



San Benito County Workforce Development Board

Full WDB MEETING

1161 San Felipe Road, Hollister, CA 95023

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

MINUTES

Table with columns for 'Representing the Private Sector (PR)' and 'Representing the Public'. Includes names like Bianchi, Richard, Para, Karen, Alarid, Kristi, Adams, Lamont, Frowein, Chuck, Rodriguez, Jose, Bobsin, Kendra, etc.

Secretary, Karen Para, called the meeting to order at 3:07 P.M.

I. GENERAL INFORMATION:

- A. Public Comment Period: Introductions were made by everyone present. Scott Reese provided a brief bio on his qualifications and service.
B. Success Stories: CalWORKS ESE Training Participant, Yesenia Romero, shared her story of success by stating that she was hired by County HHSA.

II. REGULAR AGENDA:

- A. Roll Call: Roll was taken to determine excused absences for attendance requirements.
B. Board Recognition: Staff presented WDB recognition and awards, thanked board members for their time and commitment to serving San Benito County.
C. Meeting Minutes:
1. Full WDB: July 13, 2021 full WDB minutes were approved as presented. M/S/C Duane



*Bradford Al Gonzalez, Jr.*

2. **Executive Committee**: There was no meeting in August, 2021. The September 14, 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. Motion to accept the consent agenda with deletion of “Andi do you have the report” *M/S/C Lamont Adams/Lizz Sanchez Turner*.

- A. **Labor Market/Unemployment and Economic Summary**: **Enclosed** was the August, 2021 report.
- B. **Layoff Aversion Services/Rapid Response Report/Business Services Report**: **Enclosed** was the report for Oct. 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** was 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. *M/S/C Lamont Adams/ Al Gonzalez*.
- B. **AJCC Comprehensive and Affiliate/Specialized Certification**: Directive WSD20-08 was **enclosed** for 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. Staff explained the certification process and the checklist as required to be conducted by a neutral party. Under this direction departments who are not a part of the day-to-day operations can complete the check list and make any recommendations. The neutral party who will conduct the recertification is the HHSF Fiscal Division. AJCC staff will meet with HHSF Fiscal Division next week to complete and submit the report to the State. Their recommendations to certify the AJCC will need to be reviewed and approved by the Executive Committee. The Ex Committee will need to hold a special meeting later this month to review and approve the recommendation to certify the AJCC as a comprehensive AJCC center.
- C. **Program Reports**: Staff provided a slideshow presentation to update board on enrollments and expenditures. The presentation also had Occupations with the most job openings in San Benito County along with Top In-Demand Careers in 2021. When asked if changes are being made to programs or partnerships based on the current employment trends that were presented staff indicated yes. AJCC also partners with neighboring schools, colleges, etc. to promote their training and open positions. Any training programs need to be on the Eligible Training Program List (ETPL) in order to be funded through WIOA.
- D. **Committee Updates**: Committee updates may be provided by committee members.
  1. **Nomination Committee**: **Enclosed** was the updated committee list and WDB roster. Info Only.
  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. There was a finding that staff is working toward correcting. A program desk review is scheduled for the 1<sup>st</sup> week in November.
  4. **Business Services Committee (BSC)**: Staff and committee members may provide an

update on the goals identified and determining next steps.

5. **Membership Committee:** The committee will provide an update on recruitment efforts. An application was sent to Mike Fischer.
6. **Youth Committee:** Staff provided an update on the Summer Youth Program stating, 10 participants were successfully enrolled in the six-week Summer Youth Employment and Training Program. The superb training included a life skills component and helped participants to excel; ultimately culminating in two of the participants being hired permanently by the employers! Three verbally withdrew from the program: one for personal reasons, one got a better job, one didn't like their assignment. The rest have gone back to school. The Chamber of Commerce provided an email that the two youth employees they had were very good and computer savvy. Staff will provide follow-up on other youth once they finalize the report for the Community Foundation. Staff did reach out to students to request they attend the WDB meeting to report on their experiences however it has been difficult to get them to come to the meeting. The following success stories were shared:
  1. One individual was placed at Ridgemark Gold Club & Resort as an Office Assistant Trainee. She was continually lauded by the employer for her customer focus, excellence in completing assignments ahead of schedule, and her cheerfulness. She was routinely rated Excellent in all performance areas of her evaluations. The employer subsequently hired her upon conclusion of the SYEP on July 30, 2021.
  2. One individual was placed at Garden Mart as a Nursery Assistant Trainee. He was also continually lauded by the employer for his attention to detail, work ethic, and courteous attitude. He was routinely rated Excellent in all performance areas of his evaluations. The employer subsequently hired him upon conclusion of the SYEP on July 30, 2021

Would also like to increase the summer youth program to serve more youth. Vision is to hire 100 youth and search for revenues to make it happen. Also discussed was creating a committee to review and possibly increase the pay amount for program enrollees. Board members who are currently hiring stated that it may not be the dollar amount being offered but simply that people are being offered job but not accepting them, not following through, or simply not showing up to work once hired. Per discussion at the Meeting of the Minds, this seems to be a statewide issue. ***Table to continued discussion on wage increase.*** Provided an update on the Youth Homeless Demonstration Program (YHDP) funding in the amount of \$5.4 million. This collaboration is with Salinas/Monterey & San Benito County. Once contract is entered, there may be funding available for employment services. There may be the possibility to partner with the Community Action Board on the project.

V. **ADDITIONAL INFORMATION:**

VI. **ADJOURNMENT: M/S/C Lamont Adams/ Duane Bradford 4:27 P.M.**

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