

America's Job Center of CaliforniaSM



1111 San Felipe Road, Suite 107, Hollister, CA 95023
Office: (831) 637-JOBS (5627) ● (831) 637-9293 ● FAX (831) 637-0996

San Benito County Workforce Development Board (WDB) Youth Committee

AGENDA

1161 San Felipe Road, Building B - Hollister, CA and via ZOOM
November 8, 2022 @ 4:00 P.M.

NOTICE OF TEMPORARY PROCEDURES FOR THE WORKFORCE DEVELOPMENT BOARD

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic. Additionally, members of the WDB Board are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

The meetings are open to the public, under the following conditions: All Attendees may attend the Board meeting in person and follow the State guidelines. If an attendee is not fully vaccinated it is highly recommended that an attendee wears a face covering or face shield. All attendees must comply with any other rules of procedures/instructions announced by the WDB Board and/or County Staff.

Join Zoom Meeting

<https://us06web.zoom.us/j/97879980043?pwd=a0lyMkFNdEFsQmVzbCswNmdNNjFjdz09>

Meeting ID: 978 7998 0043

Passcode: 392237 One tap mobile

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+14086380968,,97879980043#,,,,*392237# US (San Jose)

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Representing the Private Sector (PR)	
<input type="checkbox"/> Chuck Frowein - <i>V-Chair</i>	<input type="checkbox"/> Karen Para, <i>Chair</i>
<input type="checkbox"/> Omar Rosa	
Representing the Public	
<input type="checkbox"/> Nelson Leonor, <i>Secretary</i>	<input type="checkbox"/> Judith Munter
<input type="checkbox"/> Clair Grissom/Vanessa Klauer	<input type="checkbox"/> Heidi Jumper
Staff:	
<input type="checkbox"/> Enrique Arreola	<input type="checkbox"/> Sylvia Jacquez
<input type="checkbox"/> Ruby Soto	<input type="checkbox"/> Andi Anderson
	<input type="checkbox"/> Lizz Sánchez Turner

I. GENERAL INFORMATION:

- A. **Public Comment Period:** Select the "Participants Tab" and click "Raise Hand" icon, the zoom facilitator will unmute you when your turn arrives. Guests may introduce themselves and request to comment on any non-agenda items. Time is limited to three (3) minutes per guest unless the board determines that more time is needed.

II. REGULAR AGENDA:

- A. **Roll Call:** Roll will be taken to determine excused absences for attendance



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



requirements.

- B. **Meeting Minutes**: Youth Committee meeting minutes for July 12, 2022 are **enclosed** for review and approval. *Action Required*
- C. **Summer Youth Employment Program**: Staff and Committee members may discuss funding opportunities on future summer youth employment program.
- D. **Youth Strategic Goals**: Review **enclosed** Youth Strategic Goals. Staff and members may report on any funding opportunities available and continue discussion on fund development for a Summer Youth Employment Program *Example*: If CSWD had \$100,000 summer youth could be provided to train 25 youth.
- E. **EDD Career Pathway Newsletter/AJCC Newsletter**: Staff may provide an update on the quarterly Newsletter is produced quarterly and the AJCC Newsletter.
- F. **WIOA Section 129(a)(4)(A) OSY Expenditure Waiver**: Staff and Committee members may discuss opportunities for WIOA Waiver for OSY.

III. **OTHER:**

- IV. **ADJOURNMENT:** to the next meeting scheduled for: **February 14, 2023.**



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San Benito County Workforce Development Board (WDB)

Youth Committee

Minutes

1161 San Felipe Road, Building B - Hollister, CA and via ZOOM

July 12, 2022 @ 4:00 P.M.

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/>					
Representing the Private Sector (PR)			Representing the Public		
<input checked="" type="checkbox"/>	Chuck Frowein - <i>V-Chair</i>	<input checked="" type="checkbox"/>	Karen Para, <i>Chair</i>	<input checked="" type="checkbox"/>	Nelson Leonor, <i>Secretary</i> ex Judith Munter
		ex	Mike Fisher	ex	Heidi Jumper ex Clair Grissom/Vanessa Klauer
Staff:					
<input type="checkbox"/>	Enrique Arreola	<input checked="" type="checkbox"/>	Sylvia Jacquez	<input checked="" type="checkbox"/>	Andi Anderson
		<input checked="" type="checkbox"/>	Ruby Soto	<input checked="" type="checkbox"/>	Lizz Sánchez Turner

