



San Benito County Workforce Development Board

Executive Committee

1161 San Felipe Road, Hollister, CA 95023

June 8, 2021 @ 3:00 P.M.

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 listed are Kendra Bobsin (Treasurer) 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 March 9, 2021 minutes are enclosed for board review and approval.
2. Full WDB: April 20, 2021 full WDB minutes are 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.

- A. **Labor Market/Unemployment and Economic Summary:** Enclosed is the March 2021 report.
- B. **Layoff Aversion Services/Rapid Response Report:** Enclosed is the report for April 2021.
- C. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD20-10 thru WSD20-12](#) and Information Notices [WSIN 20-51-thru WSIN 20-63](#) are enclosed.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives (4) Public Sector (1).
 - **Resignation:** Board Member Joe Giacalone has resigned from the Board.
- B. **WDB Local & Regional Plan Update:** The local & regional plan was submitted by the due date of April 30, 2021.
- C. **WDB Recertification Application:** The WDB Recertification request and application has been submitted to the State. Enclosed is the final recertification request & application.
- D. **Programs Update:** Staff will provide an update on current programs. Enclosed is the programs report.
- E. **Committee Updates:** Committee updates may be provided by committee members.
 - 1. **Ag Committee:**
 - 2. **Audit Committee:** A Fiscal & Procurement Review for PY 2020-2021 is scheduled for the week of June 7-11, 2021 via video or teleconference.
 - 3. **Business Services Committee (BSC):** Staff and committee member may provide an update on the goal setting and determine next steps. Enclosed is the strategies and next steps.
 - 4. **Nomination Committee:** The Nomination will need to meet and present a slate of officers at the July Full Board meeting for fiscal year 2021/2022.
 - 5. **Membership Committee:** There is a need for this committee to meet and discuss strategies to identify potential new board members to join the board.
 - 6. **Youth Committee:** Committee Members and staff may provide an update.

V. **ADDITIONAL INFORMATION:**

VI. **ADJOURNMENT:**

The next Ex Committee meeting is scheduled for August 10, 2021 at 3 PM

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



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

March 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 4 columns: Quorum Met: Yes, Representing the Private Sector (PR), Representing the Public, and names of attendees like Richard Bianchi, Chuck Frowein, etc.

Treasurer, Kendra Bobsin, called to order at 3:05 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. Individuals who called in were excused by the treasurer.

B. Meeting Minutes:

- 1. Executive Committee: The February 9, 2021 were approved as presented. M/S/C Cindy Larca/ Nelson Leonor
2. Full WDB: January 12, 2021 full WDB minutes were 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. After pulling Item D: Board Membership, the Consent Agenda was approved M/S/C Cindy Larca/Chuck Frowein.

A. Information Notices & Directives: The most recent Workforce Services Directives WSD20-06 thru 20-08 and Information Notices WSIN 20-42-thru 20-45 were enclosed.

B. Labor Market/Unemployment and Economic Summary: Enclosed was the Data Release Schedule for 2021. The labor market report is provided every month, except in 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 was the report for February 2021.
- D. **Board Membership:** Pulled for discussion.
- 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. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (3).
 - 1. **Local Union Representative:** An application was received from Local Union Representative, however there are no current vacancies for a Local Union Representative. A letter has been sent to the individual.
 - 2. **Resignation:** Cynthia Larca is retiring at the end of April and has tendered her letter of resignation to the board. She will attend the next full WDB meeting as her final day on the board and her resignation letter will be included in the full WDB agenda packet.
- B. **WDB Local & Regional Plan Update:** Staff provided an update on the local & regional plan that is due on April 30, 2021. Enclosed were the Community Input Session flyers and WDB Local Plan Timeline. An update on the Community Input Sessions was sent out this morning to board members informing them that the morning session will be in English and the afternoon will be Spanish.
- C. **Program/Grant Updates:** Staff provided an update on the enclosed presentation.
 - 1. **Americas Job Center of California (AJCC) Re-Opening:** The AJCC will reopen to the public effective March 10, 2021.
 - 2. **Local Plan** – Previously Discussed.
 - 3. **Central Coast Regional Plan:** Stakeholder Information Session will be held on March 15, 2021
 - 4. **Bay Peninsula Region Prison to Employment (P2):** Allocation \$84,829, balance \$62,336. 27 in-custody clients were served. 3 are in vocational training for truck driving.
 - 5. **Regional Training Grant:** Allocated \$15,000, Balance \$7,935. Note, a total of \$6,535 has been obligated for trainings to be held in March 2021. There will be a remaining balance of \$1,708
 - 6. **SB1:** Building and construction trades. Received \$576,125. Still waiting for the signed contract.
 - 7. **Dislocated Worker COVID-19 Supportive Services Grant:** Allocated \$27,000, Balance \$3,210.
- D. **Expenditure Updates:** Fiscal will present the financial updates at the April meeting. Enclosed was the January expenditure summary for information. Staff explained expenditures and how the pandemic affected some areas of funding that haven't been expended.
- E. **Committee Updates:** Committee updates may be provided by committee members.
 - 1. **Ag Committee:** No report.
 - 2. **Audit Committee:** Enclosed was 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)**: Staff provided an update on the BSC meeting held March 8, 2021 to discuss follow-up on the 1-3 year goals and identify next steps to be submitted to the full WDB at the April meeting.
4. **Youth Committee**: Staff provided an update on the interest of the Arts Council to join this committee and indicated that based on the bylaws and advice from the regional advisor: “*A Member of Community based organizations with a demonstrated record of success in serving eligible youth, 3) Other individuals with appropriate expertise and experience who are not members of the local board; 4) May also include parents, participants and youth.*” Staff will contact the Arts Council to see if they are still interested in serving on the committee and provide them with a WDB Youth Committee Application.

V. **ADDITIONAL INFORMATION**: None

VI. **ADJOURNMENT**: *M/S/C Cindy Larca/Nelson Leonor. 3:50 P.M.*

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

April 20, 2021 @ 3:00 P.M.

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 columns: Representing the Private Sector (PR) and Representing the Public. Includes names of attendees like Richard Bianchi, Shelley Giancola, Kristina Chavez Wyatt, etc.

Chair, Richard Bianchi, called the meeting to order at 3:00 P.M.

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. Individuals who called in were excused by the board.

B. Success Stories: Participants were invited to share their stories but did not attend the meeting. Staff presented success stories.

• Ruby shared that a client named, Ana, came in with an associates degree, but wasn't successful and securing a long-term employment, employment. Shortly after she was enrolled in the out-of-school youth program and being self-motivated and driven she began her training at Institute for Business of Technology to obtain medical billing and coding certification. She seamlessly completed her training within nine months and secured employment immediately thereafter and is now working at California Skin Institute and received full benefits. "I was able to use services and successfully take steps towards self-sufficiency and sustainable employment and am now able to provide needed support for myself and my child."

