



San Benito County Workforce Development Board

Executive Committee

1161 San Felipe Road, Hollister, CA 95023

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

MINUTES

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

Table with 4 columns: Quorum Met, Representing the Private Sector (PR), Representing the Public, and Guests/Staff. Rows include names like Richard Bianchi, Chuck Frowein, Karen Para, Kristina Chavez-Wyatt, Al Gonzalez, Lupe Rubacalva, B. Vivian Estrada, and staff members.

Chair, Richard Bianchi, Called to order at 3:03 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: Lupe Rubacalva introduced himself as the new Deputy Director for Health and Human Services Agency Eligibility Department. He has replaced Cindy Larca and has submitted an application to the board.

II. REGULAR AGENDA:

A. Roll Call: Roll was taken to determine excused absences for attendance requirements. Excused individuals who called in were excused by the chair.

B. Meeting Minutes:

1. Executive Committee: The March 9, 2021 minutes are approved by the board as presented. M/S/C Nelson Leonor/ Chuck Frowein

2. Full WDB: April 20, 2021 full WDB minutes were enclosed for board information.

III. CONSENT AGENDA: Items as a whole may be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items. M/S/C Kendra Bobsin/ Karen Para

A. Labor Market/Unemployment and Economic Summary: Enclosed was the March 2021 report.

B. Layoff Aversion Services/Rapid Response Report: Enclosed was 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](#) were 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).
1. **Application Received:** Lupe Rubacalva gave a brief overview of his duties within the department and stated the he work for 17years in Merced County and provided a brief bio of his work history starting in MediCal and working his way to Supervisor and then Program Manager. He also worked with Project Roomkey and homeless services. After discussion the board mad a motion to accept the application of Lupe Rubacalva which will be forwarded to the Board of Supervisors for final appointment to the board. *M/S/C Kendra Bobsin/Nelson Leonor*
 2. **Resignation:** Board Member Joe Giacalone has resigned from the Board which increases board vacancies to four. The membership committee will need to meet to strategize on how to recruit more members to the board. AJCC will be monitored this week and this has been a finding in the past. There have been two attempts to reach out to Amazon with no success. Omar Rosa will follow-up. Heidi Jumper from the Arts Council expressed interest in submitting an application for the Youth Committee and Karen Para will follow-up.
- B. **WDB Local & Regional Plan Update:** The local & regional plan was submitted by the due date of April 30, 2021. Info Only
- C. **WDB Recertification Application:** The WDB Recertification request and application has been submitted to the State. Enclosed was the final recertification request & application. Info Only
- D. **Programs Update:** Staff provided an update on current programs. Enclosed in error was the November 2020 report, staff e-mailed the current report to WDB members.
1. **Bay Peninsula Region Prison 2 Employment:** Total Clients Served: 27 in-custody; 1 in vocational training & 2 have graduated and received employment. Funding Allocation: \$84,829, Total Spent: \$27,777 (March 2021), Balance: \$57,052.
 2. **Bay Peninsula Regional Training Grant:** The regional training funds will support the professional development of staff including conferences and trainings. Funding allocation of 15,000 has been full spent.
 3. **Central Coast Region SB1:** 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. Allocation \$20,000. Not yet expended.
 4. **Dislocated Worker COVID-19 Grant:** 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: 50, Funding Allocation: \$27,000, Total Spent: \$26,790, Balance: \$210.
 5. **WIOA Youth Allocation:** Provide out of school youth ages 16-24 with job readiness workshops, work experience opportunities that will foster a positive work ethic while developing skills for future careers. Total Clients Enrolled: 25 (25 completed, 2 in training, 2 pending for training) Funding Allocation: \$445,894, Total Spent: \$371,196 (83%), Balance: \$74,698
 6. **WIOA Adult Allocation:** Total Clients Served: 32 (25 graduated, 2 in training),

Funding Allocation: \$430,623 (2 yr. allocation), Total Spent: \$367,534 (85%), Balance: \$63,089

7. **WIOA Dislocated Worker Allocation:** Provides Individual Training Account (ITA) for Vocational Trainings to eligible clients. Training programs must be listed on the State's ETPL (Employer Training Provider List). Total Clients Served: 40 (32 completed, 8 in training), Funding Allocation: \$403,860, Total Spent: \$278,019 (69%), Balance: \$125,841.

E. **Committee Updates:** Committee updates may be provided by committee members.

1. **Ag Committee:** No report
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 members provided an update on the goal setting and determining next steps. The next BSC meeting is Thursday, June 24, 2021. Other goals have been identified however they don't fall under business services so staff is discussing what other committee may be identified to take on those tasks. A Job Fair is scheduled June 23, 2021 at the Veterans Memorial Building from 2pm-5pm. It will be a small scale with seven (7) committed employers and will be an In/Door Outdoor event. Staff is promoting at the farmers market and via social media. Many employers have been asking for recruitment assistance and most of the business present have at least 10 positions available. Viewed goals and indicated there is a need for the committee to meet.
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 provided an update. Staff is moving forward with hiring of 10 youth for the summer. Program has been promoted and the application deadline has been extended. Currently have 6 applications under review. 3 came in today. The income guidelines are extremely low. The good news is that contracts are in place. Positions available at: Garden Shoppe, Chamber of Commerce, San Juan Oaks, St Francis Retreat. Waiting for contract for Be True Café, and Ridgemark. Employers want 2-3 participants each.

V. **ADDITIONAL INFORMATION:**

- A. Vaccines at Farmers Market every Wednesday
- B. Transitional Shelter Open House: July 8, 2021 from 10:30am – 1pm.

VI. **ADJOURNMENT: M/S/C Karen Para and Kendra Bobsin. 3:52 P.M.**

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