Chuck Frowein, called the meeting to order at 4:19 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:** Youth Committee meeting minutes for April 12, 2022 were approved as presented. *M/S/C Nelson Leonor/ Karen Para*
- C. **Meeting Dates & Times: Based:** Approve moving the meetings to quarterly at 4:00 P.M. after the Executive Committee meeting in February, May, August, November. Motion to approve moving the meetings as stated beginning November 2022 meeting and to keep same link with as Ex Committee meeting in the event the meeting runs over. *M/S/C Karen Para/ Nelson Leonor*
- D. **Summer Youth Employment Program:** Staff and Committee members provided an update on the summer youth employment program. 2 employed, 12 applications were received, 8 were over-income, 2 non-complete, 300 packets distributed, 82 applications mailed out to existing clients in CAP60, all high schools received applications, zoom meetings held, food bank and social media. Discussed funding ideas and possibly partnering with the Community Action Board to earmark Community Services Block Grant (CSBG) funding. Staff reminded the WDB that the income guidelines for CSBG are extremely low. Youth Committee requested further discussion and to add an *Action item* on the November Agenda to earmark funding for summer Youth.
- E. **Youth Strategic Goals:** Finalized Youth Strategic Goals were enclosed. Discussed

was fund development for a Summer Youth Employment Program which was added to the Strategic Goals: making it more actionable and setting specific goals. **Example:** If CSWD had \$100,000 for summer youth could be provided to train 25 youth. Staff or board members will research various funding opportunities and determine how to apply available funding and who will draft/submit the applications. Some items discussed during the meeting were found on various websites:

- <https://youth.gov/feature-article/supporting-summer-youth-employment-programs>
- [United Way Program Grant Application | United Way of San Benito County \(unitedwaysbc.org\)](https://www.unitedwaysbc.org/United-Way-Program-Grant-Application)
- <https://www.grants.ca.gov/grants/2021-californiansforall-youth-workforce-development-program/>
- <https://www.dol.gov/agencies/eta/grants/apply/find-opportunities>

F. **EDD Career Pathway Newsletter:** Staff provided an update stating the Newsletter was produced quarterly and discussed the challenges on keeping it updated. Discussed was the AJCC Newsletter which has dropped off the radar with the staff changes. With Lizz Sánchez Turner, the new AJCC Business Services Rep, staff will look into drafting newsletter as previously provided to the board.

III. **OTHER:**

A. **ADJOURNMENT:** to the next meeting is scheduled for: November 8, 2022. ***M/S/C Nelson Leonor/Karen Para. 5:03 P.M.***



STRATEGIC PLANNING DOCUMENT	Project Name: WDB Strategic Goals	REV. Date: 04.29.22
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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 #3: Establish Training Programs	Objective(s): Create Employable Youth for Future Workforce
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Created by the Workforce Development Board at their Board Retreat on 3/10/20 GOAL: Establish Training Programs that Create Employable Youth for the future workforce	Resources & Support Needed	Expected Outcome	Staff Responsible	Due Date	Measurements Methods of Tracking	Status: C=Completed I=In Progress O=On going
Action 1: <ul style="list-style-type: none"> Work Experience Program (16-24) <ul style="list-style-type: none"> 70% for out of school youth 30% for in school youth 	Staff Funding Employer Participation	30% total allocation spent on Work Experience	Youth Committee and Staff	On-going	15-20 youth complete WEP 50% of students would gain fulltime employment	I=In Progress
Action 2: <ul style="list-style-type: none"> Outreach to youth in colleges and high school <ul style="list-style-type: none"> Rock the Mock Interviews with Students 	High School Colleges Targeted Ads High School Chamber of Commerce/Employers WDB WDB Youth Committee AJCC Staff	3-4 outreach events at high school/colleges 50-100 Youth trained in interview & resume writing Local Employers participation	Youth Committee and Staff Workforce Staff	On-going April 2022	Number of events attended 20 youth will receive Resume & Interview skills	I=In Progress
<ul style="list-style-type: none"> Youth Expo Scheduled 	Youth Committee HDA AJCC CSWD Staff	Promote Dream Catcher Program youth ages 5-18	CAB AJCC Staff	2/26/22 annually	10-15 youth apply for Dream Catcher	C=Completed
<ul style="list-style-type: none"> See Us Shine Event – Youth Conference 	Community Solutions AJCC Staff Community Partners	Youth will have information, access to AJCC services	AJCC Staff	2/10/22 & 2/17/22	Online Registrations	C=Completed



