



# San Benito County Workforce Development Board

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1111 San Felipe Road, Suite 107, Hollister, CA 95023  
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## SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)

Executive Committee Meeting  
1111 San Felipe Road, Suite 107, Hollister, CA 95023

### Agenda

Tuesday, November 14, 2023, at 3:00 P.M.

**Members of the Public may continue to participate remotely by accessing the following link:**

**Join via Zoom**

<https://us06web.zoom.us/j/84611179507?pwd=d3AyU0tHVEUzN1gwMkF3bnBLTmdUUT09>

Meeting ID: 846 1117 9507 - Passcode: 007833

By Mobile: +16699006833,,84611179507#,,,,\*007833# US (San Jose)

+14086380968,,84611179507#,,,,\*007833# US (San Jose)

- I. **Welcome, Introductions & Roll Call:** Roll will be taken to determine excused absences for attendance requirements.

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/> U=Unexcused					
Representing the Private Sector (PR)			Representing the Public		
<input type="checkbox"/>	Frowein, Chuck, <i>Chair</i>	<input type="checkbox"/>	O'Connor, Kim	<input type="checkbox"/>	Bobsin, Kendra <i>Treasurer</i>
<input type="checkbox"/>	Richard Bianchi, Vice Chair	<input type="checkbox"/>	Sanchez-Turner, Lizz <i>Secretary</i>	<input type="checkbox"/>	Rubalcava, Lupe

II. **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.

- B. **Amendments to the Agenda:**

- III. **CONSENT ITEMS:** All items will be voted on as a whole without discussion and approved unless the board wishes to discuss further. The board may request to pull the item for discussion and place the item on the Regular Agenda.



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A. **Meeting Minutes:**

1. **Ex Committee** Approve the September 12, 2023 Ex Committee meeting minutes. (Enclosed) *Action Required*
2. **Full WDB:** Receive the July 11, 2023, full WDB meeting minutes, (Enclosed) There was no meeting in October. Info Only.
3. **Youth Committee:** Receive the August 8, 2023 Youth Committee minutes, info only. (Enclosed)

B. **Layoff Aversion Services/Rapid Response Report/Business Services Report and Labor Market/Unemployment and Economic Summary:** Receive the report for November, 2023. (Enclosed)

C. **Information Notices & Directives:** Receive most recent Workforce Services Directives [WSD23-02-03](#), Information Notices [WSIN23-10 thru WSIN23-20](#). (Enclosed)

D. **Board Membership:** Any applications received may be reviewed for appointment to the board. There are three current vacancies: one Private Sector Representative, and two Public Sector Representatives: 1) Labor Organization, 2) CBOs with experience serving individuals with barriers or Out-of-School Youth.

E. **Local Board Recertification:** Receive the Local Area Subsequent Designation and Board Recertification PY 23-25 approval letter from California Workforce Development Board. (Enclosed).

IV. **REGULAR AGENDA/ACTION ITEMS:**

F. **Cancellation of the December 2023 WDB Ex Committee Meeting:** Discuss cancelling the December meeting. *Action Required*

G. **Board Retreat:** Notes from the Board Retreat held on October 17, 2023 are enclosed for review and discussion. Discuss next steps in finalizing the Strategic Plan.

H. **Regional Equity Recovery & Partnerships (RERP) and Prison to Employment (P2E):** Receive an update on receipt of the RERP and P2E Contracts.

I. **Committee Updates:**

1. **Committees:** Receive the updated Committee List. There are a few openings for volunteers to serve on committees due to resignations. (Enclosed)
2. **Executive Committee:** The committee will schedule a meeting after the retreat to update next year's goals.
3. **Business Services Committee (BSC):** Staff and committee members may provide an update.
4. **Youth Committee:** The next meeting is scheduled for November 14, 2023 at 4PM.
5. **Membership Committee:** Receive an update on recent recruitment efforts.

V. **ADDITIONAL INFORMATION:**

VI. **ADJOURNMENT:** To the Ex Committee meeting on December 12, 2023 unless cancelled.



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## SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB) Executive Committee

### MINUTES

Tuesday, September 12, 2023, at 3:00 P.M.

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

- I. Welcome, Introductions & Roll Call:** Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> U=Unexcused							
Representing the Private Sector (PR)				Representing the Public			
<input checked="" type="checkbox"/>	Bianchi, Richard, <i>Chair/</i>	<input checked="" type="checkbox"/>	Kim O'Connor	<input checked="" type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i> Nancy Barocio (Alt)	<input checked="" type="checkbox"/>	Rubalcava, Lupe
<input checked="" type="checkbox"/>	Frowein, Chuck, <i>Vice Chair/</i> Joanne Kim (Alt)	<input checked="" type="checkbox"/>	Sanchez-Turner, Lizz/ Karen Para (Alt)	<input checked="" type="checkbox"/>	Leonor, Nelson Lula Ramirez		
Staff: Andi Anderson, Enrique Arreola, Ruby Soto							
Guests: Joyace Aldrich							

### **II. General Information:**

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

B. **Amendments to the Agenda:**

- III. CONSENT ITEMS:** All items will be voted on as a whole without discussion and approved unless the board wishes to discuss further. The board may request to pull the item for discussion and place the item on the Regular Agenda. ***Motion/Second Concur (M/S/C) Kendra Bobsin/Nelson Leonor***

A. **Meeting Minutes:**

1. **Executive Committee:** Approved the June 13, 2023 Ex Committee meeting minutes. The May meeting was cancelled.
2. **Full WDB:** Received the July 11, 2023, full WDB meeting minutes, info only.
3. **Youth Committee:** Received the August 8, 2023 Youth Committee minutes, info only.

B. **Layoff Aversion Services/Rapid Response Report/Business Services Report and Labor Market/Unemployment and Economic Summary:** Received the report for August, 2023.



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- C. **Information Notices & Directives:** Received most recent Workforce Services Directives [WSD23-01](#), Information Notices [WSIN23-06 thru WSIN23-09](#).
- D. **September is National Workforce Development Month:** A Proclamation will was presented at the Board of Supervisor meeting on September 12, 2023, declaring September 2023 as National Workforce Development Month. Board members are encouraged to attend.

**IV. REGULAR AGENDA/ACTION ITEMS:**

- A. **Board Membership:** No applications were received to be reviewed for appointment to the board. There are three current vacancies: one Private Sector Representative, and two Public Sector Representatives: 1) Labor Organization, 2) CBOs with experience serving individuals with barriers or Out-of-School Youth. Lizz Sánchez Turner reported that she has been in contact with a Labor Union Rep and has a possible. Also, Scott Reese will be sending information out to his union contacts for possible candidates. Discussed possible members for follow-up: Hollister Super, McDonalds, TacoBell, Youth Recovery Connections, Mark Neal/CPA.
- B. **Nomination Committee:**The Nomination Committee presented a slate of officers for fiscal year 2023/2024. The Ex Committee approved the slate of officers as presented. *M/S/C Nelson Leonor/Chuck Frowein.*
  - a. Board Chairperson: Chuck Frowein
  - b. Vice Chair: Richard Bianchi
  - c. Secretary: Lizz Sánchez Turner
  - d. Treasurer: Kendra Bobsin
- C. **Full WDB and Strategic Planning Meeting:** The WDB moved to hold the full WDB meeting and Strategic Planning session on October 17, 2023 at the Community Foundation Epicenter from 10am – 2 pm. Discussion will be held to determine if the full WDB meeting will be held before or after the Strategic Planning Meeting. The regular WDB meeting will be held at the Community Foundation Epicenter at 3:00 P.M., following the retreat and dependent on if there are any action items. *M/S/C Lizz Sánchez Turner/Chuck Frowein.*
- D. **High Road Construction Careers Resilient Workforce Fund (HRCC:RWF):** Received an update on the HRCC:RWF grant application from Joyce Aldridge. Individuals interested can apply on the Monterey County WDB website. <https://www.montereycountywdb.org/pre-apprenticeship/> Encourage women to apply.
- E. **Regional Equity Recovery & Partnerships (RERP) and Prison to Employment (P2E):** Receive an update on receipt of the RERP and P2E Contracts. The contracts have been approved and staff is waiting for the signed copies. This grant requires collaboration with four colleges neighboring colleges. Staff will assist with recruitment.
- F. **Committee Updates:**
  - 1. **Committees:** Request volunteers to serve on committees due to resignations. Reviewed the Committee list which was enclosed and made the following updates: M/S/C

Kim O'Connor	Executive, Business Services Committee, Youth Committee (Chair), Membership
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Lizz Sánchez Turner	Nominations Committee
Nelson Leonor	Remove James Dion and add Lula Ramirez as alternate

2. **Audit Committee:** Members reviewed the final reports from the State Compliance Review Division for the Fiscal & Procurement and Program monitoring conducted on October 10, 2022 thru October 13, 2022 for PY 2021-2022 and Final Monitoring Report for PY 2019-2020 which were enclosed.
3. **Executive Committee:** The committee will schedule a meeting after the retreat to update next year's goals.
4. **Business Services Committee (BSC):** Staff and committee members provided an update stating that on-site hiring events have been conducted for Tesla, San Benito Foods, Technova, Elevo. Also there is the Job & Resource Fair scheduled for September 14, 2023 from 3-6 P.M. at the Veteran's Memorial Building.
5. **Youth Committee:** The next meeting is scheduled for November 14, 2023 at 4PM.
6. **Membership Committee:** Receive an update on recent recruitment efforts. Shared previously

**V. ADDITIONAL INFORMATION:**

- A. **CWA Meeting of the Minds:** Enrique Arreola provided an update on the Meeting of the Minds 2023 conference they attended from September 5-7, 2023, with the theme "Rooted in Community: Working Together Toward Success" stating it was well attended and there was a lot of great information shared. Some areas of interest are the Mindset of the Leaders being open to change, Artificial Intelligence (AI) is coming, and applying & utilizing equity data.