• 20-year-old, Ricardo came into the AJCC after he had just lost his Forklift job at Olam Spices. AJCC staff directed him to apply for WIOA services to assist him with occupation skills training. Ricard was interested in obtaining Commercial Driving License Class A,



he was approved to receive truck driver training at Truck Driving Institute in Watsonville. Ricardo was eager and determined to complete. He completed his training in 3 months and obtained his credential. He is currently working at Kawahara Nursery in Morgan Hill as a full-time truck driver making close to \$4,000 a month. Ricardo is very excited to have a full-time permanent job and be earning a good salary with benefits at such young age. Ricardo expressed his gratitude for the Opportunity. "I am progressing so fast because I love it! I am so glad there are programs like yours! Thank you so much for everything!"

- C. **Expenditure Updates:** Fiscal Staff presented financial updates per the enclosed attachment. Request to provide a breakdown of how the funds are being expended and for what services/trainings along with the number of participants being served.
- D. **Business Services Updates:** Staff presented an overview of our business services. Enclosed was the presentation for board information.
- E. **Meeting Minutes:**
 - 1. **Full WDB:** January 12, 2021 full WDB minutes were enclosed for board and approved as presented. *M/S/C Karen Para/Randy Brown*
 - 2. **Executive Committee:** The March 9, 2021 minutes were 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 Kristina Chavez Wyatt/Nelson Leonor*

- A. **Labor Market/Unemployment and Economic Summary:** Enclosed was the March 12, 2021.
- B. **Layoff Aversion Services/Rapid Response Report:** Enclosed was the report for March 2021.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** No applications were received to be reviewed for appointment to the board. The current vacancies are: Business Representatives (3).
 - **Resignation:** Cynthia Larca is retiring at the end of April and has tendered her letter of resignation which was enclosed. Public Sector has to be filled by HHSA so we are hopeful her replacement will fill that vacancy.
- B. **WDB Local & Regional Plan Update:** Staff provided an update on the local & regional plan that is due on April 30, 2021. Notes from both public community input session are included in the local plan. Enclosed were both plans for board review and approval. Based on member input, Consultant, Joyce Aldridge stated she will align and spell out retreat goals in both plans: the Local Plan and Regional Plan. It was requested that the Central Coast Community Energy (3CE's) be included in the local plan as a partner agency. The WDB requests the signature of the WDB Chair on both plans and the BOS is due to take action at their April 27th meeting. Motion to accept both plans with input as stated above to include the alignment of goals *M/S/C Lamont Adams/Randy Brown. Kristina Chavez Wyatt abstained.*
- C. **Local Area Designation and Local Board Certification for PY 2021-23:** The local area designation and board certification was due to the State by March 30, 2021. The State has granted an extension to April 30th. Enclosed was the application for Board's approval. Local boards are to be re-certified every few years and include the make-up of the board,

membership, and compliance. *Motion to accept with change to PY 2019/21 to PY 2020/23. M/S/C Kristina Chavez Wyatt/Karen Para.*

- D. **Summer Youth Program:** Enclosed was a proposal request to have a Summer Youth Pilot Program as proposed by the Youth Committee (YC). YC committee Chair stated the committee is requesting to hire 10 youth at minimum wage, 36/hr. week and 3hr unpaid to attend life skills training. Staff shared these are non-WIOA funds. Funds come from a Community Foundation grant. The next step is to ask the Community Action Board for the remaining funds. Discussed partnership with EDD to assist with soft skills, resume writing, and dress for success training. After discussion, the WDB approved the YC recommendation to hire 10 youth at minimum wage, 36/hr. week and 3hr unpaid workshops to attend life skills training *M/S/C Karen Para/Duane Bradford.*

- V. **WIOA Performance Measures Update:** Staff provided WIOA Quarterly Report on Performance Measures. See enclosed on page 184 of agenda packet. Staff negotiated with the State on the new performance measures; COVID was suggested to be taken into consideration on how performance measures would be affected but DOL is not in agreement. The current approved measures cannot be change. Discussed the different performance measures, needed for follow-up after completion of training for up to one year after they exit the program. Adults can either gain training or gain employment but can't do both. Youth is a little different for Follow-up measures we are able to track performance by going to school or work.

SAN BENITO COUNTY QUARTERLY PERFORMANCE REPORT			
PY 2020 and 2021			
3 rd Quarter 2020- ending 01/01/2021 – 03/31/2021- *Current			
Performance Measures	Adult	DW	Youth
Employment Rate 2 nd Quarter After Exit	87.0%	84.2%	57.1%
Employment Rate 4 th Quarter After Exit	80.0%	100%	50%
Median Earnings 2 nd Quarter After Exit	\$7,239.89	\$14,820.99	\$7,492.52
Credential Attainment 4 th Quarter After Exit	33.3%	33.3%	0.0
Measurable Skills Gains	37.5%	58.3%	77.8%

- A. **Committee Updates:** Committee updates may be provided by committee members.
 1. **Ag Committee:** No update
 2. **Audit Committee:** No update
 3. **Business Services Committee (BSC):** Staff and committee members provided an update on the goal setting, employers in the community, outreach and how to connect with local business. How can AJCC staff begin connecting with new business, ect. The BSC is still working on setting the goals.
 4. **Youth Committee:** Staff and committee members provided an update stating that Judith Munter, youth committee member, had submitted an SPECA grant and just found out that the application was ranked as high priority but not funded.

VI. **ADDITIONAL INFORMATION:**

- A. **Incumbent Worker Training:** Enrique Arreola discussed California Manufacturing network that Kristina Chavez Wyatt will report on at the next meeting and forming a meeting with the Community College to determine local training needs. Randy Brown stated as areas are identified to please pass them on.
- B. **Labor Market Program:** Randy Brown shared on the ESMI Labor Market Data real time information on job listing, etc. <https://www.economicmodeling.com/>

VII. **ADJOURNMENT:** *M/S/C Kristina Chavez Wyatt/ Nelson Leonor 4:18 P.M.*

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

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

EMPLOYMENT DEVELOPMENT DEPARTMENT
 Labor Market Information Division
 1901 Zanker Road
 San Jose, CA 95112

Contact: Nima Chhay
 (408) 216-6183

**SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)
 (SAN BENITO AND SANTA CLARA COUNTIES)**

Leisure and hospitality up 2,300 jobs over the month; down 39,300 jobs over the year

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 5.2 percent in March 2021, down from a revised 5.4 percent in February 2021, and above the year-ago estimate of 3.1 percent. This compares with an unadjusted unemployment rate of 8.2 percent for California and 6.2 percent for the nation during the same period. The unemployment rate was 8.2 percent in San Benito County, and 5.1 percent in Santa Clara County.

