



San Benito County Workforce Development Board

Full WDB MEETING

1161 San Felipe Road, Hollister, CA 95023

October 12, 2021 @ 3:00 P.M.

AGENDA

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

At this time, the Workforce Development Board (WDB) is continuing to hold board meetings to conduct essential business. Members of the public are encouraged to participate electronically. Based on guidance from the California Department of Public Health, the Governor's Executive Order and Office, and the San Benito County Public Health Officer

Join Zoom Meeting

https://us06web.zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjEjdz09

Meeting ID: 978 7998 0043 - Passcode: 392237

One tap mobile

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

I. GENERAL INFORMATION:

- A. Public Comment Period: Select the "Participants Tab" and click "Raise Hand" icon...
B. Success Stories: Staff and/or participants will present success stories.

II. REGULAR AGENDA:

- A. Roll Call: Roll will be taken to determine excused absences...
B. Board Recognition: Staff will present WDB recognition and awards.
C. Meeting Minutes:
1. Full WDB: July 13, 2021 full WDB minutes are enclosed for review and approval. Action Required.



2. **Executive Committee:** There was no meeting in August, 2021. The September 14, 2021 minutes are **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.

- A. **Labor Market/Unemployment and Economic Summary:** **Enclosed** is the August, 2021 report.
- B. **Layoff Aversion Services/Rapid Response Report/Business Services Report:** **Enclosed** is the report for Sept. 2021.
- C. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD21-01 thru WSD21-02](#) and Information Notices [WSIN 21-14-thru WSIN 21-17](#) were **enclosed**.
- D. **Expenditure Updates:** **Enclosed** is the August, 2021 expenditure report for your information.

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. **Term Expiration-Al Gonzalez, Jr.:** The term of Al Gonzalez, Jr. expires on October 23, 2021 and he is retiring after 41 years and will not continue on the board.
  2. **Application Received:** The **enclosed** application was received from Scott Reese, Local 393 Business Agent Steamfitter, to fill the position vacated by Al Gonzalez, Jr. **Action Required**
- B. **AJCC Comprehensive and Affiliate/Specialized Certification:** Directive WSD20-08 is **enclosed** for your review. This policy provides the guidance and procedures regarding certification of comprehensive and affiliate/specialized AJCC locations, which is due to the State by November 1, 2021.
- C. **Program Reports:** Staff may provide an update on enrollments and expenditures.
- D. **Committee Updates:** Committee updates may be provided by committee members.
  1. **Nomination Committee:** **Enclosed** is the updated committee list and WDB roster.
  2. **Ag Committee:**
  3. **Audit Committee:** Staff may provide an update on the Fiscal & Procurement Review for PY 2020-2021 held the week of June 7-11, 2021.
  4. **Business Services Committee (BSC):** Staff and committee members may provide an update on the goals identified and determining next steps. **Enclosed**
  5. **Membership Committee:** The committee will provide an update on recruitment efforts.
  6. **Youth Committee:** Committee Members and staff may provide an update on the meeting held October 12, 2021 at 2 PM.

V.

**ADDITIONAL INFORMATION:**

VI.

**ADJOURNMENT:**

The next Executive Committee meeting is scheduled for November 9, 2021 at 3 PM

The full WDB meeting is scheduled for January 11, 2022 at 3 PM



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 for 'Representing the Private Sector (PR)' and 'Representing the Public'. Includes names like Bianchi, Richard, Chavez Wyatt, Frowein, Chuck, Giancola, Shelley, Para, Karen, Rodriguez, Jose, Alarid, Kristi, Bobsin, Kendra, Bradford, Duane, Brown, Randy, Gonzalez, Al, Jr, Adams, Lamont, Rubalcava, Lupe, Leonard, Michelle, Leonor, Nelson. Includes staff and guest information.

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 15<sup>th</sup>. 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 17<sup>th</sup>. 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 19<sup>th</sup>.
- 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



San Benito County Workforce Development Board

EXECUTIVE COMMITTEE MEETING

1161 San Felipe Road, Hollister, CA 95023

September 14, 2021 @ 3:00 P.M.

MINUTES

Table with 4 columns: Quorum Met: Yes, Representing the Private Sector (PR), Representing the Public, and empty cells. Rows include names like Richard Bianchi, Chuck Frowein, Karen Para, Kristina Chavez-Wyatt, Andi Anderson, Ruby Soto, Lizz Sánchez Turner, Heidi Jumper, Kendra Bobsin, and Nelson Leonor.

Chair, Richard Bianchi, called the meeting to order at 3:03 P.M.

I. GENERAL INFORMATION:

A. Public Comment Period: None.

II. REGULAR AGENDA:

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

B. Meeting Minutes:

- 1. Executive Committee: The June 8, 2021 minutes are enclosed for review and approval. M/S/C Chuck Frowein/Karen Para.
2. Full WDB: July 13, 2021 full WDB minutes are 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 is the August, 2021 report.
B. Layoff Aversion Services/Rapid Response Report: Enclosed is the report for Aug. 2021.
C. Information Notices & Directives: The most recent Workforce Services Directives WSD21-01 thru WSD21-02 and Information Notices WSIN 21-01-thru WSIN 21-13 were enclosed.
D. Regional & Local WDB Plan: Enclosed are the letters for the North Central Coast Regional Planning Unit PY 2021-2024 stating the Regional & Local Plan have been accepted.



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).
- B. **Term Expiration:**
1. **Kristina Chavez Wyatt:** The term of Kristina Chavez Wyatt expires on October 23, 2021 and she has decided not to continue on the board so that she can focus more on the Business Council.
  2. **Al Gonzalez:** The terms of Al Gonzalez expires on October 23, 2021. Motion to accept the reappointment of Al Gonzalez, Jr. based on confirmation of his desire to continue on the board. *Kendra Bobsin/Nelson Lenor.*
- C. **Meeting of the Minds:** Participating staff and board Members provided an update on the Meeting of the Minds held September 7-9, 2021. Lizz Sánchez Turner attended and stated it was very informative and really good information. There is a lot more out there than what our agency offers and there were a lot of great ideas.
- D. **Program Reports:** Staff provided an update on enrollments: 12 ITA for \$5,000 for vocational training, 5 dislocated workers 7 adults, truck driving, welder, \_\_\_\_\_ ruby please fill in! 5 out of school youth ITA \_\_\_\_\_. Work Experience, several enrolled. Discussed increasing the pay rate in October. **Table to next meeting agenda for action.**
- E. **Board Recognition:** Staff will present WDB recognition and awards at the October meeting. Info only.
- F. **Committee Updates:** Committee updates may be provided by committee members.
1. **Nomination Committee:** The Nomination Committee presented the slate of officers for fiscal year 2021/2022 as discussed at their July 27, 2021 meeting.
    - a. **Executive Committee:** Slate of officers will remain the same. Motion to appoint Lupe Rubalcava to replace Cynthia Larca on the Public Sector and Lizz Sánchez Turner to replace Kristina Chavez Wyatt on Private Sector *M/S/C Karen Para/Kendra Bobsin*
    - b. **Business services Committee:** Per Regional Advisor, it was suggested that Jose Rodriguez be moved to committee member due to his employment change. The WDB approved Lizz Sánchez Turner to be the committee chair, as the replacement for Kristina Chavez Wyatt. *M/S/C Karen Para/Kendra Bobsin*
    - c. **Bylaws Committee:** Will remain the same.
    - d. **Audit/Evaluation Committee:** Lupe Rubacalva to fill the vacancy of Cynthia Larca.
    - e. **Youth Committee:** Motion to accept Chuck as Co-Chair. *M/S/C Karen Para/Kendra Bobsin.*
    - f. **Web-Site Committee, Job Fair Committee, Membership Committee:** Lizz Sánchez Turner to replace Kristina Chavez Wyatt. *M/S/C Karen Para/Kendra Bobsin.*
  2. **Ag Committee:**
  3. **Audit Committee:** Staff may provide an update on the Fiscal & Procurement Review for PY 2020-2021 held the week of June 7-11, 2021. No report
  4. **Business Services Committee (BSC):** Staff and committee members may provide an update on the goals identified and determining next steps. No report
  5. **Membership Committee:** The committee will provide an update on recruitment efforts. Send application to Chuck to forward to Joanne Kim. Chuck Frowein stated that Mike Fischer indicated his interest in serving on the board. Still waiting for input

from Clair Grissom or a recommendation from the High School.

6. **Youth Committee**: Committee Members and staff may provide an update. Welcomed Heidi Jumper to the committee. The next meeting is scheduled for October 12, 2021 at 2 PM.

