



San Benito County Workforce Development Board
Executive Committee Meeting
1161 San Felipe Road, Building B - Hollister, CA 95023
June 14, 2022 @ 3:00 P.M.
MINUTES

Table with 2 columns: Representing the Private Sector (PR) and Representing the Public. Rows include names like Richard Bianchi, Chair, Kendra Bobsin, Treasurer, etc.

Call to Order: Nelson Leonor at 3:06 P.M.

- I. GENERAL INFORMATION: A. Public Comment Period: Introductions were made by everyone present. Renee Wells stated that EDD is working on a Comprehensive Economic Development Strategy (CEDS) for San Benito County...
II. REGULAR AGENDA: A. Roll Call: Roll was taken to determine excused absences for attendance requirements. Karen Para was excused. Richard Bianchi and Chuck Frowein were unexcused for not contacting staff. B. Meeting Minutes: 1. Executive Committee: The May 17, 2022, Ex Committee meeting were approved as presented. M/S/C Kendra Bobsin/Lizz Sanchez Turner
III. CONSENT AGENDA: Items as a whole may be voted on. For any item the board wishes to discuss further, the board may request it to be pulled and placed in the Discussion/Action Items. M/S/C Kendra Bobsin/Lupe Rubalcava
A. Layoff Aversion Services/Rapid Response Report/Business Services Report: Enclosed was the report for May 2022.
B. Labor Market/Unemployment and Economic Summary: Enclosed was the California



Unemployment Report for May 2022.

- C. **Information Notices & Directives**: The most recent Workforce Services Directives [WSD21-04 thru WSD21-05](#) and Information Notices [WSIN 21-43-thru WSIN 21-49](#) were enclosed.

IV. **DISCUSSION/ACTION ITEMS**:

- A. **Board Membership**: No additional applications were received to be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives four (4).

1. **Term Expirations**:

- The term of Shelley Giancola, Private Sector member, is due to expired July 9, 2022 and she has agreed to serving another 3-year term. After discussion, the WDB approved the application of Shelley Gaincola which will be forwarded to the Board of Supervisors (BOS) for re-appointment to the WDB. *M/S/C Lizz Sañchez Turner/Lupe Rubalcava.*
- The term of Michelle Leonard, Public Sector, is due to expired July 9, 2022 and she will not be serving another term. Michelle covers EDC which is a mandated position. The vacancy will be posted for EDC representatives to submit their applications.

2. **Resignation**: Randy Brown submitted his notice of resignation due to retirement. He has recommended that Susan Sweeny, Interim Dean of Student Success and Workforce Pathways, to be appointed as his replacement and she submitted an application for board review and approval. After discussion, the WDB approved the application of Susan Sweeny which will be forwarded to the BOS for appointment to the WDB *M/S/C Kendra Bobsin/ Lupe Rubacalva.*

- B. **Resolution for Remote Meetings**: AB361 requires that a resolution be adopted every month to continue to allow teleconferenced meetings. **Attached** is the AB361 Legislation along with the resolution. *M/S/C Kendra Bobsin/Lizz Sañchez Turner.*

- C. **CWA WORKCON**: Staff and members provided an update on the CWA WORKCON 2022 attended in San Diego from May 24-27, 2022. Lizz Sañchez Turner shared her experience and appreciation for the staff and all the work they do stating many organizations are having difficulty finding workers. She will share a link with some of the recordings to be reviewed by WDB members who are interested. Ms. Sañchez Turner felt there is opportunity to boost programs, there is support out there, was encouraged and with all of the excitement around people being ready to work, she felt the Federal government is listening to communities and working to provide services. Enrique Arreola felt this was the best CWA conference he has ever attended. Discussed the Business Services and how the local areas can come together and working across counties with a focus on messaging and services that promote and support the investment to our local workforce. There is a need to list to current trends and make changes as “Change is Good”. We can’t stay in the mindset of “this is how we have always done it.” Need to embrace failure, learn from it, move on. Self-Care was also a hot topic. Nelson Leonor also attended and stated that many of the workshops he attended were centered around Racial Equity and Diversity, how COVID-19 shaped companies, different ways to adopt new programs and services in the workforce as well as dealing with the many resignations. Staff stressed the importance of attending the conferences and WDB member participation.

- D. **Workforce Development Board Memorandum of Understanding (WDB MOU) and Resource Sharing Agreement (RSA)**: Staff provided an update on the WDB MOU &

RSA which is due to the State June 30, 2022.

- E. **Hospitality & Healthcare Sector Regional Forum**: Staff provided an update on the forum held May 19th at 2:30 p.m. Enclosed were the notes from the forum. Discussed were issues with hospitality/healthcare finding staff, changes on how services are provided with shortages/obstacles. There is a need to reach out to hospitality providers to get a sense of their needs, communicate with businesses more often and offer support. When conducting outreach, it would be good to focus on hospitality during job fairs. It was interesting to hear what is/isn't work for local restaurants/caregivers. With 24 in attendance, it would have been nice if there was more.
- F. **San Benito County Job Fair**: Staff provided an update stating that the Chamber decided not to move forward with their Job Fair. AJCC staff will move forward with planning and a committee will be established to move forward with a job fair within the next quarter.
- G. **Board Proxy**: Assign board proxy, per the WDB Bylaws Article IV. Section 4.01. Explained the importance of a proxy to maintain quorum and staff requests board members select someone in their agency to act on their behalf should they not be able to attend.
- H. **Committee Updates**: Committee members may provide recommendations or updates for their respective committee.
 - 1. **Nomination Committee**: The Nomination Committee will present a slate of officers at the July full WDB meeting for fiscal year 2022/2023. Staff will set up a committee meeting.
 - 2. **Audit Committee**: The Audit Committee met just prior to today's meeting to review the audit reports received for the following monitoring visits, which will be reported at the July full WDB meeting.
 - a. The State Compliance Review Division conducted the Fiscal and Procurement review from June 2, 2021 thru June 11, 2021.
 - b. The State Compliance Review Division conducted the Program review from January 21, 2020 thru January 24, 2020.
 - 3. **Ag Committee**:
 - 4. **Executive Committee**: Committee needs to schedule a meeting to update their goals & priorities. Suggested Tuesdays at 3pm. June 21, 28, July 19. Staff will poll committee.
 - 5. **Business Services Committee (BSC)**: Committee members provided an update.
 - 6. **Youth Committee**: Staff provided an update on the Summer Youth Employment Program. Currently have 4 applications. Worksite agreements ready for: Hollister Paint, Bumper to Bumper, Garden Mart, Library and La Catrina. Staff is still promoting on social media. Applications are being picked up, but they aren't being turned in. Staff also did a mass mailing to previous clients who may be eligible.
 - 7. **Membership Committee**: Committee members and staff provided an update on recent recruitment efforts.

V. **ADDITIONAL INFORMATION**:

- 1. **City Wide Job Fair**: Nelson Leonor will provide a flier for distribution.

VI. **ADJOURNMENT**: *M/S/C Lizz Sanchez Turner/Lupe Rubalcava 4:04 P.M.*

The full WDB meeting is scheduled for July 12, 2022, at 3 PM

The next Executive Committee meeting is scheduled for August 9, 2022, at 3 PM