Between February 2021 and March 2021, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, rose by 7,500 jobs to reach 1,074,700.

- Leisure and hospitality reported an increase of 2,300 jobs with more than half the gains occurring in restaurants (up 1,000 jobs) and accommodation (up 300 jobs).
- Private educational and health services added 2,300 jobs, and the employment growth was divided between health care (up 1,500 jobs) and social assistance (up 800 jobs).
- Manufacturing grew by 1,800 jobs with all payroll gains coming from durable goods.
- Professional and business services (up 700 jobs) added staffing mainly in administrative and support and waste management and remediation services (up 600 jobs).

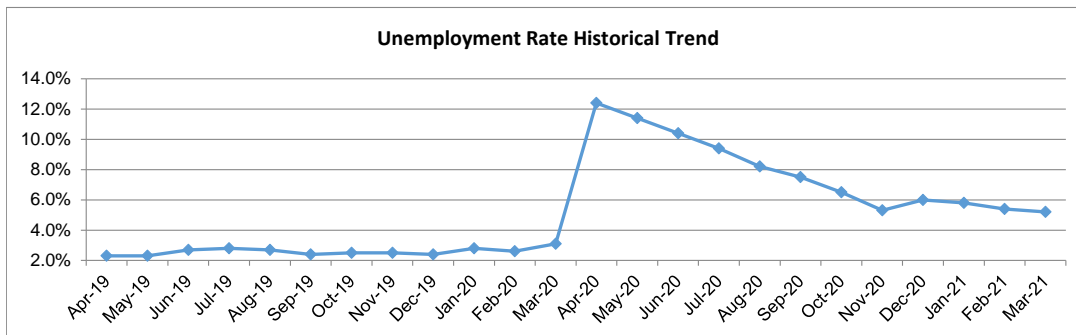
Between March 2020 and March 2021, combined employment in the South Bay counties of San Benito and Santa Clara, dropped by 80,000 jobs, or 6.9 percent.

- Leisure and hospitality (down 39,300 jobs) trimmed the most jobs; food services and drinking places (down 31,800 jobs) accounted for more than 80 percent of the job losses.
- Private educational and health services (down 11,300 jobs) decreased payrolls primarily in private educational services (down 9,200 jobs).
- Government (down 8,000 jobs), trade, transportation, and utilities (down 7,800 jobs), and other services (down 5,400 jobs) all registered employment declines.
- The remaining major industries logging more than a loss of 1,000 jobs for the time period were construction (down 3,400 jobs), professional and business services (down 2,900 jobs), financial activities (down 1,700 jobs), and manufacturing (down 1,100 jobs).

#####

IMMEDIATE RELEASE
 SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)
 (San Benito and Santa Clara Counties)

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 5.2 percent in March 2021, down from a revised 5.4 percent in February 2021, and above the year-ago estimate of 3.1 percent. This compares with an unadjusted unemployment rate of 8.2 percent for California and 6.2 percent for the nation during the same period. The unemployment rate was 8.2 percent in San Benito County, and 5.1 percent in Santa Clara County.



Industry	Feb-2021	Mar-2021	Change		Mar-2020	Mar-2021	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,067,200	1,074,700	7,500		1,154,700	1,074,700	(80,000)
Total Farm	4,400	4,800	400		4,900	4,800	(100)
Total Nonfarm	1,062,800	1,069,900	7,100		1,149,800	1,069,900	(79,900)
Mining, Logging, and Construction	50,000	49,500	(500)		52,900	49,500	(3,400)
Mining and Logging	200	200	0		200	200	0
Construction	49,800	49,300	(500)		52,700	49,300	(3,400)
Manufacturing	167,600	169,400	1,800		170,500	169,400	(1,100)
Trade, Transportation & Utilities	118,300	118,300	0		126,100	118,300	(7,800)
Information	107,100	107,500	400		106,500	107,500	1,000
Financial Activities	37,900	37,300	(600)		39,000	37,300	(1,700)
Professional & Business Services	238,500	239,200	700		242,100	239,200	(2,900)
Educational & Health Services	170,000	172,300	2,300		183,600	172,300	(11,300)
Leisure & Hospitality	59,400	61,700	2,300		101,000	61,700	(39,300)
Other Services	22,600	22,800	200		28,200	22,800	(5,400)
Government	91,400	91,900	500		99,900	91,900	(8,000)

Notes: Data not adjusted for seasonality. Data may not add due to rounding
 Labor force data are revised month to month
 Additional data are available on line at www.labormarketinfo.edd.ca.gov

San Benito County, CA Unemployment Rate

8.20% for Mar 2021



+ WATCHLIST

Overview

Interactive Chart

Level Chart

VIEW FULL CHART



Basic Info

San Benito County, CA Unemployment Rate is at 8.20%, compared to 8.60% last month and 7.00% last year. This is lower than the long term average of 10.54%.

Report

Metropolitan Area
Employment and
Unemployment

Region

N/A

Source

Bureau of Labor Statistics

Category	Employment
----------	------------

Stats

Last Value	8.20%	Value from 1 Year Ago	7.00%
Latest Period	Mar 2021	Change from 1 Year Ago	17.14%
Last Updated	Apr 28 2021, 13:48 EDT	Frequency	Monthly
Next Release	Jun 2 2021, 10:30 EDT	Unit	Percent
Long Term Average	10.54%	Adjustment	Not Seasonally Adjusted
Average Growth Rate	9.06%	Download Source File	Download

Historical Data

View and export this data back to 1990. [Upgrade now.](#)

Date	Value	Date	Value
March 31, 2021	8.20%	February 28, 2019	6.50%
February 28, 2021	8.60%	January 31, 2019	6.50%
January 31, 2021	8.90%	December 31, 2018	5.40%
December 31, 2020	8.50%	November 30, 2018	4.50%
November 30, 2020	6.90%	October 31, 2018	4.20%
October 31, 2020	7.90%	September 30, 2018	4.00%
September 30, 2020	8.90%	August 31, 2018	4.50%
August 31, 2020	9.60%	July 31, 2018	5.00%
July 31, 2020	11.30%	June 30, 2018	5.10%
June 30, 2020	12.70%	May 31, 2018	4.70%
May 31, 2020	14.90%	April 30, 2018	5.30%

Date	Value	Date	Value
April 30, 2020	18.80%	March 31, 2018	6.20%
March 31, 2020	7.00%	February 28, 2018	6.30%
February 29, 2020	5.90%	January 31, 2018	6.00%
January 31, 2020	6.20%	December 31, 2017	5.50%
December 31, 2019	5.10%	November 30, 2017	4.90%
November 30, 2019	4.50%	October 31, 2017	4.60%
October 31, 2019	4.30%	September 30, 2017	4.60%
September 30, 2019	3.90%	August 31, 2017	5.20%
August 31, 2019	4.40%	July 31, 2017	5.50%
July 31, 2019	4.90%	June 30, 2017	5.60%
June 30, 2019	4.80%	May 31, 2017	5.50%
May 31, 2019	4.50%	April 30, 2017	6.10%
April 30, 2019	5.10%	March 31, 2017	7.10%
March 31, 2019	6.40%	February 28, 2017	7.50%