V. **ADDITIONAL INFORMATION**: None

VI. **ADJOURNMENT**: *M/S/C Kendra Bobsin/Nelson Leonor*

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

The next Ex Committee meeting is scheduled for November 9, 2021 at 3 PM



**REPORT 400 C**  
**Monthly Labor Force Data for Counties**  
**July 2021 - Preliminary**  
 Data Not Seasonally Adjusted

COUNTY	RANK BY RATE	LABOR FORCE	EMPLOYMENT	UNEMPLOYMENT	RATE
<b>STATE TOTAL</b>	---	<b>19,164,600</b>	<b>17,659,100</b>	<b>1,505,500</b>	<b>7.9%</b>
ALAMEDA	21	811,000	758,900	52,100	6.4%
ALPINE	51	480	440	50	9.4%
AMADOR	26	14,690	13,690	1,000	6.8%
BUTTE	33	93,300	86,600	6,700	7.2%
CALAVERAS	8	21,990	20,730	1,260	5.7%
COLUSA	55	11,250	10,060	1,190	10.6%
CONTRA COSTA	25	541,300	504,800	36,500	6.7%
DEL NORTE	41	9,590	8,860	730	7.6%
EL DORADO	15	91,500	86,100	5,400	5.9%
FRESNO	50	449,200	407,400	41,800	9.3%
GLENN	31	13,040	12,120	920	7.0%
HUMBOLDT	21	59,600	55,800	3,800	6.4%
IMPERIAL	58	68,000	55,100	12,800	18.9%
INYO	15	8,380	7,890	490	5.9%
KERN	56	380,800	340,100	40,800	10.7%
KINGS	52	56,600	51,100	5,500	9.7%
LAKE	36	29,360	27,180	2,190	7.4%
LASSEN	8	9,680	9,130	560	5.7%
LOS ANGELES	53	5,102,700	4,581,300	521,300	10.2%
MADERA	49	61,800	56,100	5,600	9.1%
MARIN	1	135,000	128,900	6,100	4.5%
MARIPOSA	26	7,970	7,430	550	6.8%
MENDOCINO	19	37,010	34,670	2,340	6.3%
MERCED	53	118,500	106,300	12,100	10.2%
MODOC	18	3,430	3,220	210	6.2%
MONO	28	8,060	7,510	560	6.9%
MONTEREY	28	229,700	213,800	15,900	6.9%
NAPA	11	71,700	67,500	4,100	5.8%
NEVADA	11	47,110	44,390	2,720	5.8%
ORANGE	19	1,586,700	1,487,200	99,500	6.3%
PLACER	6	186,900	176,900	10,000	5.3%
PLUMAS	36	8,220	7,610	610	7.4%
RIVERSIDE	43	1,123,700	1,035,300	88,400	7.9%
SACRAMENTO	35	714,800	662,400	52,400	7.3%
SAN BENITO	33	31,800	29,500	2,300	7.2%
SAN BERNARDINO	44	985,600	907,200	78,400	8.0%
SAN DIEGO	28	1,543,900	1,437,600	106,300	6.9%
SAN FRANCISCO	5	561,600	532,400	29,200	5.2%
SAN JOAQUIN	48	333,000	302,900	30,100	9.0%
SAN LUIS OBISPO	8	131,200	123,700	7,500	5.7%
SAN MATEO	2	441,100	420,000	21,200	4.8%
SANTA BARBARA	11	222,100	209,300	12,900	5.8%
SANTA CLARA	4	1,027,700	977,100	50,600	4.9%
SANTA CRUZ	24	135,100	126,100	9,000	6.6%
SHASTA	31	74,100	69,000	5,200	7.0%
SIERRA	2	1,410	1,340	70	4.8%
SISKIYOU	38	17,350	16,050	1,300	7.5%
SOLANO	41	204,300	188,800	15,600	7.6%
SONOMA	7	249,400	235,600	13,800	5.6%
STANISLAUS	45	245,700	224,900	20,800	8.5%
SUTTER	45	47,400	43,400	4,000	8.5%
TEHAMA	38	25,610	23,680	1,920	7.5%
TRINITY	11	4,800	4,520	280	5.8%
TULARE	57	199,100	176,900	22,200	11.1%
TUOLUMNE	38	20,080	18,580	1,500	7.5%
VENTURA	21	411,300	385,100	26,200	6.4%
YOLO	15	107,400	101,000	6,400	5.9%
YUBA	47	30,500	27,800	2,700	8.8%

**Notes**

1) Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

2) Labor force data for all geographic areas now reflect the March 2020 benchmark and Census 2010 population controls at the state level.

Data Not Seasonally Adjusted

	Jul 20	May 21	Jun 21	Jul 21	Percent Change	
			Revised	Prelim	Month	Year
Civilian Labor Force (1)	1,048,800	1,039,300	1,045,500	1,059,500	1.3%	1.0%
Civilian Employment	950,500	990,100	990,700	1,006,600	1.6%	5.9%
Civilian Unemployment	98,300	49,200	54,800	52,900	-3.5%	-46.2%
Civilian Unemployment Rate	9.4%	4.7%	5.2%	5.0%		
(CA Unemployment Rate)	13.6%	7.5%	8.0%	7.9%		
(U.S. Unemployment Rate)	10.5%	5.5%	6.1%	5.7%		
<b>Total, All Industries (2)</b>	<b>1,058,300</b>	<b>1,089,100</b>	<b>1,097,400</b>	<b>1,096,300</b>	<b>-0.1%</b>	<b>3.6%</b>
Total Farm	5,800	5,600	5,900	6,100	3.4%	5.2%
Total Nonfarm	1,052,500	1,083,500	1,091,500	1,090,200	-0.1%	3.6%
Total Private	965,200	991,800	1,001,100	1,004,500	0.3%	4.1%
Goods Producing	221,200	217,800	221,100	221,700	0.3%	0.2%
Mining, Logging, and Construction	51,700	48,800	50,200	50,200	0.0%	-2.9%
Mining and Logging	200	200	200	200	0.0%	0.0%
Construction	51,500	48,600	50,000	50,000	0.0%	-2.9%
Specialty Trade Contractors	37,300	34,800	36,200	36,300	0.3%	-2.7%
Building Equipment Contractors	17,600	17,400	17,600	17,600	0.0%	0.0%
Manufacturing	169,500	169,000	170,900	171,500	0.4%	1.2%
Durable Goods	158,000	157,800	159,600	160,200	0.4%	1.4%
Machinery Manufacturing	11,000	11,100	11,100	10,900	-1.8%	-0.9%
Computer & Electronic Product Manufacturing	120,800	119,200	120,400	121,400	0.8%	0.5%
Computer & Peripheral Equipment Manufactur	58,100	57,800	58,300	58,600	0.5%	0.9%
Electronic Computer Manufacturing	55,700	55,400	56,100	56,500	0.7%	1.4%
Semiconductor & Electronic Component Mfg	39,100	37,800	38,100	38,400	0.8%	-1.8%
Bare Printed Circuit Board Manufacturing	3,600	3,400	3,500	3,500	0.0%	-2.8%
Semiconductor & Related Devices Manufac	27,700	26,500	26,700	26,900	0.7%	-2.9%
Electronic Instrument Manufacturing	16,100	15,900	16,100	16,100	0.0%	0.0%
Transportation Equipment Manufacturing	5,700	5,400	5,500	5,500	0.0%	-3.5%
Aerospace Product & Parts Manufacturing	4,500	4,200	4,300	4,300	0.0%	-4.4%
Nondurable Goods	11,500	11,200	11,300	11,300	0.0%	-1.7%
Service Providing	831,300	865,700	870,400	868,500	-0.2%	4.5%
Private Service Providing	744,000	774,000	780,000	782,800	0.4%	5.2%
Trade, Transportation & Utilities	115,400	117,400	118,000	118,000	0.0%	2.3%
Wholesale Trade	28,900	28,400	28,300	28,600	1.1%	-1.0%
Merchant Wholesalers, Durable Goods	20,700	20,800	20,900	21,200	1.4%	2.4%
Retail Trade	71,300	72,700	73,100	72,700	-0.5%	2.0%
Electronics & Appliance Stores	3,700	3,600	3,500	3,500	0.0%	-5.4%
Building Material & Garden Equipment Stores	5,700	5,700	5,900	5,700	-3.4%	0.0%
Food & Beverage Stores	17,600	17,200	16,900	16,700	-1.2%	-5.1%
Health & Personal Care Stores	4,100	4,300	4,300	4,200	-2.3%	2.4%
Clothing & Clothing Accessories Stores	7,100	7,700	8,000	8,300	3.8%	16.9%
General Merchandise Stores	12,400	12,100	12,400	12,500	0.8%	0.8%
Transportation, Warehousing & Utilities	15,200	16,300	16,600	16,700	0.6%	9.9%
Transportation & Warehousing	13,600	14,600	14,800	14,900	0.7%	9.6%
Couriers & Messengers	5,700	6,200	6,300	6,000	-4.8%	5.3%
Information	106,100	107,900	109,900	110,600	0.6%	4.2%
Publishing Industries (except Internet)	38,300	37,500	38,100	38,300	0.5%	0.0%
Telecommunications	4,800	4,700	4,700	4,700	0.0%	-2.1%
Financial Activities	37,800	37,600	37,500	37,200	-0.8%	-1.6%
Finance & Insurance	22,900	22,700	22,700	22,500	-0.9%	-1.7%
Credit Intermediation & Related Activities	13,300	13,400	13,400	13,200	-1.5%	-0.8%
Real Estate & Rental & Leasing	14,900	14,900	14,800	14,700	-0.7%	-1.3%
Real Estate	13,000	13,000	13,000	12,900	-0.8%	-0.8%
Professional & Business Services	236,300	241,200	242,800	243,900	0.5%	3.2%
Professional, Scientific & Technical Services	164,100	166,200	167,000	168,400	0.8%	2.6%
Architectural, Engineering & Related Services	17,700	19,000	19,200	19,500	1.6%	10.2%
Computer Systems Design & Related Services	88,300	89,900	89,900	90,100	0.2%	2.0%
Scientific Research & Development Services	24,200	26,000	26,600	27,000	1.5%	11.6%

