



San Benito County Workforce Development Board
Full WDB Meeting
1161 San Felipe Road, Building B - Hollister, CA 95023
October 11, 2022 @ 3:00 P.M.
MINUTES

Table with 2 main columns: Representing the Private Sector (PR) and Representing the Public. Rows list names and roles of board members with checkboxes for attendance.

Staff: Enrique Arreola, Sylvia Jacquez, Ruby Soto, Juanita Leanos.

Guests: Renee Wells. Claire Grissom, Vivian Estrada.

Treasurer, Kendra Bobsin called the meeting at 3:04 p.m.

I. GENERAL INFORMATION:

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

B. Success Stories: Staff shared a letter that Participant#1 for the CSBG Summer Youth Employment Program wrote showing her appreciation regarding her work experience at CSWD/AJCC. She described her experience working as an Office Assistant Trainee; she explained that she was amazed by all the opportunities and resources available to clients. She gained knowledge of all the services that CSWD/AJCC agency has to offer. Participant #2, Work Experience Participant spoke about her experience at the Community Food Bank of San Benito, where she was able to gain experience by assisting both at the food bank and boutique. She described her duties of assisting with putting together bags of food for families and how she assisted at the cash register at the boutique and making sure the boutique was appropriately stocked. She was grateful of the experience that she was able to receive temporary employment till December. She felt very supported by staff who assisted her with placement at the Community Food Bank.

C. Comprehensive Economic Development Strategy (CEDS): Renee Wells, Executive Director, Economic Development Corporation of San Benito County, facilitated a presentation on the Comprehensive Economic Development Strategy (CEDS) for SBC. She stated that the current plan is due to expire in December 2022. A new plan is expected to be completed in April-May 2023. She stated that they have hired a consultant and the first strategic meeting was held. Enrique will serve on the committee to represent Workforce services.

II. 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 Nelson Leonor/Karen Para.



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- A. **Resolution for Remote Meetings**: The enclosed AB361 was the resolution to continue to allow tele-conferenced meetings.
- B. **One-Stop Operator Report**: Enclosed was the report from Racy Ming Associates, our One Stop Operator summarizing the activities of local partners.
- C. **Layoff Aversion Services/Rapid Response Report/Business Services Report**: Enclosed was the report September 2022.
- D. **Labor Market/Unemployment and Economic Summary**: Enclosed was the California Unemployment Report for August 2022.
- E. **Information Notices & Directives**: The most recent Workforce Services Directives [WSD22-01 thru WSD22-04](#) and Information Notices [WSIN 22-11-thru WSIN 22-12](#). were enclosed for boards information..
- F. **Meeting Minutes**:
  - 1. **Full WDB**: The full WDB draft minutes for April 12, 2022, and the July 12, 2022, were approved as presented.
  - 2. **Executive Committee**: The September 13, 2022, Ex Committee meeting minutes were enclosed board information.

### III. **REGULAR AGENDA/ACTION ITEMS**:

- A. **Roll Call**: Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.
- B. **Board Membership**: Any applications received were reviewed for appointment to the board. The current vacancies are: Private Sector Representatives Two (2) and Public Sector Representatives: Labor Organizations. The Board of Supervisors ratified recommendations of the 3 new board members: Omar Rosa, Irene Guevara, and Nick Winkler this morning.
  - 1. **Hope Services**: Kristi Alarid recommended Sara Grignon to fill this vacancy for the Public Sector. Application has not been received, staff waiting for response.
  - 2. **Resignation**: Duane Bradford submitted his resignation notice that he is retiring on 10/31/2022.
- C. **WDB Future Meetings**: Discussion took place regarding options for future meetings. Members opted to hold these meeting via hybrid and will revisit the discussion at the next full board meeting in January 2023 for the possibility to return to in-person meetings. Reminded members that a BOS Resolution is required to continue to hold meetings hybrid or remote) *M/S/C Nelson Leonor/Lizz Turner*.
- D. **CWA Meeting of the Minds Conference**: Staff member, Juanita Leanos provided an update on the Meeting of the Minds Conference in Monterey, held September 6-8, 2022.
- E. **North Central Coast RPU Negotiations**: Staff members, Enrique Arreola and Ruby Soto explained the process on the State Level Performance Goals and Local Area Negotiations held on 9/22/2022. A copy of the recommended goals was enclosed.
- F. **Program/Grant/Expenditures Updates**: Ruby Soto provided an overview of our current program enrollments and expenditures.
- G. **Prison to Employment (P2E) 2.0**: Enrique reported that there is still no announcement made on the Prison to Employment (P2E) application submitted August 1, 2022, requesting

\$696,000 for the Northern Central Coast Region. Announcement is expected sometime in December 2022. San Benito County WDB will be the lead agency, if awarded. As the lead agency, we would administer the grant and submit required reports to the State. Allocations would be- \$266,681 for Monterey County, Santa Cruz County \$156,000 the remainder will be for San Benito County.

- H. **Regional Equity and Recovery Partnership Grant:** Enrique reported that the Central Coast region was awarded this grant and Monterey County WDB will be the lead agency. It will be a partnership with the regional Workforce Boards along with the four community colleges including Gavilan College, Monterey Peninsula College, Cabrillo College, and Heald College. Identified different trainings which range from manufacturing, health, welding, Cyber Security, Hospitality, and others. Implementation will begin the first quarter of next year.
- I. **Board Proxy:** Assign board proxy, per the WDB Bylaws Article IV. Section 4.01. Regional Advisor provided response to questions on board proxy and also reminded board members to assign a proxy in the event a board member is unable to attend. Board members are to notify the chair and staff by the November 8 meeting of who their designee proxy shall be. Discussed to add additional language into the Bylaws.
- J. **Committee Updates:** Committee members provided updates for their respective committee. Updated Roster was enclosed. Committee List for FY 22/23 is enclosed. There is a need to review and assign members to vacant committees. ***Action Required. M/S/C Rosa Fernandez/Karen Para.***
  - 1. **Nomination Committee:** Committee members presented the new slate officers. There are no changes made. Current Committee members will remain. Also reviewed other committees. The updated list will be sent to all with the November agenda packet.
  - 2. **Audit Committee:** Fiscal and Procurement Monitoring is scheduled for the week of October 10, 2022. This will be an on-site monitoring.
  - 3. **Executive Committee:** Committee members tabled this item to the next meeting.
  - 4. **Business Services Committee (BSC):** Lizz Turner reported that there were 102 job seekers; 700+ job openings; 50+ employers/community organizations that participated in the event held on Thursday, September 22, 2022. Will plan to hold 2 events per year and smaller recruitment & hiring events at the America's Job Center of CA (AJCC).
  - 5. **Youth Committee:** Committee members provided an update. Next scheduled meeting is 11/8/2022. Members request for staff to send out a reminder.
  - 6. **Membership Committee:** Committee members and staff provided an update on recent recruitment efforts.

IV. **ADDITIONAL INFORMATION:**

- 1. Announced that there is a need to schedule a New Board Member Orientation soon.
- 2. Members requested to have staff present on the AJCC programs and services at the next full board meeting.
- 3. Suggested that there may be a need to schedule these meetings for a longer time.

V. **ADJOURNMENT:** *M/S/C Lizz Turner/Karen Para 4:40 P.M.*

The next Executive Committee meeting is scheduled for November 8, 2022, at 3 PM.