



SAN BENITO COUNTY

TRACEY BELTON
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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San Benito County Workforce Development Board (WDB)
Executive Committee – 1161 San Felipe Road, Hollister, CA

June 9, 2020 @ 3:00 P.M.

MINUTES

<https://zoom.us/j/97931478340?pwd=a2hQcGxRNWI3Z0FGZStlSXMzNCtrQT09>

Meeting ID: **979 3147 8340** Password: **202374** - +1408-638-0968, (San Jose)

Excused/Unexcused Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> * Excused			
Representing the Private Sector (PR)		Representing the Public	
<input type="checkbox"/>	Richard Bianchi, Chair		
*	Chuck Frowein, <i>Vice Chair</i>	<input checked="" type="checkbox"/>	Kendra Bobsin, Treasurer
<input checked="" type="checkbox"/>	Karen Para, Secretary	*	Cynthia Larca -
<input checked="" type="checkbox"/>	Kristina Chavez-Wyatt	<input checked="" type="checkbox"/>	Nelson Leonor

Chair, Karen Para, called the meeting to order at 3:05 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: No public comments were received. Introductions were made by everyone present.

II. REGULAR AGENDA:

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

B. WDB Director's Comments: WDB Director provided an update on the AJCC operations plan, services being provided by partner agencies during the Shelter-in-Place Order and plans to reopen the facility. Recommendations were made by the Resource Management Agency (RMA) to install Plexiglas. EDD informed the board about the Unemployment Insurance (UI) backlogs and they do not wish to reopen due to UI services. Questions were asked in reference to wearing of masks, offering Q&A to assist clients with EDD phone lines from 8am-8pm.

C. Meeting Minutes: Motion/Second Concur (M/S/C)

1. Executive Committee: The May 12, 2020 meeting minutes were approved as presented. *M/S/C. Kristina Chavez Wyatt/Nelson Leonor.*
2. Bylaws Committee: The January 14, 2020 Bylaws Committee notes were enclosed.
3. Retreat Goals/Notes: Goals/Notes from the WDB Retreat held on March 10, 2020 were enclosed. Ex Committee members motion to adopt receipt of notes. *M/S/C Kristina Chavez Wyatt/Kendra Bobsin.*

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/Nelson Leonor.*

A. Board Announcements:

B. Board Membership: Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (2).



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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- C. **Workforce Services Directives and Information Notices:** The most recent Workforce Services Directives [WSD19-12](#) and Information Notices [WSIN 19-45 thru 19-46](#) was enclosed.
- D. **Unemployment:** Enclosed was the Unemployment Report for May 2020.
- E. **Layoff Aversion Services and Rapid Response Report:** Enclosed was the report for April 2020. Business Council asked by Neil Jones (San Benito Foods) to have a closed session with the City of Hollister to discuss developing a request letter to discuss future of San Benito Foods and 500 employees.

V. **DISCUSSION/ACTION ITEMS:**

- A. **Bylaws Committee:** The Bylaws Committee is requesting approval of their enclosed recommended changes to **Section 4.01 attendance:** Designate a Proxy in board members absence, and **Section 5.08 Quorum,** allow use of technology/web based meetings consistent with Brown Act. *M/S/C Kristina Chavez Wyatt/Nelson Leonor.*
- B. **One Stop Operator Request for Proposal (RFP):** Enclosed for board review and approval was the proposal received for the One-Stop Operator from Racy Ming. The current operator is no longer able to continue and only one RFP was received. *M/S/C Nelson Leonor/Kristina Chavez Wyatt.*
- C. **WDB Retreat/Strategic Planning Session:** Discuss next steps and request general feedback from WDB members. It was recommended that staff pull action items from notes and bring to next full board meeting for action to do a mid-year review.
- D. **COVID-19 Update:** Staff provided an update on COVID-19 activities and the results of the surveys, conducted by the County and Chamber, to receive feedback from employers on how local businesses have been affected by COVID-19. Staff was informed of the County Survey results and they will be emailed to board members for the WDB to follow-up. The Chamber is recommending another survey to go out to follow-up with all employers who responded to the County & Chamber surveys. Also it was suggested to connect with LULAC and Hispanic Chamber to reach out to the Latino community. EDC has a comprehensive list. Kristina Chavez Wyatt gave kudos to the County on their industry specific webinars. Staff has been asked to provide a list of services/activities needed to the County Administration Office who received \$6mil for COVID-19 activities. Table to next meeting to follow-up with the surveys and the release RFP.
- E. **WIOA Regional Planning Unit Update:** Staff stated there is no transition date yet on the recommendation that the SBC WDB be moved from the Bay Area Region (Bay Peninsula) to the Central Coast Region (sub part A), which includes Monterey and Santa Cruz County.
- F. **Grant Updates:**
 - 1. **Bay Peninsular Regional Grants:** Staff may provide updates on the following:
 - a. **Prison 2 Employment (P2E) Grant:** Enrolled 11 participants in Domestic Violence/Anger Management classes.
 - b. **Slingshot 2.0 Grant:** This program has been completed.
 - c. **Slingshot 3.0 Grant:** Pre-Apprenticeship Tech and Manufacturing is on hold.
 - d. **Regional Training Grant:** This is currently on hold and due to expire in October, however; there is a possibility of an extension.
 - 2. **Dislocated Worker Underserved COVID-19 Impacted Individuals Grant:** Staff provided an update on the \$54,000 in funding received and any services provided to Dislocated Workers impacted by COVID-19. Current expenditures are \$3200, expires in September.

3. **Central Coast Regional SB1 Grant:** The region (Santa Cruz, Monterey and San Benito) were awarded a grant in the amount of \$576,125 for the HRCC SB1 Program that is for the development of a regionally-based pre-apprenticeship training programs and partnerships that systematically connect disadvantaged Californians to long-term middle-class careers. The grant term begins September 1, 2020, and ends August 31, 2022. Focus is on building and construction trades. Enclosed was the State award notice for a meeting today at 3pm.

G. **Committee Updates:** Updates may be provided on the following committees:

1. **Ag Committee:**
2. **Audit Committee:** A desk review will be conducted July 20-24, 2020.
3. **Youth Committee:** A meeting was held today at 2 P.M. Nelson reported they will select their top 5 priorities to discuss and present to the WDB at their next meeting.

VI. **ADDITIONAL INFORMATION:**

VII. **ADJOURNMENT:**

The next full WDB meeting is scheduled for July 14, 2020, 3 P.M. at 1161 San Felipe Road

There is no meeting in AUGUST

The next Ex Committee meeting is scheduled for September 8, 2020 at 3 P.M. at 1111 San Felipe Road, Ste 107