Data Not Seasonally Adjusted

	Jul 20	May 21	Jun 21 Revised	Jul 21 Prelim	Percent Change	
					Month	Year
Management of Companies & Enterprises	14,800	14,700	14,900	14,800	-0.7%	0.0%
Administrative & Support & Waste Services	57,400	60,300	60,900	60,700	-0.3%	5.7%
Administrative & Support Services	54,600	57,600	58,200	57,600	-1.0%	5.5%
Employment Services	19,600	21,800	22,000	21,700	-1.4%	10.7%
Educational & Health Services	165,900	173,500	173,800	173,500	-0.2%	4.6%
Educational Services	38,800	40,900	40,700	39,100	-3.9%	0.8%
Colleges, Universities & Professional Schools	25,500	27,300	27,100	25,900	-4.4%	1.6%
Health Care & Social Assistance	127,100	132,600	133,100	134,400	1.0%	5.7%
Ambulatory Health Care Services	43,600	47,900	47,900	48,500	1.3%	11.2%
Hospitals	29,900	30,300	30,400	30,700	1.0%	2.7%
Nursing & Residential Care Facilities	12,800	12,300	12,300	12,200	-0.8%	-4.7%
Social Assistance	40,800	42,100	42,500	43,000	1.2%	5.4%
Leisure & Hospitality	62,900	71,900	72,900	75,300	3.3%	19.7%
Accommodation & Food Services	55,600	56,900	59,000	61,100	3.6%	9.9%
Accommodation	4,500	5,600	6,000	6,200	3.3%	37.8%
Food Services & Drinking Places	51,100	51,300	53,000	54,900	3.6%	7.4%
Restaurants	45,400	47,300	48,500	49,900	2.9%	9.9%
Other Services	19,600	24,500	25,100	24,300	-3.2%	24.0%
Government	87,300	91,700	90,400	85,700	-5.2%	-1.8%
Federal Government	10,400	10,400	10,400	10,400	0.0%	0.0%
Department of Defense	700	700	700	700	0.0%	0.0%
State & Local Government	76,900	81,300	80,000	75,300	-5.9%	-2.1%
State Government	6,400	7,400	7,300	6,400	-12.3%	0.0%
State Government Education	4,400	5,300	5,200	4,300	-17.3%	-2.3%
State Government Excluding Education	2,000	2,100	2,100	2,100	0.0%	5.0%
Local Government	70,500	73,900	72,700	68,900	-5.2%	-2.3%
Local Government Education	31,800	34,400	32,700	29,000	-11.3%	-8.8%
Local Government Excluding Education	38,700	39,500	40,000	39,900	-0.3%	3.1%
County	21,600	21,900	21,900	22,000	0.5%	1.9%
City	12,500	12,900	13,200	13,100	-0.8%	4.8%
Special Districts plus Indian Tribes	4,600	4,700	4,900	4,800	-2.0%	4.3%

**Notes:**

(1) Civilian labor force data are by place of residence; include self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding. The unemployment rate is calculated using unrounded data.

(2) Industry employment is by place of work; excludes self-employed individuals, unpaid family workers, household domestic workers, & workers on strike. Data may not add due to rounding.

These data are produced by the Labor Market Information Division of the California Employment Development Department (EDD). Questions should be directed to: Amanda Ha 415-749-2002 or Nati Martinez 209-941-6551

These data, as well as other labor market data, are available via the Internet at <http://www.labormarketinfo.edd.ca.gov>. If you need assistance, please call (916) 262-2162.

#####

EMPLOYMENT DEVELOPMENT DEPARTMENT  
Labor Market Information Division  
745 Franklin Street  
San Francisco, CA 94102

Contact: Amanda Ha  
(415) 747-2002

**SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)  
(SAN BENITO AND SANTA CLARA COUNTIES)**  
**Government declines on both month-over and year-over basis**

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 5.0 percent in July 2021, down from a revised 5.2 percent in June 2021, and below the year-ago estimate of 9.4 percent. This compares with an unadjusted unemployment rate of 7.9 percent for California and 5.7 percent for the nation during the same period. The unemployment rate was 7.2 percent in San Benito County, and 4.9 percent in Santa Clara County.

**Between June 2021 and July 2021**, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, decreased by 1,100 jobs to reach 1,096,300.

- Government (down 4,700 jobs) declined seasonally due to summer vacation. Public schools slashed 4,600 jobs, while local government shed 100 jobs.
- Other services dropped by 800 jobs. Private educational and health services and financial services registered equal losses of 300 jobs.
- Meanwhile, leisure and hospitality (up 2,400 jobs) improved the most out of the major industries. Four-fifths of the growth was due to food services and drinking places (up 1,900 jobs).
- Professional and business services logged a job gain of 1,100 jobs. Growth in professional, scientific, and technical services (up 1,400 jobs) was slightly offset by contractions in administrative, support, waste management, and remediation services (down 200 jobs) and management of companies and enterprises (down 100 jobs).

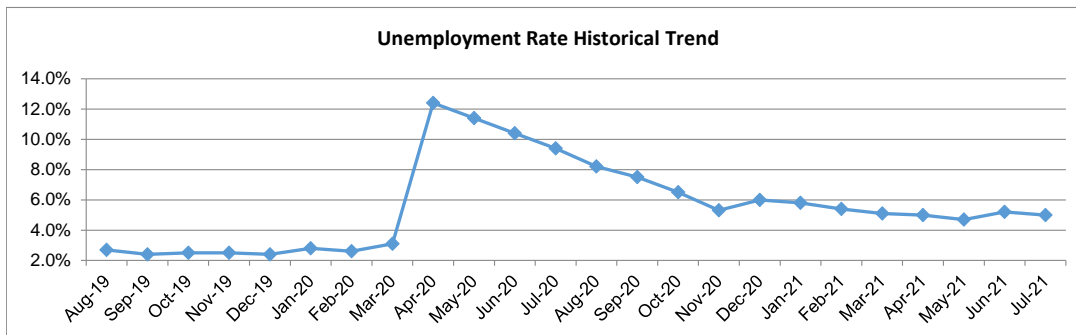
**Between July 2020 and July 2021**, combined employment in the South Bay counties of San Benito and Santa Clara, rose by 38,000 jobs, or 3.6 percent.

- Leisure and hospitality expanded by 12,400 jobs or 19.7 percent.
- Private educational and health services and professional and business services both improved by 7,600 jobs.
- On the other hand, government fell by 1,600 jobs. Although local government (up 1,200 jobs) grew, cutbacks in public schools (down 2,900 jobs) more than outweighed the growth.
- Construction shed 1,500 jobs, predominantly due to specialty trade contractors (down 1,000 jobs).

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IMMEDIATE RELEASE  
 SAN JOSE-SUNNYVALE-SANTA CLARA METROPOLITAN STATISTICAL AREA (MSA)  
 (San Benito and Santa Clara Counties)

The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 5.0 percent in July 2021, down from a revised 5.2 percent in June 2021, and below the year-ago estimate of 9.4 percent. This compares with an unadjusted unemployment rate of 7.9 percent for California and 5.7 percent for the nation during the same period. The unemployment rate was 7.2 percent in San Benito County, and 4.9 percent in Santa Clara County.



Industry	Jun-2021	Jul-2021	Change		Jul-2020	Jul-2021	Change
	Revised	Prelim				Prelim	
Total, All Industries	1,097,400	1,096,300	(1,100)		1,058,300	1,096,300	38,000
Total Farm	5,900	6,100	200		5,800	6,100	300
Total Nonfarm	1,091,500	1,090,200	(1,300)		1,052,500	1,090,200	37,700
Mining, Logging, and Construction	50,200	50,200	0		51,700	50,200	(1,500)
Mining and Logging	200	200	0		200	200	0
Construction	50,000	50,000	0		51,500	50,000	(1,500)
Manufacturing	170,900	171,500	600		169,500	171,500	2,000
Trade, Transportation & Utilities	118,000	118,000	0		115,400	118,000	2,600
Information	109,900	110,600	700		106,100	110,600	4,500
Financial Activities	37,500	37,200	(300)		37,800	37,200	(600)
Professional & Business Services	242,800	243,900	1,100		236,300	243,900	7,600
Educational & Health Services	173,800	173,500	(300)		165,900	173,500	7,600
Leisure & Hospitality	72,900	75,300	2,400		62,900	75,300	12,400
Other Services	25,100	24,300	(800)		19,600	24,300	4,700
Government	90,400	85,700	(4,700)		87,300	85,700	(1,600)

Notes: Data not adjusted for seasonality. Data may not add due to rounding  
 Labor force data are revised month to month  
 Additional data are available on line at [www.labormarketinfo.edd.ca.gov](http://www.labormarketinfo.edd.ca.gov)



October 4th, 2021

To: Workforce Development Board

From: Sylvia Jacquez, Program Manager

Re: Business Services, Layoff Aversion and Rapid Response Activities for September 2021

At the direction of the Workforce Development Board the following are the activities for September 2021:

**1) Business Services Engagement:**

a. Business Recruitments:

- Amazon—Multiple Positions available
- San Benito County Office of Education —Multiple Positions available
- Dunneville—Multiple Positions available
- Chamberlains Youth Services—Multiple Positions available
- San Benito High School—Multiple Positions available
- Casa de Fruta—Multiple Positions available
- Youth Alliance—Multiple Positions Available
- Teknova—Multiple Positions Available
- Infinity Staffing—Multiple Positions Available
- Pacific Scientific—Multiple Positions Available
- Spherion Staffing—Multiple Positions Available

b. Unemployment Rate for San Benito County fell to 6.9% with 2,200 unemployed. This is down from 7.1.% from the previous month. The State average unemployment rate is currently 7.5% with approximately 1.4 million unemployed.

