



San Benito County Full Workforce Development Board (WDB)

November 10, 2020 @ 3:00 P.M.

Executive Committee MINUTES

You are strongly urged to observe the online board meeting via zoom at:

https://zoom.us/j/97931478340?pwd=a2hQcGxRNWI3Z0FGZStlSXMzNCtrQT09

Meeting ID: 979 3147 8340 Password: 202374 - +1-408-638-0968, (San Jose)

Table with columns: Representing the Private Sector (PR), Representing the Public. Rows include Richard Bianchi (Chair), Chuck Frowein (Vice Chair), Karen Para (Secretary), and Kristina Chavez-Wyatt. Public representatives include Kendra Bobsin, Cynthia Larca, and Nelson Leonor.

Chair, Karen Para, Called meeting to order at 3:04 P.M.

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 requirements. Excuse individuals who called in.

B. WDB Director's Comments: WDB Director provided an update on the AJCC services. Still working on social distancing requirements. Discussed issues with barriers and need for them to be installed. There will be one entrance/exit. EDD has been providing services remotely. Once open EDD staff in the office will be 25% only. EDD hired 5,000 in the 1st set and then an additional 2,000. For Hollister only has 5 staff and redirected 2 for unemployment insurance. WIOA orientation and workshops are being conducted via zoom. Individual assessments are being done via appointment. Currently working on COVID Workforce Supportive services.

C. Meeting Minutes: Executive Committee:

- 1. The September 8, 2020 meeting minutes were enclosed for review and approved as presented. M/S/C Richard Bianchi/Nelson Leonor.
2. WDB Youth Committee: The October 13, 2020 Youth committee minutes are enclosed for board information.



3. **Full WDB:** The draft October 13, 2020 full WDB 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/Cynthia Larca - invite Karen and Kristina to central coast meeting.*

A. **Information Notices & Directives:** The most recent Workforce Services Directives [WSD20-03](#) and Information Notices [WSIN 20-19 thru 20-24](#) are **enclosed**.

B. **Unemployment and Economic Summary:** **Enclosed** is the Unemployment Report for October 2020.

C. **Layoff Aversion Services/Rapid Response Report:** **Enclosed** is the report for October 2020.

IV. **DISCUSSION/ACTION ITEMS:**

A. **Board Membership:** Any applications received may be reviewed for appointment to the board. The current vacancies are: Business Representatives (3). Chuck was going to check with Mike Fischer.

B. **Memorandum of Understand and Resource Sharing Agreement (MOU & RSA):** **Enclosed** is the MOU & RSA for board review and approval. *M/S/C Richard Bianchi/Nelson Leonor.*

C. **Discussion on Meeting in December:** Discuss cancelling the December WDB Meeting. *M/S/C Kendra Bobsin/Kristina Chavez Wyatt.*

D. **Regional and Local Planning Guidance:** The State has released guidance for the 2021-2024 Regional & Local Plans which are due on April 30, 2021. Consultant is needed for the development of our Local Plan. Action is required to release a Request for Proposal to contract a consultant for the development of our Local Plan. Staff explained that the last plan was done in house and it was quite consuming. Suggested outsourcing for effective time management and efficiency. There are internal staff with WIOA that may be available to provide the service. Timeframe is release next month for a 3-week period to have plan completed by March and to be able to hold a 30-day public comment period. Will include any RFP submissions to the full WDB in January for their approval. *M/S/C Cynthia Larca/Richard Bianchi.*

E. **Quality Jobs Definition:** The Ex committee reviewed and discussed the draft definition on Quality Jobs as defined by the board at the last WDB retreat. Bring back to full WDB in January for the board to approve.

- **Quality Jobs Definition:** *Quality jobs provide opportunities to transform workers' lives. They provide family-sustaining wages, health benefits, a retirement plan, and advancement opportunities. Quality jobs are stable, safe, and free of discrimination, treating all employees with dignity and respect.*

F. **County CARES Business Grant:** Staff provided an update on the program and the enclosed graphic summary report for your information. Thanked staff, board members and committee on all the work involved in processing the applications. It was much more work than originally thought and extreme time consuming but a great opportunity to help small businesses to remain open. It was a team effort.

G. **Grant Updates:** Staff provided an update on current grants for Bay-Peninsula Region Central Coast Region and the Dislocated Worker COVID Grant and shared the report that was included in the agenda packet.

H. **Committee Updates:** **Enclosed** is the updated Committee Roster for FY2020-2021

1. **Committee Roster:**

2. **Ag Committee:**
3. **Audit Committee:**
4. **Business Services Committee (BSC):** As a follow-up to the Strategic Plan Retreat, staff and the BSC will review the 1-3 year goals and identify next steps. Meeting held prior to this meeting and will meet again in Mid-January to solicitify the next 1-3 year goals to submit to the full WDB at the April meeting.
5. **Youth Committee:** The committee may provide an update on possible members for this committee as discussed at their meeting in October and share their top 5 priorities (**enclosed**). Add to next committee meeting “discuss how to meet the 5 goals.”

V. **ADDITIONAL INFORMATION:**

VI. **Support local business by shopping local.**

VII. **ADJOURNMENT: M/S/C Kendra Bobsin/Nelson Leonor 4:04 P.M.**

The next Executive Committee meeting: December 8, 2020 at 3 P.M.