stone, Gabriella Rincon, Maria Alcantar, Kim O'Connor							

II. General Information:

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

B. **Success Stories:** Staff introduced two individuals who had participated in the WEP program, Kathy Rincon and Maria Alcantar. Nelson Leonor thanked the guests for sharing their very personal stories.

1. **Kathy Rincon:** I came into the AJCC after recently getting clean from drugs. The program placed me at the Homeless Shelter, and I was offered a position 3 months later and have now been working there for 1 year. very thankful for my counselor, Juanita, and all the help she provided me.
2. **Maria Alcantar:** The reason I applied for WIOA was for personal reasons. I had good jobs in the past and dealt with my own struggles and wanted the program to challenge myself. I really appreciated my counselors, Juanita and Sandra, and their encouragement in pushing and guiding me through the process. I started as an Office Assistant at Community Services and Workforce Development (CSWD) and am now an Executive Secretary for HHSA.

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.



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



Motion/Second Concur (M/S/C) Susan Sweeney/Rosa Fernandez.

A. **Meeting Minutes:**

1. **Full WDB:** Received the January 10, 2023, full WDB meeting minutes were **enclosed** for board review and approval. *Approved as presented.*
2. **Executive Committee:** Received February 14, 2023 and March 14, 2023, Draft Ex Committee meeting minutes board information. (**Enclosed**).
3. **Youth Committee:** Received July 12, 2022 and November 8, 2022, meeting minutes board information.

B. **Fiscal Report:** The WIOA expenditure report through February, 2023 is **enclosed** for board information

C. **Program Update:** Received the program report for April, 2023. (**Enclosed**).

D. **Layoff Aversion Services/Rapid Response Report/Business Services Report:** Received the report for April, 2023. (**Enclosed**).

E. **Labor Market/Unemployment and Economic Summary:** The Labor Force and Industry Employment Estimates scheduled for released, March 10, 2023 were be delayed due to technical issues and there is no estimated time of release.

F. **Information Notices & Directives:** Received most recent Workforce Services Directives [WSD22-10](#), Information Notices [WSIN22-31-WSIN22-35](#). (**Enclosed**).

G. **Regional and Local Plan Update:** Received the plans which were submitted to the state on March 31, 2023. To view the plan visit: <https://sbcjobs.org/wdb-board-function-and-local-plan/>

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.

1. **Term Expiration(s):** Kendra Bobsin's term is due to expire on May 12, 2023. Request board approval for the reappointment of Kendra Bobsin for another 3-year term. After discussion the full WDB approved the reappointment of Kendra Bobsin and her application will be forwarded to the Board of Supervisors (BOS) for reappointment to the full WDB. *M/S/C Lizz Sánchez Turner/ Nelson Leonor.*

2. **Applications Received:** An application was received from Kim O'Connor for the vacancy of Private Sector. Kim stated that she worked in the school system for many years and now sells real estate. After discussion and review, the full WDB approved the application of Kim O'Connor and will forward her application to the BOS for appointment to the full WDB. *M/S/C Lizz Sánchez Turner/Lupe Rubalcava.*

3. **Applications Received:** An application was received from Sorath Hangse, the Regional Director with the Department of Rehabilitation, a mandatory position for the Public Sector. After discussion and review the full WDB approved the application of Sorath Hangse and will forward his application to the BOS for appointment to the full WDB. *M/S/C Lizz Sánchez Turner/Lupe Rubalcava*

B. **Local Area Subsequent Designation and Local Board Certification:** Requested the review and approval of the application for board re-certification due to the State on April 14, 2023 and authorized the WDB Chair to sign. A motion was made to approve the re-certification and

signature of the WDB Chair and to be forwarded to the BOS for ratification at their April 25, 2023 meeting. *M/S/C Susan Sweeney/Irene Guevara.*

- C. **On-the-Job (OJT) Training Waiver application:** The full WDB reviewed and approved the OJT application due to the State on April 14, 2023. OJT was explained by the staff. Question on where funds come from and staff shared how many hours are allowed *M/S/C Omar Rosa/Lizz Sánchez Turner.*
- D. **CWA WORKCON 2023:** Requested board approval for 1-2 staff/board members to attend the CWA WORKCON scheduled for May 31- June 2, 2023, at the Westin San Diego Gaslamp Quarter. Early Bird Rate of \$749 CWA Member price ends April 14, 2023. After discussion, the full WDB approved the request to send 1-2 staff to the CWA conference. *M/S/C Lupe Rubalcava/Nelson Leonor.*
- E. **Regional Executive Committee Meeting:** Received an update from staff and board members on the North Central Coast Region Executive Committee meeting held on March 20 from 10:30-12 P.M. Nelson Leonor stated it was his first time attending and it was interesting to see what is happening within the region. Lizz Sánchez Turner stated that it a good practice to participate and to see how other agencies do things. It also helps to problem solve. Another discussion was held on how we can expand partnerships and funds within the region. Also discussed was incorporating regional and state organizations initiatives at the State and Federal level. Discuss was utilizing the Go-Biz Team: <https://business.ca.gov/about/go-biz-team/>, which is the Governor’s Office of Business and Economic Development and serves as the State of California’s leader for job growth, economic development, and business assistance efforts. Gavilan College also has funding available for the region. There is also the Prison to Employment (P2E) funding for up to 22 individuals who are in the justice system.
- F. **Request for Proposal (RFP) for Youth Services:** Received an update from staff on the request for proposal for Youth Services which was released on Tuesday, March 21, 2023. Staff stated that no one attended the Pre-Bidders Conference scheduled for March 29, 2023 at 9 A.M. Deadline for submitting proposals is April 17, 2023.
- G. **Committee Updates:** Received updated Roster and Committee for FY 22/23 was enclosed.
 - 4. **Executive Committee:** Members have scheduled a meeting for May 9, 2023 at 2 P.M. to discuss next year’s retreat and the strategic goals.
 - 5. **Business Services Committee (BSC):** The BSC held a meeting on February 16, 2023 and will provide an update at the next meeting.
 - 6. **Youth Committee:** The next meeting is scheduled for May 9, 2023 at 4 P.M.
 - 7. **Membership Committee:** Received an update on recent recruitment efforts and thanked Lizz Sánchez Turner for her recent recruits.

V. ADDITIONAL INFORMATION:

- 1. **New Board Member Orientation:** Andi Anderson will be scheduling the orientation for new members and will inform members.
- 2. **WDB Meeting:** Staff stated their desire for these meetings to have value for the WDB and all board members are welcome to provide agenda items, input, and ideas on how to make the meetings more engaging.

VI. ADJOURNMENT: to the next Executive Committee meeting is scheduled for May 9, 2023 at 3:00 P.M. *M/S/C Lupe Rubalcava/Nelson Leonor 3:53 P.M.*