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May 4, 2021

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

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

- 1) **Business Services Engagement:**
 - a. Business Recruitments:
 - Pride Conveyance—7 Positions available
 - Advantage Heating Inc.—Multiple Positions available
 - California Garlic & Onion Dehydrator Advisory Board-Inspector Aid Position available
 - b. Unemployment Rate for San Benito County fell to 8.2% with 2,600 unemployed. This is down from 8.7% from the previous month. The State average unemployment rate is currently 8.2%
- 2) **Job Search Assistance & Resume Writing Workshops:**
 - a. Virtual Orientations are being held due to COVID-19.
 - b. AJCC has reopened its lobby at reduced capacity for job seekers.
- 3) **Central Coast Business Engagement Roundtable (Formally known as Rapid Response)**
 - a. None
- 4) **Rapid Response/WARN Events:**
 - a. None
- 5) **Social Media Insight:**
 - a. Success Story-Ana WIOA Trainee - 2.6k reached.
 - b. Pharmacy Tech WIOA Training
 - c. Fire Clay Tile Job Opening
 - d. Over 7,300 views overall in the last 28 days



MEMORANDUM

May 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, CalJOBSSM, 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

WSD20-10	CalJOBSSM PARTICIPANT REPORTING - This policy provides the guidance and establishes the procedures regarding participant reporting requirements for Workforce Innovation and Opportunity Act (WIOA) Title I Adult, Dislocated Worker, and Youth, Title III Wagner-Peyser, as well as Trade Adjustment Assistance (TAA), Jobs for Veterans State Grant (JVSG), National Dislocated Worker Grant (NDWG), and National Farmworker Job Programs (NFJP). This policy applies to all affected staff and subrecipients, and is effective immediately. This policy contains some state-imposed requirements. All state-imposed requirements are indicated by bold, italic type. This Directive finalizes Workforce Services Draft Directive CalJOBS Participant Reporting (WSDD222), issued for comment January 13, 2021. The Workforce Development Community submitted two comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 2. This policy supersedes Workforce Services Directive CalJOBS Participant Reporting (WSD13-11), dated April 9, 2014. Retain this Directive until further notice.
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WSD20-11	Pseudo Social Security Number in CalJOBS - This policy provides the guidance and establishes the procedures regarding the use of pseudo Social Security Numbers (SSNs) in CalJOBS for the following programs: Title III Wagner- Peyser, Trade Adjustment Assistance (TAA), National Farmworker Jobs Program (NFJP), and Title I Workforce Innovation and Opportunity Act Adult, Dislocated Worker and Youth. This policy applies to Local Workforce Development Area (Local Area) and Employment Development Department (EDD) staff, and is effective immediately. This policy contains only state-imposed requirements. This Directive finalizes Workforce Services Draft Directive Pseudo Social Security Number in CalJOBS (WSDD-221), issued for comment on December 24, 2020. The Workforce Development Community submitted 10 comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 4. This policy supersedes Workforce Services Information Notice Pseudo Social Security Number Process in CalJOBS (WSIN12-37), dated March 7, 2013. Retain this Directive until further notice.
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Information Notices

WSIN20-51	<p>Grant Application Opportunity – Young Adult Reentry Partnership Issued: March 25, 2021</p> <p>The Employment and Training Administration (ETA), U.S. Department of Labor (DOL), announces the availability of approximately \$25 million in grant funds authorized by the Department of Labor Appropriations Act, 2020 (Pub. L. 116-94), for Young Adult Reentry Partnership (YARP) projects. Under Section 169 of the Workforce Innovation and Opportunity Act (WIOA), YARP projects supports employment for persons involved with the justice system as part of the Reentry Employment Opportunities grant program. This funding provides intermediary organizations the opportunity to partner with community colleges, employers, employer associations, unions providing training, labor-management partnerships, and the criminal justice system to improve the employment outcomes for young adults that have been involved in the justice system and/or those who left school prior to graduation. Eligible applicants are intermediary organizations, which are those with Internal Revenue Service 501(c)(3) status or any Indian or Native American entity eligible for a grant under section 166 of the WIOA, that proposes to serve at least three communities.</p> <p>Applicants must design programs that provide education/credentialing and occupational training in locally in-demand industries with a focus on occupations that offer living wages. Programs must offer job placement services. Applicants must demonstrate that sub-grantees and community college partner(s) will implement a capacity building plan that achieves one of the following objectives:</p> <p>Align educational opportunities with industry-recognized stacked and latticed credentials on an in-demand career pathway.</p>
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	<p>Develop online and technology-based learning strategies to allow participants who may be on house arrest or have transportation limitations to participate.</p> <p>Create competency-based assessments and training courses to recognize skills proficiency and attainment.</p> <p>Implement evidenced-based remediation policies and practices.</p> <p>Establish policies to assess credit for prior learning and awards credits for prior learning.</p> <p>Priority consideration will be given to projects targeting high-poverty, high-crime areas that have a scarcity of reentry services.</p> <p>The closing date for the receipt of proposals is April 26, 2021.</p> <p>For more information about the grant opportunity, visit the grants.gov website and reference FOA-ETA-21-03. For a complete description of funds available, funders, eligibility requirement, and links to the grant application, visit the DOL website.</p>
<p>WSIN20-52</p>	<p>COVID-19 WIOA Waivers - In 2020, the California Workforce Development Board (CWDB) and the Employment Development Department (EDD) requested four Workforce Innovation and Opportunity Act (WIOA) waivers from the US Department of Labor (DOL) to provide Local Workforce Development Boards (Local Board) with additional flexibility when assisting individuals and businesses affected by the COVID-19 pandemic. Of the four waivers that were requested, two were approved and two were denied.</p>
<p>WSIN20-53</p>	<p>Wagner Peyser Funding For DHH Services – SFP - The Employment Development Department announces the availability of Wagner-Peyser 10 percent Governor’s Discretionary funds for Program Year 2021-22 in a Solicitation for Proposal (SFP) as follows:</p> <p>SFP: Deaf and Hard of Hearing Services</p> <p>Funding Available: \$2,500,000 in Wagner-Peyser 10 percent funds</p> <p>Proposal Due Date: May 14, 2021</p> <p>Purpose: The program is designed to assist job-ready deaf and hard of hearing individuals in searching for, obtaining, and retaining unsubsidized employment and career advancement opportunities.</p> <p>Questions and Answers: Questions regarding this SFP will be accepted until April 20, 2021, by email at wpsfp@edd.ca.gov.</p> <p>The SFP is open to public agencies and private non-profit corporations. Individuals are not eligible to apply. Applicants must clearly demonstrate their service area meets the criteria outlined in the SFP.</p> <p>View this SFP and related information on the Workforce Development Solicitations for Proposals web page. If you have any questions regarding this notice, contact Claudia Ochoa at claudia.ochoa@edd.ca.gov.</p>
<p>WSIN20-54</p>	<p>Campefino de California Outreach Grant – Complaint System PY 21-22 - Issued: April 5, 2021</p> <p>The Employment Development Department (EDD) announces the availability of up to \$150,000 of Wagner-Peyser 10 Percent Governor’s Discretionary funds for the Campefino de California Outreach Grant – Complaint System Awareness and Referral Program for Program Year (PY) 2021-22. The goal of this initiative is to create partnerships with organizations currently serving the Migrant and Seasonal Farmworker community to reduce barriers and expand access points to the Employment Service and Employment-Related Law Complaint System.</p> <p>The grantee must use a total of \$150,000 for regional projects during PY 2021-22. Each project must establish access points for accepting and referring complaints to the nearest America’s Job Center of CaliforniaSM EDD Complaint Specialist. Eligible applicants include non-profit public or private organizations, community and faith-based organizations, tribal government, and educational institutions. Individuals are not eligible to apply.</p> <p>Proposal applications must be received by May 7, 2021, no later than 3 p.m. To view this Solicitation for Proposal, please visit the Workforce Development Solicitations for Proposals webpage under “Campefino de California Outreach Grant – Complaint System Awareness and Referral Program.”</p> <p>For questions or additional information, please contact Xitlalic Martinez at 1-916-639-0460 or xitlalic.martinez@edd.ca.gov.</p>
<p>WSIN20-55</p>	<p>Campefino de California Outreach Grant – Radio Media PY 21-22 - The Employment Development Department (EDD) announces the availability of up to \$100,000 of Wagner-Peyser 10 Percent Governor’s Discretionary funds through the Campefino de California Outreach Grant – Radio Media Solicitation for Proposals (SFP) for Program Year (PY) 2021-22. The goal of this initiative is to provide Migrant and Seasonal Farmworkers (MSFW) and their families with relevant, timely information regarding the various programs and services offered through the EDD and its partners.</p> <p>The grantee of the project must develop and deliver 24 semi-monthly, 30-minute hosted radio talk shows and record in video format for the MSFW population in Spanish during PY 21-22.</p>

