



# San Benito County Workforce Development Board

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## SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)

### Full WDB

1111 San Felipe Road, Suite 107, Hollister, CA 95023

## AGENDA

Tuesday, January 9, 2024, 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"/>	Bianchi, Richard, <i>Vice Chair</i>	<input type="checkbox"/>	Humphrey, Sam	<input type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i> Nancy Barocio (Alt)	<input type="checkbox"/>	Rosa, Omar Jennifer Dias (Alt)
<input type="checkbox"/>	Frowein, Chuck, <i>Chair</i> Joanne Kim (Alt)	<input type="checkbox"/>	O'Conner, Kim/Lizz Turner (Alt)	<input type="checkbox"/>	Hangse, Sorath Peter Escobedo (Alt)	<input type="checkbox"/>	Rubalcava, Lupe Beverly Sunshine (Alt)
<input type="checkbox"/>	Fernandez, Rosa Patricia Fernandez (Alt)	<input checked="" type="checkbox"/>	Sánchez -Turner, Lizz, <b>Secretary</b> Kim O'Connor (Alt)	<input type="checkbox"/>	Leonor, Nelson Lula Ramirez (Alt)	<input type="checkbox"/>	Sweeney, Susan Annette Gutierrez (Alt)
<input type="checkbox"/>	Guevara, Irene Renee Nations (Alt)	<input type="checkbox"/>	Winkler, Nick Gabe Ramirez (Alt)	<input type="checkbox"/>	Reese, Scott Frank Austin (Alt)		Vacant – Union Rep
<input type="checkbox"/>	Giancola, Shelley Susan Slater (Alt)		Vacant – Private Sector				Vacant – Out-of-School/Youth with disability

**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:**



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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.

A. **Meeting Minutes:**

1. **Full WDB:** There was no meeting in October. Approve the July 11, 2023, full WDB meeting minutes. *Action Required.* (enclosed)
2. **Ex Committee:** Receive the September 12, 2023 Ex Committee meeting minutes, info only. (enclosed)
3. **Youth Committee:** Receive 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:** Receive the report for November, 2023. (enclosed)

C. **Program Reports:** Summary of Current level of performance for programs Adult, Dislocated Worker and Out of School Youth. (enclosed)

D. **Information Notices & Directives:** Received most recent Workforce Services Directives [WSD23-02-03](#), Information Notices [WSIN23-21 thru WSIN23-23](#). (enclosed)

A. **Monitoring:**

1. **EDD WIOA 188 Compliance Monitoring PY22-23:** Receive the letter for the Workforce Innovation and Opportunity Act (WIOA) Section 188 Nondiscrimination and Equal Opportunity Provisions Annual Compliance Monitoring Review Final Report Program Year (PY) 2022-23. – There were no findings. (enclosed)
2. **WIOA Annual Review PY 2022-2023:** The WIOA monitoring primary focus on Title I Youth Program is currently being held the week of January 8-12, 2024.

B. **2024 Workforce Development Board (WDB) Meeting Calendar:** Receive the 2024 WDB Meeting Calendar (enclosed)

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

A. **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.

- a. **Application Received:** Review and approve the application received from Cameron Harris, Elevo Learning. *Action Required* (enclosed)

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

C. **Committee Updates:**

1. **Committees:** Receive the updated Committee List. (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 on their meeting.

4. **Youth Committee**: The Youth Committee will need to schedule their meetings for 2024.

5. **Membership Committee**: Receive an update on recent recruitment efforts.

V. **ADDITIONAL INFORMATION**:

VI. **ADJOURNMENT**: To the **Ex Committee** meeting on February 13, 2024.



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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.sbccab.com/files/ugd/a38391\\_2084cf650cab4919a6bcead894b5556c.pdf](https://www.sbccab.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) 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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*Some conditions may apply.* For TTY access call: (831) 637-3265



- 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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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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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.)*

<b>PY22-23 STATE APPROVED PERFORMANCE MEASURES</b>	<b>ADULT</b>	<b>DW</b>	<b>YOUTH</b>
Employment Rate 2nd Quarter After Exit	75%	75%	75%
Employment Rate 4th Quarter After Exit	75%	80%	66%
Median Earnings 2nd Quarter After Exit	\$7,500	\$10,000	\$7,000
Credential Attainment 4th Quarter After Exit	55%	50%	48%
Measurable Skill Gains	65%	50%	50%

<b>CURRENT LEVEL OF PERFORMANCE 09/30/2023:</b>	<b>ADULT</b>	<b>DW</b>	<b>YOUTH</b>
Employment Rate 2nd Quarter After Exit	77.8%	71.4%	55.6%
Employment Rate 4th Quarter After Exit	71.4%	83.3%	100%
Median Earnings 2nd Quarter After Exit	\$9,473.10	\$13,213.00	\$5,708.20
Credential Attainment 4th Quarter After Exit	33.3%	40%	12.5%
Measurable Skill Gains	50%	50%	50%



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TTY access call: (831) 637-3265