**VI. ADJOURNMENT:** To the **full WDB** meeting on October 17, 2023 at 4:03 P.M. *M/S/C Lizz Sánchez Turner/Chuck Frowein.*



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## SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB) Full WDB

1161 San Felipe Road, Building B, Hollister, CA 95023

### MINUTES

Tuesday, July 11, 2023, at 3:00 P.M.

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

- I. **Welcome, Introductions & Roll Call:** Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair. Introductions were made by everyone present.

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/> U=Unexcused (V=Virtual)							
Representing the Private Sector (PR)				Representing the Public			
<input checked="" type="checkbox"/>	Bianchi, Richard, <i>Chair/</i>		VACANT - Para, Karen, <i>Secretary Lizz Turner (Alt)</i>	<input checked="" type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i> <i>Nancy Barocio (Alt)</i>	<input checked="" type="checkbox"/>	Reese, Scott <i>Frank Austin (Alt)</i>
<input checked="" type="checkbox"/> V	Frowein, Chuck, <i>Vice Chair/</i> <i>Joanne Kim (Alt)</i>	<input checked="" type="checkbox"/>	Sanchez-Turner, Lizz <i>/Karen Para (Alt)</i>	<input checked="" type="checkbox"/>	Hangse, Sorath <i>Peter Escobedo (Alt)</i>	<input checked="" type="checkbox"/>	Rosa, Omar <i>Jennifer Dias (Alt)</i>
<input checked="" type="checkbox"/>	Fernandez, Rosa <i>Patricia Fernandez (Alt)</i>	ex	Giancola, Shelley <i>Susan Slater (Alt)</i>	ex	Leonor, Nelson <i>Lula Ramirez (Alt)</i>	<input checked="" type="checkbox"/>	Rubalcava, Lupe <i>Beverly Sunshine (Alt)</i>
ex	Guevara, Irene <i>Renee Nations (Alt)</i>	un	Winkler, Nick <i>Gabe Ramirez (Alt)</i>			<input checked="" type="checkbox"/> V	Sweeney, Susan <i>Annette Gutierrez (Alt)</i>
<input checked="" type="checkbox"/>	O'Conner, Kim						
Staff: Andi Anderson, Enrique Arreola, Sylvia Jacquez, Ruby Soto							
Guests: Vivian Estrada, Belen Garcia, Sam Humphrey, Peter Escobedo, Cosia Marcia							

## II. **General Information:**

- A. **Public Comment Period:** No public comments were received.
- B. **Success Stories:** Summer Youth Employment Participant, Belen Garcia, shared her experience on the Summer Youth Work Experience Program. Staff provided a Work Experience participant success story.
- C. **Amendments to the Agenda:** Add Action item for the application received from San Benito Foods to Board Membership.

- III. **CONSENT ITEMS:** All items will be voted on as a whole without discussion and approved unless the board wishes to discuss further. The board may request to pull the item for discussion and place the item on the Regular Agenda. *M/S/C Lizz Sánchez Turner/ Rosa*



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**Vivan Fernandez**

**A. Meeting Minutes:**

1. **Full WDB:** Approved the April 11, 2023, full WDB meeting minutes.
2. **Executive Committee:** Received the June 13, 2023 draft Ex Committee meeting minutes. The May meeting was cancelled.
3. **Youth Committee:** Received the February 14, 2023 meeting minutes board information. The May 9, 2023 meeting was cancelled.
4. **Business Services Committee:** Received the February 16, 2023 meeting minutes for board information.

**B. Layoff Aversion Services/Rapid Response Report/Business Services Report and Labor Market/Unemployment and Economic Summary:** Received the report for June, 2023.

**C. Fiscal Report:** Received the WDB expenditure report through May, 2023.

**D. WIOA Formula Allocations PY 23-24:** Received a summary of allocations for San Benito County and Central Coast Region.

**E. Program Update:** Received the program report for July 2023.

**F. CWA WORKCON 2023:** Received summaries provided by staff that attended the conference “Clarity Through Action” held in San Diego, CA.

**G. Information Notices & Directives:** Received most recent Workforce Services Directives [WSD22-15](#), Information Notices [WSIN22-50 thru WSIN22-53](#) and [WSIN23-01 thru WSIN23-02](#).

**IV. REGULAR AGENDA/ACTION ITEMS:**

**A. Board Membership:** Any applications received may be reviewed for appointment to the board. There are four (4) current vacancies: one (2) Private Sector Representative, and two (2) Public Sector Representatives: 1) Labor Organization and 1) Community Based Organization.

- a. **Resignation:** Received resignation from Karen Para, Private Sector Representative and WDB Secretary.
- b. **New Board Appointment:** Welcomed Kim O’Connor, Private Sector Representative to the full WDB.
- c. **New Application Received:** An application was received from Sam Humphrey, Plant Manager, San Benito Foods. Mr. Humphrey introduced himself and stated that he has been with San Benito Foods for 7 years now and as the 2<sup>nd</sup> largest employer in San Benito County is excited about the partnership with the AJCC and becoming a member of the WDB. After discussion the board made the motion to accept the application of Mr. Humphrey and will forward his application to the Board of Supervisors for appointment to the WDB. *M/S/C Lizz Sánchez Turner/ Lupe Rubalcava.*

**B. Nomination Committee:** The Nomination Committee will present a slate of officers for fiscal year 2023/2024. *Table to Next Meeting.*

C. **Meeting of the Minds**: The Meeting of the Minds 2023 conference, with the theme "Rooted in Community: Working Together Toward Success," is scheduled for September 5-7, 2023. The early-bird rate of \$819 is valid through August 11, 2023. Requested board approval to send 1-2 staff and board members. Any board members wishing to attend were instructed to let staff know. *M/S/C Lupe Rubalcava/Omar Rosa.*

D. **Regional Coordination**:

1. **Regional Equity Recovery & Partnerships (RERP) and Prison to Employment (P2E)**: Received an update on receipt of the RERP and P2E Contracts. Staff provided an update and visual presentation.

E. **WDB Strategic Plan**: Discussed including a Strategic Planning session and a full WDB meeting on the regular full WDB meeting date of October 10, 2023 from 1-5PM or October 17, 2023 from 10AM-2PM at the Epicenter. After discussion the WDB moved to hold the full WDB meeting and Strategic Planning session on October 17, 2023 and requested to have a facilitator for the event. *M/S/C Lizz Sánchez Turner/ Lupe Rubalcava.*

F. **September is National Workforce Development Month**: A Proclamation will be presented at the Board of Supervisor meeting on September 12, 2023 declaring September, 2023 as National Workforce Development Month. Staff will determine the number of individuals who will be employable by 2025.

G. **Committee Updates**:

1. **Executive Committee**: The committee will schedule a meeting after the retreat to update next year's goals.

2. **Business Services Committee (BSC)**: Committee members haven't set a meeting date to update the BSC goals but are working on scheduling it.

3. **Youth Committee**: The next meeting is scheduled for August 9, 2023 at 4PM

4. **Membership Committee**: Received an update on recent recruitment efforts. Staff have reached out to another possible union representative and are hoping to hear back soon.

V. **ADDITIONAL INFORMATION**:

1. **Leadership Luncheon**: A save the date was sent out to all board members for the Community Matters Leadership Luncheon scheduled for September 20, 2023 at 11:45AM.

2. **Tidal Wave of Change**: Received the Continuum of Care (CoC) Youth Service Provider's Coordinated Community Plan - [Tidal Wave of Change](#) to Wash away Youth Homelessness. Objectives and action steps to assisting homeless youth and coordination of services with Community Action Agencies and WIOA are outlined on Pages 32-37. (Enclosed) To see the full report please visit: [https://www.sbcccab.com/files/ugd/a38391\\_2084cf650cab4919a6bcead894b5556c.pdf](https://www.sbcccab.com/files/ugd/a38391_2084cf650cab4919a6bcead894b5556c.pdf)

VI. **ADJOURNMENT**: To the full WDB meeting on October 17, 2023, at 10:00 P.M. M/S/C Scott Reese/ Lupe Rubalcava 4:04 P.M.





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## San Benito County Workforce Development Board (WDB)

### Youth Committee

### MINUTES

August 8, 2023 @ 4:00 P.M.

Chair, Nelson Leonor, called the meeting to order at 4:04 P.M.

- I. **Welcome, Introductions & Roll Call:** Roll was taken to determine excused absences for attendance requirements. Chuck Frowein was excused by the Chair. Staff did not hear from Heidi Jumper and Omar Rosa joined virtually.

<b>Quorum Met:</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> V=Virtual					
ex	Chuck Frowein -V-Chair	<input type="checkbox"/>	<del>Karen Para, Chair</del>	<input checked="" type="checkbox"/>	Nelson Leonor, Secretary
V	Omar Rosa	<input checked="" type="checkbox"/>	Irene Guevara	<input checked="" type="checkbox"/>	Clair Grissom/Vanessa Klauer Un Heidi Jumper
<b>Staff:</b>					
<input type="checkbox"/>	Enrique Arreola	<input checked="" type="checkbox"/>	Sylvia Jacquez	<input checked="" type="checkbox"/>	Ruby Soto
<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	Lizz Sánchez Turner

## II. GENERAL INFORMATION:

- A. **Public Comment Period:** Kim O'Connor, new member to the WDB, introduced herself and stated that she is interested in joining the Youth Committee. She stated she loves working with youth and was a teacher for many years. She has grant writing experience and worked with migrant education for 23 years at the school district. She also shared her work on the Migrant Education Program through California Department of Education and how this funding is used to employ migrant youth.

