



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)

July 14, 2020 @ 3:00 P.M.

MINUTES

<https://zoom.us/j/97931478340?pwd=a2hQcGxRNWI3Z0FGZStlSXZlNCtrOT09>

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

Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> *Excused							
Representing the Private Sector (PR)			Representing the Public				
<input checked="" type="checkbox"/>	Bianchi, Richard, <i>Chair</i>	*	Giancola, Shelley	*	Alarid, Kristi	<input checked="" type="checkbox"/>	Gonzalez, Al Jr
<input checked="" type="checkbox"/>	Chavez Wyatt, Kristina	<input checked="" type="checkbox"/>	Para, Karen, <i>Secretary</i>	<input checked="" type="checkbox"/>	Cynthia Larca	<input checked="" type="checkbox"/>	Leonard, Michelle
<input checked="" type="checkbox"/>	Frowein, Chuck	<input checked="" type="checkbox"/>	Perez, Richard, Sr, <i>V-Chair</i>	<input checked="" type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i>	<input checked="" type="checkbox"/>	Leonor, Nelson
<input type="checkbox"/>	Giacalone, Joe	*	Rodriguez, Jose	<input checked="" type="checkbox"/>	Bradford, Duane		
				<input checked="" type="checkbox"/>	Brown, Randy		
Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez							
Guest: Lamont Adams, Nima Chhimay							

Chair, Richard Bianchi, 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 services being provided during the Shelter-in-Place Order. Staff has been continuing to provide services. Reopening discussion continues with staff and EDD and they are creating a plan.

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

1. **Executive Committee:** The June 9, 2020 and June 19, 2020 Special Meeting minutes are enclosed for board information.

2. **Full WDB:** There was no meeting in April. The January 14, 2020 full WDB and the March 10, 2020 Special full WDB meeting minutes were approved as presented. *M/S/C Kristina Chavez Wyatt/Karen Para.*

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.

A. **Workforce Services Directives and Information Notices:** The most recent Workforce Services Directives [WSD19-13-14](#) and Information Notices [WSIN 19-47 thru 20-04](#) were enclosed.

B. **Unemployment:** Enclosed was the Unemployment Report for June 2020.



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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- C. **Layoff Aversion Services/Rapid Response Report:** Enclosed was the report for June 2020.

IV. **DISCUSSION/ACTION ITEMS:**

- A. **Board Membership:** Pulled from Consent.
1. Jose Perez is no longer with SEIU and AJCC staff has attempted to contact him in order to obtain a letter of resignation but haven't been able to connect with him. It was suggested to make one last attempt at a letter of resignation. If none is received to take action at the next full WDB meeting to terminate his membership.
 2. An application was received from Lamont Adams for appointment to the board for the union representative vacancy. After discussion the application of Lamont Adams was approved by the full WDB and to be forwarded to the Board of Supervisors (BOS) for final appointment to the board. *M/S/C Al Gonzalez/ Christina Chavez Wyatt.*
- B. **Policy and Procedures:** The WDB to review and approved the enclosed Recovery of WIOA Tuition and Training Funds Policy. *M/S/C Chuck Frowein/Kendra Bobsin.*
- C. **Cancel August Meeting:** Due to vacation schedules, cancellation of the August meeting was approved. *M/S/C Kendra Bobsin Al Gonzalez.*
- D. **New Slate of Officers:** The Nominating Committee presented the slate of officers for the FY 2020/21 which will remain the same as the current slate: Richard Bianchi-Chair, Chuck Frowein-VChair, Karen Para-Secretary, Kendra Treasurer. The slate of officers was approved as presented. *M/S/C Michelle Leonard/Duane Bradford.*
- E. **WDB Retreat/Strategic Planning Session:** The Business Services Committee needs to meet to identify 1, 2, and 3 year goals and to determine what staff will do and what board members will do. The enclosed Retreat Notes were board approved as presented. *M/S/C Karen Para/Kristina Chavez Wyatt.*
- F. **COVID-19 Disaster Small Business Relief Grant Program:** Staff and committee members provided an overview of the \$1.5 million business grant program to help mitigate the impact on COVID-19 on local businesses and their employees which was kicked off last week. So far 42 applications have been submitted, 28 completed and four were incomplete. There has been some confusion on whether or not businesses can apply if they are working without a business license and the feeling they can't apply if they've received funding from another source. Staff clarified that some small businesses don't require a business license, for example, child care providers. There is also confusion on if they have to pay it back, which they don't. The application has been translated into Spanish and was uploaded to the County Website this afternoon. A fact sheet with Q&A is in the works based on questions received. In light of the new orders for Shelter in Place it is the consensus of the WDB to extend the application deadline one week if admin is in agreement. *M/S/C Cindy Larca/Nelson Leonor.*
- G. **AJCC Operator:** Staff provided an update on the selection of the new AJCC operator, Racy Ming, who comes with a wealth of experience. Her first meeting with staff is next month.
- H. **Grant Updates:**
1. **Bay Peninsular Regional Grants:** Staff provided updates on the following:
 - a. **Prison 2 Employment (P2E) Grant:** Staff reported that 9 individuals have been enrolled. Enrollees in the P2E are currently incarcerated and working with probation to complete Domestic Violence classes. The staff hired for the P2E program has submitted her resignation as she has accepted another position. Randy Brown indicated the Gavilan does conduct Zoom classes and those incarcerated could attend.
 - b. **Slingshot 3.0 Grant:** \$20,000 received and contract is in process.

- c. **Regional Training Grant:** A request was submitted to extend the term of the grant due to COVID-19.
 - 2. **Dislocated Worker Underserved COVID-19 Impacted Individuals Grant:** Staff provided an update on the \$54,000 in funding received and services provided to Dislocated Workers impacted by COVID-19. So far \$10,608 has been expended. 13 have received housing assistance, 2 have received utility assistance and one received child care assistance. Fund are scheduled to end September.
 - 3. **Central Coast Regional SB1 Grant:** Staff provided an update on the Central Coast Regional SB1 Grant (Santa Cruz, Monterey and San Benito) awarded in the amount of \$576,125. Staff are waiting for the contract to be processed and what the role of SBC is and what services will be available. More to come.
- I. **Committee Updates:** Updates were provided on the following committees:
- 1. **Ag Committee:** No Update
 - 2. **Audit Committee:** A desk review will be conducted instead of an in person review.
 - 3. **Bylaws Committee:** The Bylaws were approved at the June 9, 2020 meeting. Based on the updated bylaws, staff requests board members designate a Proxy in the event of board members absence. Info Only
 - 4. **Youth Committee:** The Committee were present their top 5 priorities. Richard Perez indicated the meeting was rescheduled and he has been working with Judith Munter. Will report at the next meeting.

V. **ADDITIONAL INFORMATION:** None

VI. **ADJOURNMENT:** *M/S/C Kendra Bobsin/Karen Para 4:00 P.M.*

No August Meeting.

The next Ex Committee meeting September 8, 2020 at 3 P.M.