**2) Job Search Assistance & Resume Writing Workshops**

- a. WIOA Orientations are being held virtually and in-person until the end of the year every Wednesday, Thursday, and Friday.
- b. AJCC continues to serve clients and provide access to computers so they can log in to their EDD and Cal JOBS accounts.
- c. The AJCC is currently providing Resume writing assistance to all clients that come to our office.

**3) Amazon Facility Update:**

- a. Amazon has opened its facility located in Hollister on September 29<sup>th</sup>, 2021. They have hired over 180 delivery drivers, and they have over 200 employees currently working at the facility.
- b. They are looking to add an additional 30-50 employees in the upcoming weeks and more once the holiday season begins.



- c. They estimate that they will be processing and delivering up to 20,000 packages a day and close 80,000 packages during the holidays.
- d. The facility will serve customers in 13 zip codes from Los Banos to Carmel Valley.
- e. AJCC staff (Sylvia Jacquez and Ruby Soto) met with the HR Manager (Michelle) and the HR Recruiter (Christian) during the tour of the facilities. They were provided a Business Services packet that went over all the different services that are being offered by the AJCC including assistance with recruitment. They were both very appreciative of the efforts the AJCC has done to assist with recruitment for their facility.

**4) Job Fairs:**

- a. The AJCC and the Hollister Downtown Association concluded their partnered up to bring weekly Job Fair events at the Farmer’s Market every Wednesday from 3:00pm to 7:30pm until September 29<sup>th</sup>, 2021.
  - i. Businesses that have participated in the weekly events include:
    - 1. Teknova
    - 2. Casa De Fruta
    - 3. Infinity Staffing
    - 4. Chamberlain’s Youth Services
    - 5. San Benito County Office of Education
    - 6. Pacific Scientific
    - 7. Leal Vineyards

**5) Success Stories:**

- a. USA Sports Gymnastics lost their staff over the summer when their coaches left to go to school in other cities. They reached to us to have their positions listed. We created a flyer and posted the jobs both here at the Job Center and on our Social Media accounts. Within 2 days they had received over 20 calls from high school students looking for a flexible part time job that wasn’t open late. They were able to set up 13 interviews and from those interviews they hired 6 new coaches. They were grateful because they had no idea that we offered these services, and they were concerned that they would have to cancel sessions due to lack of employees.

**6) Rapid Response/WARN Events:**

- a. None

**7) Social Media Insight:**

- a. \$5000 WIOA Scholarship Available-- 6K total views.
- b. WIOA Paid Training Program—4.2K total views
- c. Amazon Now Hiring—4K views
- d. Over 12,500 views overall in the last 28 days

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**MEMORANDUM**

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October 2021

**TO:** Workforce Development Board (WDB) Members  
**FROM:** Sylvia Jacquez, Program Manager; Enrique Arreola, Deputy Director  
Summary of EDD Workforce Services Directives and Workforce Services Information Notices

**Background/Summary:** Directives provide policy and guidance regarding various Workforce Services program requirements, funding and activities for EDD Workforce Services Staff and Workforce Partners.

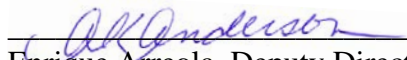
**Background/Summary (Information Notices):** The Employment Development Department (EDD) issues Workforce Services Information Notices (WSIN) to disseminate announcements, general information, and procedural guidance on departmental programs for EDD staff, workforce partners, stakeholders, and other individuals in the workforce development system. Through the Workforce Innovation and Opportunity Act and the Wagner-Peyser Act, the EDD administers program for veterans, youth, dislocated workers, people with disabilities, including Trade Adjustment Assistance, CalJOBS<sup>SM</sup>, employer incentives and more. Directives provide policy and guidance regarding various Workforce Services program requirements, funding, and activities for EDD Workforce Services Staff and Workforce Partners.

**Workforce Service Directives:** [https://www.edd.ca.gov/Jobs\\_and\\_Training/Active\\_Directives.htm](https://www.edd.ca.gov/Jobs_and_Training/Active_Directives.htm)

- [WSD21-02](#) - Salary and Bonus Limitations for 2021
- [WSD21-01](#) - 70 Percent LLSIL and Poverty Guidelines for 2021

**Information Notices:** [https://www.edd.ca.gov/jobs\\_and\\_training/Information\\_Notices.htm](https://www.edd.ca.gov/jobs_and_training/Information_Notices.htm)

- [WSIN21-17](#) - CalJOBS Modernization Project
- [WSIN21-16](#) - Workforce System Technical Assistance Collaborative
- [WSIN21-15](#) - Employer Engagement Program
- [WSIN21-14](#) - ESP Grant Programs SFP – PY 21-22

  
Enrique Arreola, Deputy Director  
San Benito County Workforce Development Board (WDB)

**10/10/21**  
Date



Expenditures through AUG

AA111029 (7/1/2020-6/30/2022)

<b>L/O AVSN 292 &amp; 293 (\$4,590 &amp; 20,548)</b>		<b>\$ 25,138.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Program	\$ 12,669.00	\$ 12,469.00
<b>Total</b>	<b>\$ 12,669.00</b>	<b>\$ 12,469.00</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754 )</b>		<b>\$ 227,781.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Core Reg	\$ 29,516.00	10%
Intensive	\$ 64,776.00	
Other - Training	\$ 70,463.00	
Supp. Svcs.	\$ 500.00	
Other	\$ 4,620.00	
ITA - Training	\$ 23,250.00	
OJT - Training	\$ -	
Admin	\$ 21,313.56	
<b>Total</b>	<b>\$ 214,438.56</b>	

<b>WIA YOUTH 301</b>		<b>\$ 236,297.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
In-School	\$ 889.00	
Out of School	\$ 175,288.00	
Youth ITA/SS	\$ 19,339.00	
Youth Out of School	\$ 15,189.00	
Admin	\$ 21,590.00	
<b>Total</b>	<b>\$ 232,295.00</b>	

<b>D.W. 501/2 (37,332) &amp;(167,105 )</b>		<b>\$ 204,437.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Core Reg.	\$ 26,918.00	18%
Intensive	\$ 41,062.00	
Other - Training	\$ 8,206.00	
Supp. Svcs.	\$ 1,209.00	
Other	\$ 5,184.00	
ITA - Training	\$ 32,261.00	
OJT - Training	\$ -	
Admin	\$ 19,573.00	
<b>Total</b>	<b>\$ 134,413.00</b>	

<b>R.R. 540/1 (19,339) &amp; 541 ( 86,564 )</b>		<b>\$ 105,903.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Other	\$ 105,903.00	
<b>Total</b>	<b>\$ 105,903.00</b>	<b>\$ -</b>

<b>NOVA P2E 2.0</b>	<b>1/1/20-3/31/22</b>		<b>\$ 84,829.00</b>
	<b>Budget</b>	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
<b>Staff S&amp;B - IDS</b>	<b>\$ 25,133.00</b>	<b>\$ 12,970.00</b>	<b>\$ 12,163.00</b>
<b>Travel - IDS</b>	<b>\$ 830.00</b>	<b>\$ -</b>	<b>\$ 830.00</b>
<b>Tuition - IDS</b>	<b>\$ 14,873.00</b>	<b>\$ 14,919.00</b>	<b>\$ (46.00)</b>
<b>Other Cost - IDS</b>	<b>\$ 750.00</b>	<b>\$ 229.00</b>	<b>\$ 521.00</b>
<b>Staff S&amp;B - SSEL</b>	<b>\$ 24,492.00</b>	<b>\$ 10,434.00</b>	<b>\$ 14,058.00</b>
<b>Travel - SSEL</b>	<b>\$ 830.00</b>	<b>\$ -</b>	<b>\$ 830.00</b>
<b>Training - SSEL</b>	<b>\$ 13,171.00</b>	<b>\$ 6,558.00</b>	<b>\$ 6,613.00</b>
<b>Supp. Svcs - SSEL</b>	<b>\$ 4,000.00</b>	<b>\$ 500.00</b>	<b>\$ 3,500.00</b>
<b>Other Cost - SSEL</b>	<b>\$ 750.00</b>	<b>\$ -</b>	<b>\$ 750.00</b>
<b>Total</b>	<b>\$ 84,829.00</b>	<b>\$ 45,610.00</b>	<b>\$ 39,219.00</b>