## III. REGULAR AGENDA:

- A. **Meeting Minutes:** Receive Youth Committee meeting minutes for February 14, 2023 for review and approval. The May 9, 2023 meeting was cancelled. **No action was taken due to the lack of a quorum**
- B. **Committee Membership:**
  - 1. **Resignation:** Received resignation letters from Judith Munter and Karen Para.
- C. **Youth Request for Proposal (RFP):** Received an update that there were no submissions for the Youth RFP by the due date of April 7, 2023 at 3:00 P.M. Staff explained that every three years AJCC is required to solicit community organizations



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to provide youth services. Since no proposals were received, CSWD will continue to provide the services in-house.

- D. **Summer Youth Employment Program:** Receive an update from committee members on the following funding possibilities:
  - 2. **Temporary Assistance for Needy Families (TANF) funds:** Received report from Nelson Leonor on [Supporting Summer Youth Employment Programs | Youth.gov](#). It is up to the receiving agency to allocate these designated funds for youth employment.
  - 3. **K12 Strong Workforce:** Receive report from Heidi Jumper on [K12SWP](#). Due to Heidi's absence she this item will be tabled to the next meeting.
  - 4. **California Golden State Pathways Program:** Received report from Omar Rosa on [Golden State Pathways](#). Funding is due to be released in November. Omar will research more.
  - 5. **Youth Build:** Received report from Irene Guevara on [Home Page - YouthBuild](#). This is a 6–24-month obligation to learn labor trade. Geared towards high school and foster youth. Provides tangible skills in apprenticeship/construction trades. Will request Enrique Arreola to see if this program is being offered in Monterey/Santa Cruz Counties, and Nelson Leonor will check Alameda County.
  - 6. **Dollar Wise:** Karen Para was to report out. Kim O'Connor will report at the next meeting on [DollarWise: Mayors for Economic Mobility - United States Conference of Mayors \(usmayors.org\)](#).
- E. **Youth Strategic Goals:** Nelson stated that, based on the meeting minutes, the goals were reviewed in February 2023. Notes will be provided to staff to update and this item will be **tabled to next meeting**.

**IV. Additional Information and/or Announcements:**

- A. **Dream Catcher:** Members asked if Dream Catcher funds were still available and staff provided an update stating funding is extremely limited. The policy is currently under revision based on input from the Community Action Board and youth. Also, the income guidelines will be changing back to the 125% poverty from 200% in September. For example, at the 200% income guidelines, a family of 4 is eligible if their annual income is \$60,000 or less. For the 125% a family of 4 the annual income must be \$30,000 or less. Staff are hopeful that Community Development Block Grant funding will be released which will expand the program and increase the income guidelines so that more individuals we be able to be served.

Join our [listserv](#) to stay up-to-date on the latest news regarding the poverty guidelines.

2023 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA	
Persons in family/household	Poverty guideline
1	\$14,580
2	\$19,720
3	\$24,860
4	\$30,000
5	\$35,140
6	\$40,280
7	\$45,420
8	\$50,560

For families/households with more than 8 persons, add \$5,140 for each additional person.

- B. **California Community Economic Development Association (CCEDA)**: CCEDA serves as a clearinghouse for information and action that advances the field of community economic development through training and continuing education, technical assistance, and advocacy on public policy. Staff stated that CCEDA has about 20 hours available and will be following up on staff's request for services and grant opportunities which may be available to the Community Action Board but may also include WIOA youth employment services.
  - C. **Migrant Education**: Kim O'Connor shared about the Migrant Education Employment Program that she worked on in the past with the High School and stated she would be willing to work in bringing this program back.
  - D. **Job Fair**: Scheduled for September 14, 2023 at the Veteran's Memorial Building. It was suggested to also have businesses share on their social media that they are participating in the Job Fair. This will help boost number of attendees.
  - E. **Youth Expo**: Scheduled for September 21, 2023 at the Veteran's Memorial Building. More to come.
- V. **ADJOURNMENT**: to the next meeting on November 14, 2023 at 4:00 p.m. The meeting ended at 4:56 P.M.



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November 1, 2023

To: Workforce Development Board  
From: Lizz Sánchez Turner- Business Services Specialist/Rapid Response Coordinator  
Re: Business Services, Layoff Aversion and Rapid Response Activities for October 2023

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At the direction of the Workforce Development Board the following are the activities for October 2023:

**1) Business Services Engagement:**

**Business Recruitments:**

- Job Fair Outreach- Over 300 Contacts Made- 47 Participants signed -up.
- San Benito Foods – (Onsite Hiring Events & Marketing Planning)

**Meetings & Training:**

- San Benito County Economic Development Advisory Committee- (BOS. Sotelo & Curro) N/A this month
- EconoVue – Training Series-Fine Tune Reports
- Cal Coastal- SBDC
- California Association for Economic Development-(CALED)
- San Benito County Business Council- Monthly (We were asked to present in October)
- Bay Area Rapid Response Roundtable- Bimonthly
- Business Services Team Meeting -Monthly
- Business Advocacy Committee Meeting- Monthly
- Rapid Response Business Engagement Focus Group- N/A this month
- Regional Rapid Response Roundtable- Quarterly
- Southern CA Rapid Response Roundtable- Quarterly
- Economic Vitality Meeting- Monthly
- Economic Development Community Advisory Committee-EDCAC
- Workforce GPS – Various Training Topics
- Hollister Downtown Association (HDA)- Monthly
- EDD/Caljobs Training: CRM & Marketing Plans & Training (Various Topics)
- Central Coast Business Engagement Roundtable
- HHSA Website Champions- Monthly
- WDB Website Meetings- Weekly/as needed.



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*Some conditions may apply.* For TTY access call: (831) 637-3263



EQUAL HOUSING OPPORTUNITY

# Area Profile for San Benito County, CA

## Area Labor Force, Employment and Unemployment Data Table

The table below shows the monthly not seasonally adjusted Labor Force, Employment and Unemployment data for San Benito County, CA in September 2022.

Area	Civilian Labor Force	Number Employed	Number Unemployed	Unemployment Rate
San Benito County	32,500	30,700	1,800	5.6%
California	19,340,800	18,347,200	993,600	5.1%

Source: Labor Market Statistics, Local Area Unemployment Statistics Program  
Downloaded: 10/12/2023 4:00 PM

- **Please See attached U.S. EMPLOYMENT SNAPSHOT**

### 2) Job Search Assistance & WIOA Workshops

- WIOA Orientations are typically held in-person until the end of the year every Wednesday and Friday.
- AJCC continues to serve clients and provide access to computers so they can log in to their EDD and Cal JOBS accounts.
- The AJCC is currently providing Resume writing assistance to all clients that come to our office.
- Monthly Calendars released at the start of the month to display AJCC orientations and workshops.
- Social Media Post 3 or more times a week to promote workshops on Instagram and Facebook.
- Instagram Reels have been created to explain and promote the WIOA Training Programs

### 3) Job Fairs:

- i. Countywide Job & Resource Fair September 14, 2023 @ the Vets Memorial Building
  - a. Well attended by 47 Businesses & Resource Providers
  - b. Over 150 attendees

### 4) Success Stories:

- Continuously cultivating new relationships from the contacts made during In-person Business Centric meetings throughout the City and County.
- We had 2 very successful hiring events in September for:
  - i. Countywide Job Fair
  - ii. San Benito Foods

### 5) Rapid Response/WARN Events:

- No New Incidents to report.

### 6) Social Media Insight:

- Highest Reach on Posts: Hollister School District
  - i. Post Impressions: 243% more reactions Post reach 1,052 Post Engagement 13
- Highest Reactions on Posts: Out of School Youth (\$5000 Scholarship Flyer)
  - i. Post Impressions: 2,300% more reactions Post reactions 24

#### **Page Overview**

Followers: Facebook **2,155** Facebook Page Likes: **2,053** Instagram **398** Last 28 days

Facebook Page Visits: **1,021 up 8.7%** Instagram Page visits: **57 up 32.6%**

Facebook Post Reach **11,410 up 34.6%** Post Engagement **398 up 2.2%** New followers **19**

Instagram Reach **1,300** Followers **422 up 14.3%**

*(Impressions: The number of times your post was on screen. Reach: The number of people who saw any of your posts at least once. Reach is different from impressions, which may include multiple views of your posts by the same people.*

*Post Engagement: The number of reactions, comments, shares and clicks on your posts.)*

**MEMORANDUM**

**November 2023**

**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):** 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 programs 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)

<a href="#">WSD23-03</a>	<p><b>Performance Guidance-</b>This policy provides the guidance and establishes the procedures regarding the Workforce Innovation and Opportunity Act (WIOA) six primary indicators of performance. This policy applies to all Title I subrecipients, Title III staff, Jobs for Veterans State (JVSG) staff, National Dislocated Worker Grant (NDWG) project operators, and is effective immediately. This Directive finalizes Workforce Services Draft Directive Performance Guidance (WSDD-247), issued for comment on June 28, 2023. The Workforce Development Community submitted six comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 3. This policy supersedes Workforce Services Directive Performance Guidance (WSD22-01), dated July 18, 2022. Retain this Directive until further notice. To comply with WIOA, the Employment Development Department (EDD) is required to submit accurate participant reports and validated individual participant data to the Department of Labor (DOL) on a quarterly and annual basis. The DOL utilizes this data to assess the effectiveness of the state and subrecipients in achieving positive outcomes for individuals served under the core and non-core programs. The WIOA six core programs include Title I Adult, Dislocated Worker (DW), and Youth programs; Title II administered by the California Department of Education (CDE); Title III Wagner-Peyser; and Title IV Vocational Rehabilitation (VR) program. The non-core programs that are included in this policy are JVSG, NDWG, and TAA. The following definitions are needed to understand WIOA performance when using federal funds, and the mechanisms for calculating the six primary indicators of performance. Definitions Reportable Individual – An individual who engages with the workforce development community but does not meet the requirement to be a program participant. A reportable individual is someone who demonstrates an intent to use program services and meets one or more of the following criteria: • Provides identifying information. • Accesses the self-service system only. • Only received information-only services or activities. Reportable individuals are not included in the calculations for performance. However, certain information about reportable individuals is required to be reported in quarterly and annual WIOA reports. Collecting and reporting information allows for accurate representation of the number of individuals engaged with the workforce system.</p>
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**Information Notices:** [https://www.edd.ca.gov/jobs\\_and\\_training/Information\\_Notices.htm](https://www.edd.ca.gov/jobs_and_training/Information_Notices.htm)

