



San Benito County Workforce Development Board

FULL WDB MEETING

1161 San Felipe Road, Hollister, CA 95023

July 13, 2021 @ 3:00 P.M.

MINUTES

Table with columns: Quorum Met: Yes [X] No [] u=Unexcused, Representing the Private Sector (PR), Representing the Public. Rows list attendees like Bianchi, Richard, Chavez Wyatt, etc.

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.

II. REGULAR AGENDA:

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

B. Meeting Minutes:

- 1. Full WDB: April 20, 2021 full WDB minutes were approved by the board as presented. M/S/C Chuck Frowein/Nelson Leonor
2. Executive Committee: The June 8, 2021 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 May 2021 report.
B. Information Notices & Directives: The most recent Workforce Services Directives WSD20-13 and Information Notices WSIN 20-64-thru WSIN 20-70 were enclosed.
C. Subsequent Designation of Local Areas and Recertification of Local Boards: Enclosed was the approval letter on the Subsequent Designation of Local Area Boards and Recertification of Local Boards.

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).

1. **Application Received:** An application was received from Lizz Sánchez Turner of Empowered Solutions & Concepts, LLC. to represent the Private Sector. After discussion the full WDB approved the application of Lizz Sánchez Turner and her application will be forwarded to the BOS for final appointment to the board. *M/S/C Karen Para/Michelle Leonard.*
 2. **Youth Committee Application Received:** An application was received from Heidi Jumper, Community Engagement & Marketing Manager of the San Benito County Arts Council. After discussion the full WDB approved the application of Heidi Jumper for appointment to the Youth Committee. *M/S/C Nelson Leonor/Kristina Chavez Wyatt.*
- B. **Cancel August Meeting:** Discussion was held and the consensus of the full WDB is to cancel the August meeting. *M/S/C Kristina Chavez Wyatt/Karen Para.*
- C. **Meeting of the Minds:** Scheduled for September 7-9, 2021, Monterey, CA at the Monterey Marriott. Request approval to send 2-3 Staff and/or WDB members. Early Registration is \$599 by August 15th. Nelson Leonor is interested in attending. Kristina Chavez Wyatt to be a presenter. Suggested to have someone from the Private Sector (Lizz) or new members (Lupe). After discussion the full WDB approved sending 2-3 Staff and/or WDB members to the Meeting of the Minds. *M/S/C Karen Para/Randy Brown.*
- D. **Layoff Aversion Services/Rapid Response Report:** Enclosed was the report for June 2021 and Omar Rosa gave a presentation. Questions from the board included: Of the openings at the job fair, how many positions filled? There were 17 employers and 50 participants, staff is following up with all employers. Taylor Farms had 4 prospective employees as a result of the job fair. Other employers are still making connections and want to see more events such as these. LULAC Job Fair is July 17th. Staff is also working with San Juan Bautista to hold a job fair there. Prospective employers have been trained on CalJOBS but many prefer to use social media. EDD can always assist employers with registration and job postings.
- E. **Program Reports:** Enclosed were the WIOA Program Reports. Staff provided an overview presentation focusing on annual enrollments. 3 unsuccessful enrollments were caused by COVID-19. The Unsuccessful youth enrollments were due to youth finding employment. Enrollment and trainings are budget driven. Staff will provide the conversion rate vs budget to give a total of the \$\$ spent per client. Staff explained the performance measures and how San Benito County often meets or exceeds those measures. Discussed were ways to leverage businesses with employees. Staff reported that the Phlebotomy graduates were having difficulty finding employment and it was requested to find out if there was something lacking in the phlebotomy class as to why those individuals were unsuccessful in securing jobs. Staff stated many participants reported the course was jammed packed into six weeks it was an intense course and this could be why they didn't test well. Building and Construction trades have completed two training sessions and 20 individuals were enrolled in each session. Of those, 40 completed on session and one session had 35 completed with 5 dropouts. Graduation is August 5, 2021 at 6 pm. A new session will begin on Monday, July 19th.
- F. **Committee Updates:** Committee updates may be provided by committee members.
1. **Nomination Committee:** The Nomination Committee was to present a slate of officers for fiscal year 2021/2022. The committee was unable to meet. Requested volunteers for the committee for any positions. The committee asked for staff's assistance with scheduling a meeting and table to the September meeting.
 2. **Ag Committee:** No report

3. **Audit Committee**: Staff provided an update on the Fiscal & Procurement Review for PY 2020-2021 held the week of June 7-11, 2021. Staff indicated there has been no exit conference for the Fiscal and Procurement Review.
 4. **Business Services Committee (BSC)**: Staff and committee members provided an update on the goals identified and determining next steps. Staff met and goals were divided amongst the staff and they are still working out the details. An update will be available at the next meeting.
 5. **Membership Committee**: The committee provided an update on recruitment efforts. With the recruitment of Lizz Sánchez Turner, this leaves 3 Private Sector vacancies.
 6. **Youth Committee**: Committee Members and staff provided an update but didn't have a meeting as they were waiting for new member to be appointed and will then move forward. It was reported that participants in the Summer Youth program are not participating consistently in the mandatory workshops which is a requirement of the program. Given that the program recently started, staff expects them to participate moving forward. Michelle Leonard shared on the work the youth working at the Chamber are doing and how technology advanced they are and how their skills are being put to great use!
- G. **Job Fair**: Staff provided an update on the Job Fair held June 23, 2021 at the Veterans Memorial Building from 2pm-5pm. Discussion was held under item IV.D.

V. **ADDITIONAL INFORMATION:**

- A. **Chamber Mixer**: Mixer is scheduled for Wednesday July 21, 2021 5:30 at Grillin & Chillin Ale House. Please RSVP. Chuck Frowein also stated he needs employees and he can hire individuals under age 18 for back of the house.

- VI. **Proxy**: Discussed board member designating a proxy which was included in the updated bylaws. If anyone is unable to attend a meeting, they can designate a proxy to attend the board meeting on their agency behalf. The proxy (alternate) should be the same person who can be added to the meeting roster and meeting invites. Proxy designations will be reviewed by the Executive Committee. If a new proxy needs to be designated during the member's term, the member shall make the request in writing to the Chair.

- VII. **ADJOURNMENT**: *M/S/C Karen Para/ Michelle Leonard 4:31 P.M.*

The next Ex Committee meeting for August 10, 2021 at 3 PM was cancelled

The full WDB meeting is scheduled for October 12, 2021 at 3 PM