<b>NOVA REGIONAL TRAINING</b>			<b>\$ 15,000.00</b>
	<b>Budget</b>	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
<b>Regional Training</b>	<b>\$ 15,000.00</b>	<b>\$ 13,140.00</b>	<b>\$ 1,860.00</b>
<b>Total</b>	<b>\$ 15,000.00</b>	<b>\$ 13,140.00</b>	<b>\$ 1,860.00</b>

i 2021

AA211029 (7/1/21-6/30/2023)

L/O AVERSION 292 (5,519) & 293 (0)		\$ 5,519.00
	Exp. \$ thru AUG	Unspent Bal.
Program	\$ -	\$ 5,519.00
<b>Total</b>	<b>\$ -</b>	<b>\$ 5,519.00</b>

ADULT 201/2 (33,477) &(0)		\$ 33,477.00
	Exp. \$ thru AUG	Unspent Bal.
Core Reg	\$ -	0%
Intensive	\$ -	
Other - Training	\$ -	
Supp. Svcs.	\$ -	
Other	\$ -	
ITA - Training	\$ -	
OJT - Training	\$ -	
Admin	\$ -	
<b>Total</b>	<b>\$ -</b>	

WIA YOUTH 301		\$ 197,749.00
	Exp. \$ thru AUG	Unspent Bal.
In-School	\$ 377.00	0%
Out of School	\$ 10,435.00	
Youth ITA	\$ -	
Youth Out of School	\$ -	
Admin	\$ -	
<b>Total</b>	<b>\$ 10,812.00</b>	

D.W. 501/2 (42,411) & (0)		\$ 42,411.00
	Exp. \$ thru AUG	Unspent Bal.
Core Reg	\$ -	0%
Intensive	\$ -	
Other - Training	\$ -	
Supp. Svcs.	\$ -	
Other	\$ -	
ITA - Training	\$ -	
OJT - Training	\$ -	
Admin	\$ -	
<b>Total</b>	<b>\$ -</b>	

R.R. 540/1 (18,456) & 541 (0)		\$ 18,456.00
	Exp. \$ thru AUG	Unspent Bal.
Other	\$ 2,933.00	
<b>Total</b>	<b>\$ 2,933.00</b>	<b>\$ 15,523.00</b>

<b>WIOA 1187-COVID</b>		<b>\$ -</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
<b>Other</b>	<b>\$ -</b>	
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>

<b>CalWorks ESE</b>	<b>7/2021-6/2022</b>	<b>\$ 440,000.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
<b>Work Exp. Salaries</b>	<b>\$ 11,143.00</b>	
<b>Work Exp. Soc. Sec.</b>	<b>\$ 691.00</b>	
<b>Work Exp. Medicare</b>	<b>\$ 162.00</b>	
<b>Work Exp. Wire Fee</b>	<b>\$ 12.00</b>	
<b>Clothing Assist.</b>	<b>\$ -</b>	
<b>Mileage</b>	<b>\$ -</b>	
<b>Veh. Repair</b>	<b>\$ -</b>	
<b>Supp. Svcs./Tuition</b>	<b>\$ -</b>	
	<b>\$ -</b>	
<b>CSWD Charge</b>	<b>\$ 5,262.00</b>	
<b>Total</b>	<b>\$ 17,270.00</b>	<b>\$ 422,730.00</b>

<b>CalWorks ESE</b>	<b>7/2021-6/2022</b>	<b>\$ 50,000.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Balance</b>
<b>GAV - Staff \$50K</b>	<b>\$ -</b>	<b>\$ 50,000.00</b>
<b>GAV - Student \$50K</b>	<b>\$ 6,978.00</b>	<b>\$ 43,022.00</b>

**EXPENSES THROUGH AUG 2021**

**WIOA Budget / Expenditures  
FY 2021/2022**

<b>AA111029 (7/1/2020-6/30/2022)</b>			
L/O AVSN 292 & 293 (\$4,590 & 20,548)		\$	25,138.00
	Exp. \$ thru AUG	Unspent Bal.	
Program	\$ 12,669.00	\$	12,469.00
<b>Total</b>	<b>\$ 12,669.00</b>	<b>\$</b>	<b>12,469.00</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754)</b>		\$	227,781.00		
	Exp. \$ thru AUG	Unspent Bal.			
Core Reg	\$ 29,516.00	10%			
Intensive	\$ 64,776.00				
Other - Training	\$ 70,463.00				
Supp. Svcs.	\$ 500.00				
Other	\$ 4,620.00				
ITA - Training	\$ 23,250.00				
OJT - Training	\$ -				
Admin	\$ 21,313.56				
<b>Total</b>	<b>\$ 214,438.56</b>			<b>\$</b>	<b>13,342.44</b>

<b>ADULT 201/2 (38,027) &amp; 202 (189,754)</b>		\$	236,297.00
	Exp. \$ thru AUG	Unspent Bal.	
In-School	\$ 889.00		
Out of School	\$ 175,288.00		
Youth ITA	\$ 19,339.00		
Youth Out of School	\$ 15,189.00		
Admin	\$ 21,590.00		
<b>Total</b>	<b>\$ 232,295.00</b>		

<b>ADULT 201/2 (38,027) &amp; 202 (189,754)</b>		\$	204,437.00
	Exp. \$ thru AUG	Unspent Bal.	
Core Reg	\$ 26,918.00	18%	
Intensive	\$ 41,062.00		
Other - Training	\$ 8,206.00		
Supp. Svcs.	\$ 1,209.00		
Other	\$ 5,184.00		
ITA - Training	\$ 32,261.00		
OJT - Training	\$ -		
Admin	\$ 19,573.00		
<b>Total</b>	<b>\$ 134,413.00</b>		

<b>R.R. 540/1 (17,441) &amp; 541 ( 86,655)</b>		\$	105,903.00
	Exp. \$ thru AUG	Unspent Bal.	
Other	\$ 105,903.00		
<b>Total</b>	<b>\$ 105,903.00</b>	<b>\$</b>	<b>-</b>

<b>Allocation</b>		
ADULT 201	\$ 31,428.00	
ADULT 202	\$ 167,038.00	
D.W. 501	\$ 36,686.00	
D.W. 502	\$ 173,919.00	
Subtotal	\$ 409,071.00	
	\$ -	
Total Adult/DW	\$ 409,071.00	
<b>YTD Training APR 2020</b>	<b>\$ 55,511.00</b>	<b>14%</b>
<b>**SBCWDB is not using Leveraged Resources during PY 2020-21 to meet minimum training requirement</b>		

<b>Allocation</b>		
Youth 301	\$ 206,274.00	
Subtotal	\$ 206,274.00	
Total Youth	\$ 206,274.00	
<b>YTD Training APR 2020</b>	<b>\$ 15,189.00</b>	<b>7%</b>
<b>**SBCWDB is not using Leveraged Resources during PY 2020-21 to meet minimum training requirement</b>		

**EXPENSES THROUGH AUG 2021**

<b>AA211029 (7/1/21-6/30/2023)</b>		
<b>L/O AVERSION 292 (5,519) &amp; 293 (0)</b>		<b>\$ 5,519.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Program	\$ -	\$ 5,519.00
<b>Total</b>	<b>\$ -</b>	<b>\$ 5,519.00</b>

<b>ADULT 201/2 (33,477) &amp;(0)</b>		<b>\$ 33,477.00</b>	
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>	
Core Reg	\$ -		
Intensive	\$ -		
Other - Trainin	\$ -		
Supp. Svcs.	\$ -		
Other	\$ -		
ITA - Training	\$ -		
OJT - Training	\$ -		
Admin	\$ -		
<b>Total</b>	<b>\$ -</b>		<b>\$ 33,477.00</b>

<b>L/O AVERSION 292 (6,092) &amp; 293 (28,903)</b>		<b>\$ 197,749.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
In-School	\$ 377.00	
Out of School	\$ 10,435.00	
Youth ITA	\$ -	
Youth Out of S	\$ -	
Admin	\$ -	
<b>Total</b>	<b>\$ 10,812.00</b>	

1537

<b>D.W. 501/2 (42,411) &amp; (0)</b>		<b>\$ 42,411.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Core Reg	\$ -	
Intensive	\$ -	
Other - Trainin	\$ -	
Supp. Svcs.	\$ -	
Other	\$ -	
ITA - Training	\$ -	
OJT - Training	\$ -	
Admin	\$ -	
<b>Total</b>	<b>\$ -</b>	

<b>R.R. 540/1 (18,456) &amp; 541 (0)</b>		<b>\$ 18,456.00</b>
	<b>Exp. \$ thru AUG</b>	<b>Unspent Bal.</b>
Other	\$ 2,933.00	
<b>Total</b>	<b>\$ 2,933.00</b>	

<b>Allocation</b>		
ADULT 201	\$ 33,477.00	
ADULT 202	\$ -	
D.W. 501	\$ 42,411.00	
D.W. 502	\$ -	
Subtotal	\$ 75,888.00	
	\$ -	
Total Adult/DW	\$ 75,888.00	
<b>YTD Training APR 2020</b>	<b>\$ -</b>	<b>0%</b>

**\*\*SBCWDB is not using Leveraged Resources during PY 2021-22 to meet minimum training requirement**

<b>Allocation</b>		
Youth 301	\$ 197,749.00	
Subtotal	\$ 197,749.00	
Total Youth	\$ 197,749.00	
<b>YTD Training APR 2020</b>	<b>\$ -</b>	<b>0%</b>

**\*\*SBCWDB is not using Leveraged Resources during PY 2021-22 to meet minimum training requirement**



**San Benito County  
Board and Commissions**

**MEMBERSHIP APPLICATION**

I hereby express an interest in being nominated for membership on the following committee: (PLEASE PRINT)

BOARD/COMMISSION: **Workforce Development Board (WDB)**

NAME: Scott Reese

PHONE: 408-614-1757

E-MAIL: Scott@local393.org

BUSINESS ADDRESS: 6150 Cottle Rd.