<a href="#">WSIN23-20</a>	<p><b>ELL IET Fund TA and Developmental Evaluation SFP – PY 22-23-</b> The Employment Development Department (EDD), in coordination with the California Labor and Workforce Development Agency (LWDA), announces the availability of up to \$1 million in California state general funds appropriated by Senate Bill (SB 178), the 2022 State Fiscal Year budget, for Technical Assistance (TA) and Developmental Evaluation (DE) of the English Language Learner (ELL) Integrated Education and Training (IET) Fund. The ELL IET Fund TA DE awardee will be responsible for providing meaningful TA to ELL IET Fund PY 22-23 program awardees as they design, develop, and implement projects that expand IET course offerings across the state and accelerate employment and re-employment strategies for English Language Learners; and for conducting an evaluation that summarizes lessons learned and makes recommendations for future projects. The ELL IET Fund TA DE PY 22-23 grant aims to increase equity and improve outcomes for ELLs facing significant barriers to employment and education by providing necessary guidance and support to program awardees in their development of successful ELL IET programs. Applicants are expected to base their overall approach on the Integrated Education and Training (IET) model and advance the work being done in this space. Applicants for the ELL IET Fund TA DE must be organizations with the capacity, relationships, and expertise to deliver the necessary TA services statewide. Proposals will be accepted from non-profit organizations, labor organizations, community colleges, adult education providers, workforce</p>
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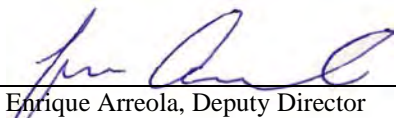


	<p>boards, and education and training providers. Applicants may collaborate with partners or form a team to provide the full scope of TA DE services for the ELL IET Fund. Individuals are not eligible to apply. Proposals must be received by 3 p.m. on December 11, 2023. An informational webinar will be held on November 16, 2023, at 10 a.m. PT. Pre-registration is required. Please register through the <a href="#">Webinar Registration</a> page by November 16, 2023 by 9.am PT. The EDD encourages applicants to submit a Notice of Intent to apply by November 22, 2023, at 12 noon to <a href="mailto:WSBSFPI@edd.ca.gov">WSBSFPI@edd.ca.gov</a>. To view this SFP, visit the <a href="#">EDD Workforce Development Solicitations for Proposals webpage</a>.</p> <p>/s/ Kimberlee Meyer, Chief Central Office Workforce Services Division</p>
<p><a href="#">WSIN23-19</a></p>	<p><b>Deaf and Hard of Hearing SFP Award – PY 23-24</b>-The Employment Development Department’s Workforce Services Branch is pleased to announce the award of five grants totaling \$2.65 million of Wagner-Peyser 10 percent Governor’s Discretionary funds for the Deaf and Hard of Hearing (DHH) Program. The DHH Program ensures that services provided to deaf and hard of hearing individuals are, at minimum, equal to services received by non-deaf and non-hard of hearing individuals. Funds will be used to provide employment and training services to individuals who are deaf and hard of hearing within the following California regions: San Diego, Imperial, Los Angeles, Orange, Riverside, San Bernardino, Sacramento, Alpine, Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lassen, Modoc, Nevada, Placer, Plumas, San Joaquin, Stanislaus, Tuolumne, Yolo, Yuba, Shasta, Sierra, Siskiyou, Sutter, Tehama, Trinity, Fresno, Kings, Madera, Mariposa, Merced, Monterey, San Benito, Tulare, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, Santa Cruz, Sonoma and Alameda.</p> <p>The awardees will use funds to support deaf and hard of hearing individuals with enhanced services and training within select America’s Job Center of California (AJCCs) locations throughout California. The program will ensure effective communication and increased service opportunities for deaf and hard of hearing individuals by providing specialized counseling, interpretive services, job placement, follow-up services and advocacy, and specialized training to assist them in becoming job ready.</p> <p>The DHH awards support deaf and hard of hearing individuals who are available for and seeking employment. These job seekers may also need additional skill enhancement training to become job-ready individuals. The EDD expects the period of performance to be 12 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage. If you have questions regarding the DHH grant solicitation, please email <a href="mailto:Rianna.Rose@edd.ca.gov">Rianna.Rose@edd.ca.gov</a>. /s/ Kimberlee Meyer, Chief Central Office Workforce Services Division</p> <p>Federal Funding Disclosure: This Deaf and Hard of Hearing SFP is funded by a grant award totaling \$2.65 million (100%) from the U.S. Department of Labor, with \$0 (0%) financed from non-federal sources.</p>
<p><a href="#">WSIN23-18</a></p>	<p><b>Farmworkers Advancement Program Grant SFP – PY 23-24</b> - The Employment Development Department (EDD), in coordination the Labor and Workforce Development Agency, announces the availability of up to \$9 million in the <i>Workforce Innovation and Opportunity Act</i> (WIOA) Title I Governor’s discretionary funds for the Farmworkers Advancement Program (FAP) Solicitation for Proposals (SFP) Program Year (PY) 2023-24. The FAP PY 23-24 grants will be awarded to research, design, and implement projects that focus exclusively on farmworker needs at a regional level by offering essential skills and upskilling training to either advance in the agricultural industry and/or prepare for advancement outside of the agricultural sector. The FAP programs should position farmworkers to obtain access to good-quality jobs including jobs that pay family sustaining wages, offer benefits, have predictable hours, opportunities for career advancement, and worker voice. Projects will also provide wrap-around support and resources to build skills to prevent job loss and lay the foundation for upward mobility. The FAP grant funded programs will assist with referrals to health, housing, educational resources, and career and financial coaching. Eligible applicants are non-profit organizations, local labor partners, tribal governments, community colleges, local workforce boards, and education and training providers. Applicants, including collaborations among partners, must have demonstrated expertise in assisting farmworkers and in workforce development programs. Individuals are not eligible to apply. Proposals must be received by 3 p.m. on November 29, 2023. An informational webinar will be held on November 1, 2023, at 10 a.m. PT. Pre-registration is required. Please register through the <a href="#">Webinar Registration</a> page by November 1, 2023 by 9 a.m. PT. The EDD encourages applicants to submit a Notice of Intent to apply by November 13, 2023, at 12 noon to <a href="mailto:WSBGrants@edd.ca.gov">WSBGrants@edd.ca.gov</a>. To view this SFP, visit the <a href="#">EDD Workforce Development Solicitations for Proposals webpage</a>.</p>
<p><a href="#">WSIN23-17</a></p>	<p><b>Innovative Water Infrastructure Workforce Development Grant Program</b> – Grant Opportunity- The U.S. Environmental Protection Agency (EPA), Office of Water, Office of Wastewater Management announces the availability of approximately \$20.8 million in grant funds under the <i>American Water Infrastructure Act</i> of 2018, authorized the EPA to develop a grant program under Section 1459E of the <i>Safe Drinking Water Act</i>, to accelerate career pipelines in the water utilities sector and provide access to water utility workforce opportunities. In addition, under <i>Clean Air Act</i> Section 138(b)(2), which was created by the <i>Inflation Reduction Act</i> (IRA), Congress authorized EPA to award grants for workforce development</p>