	<p>Additionally, the grantee must use complementing online and social media outlets to publicize the radio talk show and communicate additional information as necessary.</p> <p>Eligible applicants include non-profit public or private organizations, community and faith based organizations, tribal governments, and educational institutions. Individuals are not eligible to apply. Proposal applications must be received by no later than 3 p.m. on May 7, 2021. To view this SFP, please visit the Workforce Development Solicitations for Proposals webpage under “Campesino de California Outreach Grant – Radio Media.”</p>
<p>WSIN20-56</p>	<p>English Language Learners PY 20-21 Awards - The Employment Development Department (EDD), in coordination with the California Workforce Development Board, and on behalf of the Labor and Workforce Development Agency, is pleased to announce the award of \$1.6 million of Workforce Innovation and Opportunity Act (WIOA) funds for the English Language Learners (ELL) grant for Program Year (PY) 2020-21. These funds will provide job training and employment opportunities to 660 individuals facing barriers to employment as a result of limited English language proficiency in five counties. An additional \$200,000 was awarded to one technical assistance provider to support the program awardees.</p> <p>Funds will connect applicants and employers in the following five counties: Alameda, Contra Costa, Los Angeles, San Diego, and Sonoma. Six organizations were selected for funding. All entities submitted proposals via a competitive process.</p> <p>Awards ranged from \$180,000-\$320,000, and will be used to support projects to increase access for target populations, align WIOA programs, implement co-enrollment strategies, enhance partnerships, leverage other program funding, provide supportive services, and create onramps to high quality jobs with sustainable wages for California’s ELL population. This year’s ELL focuses on implementing an integrated education and training model that allows ELLs to learn critical language skills while developing the skills necessary for employment in a regionally in-demand industry. This program provides an opportunity to enhance partnerships with adult education, human service programs, and other WIOA Unified Strategic Plan partners including community-based organizations.</p> <p>The EDD expects that the performance period will be between 18-24 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage.</p>


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

04/01/21
 Date

MEMORANDUM

June 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, CalJOBSSM, 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

[WSD20-12](#)

Incident Reporting: This policy provides the guidance and establishes the procedures for reporting allegations of fraud, program abuse, or criminal conduct involving grantees or other entities and subrecipients receiving federal funds either directly or indirectly from the Employment Development Department (EDD) to the EDD Compliance Review Office (CRO) and the US Department of Labor’s (DOL) Office of Inspector General (OIG). This policy applies to Local Workforce Development Areas (Local Area) and other subrecipients of programs funded under the Workforce Innovation and Opportunity Act (WIOA), and is effective immediately. This policy contains some state-imposed requirements. All state-imposed requirements are indicated by bold, italic type. This Directive finalizes Workforce Services Draft Directive Incident Reporting (WSDD-208), issued for comment on February 7, 2020. The Workforce Development Community submitted two comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 2. This policy supersedes Workforce Services Directive Incident Reporting (WSD12-18), dated June 12, 2013. Retain this Directive until further notice.

Information Notices

[WSIN20-57](#)

Grant Application Opportunity – Refugee Career Pathways Program - The Office of Refugee Resettlement within the Administration for Children and Families (ACF), announces the availability of approximately \$4 million in grant funds for the Refugee Career Pathways (RCP) program. The RCP program objectives are as follows:

- To help refugees achieve self-sufficiency by providing training and individualized technical assistance to secure professional certification or skilled employment.
- To increase refugees’ knowledge of career pathways and provide them with the tools and resources necessary to advance in their career path of choice.

Applicants must design programs with activities including career development plans, job skills training and technical assistance, vocational English language training, direct financial assistance, refugee services, and facilitation of career entry through apprenticeships, on the jobs training, etc.

Eligible applicants are public and private nonprofit agencies. Applicants are required to partner and submit a letter of support from at least one educational institution (i.e., university, college, community college or other institution focused on career and technical education). The closing date for receipt of proposals is **June 1, 2021**.