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<p>Action 3:</p> <ul style="list-style-type: none"> Offer written document showing career path in industry sector chosen <ul style="list-style-type: none"> Focus on priority sectors 	<ul style="list-style-type: none"> Labor Market Information Career Pathways High School Support/Career Center Staff 	<ul style="list-style-type: none"> Provide monthly LMI Career Pathway newsletters 	<p>Youth Committee and Staff</p>	<p>On-going</p>	<p>25% of Jr & Sr of local High School age youth</p>	<p>I=In Progress</p>
<p>Action 4:</p> <ul style="list-style-type: none"> Basic Skills training (2-week training workshops) to include: Classes We have=Yellow (AJCC & EDD) 	<ul style="list-style-type: none"> Dress for success Employment (Career) readiness Interview technique Work ethics Financial Literacy Customer Service (phone etiquette) Mental Health 	<p>Conduct workshops 1 times a month at the AJCC</p>	<ul style="list-style-type: none"> Staff Behavioral Health Dept of Rehab Gavilan College 	<p>On-going</p>		<p>I=In Progress</p>



STRATEGIC PLANNING DOCUMENT **Project Name:** WDB Strategic Goals **REV. Date:** 04.29.22

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.

Action 5: Establish a Fund Development Committee: to reach out to potential funders/Corporate Sectors Committee can discuss:	Ad-hoc Private/Corporate Sectors	Summ	Ex. Committee			
	<ul style="list-style-type: none"> • Apple • HP • Cisco • Packard • Target/Walmart • Big 5 • Microsoft • Netflix • Local Businesses—May look at to have them be a support system by participating in mock interviews • Family Foundations • Evan Moor Educational Publishing • Leverage Members and non-traditional partners to leverage funds • Provide greater support to WDB staff when seeking funding opportunities so potential for success is greater 	Summer Youth program which employs 10 youth	Nelson Leonor Grant consultant: - Jose Vasquez?	Mid-March 2023	Staff will report out on the # youth employed – client tracking system (CalJobs/CAP60)	I=In Progress
Created by the Workforce Development Board at their Board Retreat on 3/10/20 GOAL: Establish Training Programs that Create Employable Youth for the future workforce	Resources & Support Needed	Expected Outcome	Staff Responsible	Due Date	Measurements Methods of Tracking	Status: C=Completed I=In Progress O=On going



STRATEGIC PLANNING DOCUMENT

Project Name: WDB Strategic Goals

REV. Date: 04.29.22

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.

Focus

Collaborate with business, economic development, education, labor, government, and community-based organizations within San Benito County and partner with other workforce areas and collaborative, to build regional capacity for:

- Growing the San Benito County job base to benefit job seekers, youth, and incumbent workers
- Expanding and investing in the demand-driven skills and readiness of the San Benito County workforce, with an emphasis on allied health, agriculture (H2A united farmworkers), manufacturing, apprenticeships, construction and clean/green jobs.
- Expanding jobs/services and have central location for job openings
- Expanding In-depth Econovue training where board members can participate.
- Expanding training to include written document for participants on career paths
- Work with High School; Gavilan College, America's Job Centers, Trade Schools, Reentry Programs, Women's Programs
- Offer more Job Fair's
- Offer more Incentives through work with partnerships

Summary: Waiver of WIOA Section 129(a)(4)(A)

This waiver allows Local Board to decrease the out-of-school youth (OSY) expenditure requirement from **75 percent to 50 percent**. The waiver provides additional flexibility to Local Boards in order to increase in-school youth (ISY) enrollments of those who meet the WIOA-defined youth barriers related to foster care, justice-involved, and/or homelessness.

Policy and Procedure

Under the DOL Secretary's waiver authority (WIOA Section 189(i)(3)(A) and in TEGL 8-18) the Secretary may waive certain provisions of WIOA Title I. Part of the waiver lifecycle requires states to estimate and then regularly assess whether the waiver is successfully achieving state goals.

States with approved waivers must report in detail the waiver's impact and outcomes in the WIOA Annual Report. The DOL will consider outcome information as part of the criteria for granting renewal of a waiver if requested.

OSY Expenditure Waiver

WIOA Section 129(a)(4)(A) requires Local Boards to spend at least **75 percent** of their WIOA youth formula allocation on youth workforce investment activities for OSY. This waiver allows a Local Board to **decrease their OSY expenditure requirement** from **75 percent to 50 percent** for PY 22-23 to increase their ISY enrollments of youth who are homeless, in foster care, or are justice-involved.

California projected that Local Boards who apply for and use this waiver will see an increase of approximately **15 percent** in the total number of ISY that they enroll who meet the WIOA-defined youth barriers related to foster care, justice-involved, and/or homelessness.

Not meeting the target could impact the state's ability to renew this waiver in the future.

The state must track which Local Boards are using the waivers because the DOL requires the state to evaluate the effectiveness of waivers as part of the WIOA Annual Report. To use the OSY Expenditure waiver, a Local Board must submit a WIOA OSY Waiver Application. However, in order to comply with the DOL requirements, applications will have to be completed and approved every year the waiver is in effect.