	<p>activities that help reduce green-house gas emissions and other air pollutants that benefit disadvantaged communities. Through this grant program the EPA will assist in the development and utilization of innovative activities relating to workforce development and career opportunities in the water utility sector, which may include the following:</p> <ol style="list-style-type: none"> <li>1. Expanding the use and availability of activities and resources that relate to the recruitment of individuals (including the promotion of diversity within that recruitment) to careers in the drinking water and wastewater utility sector, including stormwater.</li> <li>2. Expanding the availability of training opportunities for (1) individuals entering the water and wastewater utility sector, and (2) individuals seeking to advance careers within the water and wastewater utility sector.</li> <li>3. Expanding the use and availability of activities and strategies (including the development of innovative activities and strategies) that relate to the maintenance and retention of a sustainable workforce in the water and wastewater utility sector.</li> <li>4. Expanding the availability of workforce development and training that enables drinking water and wastewater utility workers to reduce greenhouse gas (GHG) emissions and other air pollutants to benefit disadvantaged communities.</li> </ol> <p><b>Under this Request for Applications (RFA) there are two categories of applicant eligibility:</b></p> <ol style="list-style-type: none"> <li>1. Consistent with Assistance Listing 66.445, eligible applicants for Project Areas 1-5 are nonprofit professional or service organizations, nonprofit labor organizations, nonprofit community colleges, institutions of higher education, other nonprofit training, and educational institutions, or public works departments and agencies.</li> <li>2. Consistent with Assistance Listing 66.616, eligible applicants for Project Area 6 are community-based nonprofit organizations (CBO), a partnership of CBOs, or a partnership between a CBO and Federally recognized Indian Tribe, local government, or institution of higher education.</li> </ol> <p>Applications must be submitted through <a href="https://www.grants.gov">Grants.gov</a> before the deadline 11:59 p.m. ET on November 17, 2023. For more information about this grant opportunity, visit the <a href="https://www.grants.gov">Grants.gov</a> website to review the complete Funding Opportunity Announcement, including eligibility requirements and instructions for submitting an application. For questions concerning this grant opportunity visit the <a href="https://www.epa.gov">EPA</a> website.</p>
<p><a href="#">WSIN23-16</a></p>	<p><b>DOGWF Grant Programs SFP – PY 23-24-</b> The Employment Development Department (EDD), in coordination with the California Labor and Workforce Development Agency (LWDA), announces the availability of up to \$36.5 million from the State of California General Fund for the Displaced Oil and Gas Workers Fund (DOGWF) grant opportunity for Program Year (PY) 2023-24. The DOGWF PY 23-24 program grant will address the needs of displaced workers in the oil and gas sector. This initiative aims to support these workers in transitioning into sectors that match their skills and expertise and offer comparable wages. The mission extends beyond singular sectors, with a commitment to securing stable, well-compensated, and gratifying roles for these workers across diverse industries. Eligible applicants for the DOGWF Solicitation for Proposals (SFP) include public and private non-profit organizations, local workforce development Areas, education and training providers, community-based organizations (CBOs) and faith-based organizations, and labor organizations. Individuals may not apply. Proposals must be received by 3 p.m. PT on Monday, November 13, 2023. An informational webinar will be held on Tuesday, October 17, 2023, at 10 a.m. PT. Pre-registration is required for all attendees. Please <a href="#">register</a> by 10 a.m. PT on Tuesday, October 17, 2023. The EDD encourages applicants to submit a Notice of Intent to apply by October 25, at noon to <a href="mailto:WSBSFP2@edd.ca.gov">WSBSFP2@edd.ca.gov</a>. To view this SFP, visit the <a href="#">EDD Workforce Development Solicitations for Proposals webpage</a>.</p>
<p><a href="#">WSIN23-15</a></p>	<p><b>2023 CalJOBS User Group Conference-</b> The Employment Development Department’s Workforce Services Branch (WSB) invites the workforce development community to attend the 2023 CalJOBS<sup>SM</sup> User Group Conference from November 15 – 17, 2023. This three-day event aims to provide important program guidance, technical assistance, and staff development to workforce development staff throughout the state. The target audience for the 2023 CalJOBS User Group Conference includes Local Workforce Development Area (Local Area) Management Information System Administrators, WSB CalJOBS Single Point of Contact (SPOC), program staff, and any other staff who would benefit from the topics being presented. The draft agenda and breakout session overview are included below. The event will be held at the following location: Doubletree by Hilton Sacramento 2001 Point West Way Sacramento, CA 95815  Registration: Please complete the <a href="#">Online Registration Form</a> to register for the 2023 CalJOBS User Group Conference. Please register for each day you plan to attend separately. The online registration is now open and the deadline for registrations is October 13, 2023. The number of attendees per organization is limited. Local Areas are allocated four attendees and WSB Field Divisions are allocated 15 attendees each. Registration is first come, first serve so be sure to register early. Field Division attendees need to receive approval from their management before registering. Contact the Statewide Training Unit at <a href="mailto:statewidetraining@edd.ca.gov">statewidetraining@edd.ca.gov</a> if you need assistance with registration.  Agenda: (<a href="https://edd.ca.gov/en/jobs_and_training/Information_Notices/wsln23-15/">https://edd.ca.gov/en/jobs_and_training/Information_Notices/wsln23-15/</a>)</p>
<p><a href="#">WSIN23-14</a></p>	<p><b>RESEA Collaborative Redesign Technical Assistance SFP Award – PY 23-24-</b> The Employment</p>

	<p>Development Department (EDD), in coordination with California Labor and Workforce Development Agency, is pleased to announce one award of \$1 million from the Reemployment Services and Eligibility Assessment (RESEA) Grant for the RESEA Collaborative Redesign Technical Assistance (CRTA) Program Year (PY) 2023-24. The selected organization has the expertise to drive innovation and system change in the RESEA program and foster learning for continuous improvement, successful outcomes, and profound program impact. An award of \$1 million will provide technical assistance to redesign the RESEA program to increase equity and employment opportunities for underserved populations that will drive innovations and systems change. The TA provider will assist the RESEA program providers with the continued development and refinement of projects that accelerate employment strategies by providing continuous support to address project challenges and improvements for project success. The RESEA CRTA award will fund assessment, analysis, and improvement of those service delivery approaches currently delivered by the RESEA program across the state. The TA provider will coordinate with efforts throughout the state, across agencies and departments, to increase access to and retention of the transitional employment component of the RESEA service delivery model. The EDD expects the performance period to be between 18 and 24 months. A list of the awardee and description of their projects is available on the <a href="#">EDD Workforce Development Solicitations for Proposals webpage</a>. If you have questions regarding the RESEA CRTA grant solicitation, please email <a href="mailto:WSBSFP3@edd.ca.gov">WSBSFP3@edd.ca.gov</a>. Federal Funding Disclosure: The Reemployment Service and Eligibility Assessments (RESEA) Collaborative Redesign Technical Assistance (CRTA) Grant Program is funded by a grant award totaling \$1,000,000 (100%) from the U.S. Department of Labor, with \$0 (0%) financed from non-federal sources.</p>
<p><a href="#">WSIN23-13</a></p>	<p>Strengthening Community Colleges Training Grants FY 2023 – Grant Opportunity- The Employment and Training Administration (ETA), U.S. Department of Labor (DOL) announces the availability of approximately \$65 Million in grant funds authorized by the <i>Workforce Innovation and Opportunity Act</i>, Section 169(c), for the fourth round of the Strengthening Community Colleges (SCC4) Training Grants program. The purpose of this grant program is to build community colleges’ capacity to meet the skill development needs of employers and equitably support students in obtaining good jobs in in demand industries. Grantees will enhance sector-based career pathways programs using strategies rooted in evidence and designed to build further evidence on the effectiveness of sector-based career pathways programs in leading to positive employment outcomes. Successful applicants will use the diverse strengths of their SCC Partnership members to accomplish and sustain systems change. The DOL anticipates that enhancements funded by this grant program will ultimately benefit a broad range of current and future students at participating institutions, including dislocated workers, employed workers, and new entrants to the workforce. Participants are defined as the students enrolled in a career pathways program that is being enhanced using SCC4 Program Grant funds.</p> <p>The lead applicant of an SCC Partnership must be a community college that is a public institution as defined in Section 101(a) of the <i>Higher Education Act</i>, and at which the associate degree is primarily the highest degree awarded. The lead may apply as a single institution or as a consortium of two or more colleges in a common labor market area. Consortium members may include community colleges and public and private, non-profit four-year institutions, as defined in Section 101(a) of the Higher Education Act. Institutions that were funded in the first three rounds of SCC as either leads or consortium members may apply as leads or consortium members under this fourth round if they focus on a different industry sector than in prior rounds. Individuals and for-profit entities are not eligible for funding under this NOFO. Applications must be submitted through Grants.gov before the deadline 11:59 p.m. Eastern Time on November 14, 2023.</p> <p>For more information about this grant opportunity, visit the <a href="#">Grants.gov</a> website to review the complete Funding Opportunity Announcement, including eligibility requirements and instructions for submitting an application. For questions concerning this SSC4 grant opportunity visit the <a href="#">DOL ETA</a> website.</p>
<p><a href="#">WSIN23-12</a></p>	<p><b>STEP Grant – Solicitation for Proposals-</b>The California Department of Rehabilitation (DOR), in coordination with the Foundation for California Community Colleges (Foundation CCC), has announced the availability of federal <i>Workforce Innovation and Opportunity Act</i> (WIOA) Title IV Vocational Rehabilitation funds through the Student Training and Employment Program (STEP):</p> <ul style="list-style-type: none"> <li>• \$18,000,000 in total sustainable funding available for the three-year program</li> <li>• \$6,000,000 in sustainable funding available for year one</li> <li>• Annual option for renewal and additional funds over three years</li> </ul> <p>This funding opportunity represents a commitment to supporting projects that provide work experience, job preparation training, job exploration and postsecondary enrollment counseling, and self-advocacy training for students with disabilities (SWD). The STEP is a continued investment in response to a real need for services. The grant term will take place from January 1, 2024, through December 31, 2026. Applicants must be either a Local Workforce Development Board of California (LWDB) or an America’s Job Center of California (AJCC) seeking to increase services provided to students with disabilities. Only one proposal will be accepted from each LWDB or AJCC.</p> <p><b>Please review the complete <a href="#">SFP announcement</a> overview, and application on the <a href="#">FoundationCCC</a> website. To apply, review the STEP Solicitation Package section of the</b></p>