[WSIN20-58](#)

CalJOBS Appointment Feature - CalJOBS has released a new appointment feature within the appointment calendar. The appointment feature can be used by staff,

	<p>individuals, and employers.</p> <p>Below are the steps required for setting up and utilizing the appointment feature in CalJOBS:</p> <ol style="list-style-type: none"> 1. Staff set up the desired visit reasons and set their availability. 2. Individuals or employers search for and request an appointment with their case manager or staff within their default Local Workforce Development Area. 3. Staff approve the appointment and select the preferred appointment type. <p>The attached CalJOBS Appointment Feature Guide Card provides step-by-step instructions to assist staff with using the appointment feature. The guide card shows steps from both a staff and individual’s perspective to ensure staff are able to assist individuals in scheduling appointments as well.</p> <p>For more information or if there are questions regarding the appointment feature, please contact the CalJOBS Operations Unit at CalJOBSAdmin@edd.ca.gov or by calling 1-916-653-0202.</p>
<p><u>WSIN20-59</u></p>	<p>Enhancement to VOSGreeter – Text Messaging Functionality:</p> <p>Earlier this year, an enhancement was made to the CalJOBSSM VOSGreeter module that added the ability for visitors to enter (or update) a mobile phone number that can be used to call or text the visitor when they are ready to be seen by staff.</p> <p>When a visitor enters a mobile phone number via a VOSGreeter Visitor Kiosk, staff will see a phone icon next to that visitor's name in the Office Check-In List. Staff can see the number the visitor indicated they would be available at during their visit by clicking on the phone icon. Staff can utilize the mobile phone number to call or text the visitor and let them know staff are ready to see them.</p> <p>Please note, there are three things that must occur in order for texting functionality to work:</p> <ol style="list-style-type: none"> 1. The visitor must opt-in to receiving text messages from CalJOBS by sending “GO” to 74036 from a device that can receive text messages (cell phone or tablet). 2. A staff member must be associated to the visit reason. 3. The visitor’s phone number needs to be provided: <ul style="list-style-type: none"> o If the visitor has a CalJOBS account, VOSGreeter will display the phone number associated to the CalJOBS account. The visitor can change the phone number when checking in with VOSGreeter. o If the visitor does not have a CalJOBS account, the kiosk will ask for a phone number on the last page of the check-in process. <p>For additional information on set-up and usage of this functionality, please see the attached VOSGreeter Text Message Functionality Guide. For more information or if there are questions regarding the VOSGreeter text messaging functionality, please contact the CalJOBS Operations Unit at CalJOBSAdmin@EDD.CA.GOV or by calling 1-916-653-0202.</p>
<p><u>WSIN20-60</u></p>	<p>Grant Application Opportunity – Women in Apprenticeship and Non-Traditional Occupations:</p> <p>The Women’s Bureau, U.S. Department of Labor (DOL), announces the availability of approximately \$3.5 million in grant funds authorized by the Women in Apprenticeship and Nontraditional Occupations (“WANTO”) Act of 1992 (Pub. L. 102-530) and the Consolidated Appropriations Act of 2021 for the WANTO Technical Assistance (TA) Grant Program. The program aims to provide TA to employers and unions to develop pre-apprenticeship, apprenticeship, or training programs for women in apprenticeable and nontraditional occupations (A/NTO) and/or to provide resources, networking opportunities, or supportive services to</p>

	<p>ensure the success and retention of women in A/NTO occupations. Applicants must design TA programs that prepare employers and labor unions to recruit, mentor, train, and retain women in A/NTO, expand women’s opportunities in A/NTO, and remove significant barriers that hinder women’s full and effective participation in these occupations in which they are underrepresented and/or disproportionately employed in low-wage jobs.</p> <p>Eligible applicants are community-based organizations (CBOs) with IRS 501(c)(3) status or a consortium of CBOs. Priority will be given to organizations that have an active membership of tradeswomen or women in nontraditional occupations and have demonstrated experience preparing women for employment in A/NTO, working with employers to place women in these industries, and delivering TA for A/NTO programs. Recipients of the WANTO 2020 grant are not eligible to apply. The closing date for receipt of proposals is June 4, 2021.</p> <p>For more information about the grant opportunity, visit the grants.gov website and reference FOA-WB-21-01. For a complete description of the funding organization, the grant program, and links to the grant application, visit the DOL Women’s Bureau website.</p>
<p>WSIN20-61</p>	<p>Extension of Rapid Response and Layoff Aversion Funding for PY 20-21: The Employment Development Department has an important announcement regarding Workforce Innovation and Opportunity Act funds for Program Year (PY) 2020-21. The state will be extending the terms of the Rapid Response (RR) by formula and Layoff Aversion funding for PY 20-21. These funds must be spent by June 30, 2022. Funds not expended by the term end date will be deobligated.</p> <p>For additional information and guidance, regarding RR and Layoff Aversion, refer to Rapid Response and Layoff Aversion Activities (WSD16-04), issued on July 22, 2016.</p> <p>This extension is being granted in an effort to reduce the negative impacts of the COVID-19 outbreak to Local Workforce Development Areas’ program planning efforts. This extension applies to PY 20-21 RR and Layoff Aversion funds only. If you have any questions regarding this information, please contact your assigned Regional Advisor.</p>
<p>WSIN20-62</p>	<p>WIOA Formula Allocations – PY 21-22: The Workforce Innovation and Opportunity Act (WIOA) Title I formula fund allocations for each Local Workforce Development Area (Local Area), for Program Year (PY) 2021-22, have been released. These allocations (Adult, Youth, and Dislocated Worker (DW)) are based on the allotments issued by the U.S. Department of Labor (DOL), to the states per Training and Employment Guidance Letter 19-20, dated April 27, 2021.</p> <p>The WIOA prescribes a specific method to calculate sub-state hold harmless levels for DW Program funds. As a result, there is an alignment in the WIOA hold harmless provisions across the Youth, Adult, and DW programs. These hold harmless provisions were established to help mitigate year-to-year volatility in funding levels. Under the WIOA, hold harmless provisions ensure that each area receives no less than 90 percent of their average percentage share from the two prior years. The local areas that receive more than 100 percent of their average percentage share from the previous two years will be proportionately reduced by the amount of total funding necessary to ensure that all local areas receive at least 90 percent of their average percentage share from the two prior years.</p> <p>Please be aware that this notice is being issued for planning and budgeting purposes only because the state has not yet received the federal Notice of Award (NOA) for any of the funding streams. Once the NOA has been received, Youth allocations will be released to Local Areas immediately. Youth allotments to the states will be issued in one sum with an effective date of April 1, 2021, under the grant code 301. The</p>