CITY: San Jose

ZIP: 95123

LENGTH OF EMPLOYMENT: 14 years

OCCUPATION: Business Agent / Steamfitter

EDUCATION: Loyd E. Williams Training Center

AFFILIATIONS: Local 393

REASON(S) FOR SEEKING APPOINTMENT:

Help champion for skilled labor in San Benito County.

DATE: 9-29-2021

SIGNATURE: 

\*\*\*\*\*

Return completed form to:

San Benito County  
Attention:  
Clerk of the Board  
481 Fourth Street  
Hollister, CA 95023  
Any Questions, Please Call:  
(831) 636-4000

and/or

Community Services & Workforce Development  
Attn: Andi Anderson  
1111 San Felipe Road, Ste 107  
Hollister, CA 95023  
(831) 637-9293  
(831) 637-0996 FAX  
Email to: [aanderson@cosb.us](mailto:aanderson@cosb.us)

## AJCC COMPREHENSIVE AND AFFILIATE/SPECIALIZED CERTIFICATION

### EXECUTIVE SUMMARY

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This policy provides the guidance and establishes the procedures regarding certification of comprehensive and affiliate/specialized America's Job Center of California<sup>SM</sup> (AJCC) locations. This policy applies to all Local Workforce Development Boards (Local Board), and is effective immediately.

This policy contains all state-imposed requirements.

This Directive finalizes Workforce Services Draft Directive *AJCC Comprehensive and Affiliate/Specialized Certification* (WSD20-08), issued for comment on December 7, 2020. The Workforce Development Community submitted three comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 4.

This policy supersedes Workforce Services Directive *Certification Process for Comprehensive AJCCs* (WSD16-20), dated June 9, 2017 and Workforce Services Directive *Certification Process for Affiliate and Specialized AJCCs* (WSD18-11), dated March 14, 2019.

### REFERENCES

- 
- *Workforce Innovation and Opportunity Act* (WIOA) (Public Law 113-128) Sections 121(g) and 188
  - *Americans with Disability Act Amendments Act of 2008* (ADA) (Public Law 110-325)
  - Title 20 *Code of Federal Regulations* (CFR) Sections 678.800 and 679.370(q)
  - Title 29 CFR Part 38 *Implementation of the Nondiscrimination and Equal Opportunity Provisions of the WIOA*
  - Title 34 CFR WIOA, Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions (WIOA Joint Final Rule)
  - Department of Labor (DOL) Training and Employment Guidance Letter (TEGL) 16-16, *One-Stop Operations Guidance for the American Job Center Network* (January 18, 2017)

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*



- DOL TEGL [4-15 \(PDF\)](#), *Vision for the One-Stop Delivery System Under the WIOA* (August 13, 2015)
- *California's Unified Strategic Workforce Development Plan 2020-2023* (State Plan)
- WSD19-13, *Selection of AJCC Operators and Career Services Providers* (June 8, 2020)
- WSD18-12, *WIOA Memorandums of Understanding* (April 30, 2019)
- Workforce Services Information Notice WSIN12-43, *New One-Stop Branding – America's Job Center of California Network* (March 15, 2013)

## BACKGROUND

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The WIOA establishes a framework under which Local Boards are responsible for maintaining a network of high-quality, effective AJCCs. To assist in these efforts, the California Workforce Development Board (CWDB), in consultation with an AJCC Certification Workgroup comprised of state-level partners and Local Board representatives, developed objective criteria and procedures for Local Boards to use when certifying the AJCCs within their Local Workforce Development Areas (Local Area).

The WIOA Joint Final Rule outlines three key requirements for AJCC certification: 1) effectiveness of the AJCC, 2) physical and programmatic accessibility for individuals with disabilities, and 3) continuous improvement. California's certification process is centered on these key requirements and sets a statewide standard of service delivery that ensures all customers consistently receive a high-quality level of service.

To ensure that AJCCs deliver a better experience and continuously improve services for job seekers, workers, and employers, the CWDB in partnership with a workgroup from the Employment Development Department (EDD) developed a streamlined process with this Directive with easier objective criteria and procedures for AJCC certification. The initial certification process was designed with two separate Directives, one for comprehensive AJCCs outlined in [WSD16-20 \(PDF\)](#) and the other for affiliate/specialized AJCCs outlined in [WSD18-11 \(PDF\)](#).

Comprehensive AJCC and affiliate/specialized certifications are due by **November 1, 2021**.

## POLICY AND PROCEDURES

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In accordance with WIOA Section 121(g), Local Boards must select an evaluation panel(s) to perform an independent and objective evaluation of the AJCCs in their Local Areas once every three years using criteria and procedures established by the CWDB. The Local Board can choose to add additional certification criteria tailored to the needs of their Local Area, but they may not remove or replace any of the federal or state criteria.

Local Boards have maximum flexibility to conduct an AJCC Certification through an on-site, remote/virtual, or desk review evaluation due to COVID-19 and must meet the requirements of this Directive.

The certification process for comprehensive and affiliate/specialized AJCCs will be conducted during Program Year (PY) 2021-22 and take effect January 1, 2022.

### **Baseline Certification**

The Baseline AJCC Certification is intended to ensure that every comprehensive, specialized and affiliate AJCC is in compliance with key WIOA statutory and regulatory requirements. It is important to note that certification is an individualized process; it will not be used to compare or rank one AJCC or Local Board against another AJCC or Local Board.

### **AJCC Comprehensive**

The following requirements must be met in order for a comprehensive AJCC to receive Baseline AJCC Certification (Attachment 1):

1. Each Local Board and partner within the affiliate/specialized AJCC has a signed and implemented Memorandum of Understanding (MOU) with the Local Board meeting the requirements in [WSD18-12 \(PDF\)](#).
2. The AJCC has implemented the board-defined roles and responsibilities of the AJCC Operator and Title I Adult and Dislocated Worker Career Services Provider (i.e., an AJCC Operator and Career Services Provider is in place and functioning within the AJCC).
3. The AJCC complies with equal opportunity for individuals with disabilities in accordance with the ADA, WIOA Section 188, Title 29 CFR Part 38, and all other applicable federal and state guidance.
4. The AJCC meets all regulatory requirements to be considered a comprehensive AJCC as identified in the WIOA Joint Final Rule Section 678.305.

### **Affiliate/Specialized Baseline AJCC Certification**

The following requirements must be met in order for an affiliate/specialized AJCC to receive Baseline AJCC Certification (Attachment 2):

1. Each Local Board and partner within the affiliate/specialized AJCC has a signed and implemented MOU with the Local Board meeting the requirements in [WSD18-12 \(PDF\)](#).
2. The affiliate/specialized AJCC complies with equal opportunity for individuals with disabilities in accordance with the ADA, WIOA Section 188, Title 29 CFR Part 38, and all other applicable federal and state guidance.

## **AJCC Certification Indicator Assessment**

In order to highlight areas where AJCCs can continuously improve their service delivery, the AJCC Certification Workgroup identified seven AJCC Certification Indicators to measure continuous improvement for all AJCCs.

The AJCC Certification Indicators are as follows:

1. The AJCC ensures universal access, with an emphasis on individuals with barriers to employment.
2. The AJCC actively supports the One-Stop system through effective partnerships.
3. The AJCC provides integrated, customer-centered services.
4. The AJCC is an on-ramp for skill development and the attainment of industry-recognized credentials which meet the needs of targeted regional sectors and pathway.
5. The AJCC actively engages industry and labor and supports regional sector strategies through an integrated business service strategy that focuses on quality jobs.
6. The AJCC has high-quality, well-informed, and cross-trained staff.
7. The AJCC achieves business results through data-driven continuous improvement.

The AJCC Certification Indicator Assessment provides a description of each Certification Indicator along with examples of criteria. The assessment requires a full rationale for each Certification Indicator provided.

The Local Board may establish additional criteria, or set higher standards for continuous improvement than those suggested by the state criteria above.

Local Boards must submit a completed AJCC Certification Indicator Assessment to their [Regional Advisor](#) by November 1, 2021.

## **Continuous Improvement Plan**

Once the AJCC Certification Indicator Assessment is completed, the Local Board must use the recommendations and evaluations from the assessment to create a continuous improvement plan for the AJCC.