	<p><b>Foundation CCC website and submit a comprehensive proposal and other required documents from the solicitation package by September 29, 2023, to <a href="mailto:step@foundationccc.org">step@foundationccc.org</a>.</b></p> <p>For additional inquiries, please contact the Foundation for California Community Colleges at <a href="mailto:step@foundationccc.org">step@foundationccc.org</a>.</p>
<a href="#">WSIN23-11</a>	<p><b>CERF Catalyst Program – Final Framework</b>-The Employment Development Department (EDD), in collaboration with the Labor and Workforce Development Agency, the Governor’s Office of Planning and Research, and the Governor’s Office of Business and Economic Development thanks everyone for submitting comments and voicing suggestions and concerns as part of the Community Economic Resilience Fund (CERF) Catalyst Program Public Comment Period (WSIN22-51).The final CERF Catalyst Program framework is detailed in the attachment below. For more information about this program, visit the <a href="#">CERF</a> webpage. Attachments: <a href="#">Catalyst Program Framework – Updates 8.21.23 (DOCX)</a></p>
<a href="#">WSIN23-10</a>	<p><b>CERF Tribal Funding Opportunity Intermediary – Notices of Intent</b>-The Employment Development Department (EDD) in collaboration with the Labor and Workforce Development Agency, the Governor’s Office of Planning and Research, and the Governor’s Office of Business and Economic Development are providing a list of organizations that notified the EDD of their intent to apply for the Community Economic Resilience Fund Tribal Funding Opportunity Intermediary (CERF TFO) Program Year (PY) 2023-24 Solicitation for Proposals (SFP).This list may not be fully comprehensive, and the organizations represented are not endorsed by the EDD or the CERF Interagency Leadership Team. Individuals interested in participating in an application may contact any of the potential applicants for more information. Note that organizations are not limited to only participating in one application, and you may reach out to multiple or all the potential applicants in your region. The CERF TFO SFP may be viewed on the Workforce Development Solicitations for Proposals webpage. CERF TFO related questions may be directed to <a href="mailto:WSBCERF@edd.ca.gov">WSBCERF@edd.ca.gov</a>. Please include “CERF TFO” in the email subject line. For more information about this program, visit the <a href="#">CERF TFO Intermediary</a>. Attachments: <a href="#">CERF TFO Notices of Intent (DOCX)</a><a href="#">Intermediary</a>.view this SFP, please visit the <a href="#">Workforce Development Solicitations for Proposals</a> webpage. For questions or additional information, please contact Alma Cruz at 1-916-796-2492 or <a href="mailto:Alma.Cruz@edd.ca.gov">Alma.Cruz@edd.ca.gov</a>.</p>



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

11/01/2023  
Date



Angelo Farooq, Chair

Gavin Newsom, Governor

November 3, 2023

San Benito County Workforce Development Board  
111 San Felipe Rd. Suite 108  
Hollister, CA 95023  
Attention: Enrique Arreola

Subject: Approval of Local Area Subsequent Designation and Local Board Recertification PY 23-25

Dear Director Arreola,

The California Workforce Development Board (CWDB) has received and carefully assessed your Local Area Subsequent Designation and Local Board Recertification PY 23-25 application, in accordance with the criteria established in Workforce Services Directive [WSD22-14](#). We are pleased to inform you that you have received approval through June 30, 2025.

If you have any additional questions, please contact your Regional Advisor.

Sincerely,

A handwritten signature in black ink, appearing to read 'Curtis Notsinneh'.

Curtis Notsinneh, Acting Executive Director  
California Workforce Development Board

Cc: Vivian Estrada, Regional Advisor



# The REAL Work of Workforce Boards

Brandon Anderson, JOURWDP  
Deputy Director  
California Workforce Association



How Would You Describe the Work you do for the Humboldt County WDB?

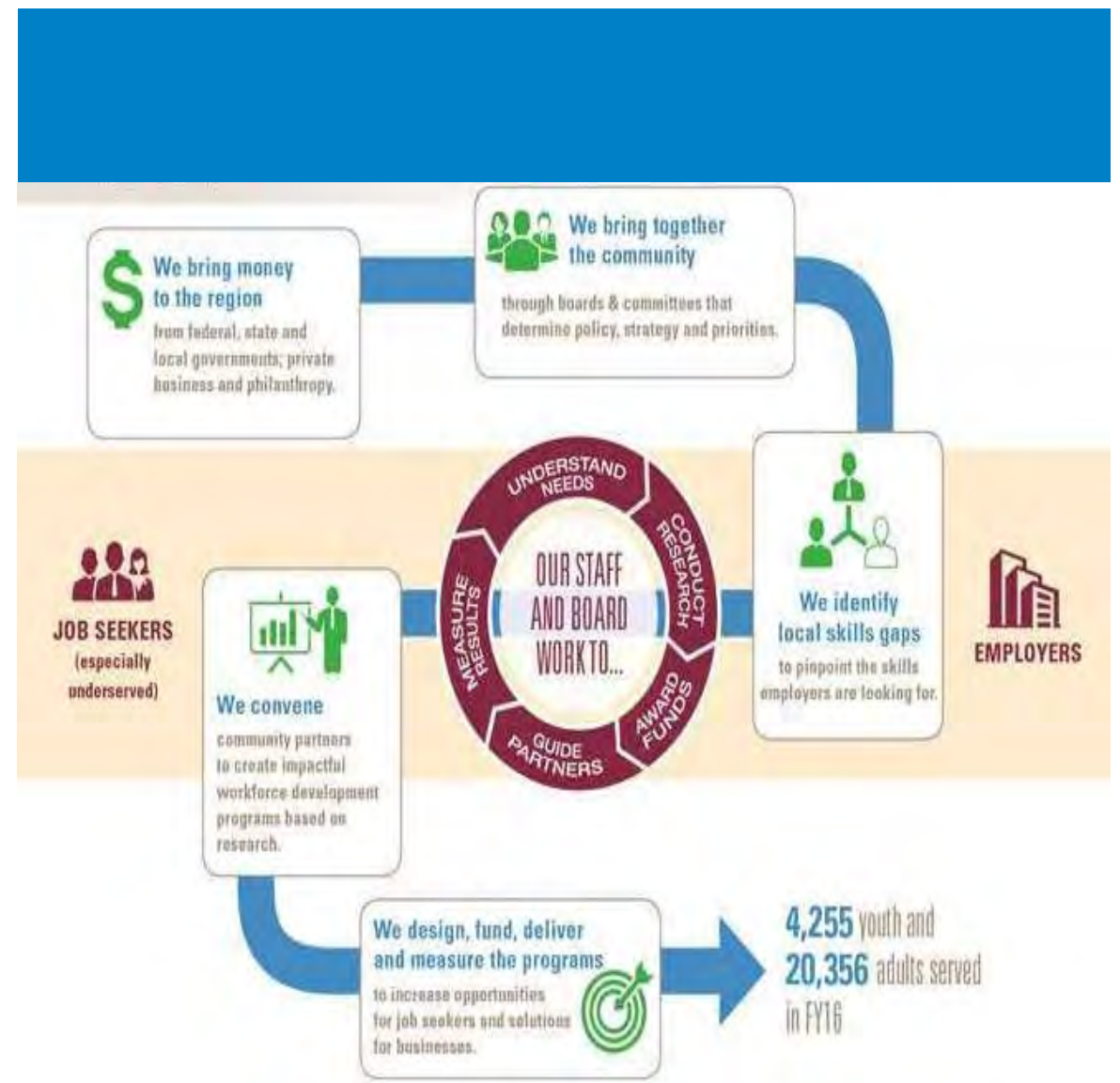
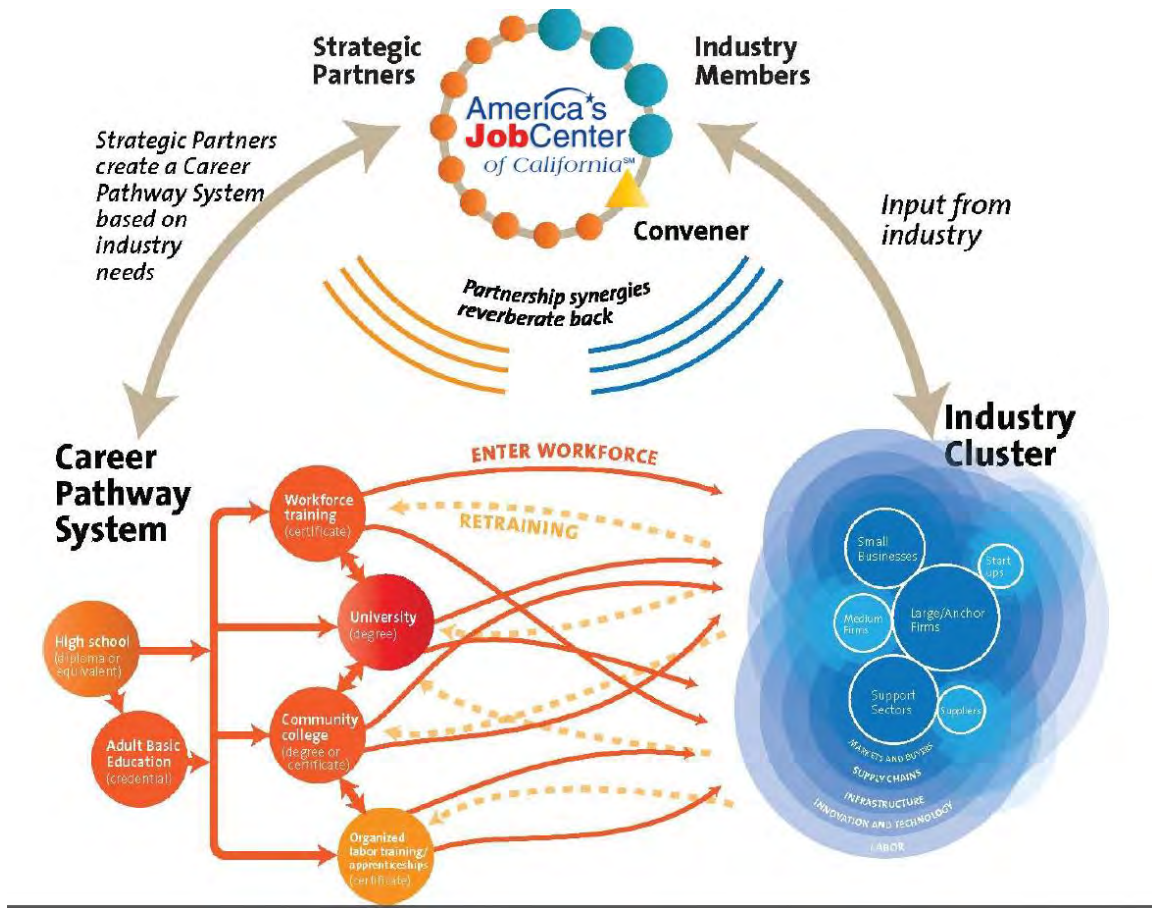




# WHAT IS THE WORKFORCE SYSTEM







# WHAT IS THE WORKFORCE SYSTEM





# The Present of Workforce Development WIOA

Opportunity to improve job and career options for our nation's workers and jobseekers through an integrated, job-driven public workforce system that links diverse talent to businesses.

