



San Benito County Workforce Development Board
Executive Committee Meeting
1161 San Felipe Road, Building B - Hollister, CA 95023

July 12, 2022 @ 3:00 P.M.

MINUTES

NOTICE OF TEMPORARY PROCEDURES FOR THE WORKFORCE DEVELOPMENT BOARD

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic. Additionally, members of the WDB Board are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

The meetings are open to the public, under the following conditions: All Attendees may attend the Board meeting in person and follow the State guidelines. If an attendee is not fully vaccinated it is highly recommended that an attendee wears a face covering or face shield. All attendees must comply with any other rules of procedures/instructions announced by the WDB Board and/or County Staff.

Join Zoom Meeting

https://us06web.zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmNjFjdz09

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile

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Table with columns for 'Representing the Private Sector (PR)' and 'Representing the Public'. Rows list attendees with checkboxes for attendance status. Includes staff and guest lists at the bottom.

Chair, Richard Bianchi, called the meeting to order at: 3:04 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: No public comments were received.



- B. **Success Stories**: Participant, Devin Macias, Out-of-School Youth shared his Success Stories on how he applied for job training and found a position in the IT Department at _____. He has learned from the ground up and is mostly self-taught. The program really helped him and he stated the services he and others received is valuable in helping individuals to get their foot in the door. He felt very supported by the staff who assisted him with his resume and interview technique. When asked if there was any other training available if he would be open to it, the answer was yes. He would like to further his education but hasn't made a firm decision on what direction he wishes to explore.

II. **REGULAR AGENDA**:

- A. **Roll Call**: Roll was taken to determine excused absences for attendance requirements.

B. **Meeting Minutes**:

1. **Executive Committee**: The June 14, 2022, Ex Committee meeting are **enclosed** for review and approval. *information only*.
2. **Full WDB**: The April 12, 2022 full WDB meeting minutes were inadvertently left off the agenda and *will be tabled to the next full WDB Meeting for approval*.

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. **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 June 2022.
- C. **Information Notices & Directives**: The most recent Workforce Services Directives [WSD21-06 thru WSD21-07](#) and Information Notices [WSIN 21-50-thru WSIN 21-52](#) were enclosed.
- D. **Final Report Program Year (PY) 2021-2 Annual Compliance Monitoring Review**: **Enclosed** is the Monitoring Review showing no findings. For WIOA PY 2021-22. The report was for WIOA Section 188 non-Discrimination and EEO Provision Monitoring.

IV. **DISCUSSION/ACTION ITEMS**:

- A. **Board Membership**: Any applications received will be reviewed for appointment to the board. The current vacancies are: Private Sector Representatives Two (2)
1. **Resignation**: Kristi Alarid will be retiring and submitted her letter of resignation. She has suggested Steve Garcia as her replacement and he submitted his application after the agenda was posted. Staff mentioned the criteria for membership based on the WDB Bylaws and the need for the vacancy to be posted for at least 10 days. After review and discussion, the board suggested holding the application of Steve Garcia pending clarification from the Regional Advisor, Mr. Garcia submitting an updated application, and posting of the vacancy. *Motion to accept the resignation of Kristi M/S/C Lizz Sánchez Turner/Nelson Leonor*.
 2. **Term Expirations**: The term of Michelle Leonard, Public Sector, expired July 9, 2022

and she will not be serving another term. Michelle covers EDC which is a mandated position. The vacancy was posted for EDC representatives to submit their applications. A public sector application is pending, Omar Rosa of the Hollister Downtown Association is interested.

- B. **Comprehensive Economic Development Strategy (CEDS)**: Renee Wells presented at the last meeting on the Comprehensive Economic Development Strategy (CEDS) for SBC and has requested a WDB member to sit on the CEDS Strategy Committee. More Info can be found at: <https://edcsanbenito.org/wp-content/uploads/2022/03/CEDS-Final.pdf>. Lizz Sánchez Turner indicated her interested in serving on this committee if it doesn't conflict with current duties. After discussion the board motioned to approve Lizz Sánchez Turner to serve on this committee. *M/S/C Kendra Bobsin/Kendra Bobsin.*
- C. **CWA Meeting of the Minds Registration now open**: Staff and/or Board Members to attend in person Meeting of the Minds, Monterey Marriott, September 6-8, 2022. Early Member rate of \$649 until 8/5/2022. Request to approve up to 3 staff/board. No overnight travel due to distance. Interested in attending: Scott Reese Staff will send additional information to Board. After discussion the full WDB approved 3 staff/board members to attend the MMM conference. *M/S/C Nelson Leonor/ Lizz Sánchez Turner.*
- D. **Prison to Employment (P2E) 2.0**: **Attached** is a memo regarding the P2E 2.0 funding. Application is due August 1st.
- E. **Cancel August Meeting**: Discuss cancelling the August meeting. *M/S/C Kendra Bobsin/ Karen Para*
- F. **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. Add to top of next meeting. *M/S/C Kendra Bobsin/Karen Para*
- G. **San Benito County AJCC Job Fair**: Staff may provide an update on the AJCC Job Fair. Staff has moved forward with 8 staff members and partners to develop a job fair. Their first meeting was June 28th. Thursday, September 22, 2022. Secured Veterans Memorial Building. 11-3pm. For adults and youth. Next meeting is July 13, 2022 at noon.
- H. **Board Proxy**: Assign board proxy, per the WDB Bylaws Article IV. Section 4.01. Staff will be sending out a survey for board members to submit their proxy.
- I. **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 for fiscal year 2022/2023. Table to September meeting. Committee will get together next week and forward recommendations to staff. *Table*
 - 2. **Audit Committee**: Staff and committee members may provide an update on the Audit Committee audit reports received for the following monitoring visits:
 - a. The State Compliance Review Division conducted the Fiscal and Procurement review from June 2, 2021 thru June 11, 2021. No Findings
 - b. The State Compliance Review Division conducted the Program review from

January 21, 2020 thru January 24, 2020. Staff sent a letter and attachments to the state – Send information to board and ***Table to next meeting.***

3. **Ag Committee**: Board members may provide an update. No report
4. **Executive Committee**: Committee members may provide an update on their goals.
5. **Business Services Committee (BSC)**: Committee members may provide an update. Will be meeting soon.
6. **Youth Committee**: Staff may provide an update on the Summer Youth Employment Program. Have Juanita Report at the next meeting. 2 employed, 12 application, 8 over income, 2 non-complete, 300 packets distributed, 82 applications mailed out to existing clients in CAP60, all high schools received applications, zoom meetings held, food bank and social media. Keep posting
7. **Membership Committee**: Committee members and staff may provide an update on recent recruitment efforts.

V. **ADDITIONAL INFORMATION:**

VI. **ADJOURNMENT:** to the next meeting. *M/S/C Kendra Bobsin/ Nelson Leonor*

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

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