Since Local Boards oversee the AJCC system within the Local Workforce Development Area, the AJCC Continuous Improvement Plan should be developed locally in coordination with the Local Board, AJCC Operator, and in alignment with the agreed upon goals and objectives within the established Regional and Local Plans and MOUs to drive continuous improvement for the AJCC system. The continuous improvement plan does not need to be submitted with the Baseline Criteria Matrix and the AJCC Certification Indicator Assessment.

Since the goal is for Local Boards to work with each of their comprehensive and affiliate/specialized AJCCs to continually improve and progress within each AJCC Certification

Indicator, all Local Boards must attest to developing the Continuous Improvement Plan with target dates with the AJCC. The Continuous Improvement Plan must be completed by **December 31, 2021**.

Local Boards are encouraged to note the changes that have taken place in the form of virtual services due to COVID-19. Additionally, Local Boards may use the Continuous Improvement Plan to highlight key procedural changes that have occurred as a result of the pandemic and how those changes have been beneficial toward the AJCC's continuous improvement.

### **Local Board Certification Process**

Local Boards may choose to use staff, the AJCC Operator (unless it's the Local Board), a subcommittee, or a neutral third-party to conduct the open, independent evaluation of each comprehensive and affiliate/specialized AJCC. Based on those evaluations, the individual(s) or entity that conducted the independent review can provide recommendations to the Local Board regarding certification status and continuous improvement strategies. It is the Local Board, however, that must officially decide and submit the Baseline Criteria Matrix and accompanying AJCC Certification Indicator Assessment for each of the comprehensive and specialized/affiliate AJCCs in the Local Area.

To avoid potential conflicts of interest, the entity that conducts the evaluations cannot be an AJCC program partner staff or the Title I Adult and Dislocated Worker Career Services Provider. If a Local Board contracts out with a provider to serve as both the AJCC Operator and the Title I Adult and Dislocated Worker Career Services provider, that entity is also not allowed to conduct the evaluation.

However, if a Local Board has been approved by the Governor to also act as the Title I Adult and Dislocated Worker Career Services Provider, Local Board staff may conduct the evaluation so long as there are clear and strong firewalls in place that separate the Local Board staff who work in the AJCCs from the Local Board staff who would be conducting the evaluations of those AJCCs. In this case, the CWDB may request additional information and documentation from the Local Board to verify that the firewalls are substantive enough to remove any potential conflicts or biases.

The Local Board must also retain adequate supporting documentation of their certification determination for each AJCC. This includes, but is not limited to, ADA compliance monitoring reports, MOUs, procedure manuals, questionnaires, surveys, interview notes from customers, partners, or staff, and performance information that was used during the certification process.

Certification documentation may be requested by the DOL, the CWDB, or the EDD in order to substantiate a certification decision.

Although not required, AJCC staff may want to conduct an initial self-assessment prior to the Local Board's evaluation. A self-assessment is a helpful tool that can assist the AJCC in

addressing potential compliance issues or areas of improvement prior to the Local Board's certification decision. As a self-assessment is not an independent and objective evaluation it cannot be used in lieu of the Local Board's (or official designee's) evaluation.

### **CWDB Certification Process**

As required by the WIOA Joint Final Rule Section 678.800, when a Local Board is approved by the Governor to also serve as the AJCC Operator, the CWDB must certify the AJCC(s) where the Local Board is the AJCC's Operator. Prior to the CWDB's certification process, the Local Board must conduct an initial self-assessment for certification for all of its comprehensive and affiliate/specialized AJCCs using the Baseline Criteria Matrix and complete an AJCC Certification Indicator Assessment.

The Local Board must submit the Baseline Criteria Matrix, and the AJCC Certification Indicator Assessment by November 1, 2021. The CWDB will review certification packets for the certification status of each comprehensive and affiliate/specialized AJCC by December 17, 2021.

### **Submissions**

Local Boards must electronically submit their Baseline Criteria Matrix and AJCC Certification Indicator Assessment via email to their Regional Advisor.

The Local Board Director must sign both the Baseline Criteria Matrix and AJCC Certification Indicator Assessment to attest to the Local Board's approval of each comprehensive and affiliate/specialized AJCC's certification level and agreement to develop a Continuous Improvement Plan with target dates with the AJCCs.

## **ACTION**

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Bring this Directive to the attention of all relevant parties.

## INQUIRIES

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If you have any questions, contact your assigned [Regional Advisor](#).

/s/ JAIME L. GUTIERREZ, Chief  
Central Office Workforce Services Division

### Attachments:

1. [Comprehensive AJCC Certification Baseline Criteria Matrix \(DOCX\)](#)
2. [Affiliate/Specialized AJCC Certification Baseline Criteria Matrix \(DOCX\)](#)
3. [AJCC Certification Indicator Assessment \(DOCX\)](#)
4. [Summary of Comments \(DOCX\)](#)



1111 San Felipe Road, Suite 107, Hollister, CA95023  
Office: (831) 637-JOBS (5627) ● (831) 637-9293 ● FAX (831) 637-0996

**SAN BENITO COUNTY**  
**WORKFORCE DEVELOPMENT BOARD (WDB)**  
**PRIVATE SECTOR REPRESENTATIVES**  
**MEMBERSHIP ROSTER**

<b><u>NAME &amp; TITLE</u></b>	<b><u>AGENCY</u></b>	<b><u>PHONE &amp; E-Mail</u></b>	<b><u>TERM EXP.</u></b>
1. Bianchi, Richard Ranch Manager *Board Chair	Sabor Farms 7060 Lovers Lane Hollister, CA 95023	(831) 682-8302 <a href="mailto:richard@saborfarms.com">richard@saborfarms.com</a>	1/14/23
2. Frowein, Chuck Owner/Operator	Grillin & Chillin Alehouse 401 McCray St Hollister, CA 95023	(707) 580-2555 e-mail: Chuck@relaxgrillinchillin.com	2/5/22
3. Giancola, Shelley HR Manager	Casa de Fruta 10021 Pacheco Pass Hwy Hollister, CA 95023	(831) 902-7709 shelley@casadefruta.com	7/9/22
4. Para, Karen Broker Associate ***Secretary	Intero Real Estate Services 800 San Benito Street, Suite C Hollister, CA 95023	(831) 905-3790 Cellular karen@karenpara.com Ethics Expires 02.13.20	10/08/22
5. Sanchez Turner, Lizz Owner	Empowered Solutions & Concepts, LLC PO Box 14 San Juan Bautista, 95045	(831) 207-9017 lizzturner@live.com	08/10/25
6. VACANT			
7. VACANT			
8. VACANT			
9. VACANT			

Ethics training can be completed at: <http://localethics.fppc.ca.gov/login.aspx>



ADA / Equal Opportunity Employer / Program Auxiliary Aids and Services are available upon request to individuals with disabilities.  
*Some conditions may apply.* For TTY access call: (831) 637-3265



**SAN BENITO COUNTY**  
**WORKFORCE DEVELOPMENT BOARD (WDB)**  
**PUBLIC SECTOR REPRESENTATIVES**  
**MEMBERSHIP ROSTER**

<b><u>NAME &amp; TITLE</u></b>	<b><u>AGENCY</u></b>	<b><u>PHONE &amp; E-Mail</u></b>	<b><u>TERM EXP.</u></b>
10. Alarid, Kristi Director	HOPE Services 650 San Benito Street Suite120 Hollister, CA 95023	(831) 637-8283 ext. 6885 <a href="mailto:kalarid@hopeservices.org">kalarid@hopeservices.org</a>	12/10/22
11. Bobsin, Kendra Resource & Referral Coordinator ***WDB Treasurer	Go Kids, Inc. Childcare Info. & Referral Svcs. 1101 San Felipe Road, Suite D Hollister, CA 95023	637-9205-w <a href="mailto:kendrab@gokids.org">kendrab@gokids.org</a>	05/12/23
12. Bradford, Duane Supervisor	Dept. of Rehabilitation 8060 Santa Teresa Blvd, Ste 200 Gilroy, CA 95020	(408) 846-8576 <a href="mailto:Bradford@dor.ca.gov">Bradford@dor.ca.gov</a> Ethics Expires 06.26.20	02/09/24
13. Brown, Randy Gavilan College	Gavilan College 5055 Santa Teresa Blvd. Gilroy, CA 95020	(408)848-4847 <a href="mailto:rbrown@gavilan.edu">rbrown@gavilan.edu</a>	02/09/24
14. Gonzalez, Al Jr Labor Union Representative	Local 393 Union 6150 Cottle Rd San Jose, CA 95123	(408) 664-5897 <a href="mailto:al@local393.org">al@local393.org</a>	10/23/21
15. Lamont, Abraham Business Manager	IBEW234 10300 Merritt St Castroville, CA 95012	(831)731-0927 <a href="mailto:lamont@ibew234.org">lamont@ibew234.org</a>	07/14/23
16. Leonard, Michelle CEO Chamber of Commerce	243 Sixth Street, Suite 100 Hollister, CA 95023	(831) 245-6044 <a href="mailto:ceo@sanbenitocountychamber.org">ceo@sanbenitocountychamber.org</a>	7/9/22
17. Leonor, Nelson Employment Program Manager	Employment Development Department 1972 Eisenhower Dr Santa Clara, CA 95054	(408) 216-6111 <a href="mailto:nelson.leonor@edd.ca.gov">nelson.leonor@edd.ca.gov</a>	2/5/22
18. Rodriguez, Jose Assistant Project Manager	Sunnyslope County Water District 3570 Airline Hwy Hollister, CA 95023	(831)524-0382 <a href="mailto:jose@ssewd.org">jose@ssewd.org</a>	10/08/22
19. Rubacalva, Lupe Deputy Director	Health & Human Services Agency 1111 San Felipe Road, Suite 207 Hollister, CA 95023	<a href="mailto:lrubacalva@cosb.us">lrubacalva@cosb.us</a> (831) 630-5146	06/08/24