Supports the development of strong, vibrant regional economies where businesses thrive and people want to live and work.



# 3 Critical Hallmarks of WIOA Excellence

- The needs of business and workers drive workforce solutions;
- One-Stop Centers (or American Job Centers) provide excellent customer service to jobseekers and employers and focus on continuous improvement; and
- The workforce system supports strong regional economies and plays an active role in community and workforce development.



# Business Drives Workforce Solutions

- Businesses inform and guide the system
- Shape regional investments and build a pipeline of skilled workers.
- Engagement includes leadership and participation in the development of
  - Education and Training, Curricula Development
  - Apprenticeship and Work-based learning,
  - Career Pathways,
  - Industry Sector Partnerships.

# Support Strong Regional Economies

- Aligns education and training investments
- Promotes local alignment with labor markets and economic development activities.
- Supports regional strategic planning





# Workforce Boards Focus on Strategy

- In partnership with governors and chief elected officials, facilitate public-private partnerships
- Support sector strategies and career pathways that advance opportunities for all workers
- Work on the socioeconomic issues and future of work
- Foster innovation; and ensure streamlined operations and service delivery excellence

# Workforce Boards Focus on Strategy

## 13 Functions Of A Workforce Board

- Local and Regional Planning
- Research and Labor Market Analysis
- Convening, Brokering, Leveraging
- Business Engagement
- Career Pathway Development
- Proven and promising practices
- Use of Technology
- Program Oversight
- Negotiations of Performance
- Selection of Providers/Operators
- Coordination with Education Partners
- Budget and Administration
- Accessibility: Program and Physical



What  
then....is the  
Real role of  
workforce  
development  
boards??







Jobseekers and  
Workers  
with the

- skills
- knowledge
- resources

to find and retain  
quality employment



Businesses  
and Employers  
with the

- talent
- pipeline
- proactive/reliable  
workforce system

to sustainably and  
competitively grow

▪ Educate

▪ Prep/Train

▪ Match

▪ Retain



We are seeking these fundamental skills.

We need this kind of training.

We need people with these skills now!

Here is how our industry is changing.

No career development

Dropping out

Lack of credential attainment

Basic skills deficient/  
Remediation

Skills Gap

Lack of employability skills

Aging workforce

Low wages

How do we do  
this? Magic?





# Workforce Boards Focus on Strategy

Who is on your workforce board? Sec 107(b)(2) of WIOA

- Selected by Chief Local Elected Official
- Majority must represent biz in local area (2 members must rep small biz)
  - Be owner, exec., hiring authority
  - In-demand sectors or occupations
- Local Boards must include representatives of:
  - Labor organizations - 2 or more (CA this is 20%)
  - Registered Apprenticeships - 1 or more
  - Adult Ed and Literacy
  - Higher Education
  - Economic Development
  - EDD/Wagner-Peyser
  - Vocational Rehabilitation



Input that you  
can AND should  
take into  
account..





How does this  
look when it  
comes  
together?



**Workforce Stakeholders need to work together to stabilize build the economy – ARPA, Infrastructure Act, CHIPS++ Act, CERF, H RTP**

**Take measure of your local economy now – look at those “lifeboat” jobs and explore permanent shifts. Learn about Skill Adjacency**

**How will you manage the need to show impact now? Think Indicators of Success and measure (beyond WIOA?)**

**How do we support business stabilization and economic growth (small business)?**

**Where does our community need to be “shored” up in terms of access – both virtual and programmatic? How does access work**

**How do we use these to intentionally break cycles of inequities and racism in the labor markets?**

**Return to Work and Job Creation Strategies – Apprenticeship, Work Experience, Entrepreneurship, Incubators, etc.**



***CARES Act PPE and PPP Loans***



***High Road Kitchen***



***Aero-Flex Sector***



***Y4 Youth Event***



***High Road Construction Careers***



***Grow Manufacturing Initiative***

**WHAT IS THE INNOVATION FUND?** It was established in September 2017 to spur the development of innovative projects that train and prepare underrepresented populations for employment in high-growth sectors.



**HOW MUCH FUNDING?**  
\$1 million annually

**MAXIMUM LEVEL OF FUNDING PER PROPOSAL**  
\$200K per proposal



**WHO MAY SUBMIT A PROPOSAL?** All County operated AJCCs

**WHERE?** LA County Workforce Development Area

**WHO IS ELIGIBLE TO PARTICIPATE IN THE PROGRAM?** Any individual who is eligible to WIOA Title I Adult program specifically priority is given to underrepresented population such as Foster, CalWORKs, GROW, Probation, and Homeless who are enrolled with one of our County operated AJCCs. Basic eligibility to WIOA Adult Program:  
Age 18 years of age or older • U.S. Work Authorization • Selective Service Registrant (if applicable)



# CONSTRUCTION



# SELECTED MANUFACTURING



# TRADES & LOGISTICS



# ENTERTAINMENT & INFO TECH



# HEALTH SERVICES



# LEISURE & HOSPITALITY

# HIGH GROWTH SECTORS





## Recycling Lives

Was formed with Kern Alliance of Business, the not-for-profit entity of Employers' Training Resource with the intent to break the cycle of homelessness, poverty and incarceration by recycling lives and glass in Kern County. Recycling Lives installed a Glass Pulverize System to turn volumes of waste glass into fine sand and glass cutlets to be sold in bulk to private businesses, local cities and to the County of Kern to be used in public work projects.

Through a unique partnership between Bakersfield Adult School, BARC, County of Kern and Kern Alliance of Business, Recycling Lives offers a classroom training program that provides adult learners with the principles of the recycling process, including entrepreneurship and business fundamentals. The Recycling Lives program includes classroom training on basic safety and equipment operation (which includes certification on Skidsteers and different types of forklifts), soft skills, basic work readiness, basic accounting, warehousing, sales and marketing. The participants will also learn goal setting, resource allocation, organized structure and management techniques.

# Transitional Jobs Programs



# San Benito Economic Opportunities

Development of the **Strada Verde Innovation Park**; an automated vehicle testing and research and development business center incorporating 7,221,159 sq ft of development

San Benito is projected to have a 29% increase in new housing developments through 2045

Vacant Homes:  
San Benito – 4.3%  
US – 16.3%

20.5% of San Benito County residents possess a Bachelors Degree  
(1.8% above national average)

Top Industry Sectors:  
Manufacturing (12%)  
Construction (11.5%)  
Healthcare (11.4%)

Employment will grow by 12% (2,863 jobs) over 25 years  
  
(Monterey is 8%; Santa Cruz is 9%)

An available workforce of 398,921 that live within 45 mins of San Benito County

# San Benito Socio-Economic Challenges

Violent Crime Rate per 100k people:  
San Benito – 299  
US median – 204.5

48.9% of workforce travel outside the county for employment

Minority-owned businesses: 174  
(CA County avg: 4,239)

Median household income of \$65,570; avg house price \$815,000

\$333,510 million funding shortfall to meet the entire infrastructure needs of the region over 25 years

\$26,300 per capita income  
(CA avg is \$42,396)

# Experts in the Room



- What are economic opportunities or challenges that you are interested in working on in your capacity as a San Benito Workforce Board Member?
- Brainstorm to individually, two economic opportunities and socio-economic challenges
- Share out.

# Previous Strategic Goals

1. Full body scan relating to workforce services in our community; create roadmap for success

Occupations: Ag, Water, Mfg, Const, Apprenticeship

1. Integrate better business services and training for high-skilled, high-demand occupations

Employer engagement, outreach (micro and macro) to businesses (including new businesses), provide physical space for hiring events, tax incentives, more networking with business, chambers, EDD

2. Establish Training programs that create employable youth for the future workforce

WEX, outreach to colleges/HS, Youth Committee, Rock the Mock interview, provision of LMI for youth to make informed choices, basic skills training (Dress for Success, Employment Readiness, Interview, Adulting, etc.)

3. Create funding opportunities to have and expand workforce services in our community

Establish Fund Development ad-hoc committee

4. Establish ad-hoc committees to address specific issues

Ad hoc committees: Clean & Green, Ag, Outreach/Membership, Allied Health, Apprenticeship, non-profits/CBO group, formerly incarcerated (Galvan)



# CONSENSUS WORKSHOP

## FOCUS QUESTION:

What should be the WDB priorities to meet socio-economic challenges and opportunities in San Benito County over the next 3 years?

# Moving Forward



Concepts	Strategic Planning	Action Planning
Time Period	3-5 years	Next year or two (12-24 mos.)
Modification	Not often – Annually	Regularly - Monthly
Goals	Outline Vision-Broad in Scope	Applies to specific deliverable-how do we get them done
Plan Generation	High-Level Leadership	Committees, staff, etc.
Reporting	Annually or Qtly – High Level	Monthly, this keeps on organization on track

# Questions? & Adjournment



**SAN BENITO COUNTY WDB RETREAT SUMMARY**

**BACKGROUND**

CWA facilitated the 2023 San Benito County WDB Retreat to: i) help train new board members with WIOA and Workforce Development, and ii) identify strategic priorities with the Board for the next 3 years. To that end, CWA provided its Real Work of Workforce Boards training and led the Board through a series of facilitated conversations as well as a Technology of Participation (TOP) Consensus Workshop. The following table outlines the facilitated activities and provides context for the information contained in pages 2-3.

A Consensus Workshops seeks input from all participants in the group through its process driven individualized brainstorming and group prioritization exercises. A summary of the Consensus Workshop process is also provided (page 4) to provide context for the results and may serve as a guide for future similar conversations which may benefit from the Consensus Workshop methodology.