	<p>Adult and DW allocations will be released as soon as we receive federal and state spending authority for these funds.</p> <p>The allotment to California and the amounts available for the formula allocation to the local areas are listed below. Attachment 1 reflects the total amount local areas will receive for each of the funding streams during the PY 20-21. Additionally, Attachment 2 provides a breakdown of how each of the three funding streams are allocated.</p>
<p><u>WSIN20-63</u></p>	<p>Veterans' Employment-Related Assistance Program PY 20-21 Awards: The Employment Development Department (EDD), in coordination with the California Workforce Development Board, and on behalf of the Labor and Workforce Development Agency, is pleased to announce the award of \$4.9 million of Workforce Innovation and Opportunity Act (WIOA) funds for the Veterans' Employment-Related Assistance Program (VEAP) for Program Year (PY) 2020-21. These funds will provide job training and employment opportunities to 1,605 veterans facing significant barriers to employment.</p> <p>Funds will connect applicants and employers in the following 13 counties: Alameda, Contra Costa, Lake, Los Angeles, Madera, Merced, Mendocino, Orange, San Diego, San Francisco, San Joaquin, Santa Clara, and Stanislaus. Eleven organizations were selected for funding. All 11 entities submitted proposals via a competitive process. Awards range from \$250,000-\$500,000, and will support projects to increase access for target populations, align WIOA programs, implement co-enrollment strategies, enhance partnerships, leverage other program funding, provide supportive services, and create onramps to high quality jobs with sustainable wages for California's veteran population. This year's VEAP focuses on implementing technology-enabled education and training that allows veterans to develop the skills necessary for employment in a regionally in-demand industry. This program provides an opportunity to enhance partnerships with adult education, human service programs, and other WIOA Unified Strategic Plan partners including community-based organizations.</p> <p>The EDD expects that the performance period will be between 18-24 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage.</p> <p>If you have any questions regarding the VEAP grant solicitation, please email WSBSFP3@edd.ca.gov.</p>
<p><u>WSIN20-64</u></p>	<p>Disability Employment Accelerator PY 20-21 Awards: The Employment Development Department (EDD), in coordination with the California Workforce Development Board, and on behalf of the Labor and Workforce Development Agency, is pleased to announce the award of \$2 million of Workforce Innovation and Opportunity Act (WIOA) funds for the Disability Employment Accelerator (DEA) grant for Program Year (PY) 2020-21. These funds will provide job training and employment opportunities to 535 people with disabilities (PWD) facing barriers to employment.</p> <p>Funds will connect applicants and employers in the following California Counties: Amador, Calaveras, Los Angeles, Mariposa, Sacramento, San Diego, Tulare, Tuolumne, and Ventura counties. Six organizations were selected for funding. All six entities submitted proposals via a competitive process.</p> <p>Awards ranged from \$250,000-\$350,000 and will be used to support projects that increase access for target populations, align WIOA programs, implement co-enrollment strategies, leverage other program funding, provide supportive services and create onramps to career pathways and or pre-apprenticeship/apprenticeship opportunities for California's PWD population. This year's DEA focuses on implementing strategies to target viable industry sectors, these organizations will</p>

work with local businesses and industry leaders to develop work-based learning programs to help PWD obtain and retain competitive, integrated employment. These organizations will provide the training needed to fill positions in local, high-growth industries such as advanced manufacturing, construction, educational services, healthcare, information technology, logistics and transportation, professional and business services, and technology. The EDD expects that the performance period will be between 18-20 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage.

If you have any questions regarding the DEA grant awards, please email WSBSFP2@edd.ca.gov.



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

06/01/21
Date



April 30, 2021

Tim Rainey
California Workforce Development Board
P.O. Box 826880
Sacramento, CA 94280-0001

Re: Application for Subsequent Local Area Designation and
Local Board Recertification PY 2021-23

Dear Mr. Tim Rainey;

On behalf of the San Benito County Workforce Development Board (WDB), I am submitting the signed Application for the Local Workforce Development Board Recertification Request for PY 2021-2023. Due to County scheduling processes and other time restraints, the unsigned application was submitted on April 13, 2021 informing CWDB that the signed application would be submitted by Friday, April 30, 2021. The WDB approved the recertification request on April 20th and the County Board of Supervisors approve it on April 27, 2021.

We look forward to working with the California Workforce Development Board.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Enrique Arreola".

Enrique Arreola
Deputy Director
San Benito County WDB



**Local Area Subsequent Designation and
Local Board Recertification
Application for Program Year 2021-23**

Local Workforce Development Area

San Benito County

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2021-23 under the *Workforce Innovation and Opportunity Act (WIOA)*.

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to this application.

San Benito County Workforce Development Board

Name of Local Area

1111 San Felipe Road, Suite 107

Mailing Address

Hollister, CA 95023

City, State, ZIP

April 9, 2021

Date of Submission

Enrique Arreola, Deputy Director

Contact Person

831-634-4918

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages, and attach a roster of the current Local Board which identifies each member’s respective membership category.

Business – A majority of the members must be representatives of businesses in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after their name.

Name	Title	Entity	Appointment Date	Term End Date
Bianchi, Richard Chair	Branch Manager	Sabor Farms	2/7/14	1/14/23
Frowein, Chuck	Owner/Operator	Grillin & Chillin Alehouse	2/5/19	2/5/22
Giacalone, Joe	Construction Manager	Giacalone Management Inc.	1/5/19	1/5/22
Giancola, Shelley	HR Manager	Casa de Fruta	7/9/19	7/9/22
Para, Karen	Broker Associate	Intero Real Estate Services	9/27/16	10/8/22
Rodriguez, Jose	Assistant Project Manager	Sunnyslope County Water District	9/27/16	10/8/22

Labor – Not less than 20 percent of the members must be representatives of workforce within the Local Area who must include (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and may include (iii) representatives of community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a local area in which no employees are represented by such organizations, other representatives of employees shall be appointed to the board, but any local board that appoints representatives of employees that are not nominated by local labor federations shall demonstrate that no employees are represented by such organizations in the local area.

Name	Title	Entity	Appointment Date	Term End Date
1. Gonzalez Jr., Al	Labor Union Representative	Local 393 Union	12/15/15	12/15/21
2. Lamont, Abraham	Business Manager	IBEW 234	7/14/20	7/14/23
3.				

Education – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who must include (i) a representative of eligible providers administering WIOA Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
1. Brown, Randy	Gavilan College	Gavilan College	1/23/18	2/9/24
2. Bradford, Duane	Supervisor	State of CA Dept. of Rehabilitation	1/8/15	2/9/24
3.				

Economic and Community Development – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who must include (i) a representative of economic and community development entities; (ii) a representative from the state employment service office under the *Wagner-Peyser Act*; (iii) a representative of the Vocational Rehabilitation program; and may include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) Representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the local CEO in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
1. Alarid, Kristi	Director	HOPE Services	12/17/13	12/17/22
2. Bobsin, Kendra	Resource 7 Referral Coordinator	Go Kids, Inc.	5/6/14	5/9/23
3. Larca, Cynthia	Deputy Director	Health & Human Services Agency	1/14/20	1/14/23
4. Leonard, Michelle	CEO	Chamber of Commerce	7/9/19	7/9/22
5. Leonor, Nelson	Employment Program Manager	State of CA EDD	2/5/19	2/5/22
6.				