Ethics training can be completed at: <http://localethics.fppc.ca.gov/login.aspx>



**STAFF:**

Arreola, Enrique Deputy Director	CSWD 1161 San Felipe Road Hollister, CA 95023	(831) 637-9293 <a href="mailto:earreola@cosb.us">earreola@cosb.us</a>	STAFF HHSA/CSWD
Jacquez, Sylvia Program Manager	CSWD/AJCC 1111 San Felipe Road, Ste. 107 Hollister, CA 95023	(831) 637-5627 <a href="mailto:sjacquez@cosb.us">sjacquez@cosb.us</a>	STAFF HHSA/CSWD
Anderson, Andi Staff Services Specialist	CSWD 1161 San Felipe Road Hollister, CA 95023	(831) 637-9293 <a href="mailto:aanderson@cosb.us">aanderson@cosb.us</a>	STAFF HHSA/CSWD
Soto, Ruby Employment Training Supervisor	CSWD/AJCC 1111 San Felipe Road, Ste. 107 Hollister, CA 95023	(831) 634-0784 <a href="mailto:ssoto@cosb.us">ssoto@cosb.us</a>	STAFF HHSA/CSWD

**WDB COMMITTEES**

7/1/21 through 6/30/22

**EXECUTIVE COMMITTEE (WDB Chair-private sector, 3 private sector, 3 other)**

**Richard Bianchi, Chair**

<b>Private Sector:</b>	<b>Other:</b>
Chuck Frowein, <i>Vice Chair</i>	Kendra Bobsin, <i>Treasurer</i>
Karen Para, <i>Secretary</i>	Lupe Rubacalva
Lizz Sánchez Turner	Nelson Leonor

**BUSINESS SERVICES COMMITTEE**

**Lizz Sánchez Turner, Committee Chair**

<b>Private Sector:</b>	<b>Other:</b>
Karen Para	Michelle Leonard
	Jose Rodriquez

**BYLAWS COMMITTEE (Chair & Vice-Chair to be from private sector and shall include the Chairperson of the WDB – Total of 4-7 members)**

<b>Private Sector:</b>	<b>Other:</b>
<b>Chair:</b> Chuck Frowein	Randy Brown
<b>Vice-Chair:</b> Richard Bianchi	Kendra Bobsin

**AUDIT/EVALUATION COMMITTEE (WDB Treasurer is committee chair, 4-7 members balanced between private sector and non-private sector members)**

**Kendra Bobsin, Committee Chair**

<b>Private Sector</b>	<b>Other:</b>
Richard Bianchi	Lupe Rubacalva
Lizz Sánchez Turner	Kristi Alarid

**YOUTH COMMITTEE:** Members of the Youth Committee shall be appointed by the WDB and shall include: 1) A Member of the local WDB, who must chair the committee; 2) A Member of Community based organizations with a demonstrated record of success in serving eligible youth, 3) Other individuals with appropriate expertise and experience who are not members of the local board; May also include parents, participants and youth

<b>Private Sector</b>	Nelson Leonor, Secretary
Chuck Frowein-Co Chair	Karen Para, Chair
Heidi Jumper	Judith Munter

**WDB SUB-COMMITTEES**

<b><u>Nominating Committee</u></b>	<b><u>Ag Committee</u></b>	<b><u>Web-Site Committee</u></b>	<b><u>Job Fair Committee</u></b>	<b><u>Membership Committee</u></b>
Richard Bianchi Karen Para Kendra Bobsin	Richard Bianchi Randy Brown	Richard Bianchi Lizz Sánchez Turner	Nelson Leonor Al Gonzalez, Jr.	Richard Bianchi Lizz Sánchez Turner



**STRATEGIC PLANNING DOCUMENT**

**Project Name:** WDB Strategic Goals

**Discussion Date:** 03.08.20

**REV. Date:** 03.08.21

WIOA is designed to help job seekers access employment, **education**, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

**Strategic Goal #2: Integrate Better Business Services**

**Objective(s):**

<p><b>Created by the Workforce Development Board at their Board Retreat on _____</b> <b>GOAL:</b> <i>Work with local employers to integrate better businesses and training for high skilled, high demand occupations.</i></p>	<p><b>Resources &amp; Support Needed</b></p>	<p><b>Expected Outcome</b></p>	<p><b>Staff Responsible</b></p>	<p><b>Due Date</b></p>	<p><b>Measurements Methods of Tracking</b></p>	<p><b>Status:</b> C=Completed I=In Progress O=On going</p>
<p><b>Action 1:</b> ➤ Increase Employer Engagement</p>	<ul style="list-style-type: none"> <li>• Increase outreach.</li> <li>• Connect with employers weekly.</li> <li>• Mailer/ mail merger</li> <li>• Webinar</li> <li>• Presentations</li> </ul>	<ul style="list-style-type: none"> <li>• Reach out to all applicants Business Grants and business licenses.</li> <li>• Quarterly Tours</li> </ul>	<p>BSC Committee and Staff</p>	<p>On-going</p>	<p>25% per quarter 35% six months</p>	<p>On-going</p>
<p>➤ Outreach (Micro/Macro) Team to go out together to visit businesses and revisit once a month.</p>		<ul style="list-style-type: none"> <li>• 4-5 Employer Outreach.</li> <li>• Weekly Presentation</li> </ul>		<p>Oct. 2022</p>		
<p>➤ Reach out to NEW employers</p>		<ul style="list-style-type: none"> <li>• Retrieve new business license list from City or County office.</li> </ul>		<p>On-going</p>		
<p><b>Action 2:</b> ➤ Provide on-site space for outreach &amp; interviewing</p>	<ul style="list-style-type: none"> <li>• Screening/ Interviewing</li> <li>• On-Site Employer Engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Small Employers have opportunity for</li> </ul>	<p>BSC Committee and Staff</p>	<p>On-going</p>	<p>Minimum of 12/year</p>	<p>On-going</p>



**STRATEGIC PLANNING DOCUMENT**

**Project Name:** WDB Strategic Goals

**Discussion Date:** 03.08.20

**REV. Date:** 03.08.21

WIOA is designed to help job seekers access employment, **education**, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.

		<ul style="list-style-type: none"> <li>employee/er engagement.</li> <li>Large Employers Spotlight</li> </ul>				
<p><b>Action 3:</b></p> <ul style="list-style-type: none"> <li>➤ Partner with EDC, Chamber and HDA</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a list of New Businesses.</li> <li>• Assists set up w/ presentations.</li> </ul>	<ul style="list-style-type: none"> <li>• Weekly contact with new businesses.</li> </ul>	BSC Committee and Staff	On-going		On-going
<p><b>Action 4:</b></p> <ul style="list-style-type: none"> <li>➤ Sharing Tax Incentives (Hiring Youth/Parolees, etc.) (better prepared to show value add to work with system</li> </ul>	<ul style="list-style-type: none"> <li>• Set a partner meeting w/ business.</li> </ul>	<ul style="list-style-type: none"> <li>• Once a month or biweekly.</li> </ul>	BSC Committee and Staff	On-going		On-going
<p><b>Action 5:</b></p> <ul style="list-style-type: none"> <li>➤ Provide One-on-One Support/Small Groups/More WDB interaction</li> </ul>	<ul style="list-style-type: none"> <li>• Employer recruitment list to be promoted on WBD/AJCC platform.</li> <li>• </li> </ul>	<ul style="list-style-type: none"> <li>• Monthly meetings with WDB and BSC.</li> </ul>	BSC Committee and Staff	On-going		On-going
<ul style="list-style-type: none"> <li>➤ More networking (WDB members &amp; Staff)- WBD members team up with staff/EDD/Chamber to market to the community.</li> </ul>		<ul style="list-style-type: none"> <li>• List to be emailed weekly.</li> </ul>		On-going		On-going
<ul style="list-style-type: none"> <li>➤ Board member and staff work collaboratively to document career path for their businesses</li> </ul>				on-going		
<p><b>Action 6:</b></p> <ul style="list-style-type: none"> <li>➤ Offer Central location for job openings with BenitoLink, Radio, and Social Media.</li> </ul>	<ul style="list-style-type: none"> <li>• Ads/flyers with AJCC information for recruitment.</li> </ul>	<ul style="list-style-type: none"> <li>• Biweekly</li> </ul>	BSC Committee and Staff	On-going		On-going