Discussion	Description/Comment
1. What drives you in the work of the San Benito WDB? (What brings you to the Board?)	Members describe their individual reasons for serving on the SB County WDB; <b>Summary page 2</b>
2. Reflections on socioeconomic opportunities and challenges (see ppt slides 25-26)	Sources: SB County Transportation Plan, countyofsanbenito.org, EDD LMID, DataUSA; <b>Summary page 2</b>
3. Review of previous strategic action plan	Present previous strategic priorities; highlight successes, ID carryovers (see handout summary); <b>Summary page 2</b>
4. Consensus Workshop	Focus Question: What should be the WDB priorities to meet socio-economic challenges and opportunities in San Benito County over the next 3 years?  <ol style="list-style-type: none"> <li><b>1. Training &amp; Education</b></li> <li><b>2. Resources</b></li> <li><b>3. Funding Diversification</b></li> <li><b>4. Marketing &amp; Outreach</b></li> <li><b>5. Research</b></li> </ol> <b>Summary page 3</b>

**RETREAT OVERVIEW**

1. Welcome and Introductions
2. Real Work of Workforce Boards Training, presented by CWA (see ppt)
3. Focused Conversation: What are the socio-economic opportunities/challenges in SB County? (pg. 2)
4. Review of Previous Strategic Priorities (pg. 2)
5. Consensus Workshop: What should be the WDB priorities to meet socio-economic challenges and opportunities in San Benito County over the next 3 years? (pg. 3)

**NEXT STEPS**

CWA will work with San Benito County WDB staff to discuss and develop a strategic planning session for the Board where the strategic priorities identified through this retreat will be used to: i) derive actionable steps toward each priority, ii) plot those actionable steps over 1-2 years in quarters, iii) assign steps to committees, staff, or member(s).

**SUMMARY OF TRAINING AND FACILITATED DISCUSSIONS**

What drives you in the work of the San Benito WDB? (What brings you to the Board?)	
<ul style="list-style-type: none"> <li>• Home base for social mobility and job training</li> <li>• Enable and Empower People</li> <li>• Services that help alleviate barriers like childcare</li> <li>• Opportunity for the underserved</li> <li>• HR services for small and medium-sized businesses</li> <li>• Youth focus</li> <li>• Agriculture industry focus and resourcing</li> <li>• Celebrating Successes</li> <li>• Possibilities in leveraging partners/funding</li> <li>• Learn about the business of the Board</li> <li>• Industry initiatives and programs (training/career pathways)</li> </ul>	<ul style="list-style-type: none"> <li>• Critical Support for Businesses to avert layoffs</li> <li>• Local, sustainable wage jobs</li> <li>• Opportunities for youth with disabilities</li> <li>• Increased access for persons with disabilities</li> <li>• Discovering how community can support the board</li> <li>• Partner with Economic Development</li> <li>• Networking</li> <li>• Being a go to community resource</li> <li>• Expanding and connecting programs/services</li> <li>• Advocate for system success stories</li> <li>• Bringing financial resources to the community</li> </ul>
Reflections on socioeconomic opportunities and challenges (see ppt slides 25-26)	
<ul style="list-style-type: none"> <li>• Not enough jobs with lucrative wages</li> <li>• Disconnect in cost of living compared to wages</li> <li>• Housing (avg price \$815k)</li> <li>• Influx of commuters and remote workers</li> <li>• Changes in commuter patterns</li> <li>• Need for coordination of workforce and housing services</li> </ul>	<ul style="list-style-type: none"> <li>• Amazon plant creates job opportunities but could pull workers from existing businesses</li> <li>• A need to support local small businesses</li> <li>• Decline in enrollments across systems including schools</li> <li>• Decline in public sector jobs</li> <li>• Significantly barriered populations priced out of opportunities</li> </ul>
Review of previous strategic action plan	
1. Create roadmap to success	Full scan of resources related to workforce services Focus on Occupations in: Ag, H2O, Manufacturing, Construction
2. Integrate business services and training for high-skill/demand occupations	Employer engagement, outreach (micro and macro) to businesses (including new businesses), provide physical space for hiring events, tax incentives, more networking with business, chambers, EDD
3. Establish training programs that create employable youth for the future workforce	WEX, outreach to colleges/HS, Youth Committee, Rock the Mock interview, provision of LMI for youth to make informed choices, basic skills training (Dress for Success, Employment Readiness, Interview, Adulting, etc.)
4. Create funding opportunities to expand workforce services in our community	Establish Fund Development ad-hoc committee
5. Ad-hoc committees and working groups	Clean & Green, Ag, Outreach/Membership, Allied Health, Apprenticeship, non-profits/CBO group, formerly incarcerated (Galvan)



**CONSENSUS WORKSHOP RESULTS**

<b>FOCUS QUESTION:</b> <b>What should be the WDB priorities to meet socio-economic challenges and opportunities in San Benito County over the next 3 years?</b>				
TRAINING & EDUCATION	RESOURCES	FUNDING DIVERSIFICATION	MARKETING & OUTREACH	RESEARCH
<ul style="list-style-type: none"> <li>• Increase Funding for Local Vocational Training</li> <li>• Develop High Quality Training Options</li> <li>• Fund Summer Youth Employment Programs</li> <li>• Apprenticeship Opportunities (Education &gt; Work Site &gt; \$\$)</li> <li>• Training in Health Care</li> <li>• Youth Tech Job Training</li> <li>• Stronger Pulse on Industry Trends/Needs</li> <li>• Optimize Foreign-Trained Professional Engagement in Workforce</li> <li>• Partnerships with CSUMB &amp; Gavilan College</li> </ul>	<ul style="list-style-type: none"> <li>• Childcare Services Outside 8-5 Norm</li> <li>• Partnership Development</li> <li>• Increased Visibility and Involvement in Community Projects</li> <li>• Social Enterprise Program</li> <li>• Whole Family Approach</li> <li>• Workforce Housing Reduce Pricing</li> </ul>	<ul style="list-style-type: none"> <li>• Diversify Funding Sources (2x WIOA allocation)</li> <li>• Identify more Funding Resources for Training and Services</li> <li>• Minority-Owned Businesses Receive Supports (costs, etc.)</li> <li>• Business Services at AJCC Big and Small Employers</li> </ul>	<ul style="list-style-type: none"> <li>• Branding of AJCC Business Services</li> <li>• Community Awareness</li> <li>• Hold Public Hearings &amp; Solicit Public Input</li> <li>• Partner with local High Schools (Continuation Schools) on Career Pathways</li> <li>• Sharing of Community Resources</li> <li>• Partner with Employers who Offer High Paying Jobs</li> <li>• Remove Engagement Barriers</li> <li>• Fill all Board vacancies and committees</li> </ul>	<ul style="list-style-type: none"> <li>• Study larger, more successful boards to find out what they do</li> <li>• Collect and produce more data</li> <li>• Infuse strategies that are more like corporations</li> </ul>

## CONSENSUS WORKSHOP METHOD OVERVIEW

<b>FOCUS QUESTION:</b> The question to which the workshop content and product are a response				
<b>RATIONAL AIM:</b> What the group needs to <b>KNOW</b> or <b>DECIDE</b>			<b>EXPERIENTIAL AIM:</b> How the group experiences information and engages in discussion	
<b>CONTEXT</b> Set the Stage 5-10 min	<b>BRAINSTORM</b> Generate New Ideas 10-20 min	<b>CLUSTER</b> Find Similarities 10-20 min	<b>NAME</b> Discern Consensus 15-30 min	<b>RESOLVE</b> Confirm and Affirm 5-15 min
1. State aim or purpose of the workshop	5. Individually list answers to the focus question	9. All participants identify 4-6 pairings	13. Talk through largest cluster first	16. Focus the group on this consensus by reading all the title cards
2. Clarify focus question	6. Select best/favorite ideas to write on cards in groups	10. 2 <sup>nd</sup> round of cards for next clearest ideas; different ideas become new clusters	14. Give the cluster a 3-7 word name or title which answers the focus question	17. Discuss the significance of the consensus
3. Outline process and time frame	7. Select clearest ideas to submit	11. Give each cluster a symbol		18. Create a chart or visual image to hold the consensus (optional)
4. Lead context setting discussion around topic using a Focused Conversation	8. Ask clarifying questions	12. Mark remaining cards with symbols	15. Repeat for the remaining clusters	19. Discuss implications and next steps

**WDB COMMITTEES**

7/1/23 through 6/30/24

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

**Chuck Frowein, Chair**

<b>Private Sector:</b>	<b>Other:</b>
Richard Bianchi, <i>Vice Chair</i>	Kendra Bobsin, <i>Treasurer</i>
Kim O'Connor	Lupe Rubalcava
Lizz Sánchez Turner, <i>Secretary</i>	Nelson Leonor

**BUSINESS SERVICES COMMITTEE**

**Lizz Sánchez Turner, Committee Chair**

<b>Private Sector:</b>	<b>Other:</b>
Kim O'Connor	Omar Rosa
Nick Winkler	
Irene Guevara	

**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	<del>Randy Brown</del>
<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 Rubalcava
Lizz Turner	<del>Kristi Alarid</del>

**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/alt: Lula Ramirez
Chuck Frowein- <i>Co Chair</i>	Kim O'Connor, <i>Chair</i>
Rosa Fernandez	Clair Grissom/alt: Vanessa Klauer
Irene Guevara	Omar Rosa

**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 Lizz Sánchez Turner Kendra Bobsin	Richard Bianchi <del>Randy Brown</del>	Richard Bianchi Lizz Sánchez Turner	Nelson Leonor Lizz Sánchez Turner	Richard Bianchi Lizz Turner Kim O'Connor