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having met 80 percent of their negotiated performance goals in PY 2018-19 or PY 2019-20 for the following indicators:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 2018 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	50%	86.7%	80%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$7,401	\$8,054	BASELINE	Median Earnings

PY 2019 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	72.7%	87.5%	71.4%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$7,481.18	\$10,033.67	BASELINE	Median Earnings

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 18-19 or PY 19-20:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

1. Participated in regional negotiation of performance measures.
2. Local WDB and CLEO reviewed and approved the regional plan, and regional plan modification.
3. Held stakeholder input sessions for the regional plan modification.
4. Participating in regularly scheduled meetings of the region's WDB Directors.
5. Participating in regional Slingshot efforts, previously and currently.
6. Convening a regional business services team to identify common messaging strategies.
7. Participating in regional exploration of healthcare as a common priority sector and whether there are areas for possible regional collaboration (Healthcare Taskforce).
8. Participating in regional staff development and training efforts.
9. Coordinated with regional partners in P2E planning and systems development.
10. Reviewed and ranked regional indicators of success.

Local Area Assurances

Through PY 21-23, the Local Area assures:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and State regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).
- All closeout reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirement*, (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of the *California Unemployment Insurance Code Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Board will select the America's Job Center of CaliforniaSM operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. It will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board chair must sign and date this form. Electronic signatures are permitted for the PY 21-23 application.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair



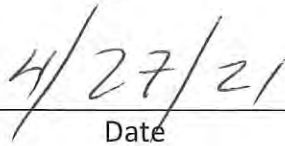
Signature

Richard Bianchi

Name

WDB Chair

Title



Date

Local Chief Elected Official



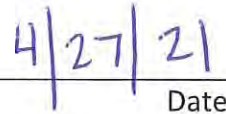
Signature

Mark Medina

Name

Board Chairman

Title



Date

San Benito County Workforce Development Board

Program Grant Updates

November 10, 2020

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



Regional Grants

Bay Peninsula Region

- Prison 2 Employment
- *Slingshot 3.0*
- Regional Training Grant

Central Coast Region

- SBI Grant
- *Slingshot 4.0*



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: 12 in-custody; 1 in training; 1 pending

Funding Allocation: \$84,829

Total Spent: \$10,879

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

Status: This contract is being retained



Bay Peninsula Region *Slingshot 3.0*

Goal: Coordinate the development of a seamless service delivery model for regional apprenticeship in manufacturing. Engage appropriate regional educational institutions, employers, community-based organizations and job seekers.

Total Clients Served: 0

Funding Allocation: \$20,000

Total Spent: \$0

Term: 4/1/20-3/31/22

Status: This contract has been voided since SBC WDB has moved to the Central Coast Region.

Slingshot 4.0 FRP Released and due on December 4. Funding allows region the opportunity to strategize and develop initiatives and partnerships to support continued efforts in implementing the three policy objectives of the California's

Strategic Workforce Plan: 1. Fostering Demand-driven skills attainment; 2. enabling upward mobility for all; 3. Aligning, coordination and integration of services.



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: \$6,757

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

Status: This contract is being retained



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

Term: 2020-2022



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: 27 and 7 pending

Funding Allocation: \$27,000

Total Spent: \$14,736

Term: June-December 2020



Questions?



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





STRATEGIC PLANNING DOCUMENT	Project Name: WDB Strategic Goals	Discussion Date: 03.08.20	REV. Date: 03.08.21
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.			

Strategic Goal #2: Integrate Better Business Services	Objective(s):
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Created by the Workforce Development Board at their Board Retreat on _____ GOAL: <i>Work with local employers to integrate better businesses and training for high skilled, high demand occupations.</i>	Resources & Support Needed	Expected Outcome	Staff Responsible	Due Date	Measurements Methods of Tracking	Status: C=Completed I=In Progress O=On going
Action 1: ➤ Increase Employer Engagement	<ul style="list-style-type: none"> Increase outreach. Connect with employers weekly. Mailer/ mail merger Webinar Presentations 	<ul style="list-style-type: none"> Reach out to all applicants Business Grants and business licenses. Quarterly Tours 	BSC Committee and Staff	On-going	25% per quarter 35% six months	On-going
➤ Outreach (Micro/Macro) Team to go out together to visit businesses and revisit once a month.		<ul style="list-style-type: none"> 4-5 Employer Outreach. Weekly Presentation Retrieve new business license list from City or County office. 		Oct. 2022		
➤ Reach out to NEW employers				On-going		
Action 2: ➤ Provide on-site space for outreach & interviewing	<ul style="list-style-type: none"> Screening/ Interviewing On-Site Employer Engagement 	<ul style="list-style-type: none"> Small Employers have opportunity for 	BSC Committee and Staff	On-going	Minimum of 12/year	On-going



STRATEGIC PLANNING DOCUMENT

Project Name: WDB Strategic Goals

Discussion Date: 03.08.20

REV. Date: 03.08.21

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.

		employee/er engagement. <ul style="list-style-type: none"> Large Employers Spotlight 				
Action 3: <ul style="list-style-type: none"> Partner with EDC, Chamber and HDA 	<ul style="list-style-type: none"> Provide a list of New Businesses. Assists set up w/ presentations. 	<ul style="list-style-type: none"> Weekly contact with new businesses. 	BSC Committee and Staff	On-going		On-going
Action 4: <ul style="list-style-type: none"> Sharing Tax Incentives (Hiring Youth/Parolees, etc.) (better prepared to show value add to work with system) 	<ul style="list-style-type: none"> Set a partner meeting w/ business. 	<ul style="list-style-type: none"> Once a month or biweekly. 	BSC Committee and Staff	On-going		On-going
Action 5: <ul style="list-style-type: none"> Provide One-on-One Support/Small Groups/More WDB interaction 	<ul style="list-style-type: none"> Employer recruitment list to be promoted on WBD/AJCC platform. 	<ul style="list-style-type: none"> Monthly meetings with WDB and BSC. 	BSC Committee and Staff	On-going		On-going
<ul style="list-style-type: none"> More networking (WDB members & Staff)- WBD members team up with staff/EDD/Chamber to market to the community. 		<ul style="list-style-type: none"> List to be emailed weekly. 		On-going		On-going
<ul style="list-style-type: none"> Board member and staff work collaboratively to document career path for their businesses 				on-going		
Action 6: <ul style="list-style-type: none"> Offer Central location for job openings with BenitoLink, Radio, and Social Media. 	<ul style="list-style-type: none"> Ads/flyers with AJCC information for recruitment. 	<ul style="list-style-type: none"> Biweekly 	BSC Committee and Staff	On-going		On-going