**MEMORANDUM**

**December 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)

**WSD23-03 Performance Guidance**-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.

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

**WSIN23-23 YouthBuild Funding Opportunity – PY 23**-The Employment and Training Administration (ETA) and U.S. Department of Labor (DOL) announce the availability of approximately \$98,000,000 in grant funds authorized by the *Workforce Innovation and Opportunity Act* (WIOA) (Pub. L. 113-128) for YouthBuild. Under this Funding Opportunity Announcement (FOA), DOL will award grants through a competitive process to organizations that provide pre-apprenticeship services to support education, occupational skills training, and employment services to opportunity youth, ages 16 to 24, while performing meaningful work and service to their communities. The YouthBuild program model prepares participants for quality jobs in a variety of careers in diverse industry sectors, particularly in infrastructure sectors. The program includes wrap-around services such as mentoring, trauma-informed care, personal counseling, transportation supports, and employment preparation — key strategies for addressing violence in communities. YouthBuild applicants must include construction skills training and may include occupational skills training in other in demand industries. This expansion into additional in-demand industries is the Construction Plus component. Eligible applicants for these grants are public or private non-profit agencies or organizations, including consortia of such agencies or organizations. These organizations include rural, urban, or Native American/Tribal entities that have previously served opportunity youth in a YouthBuild or another similar program. With Program Year 2023 funds, DOL will fund approximately 75 projects across the country. Individual grants will range from \$700,000 to \$1.5 million and require a 25 percent match from applicants, using sources other than federal funding. The grant period of performance for this FOA is 40 months,

	<p>including a four-month planning period and a twelve-month follow-up period. The deadline for submitting YouthBuild grant applications is February 1, 2024. For more information about this grant opportunity, visit the <a href="#">grants.gov</a> website and reference Opportunity Number FOA-ETA-24-36. For a complete description of the funding organization, available funds, eligibility requirements, and links to the grant application, visit the <a href="#">DOL</a> website.</p> <p>/s/KIMBERLEE MEYER, Chief Central Office Workforce Services Division</p>
<p><a href="#">WSIN23-22</a></p>	<p><b>Opportunity Young Adult Career Pathway Program SFP – PY 23-24-</b> The Employment Development Department (EDD), in coordination the Labor and Workforce Development Agency, announces the availability of up to \$16 million in the Workforce Innovation and Opportunity Act (WIOA) Title I Governor’s discretionary funds for the Opportunity Young Adult (OYA) Career Pathway Program Solicitation for Proposals (SFP) Program Year (PY) 2023-24.</p> <p>The OYA Career Pathway Program PY 23-24 grants will be awarded to design and implement projects that focus on creating pathways to success that test and demonstrate program strategies to improve employment outcomes and reduce persistent economic inequities for OYA 18-28 years of age. The OYA Career Pathway Program should position OYA 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 investments for wrap-around support and services to increase the likelihood of program completion, employment outcomes, and career pathway advancement, including comprehensive case management with a trauma-informed lens.</p> <p>Eligible applicants are non-profit organizations, labor unions, tribal governments, community colleges, local workforce boards, and education and training providers. Applicants, including collaborations among partners, must have demonstrated expertise in assisting OYA and in workforce development programs. Individuals are not eligible to apply. Proposal applications must be received no later than 3 p.m. PST on February 5, 2024. For more information, refer to the SFP. An Informational Webinar is scheduled for January 11, 2024, at 10 a.m. PST. Pre-registration is required for all participants by January 11, 2024 by 9 a.m. PST. Refer to <a href="#">the EDD’s Workforce Development Solicitation for Proposals website</a> for the <a href="#">preregistration link</a>. The EDD encourages applicants to submit a Notice of Intent to apply by January 19, 2024, by 12 noon PST to <a href="mailto:WSBSFP3@edd.ca.gov">WSBSFP3@edd.ca.gov</a>.</p> <p>/s/KIMBERLEE MEYER, Chief Central Office Workforce Services Division</p> <p>Federal Funding Disclosure: This Opportunity Young Adult Career Pathway Program Fund is funded by a grant award of \$16 million (100%) from the U.S. Department of Labor, with \$0 (0%) financed from non-federal sources..</p>
<p><a href="#">WSIN23-21</a></p>	<p><b>Program Year 2022 WIOA Annual Performance Report–</b> The Workforce Innovation and Opportunity Act (WIOA) Annual Performance Report for Program Year 2022 has been published on the <a href="#">California Workforce Development Board’s</a> website. This data set includes participant data for Title III Wagner-Peyser, and the Title I Adult, Dislocated Worker, and Youth programs.</p> <p>The WIOA has five primary indicators of performance: Employment Rate 2nd Quarter After Exit, Employment Rate 4th Quarter After Exit, Median Earnings, Credential Attainment, and Measurable Skill Gains. The Effectiveness in Serving Employers indicator is not included in performance assessment as it is a pilot measure. For more information on the performance measures, see Performance Guidance (<a href="#">WSD23-03</a>). Please note the WIOA Annual Performance Report shows actual performance results. Performance will be adjusted as described in Calculating Local Area Performance and Nonperformance (<a href="#">WSD20-02</a>), and those results will be released in 2024.</p> <p>If you have any questions regarding this information, please contact your Regional Advisor.</p> <p>/s/KIMBERLEE MEYER, Chief</p>

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

12/01/2023  
 Date





Workforce Development Board All meetings are held on the 2nd Tuesday of the Month at 3 P.M. Full WDB: January, April, July, October \* Ex Comm: February, March, May, June, September, November, December

Full WDB
Ex Committee
Ex Committee at 3pm/Youth Committee at 4pm
Holiday

### January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	<del>13</del>	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

### March

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24	25	26	27	28	29	30
31						

### April

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28	29	30				

### May

Youth Summit

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12	13	<del>14</del>	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### June

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### July

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### August

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### September

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### October

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27	28	29	30	31		

### November

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### December

CWA Meeting of the Minds Monterey

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22	23	24	25	26	27	28
29	30	31				



## *San Benito County Board and Commissions*

### **MEMBERSHIP APPLICATION**

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

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

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

LENGTH OF EMPLOYMENT: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

EDUCATION: \_\_\_\_\_

AFFILIATIONS: \_\_\_\_\_

REASON(S) FOR SEEKING APPOINTMENT: \_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE:                     *Car Ari*                    

\*\*\*\*\*

Return completed form to:

San Benito County  
Attention:  
Clerk of the Board  
481 Fourth Street  
Hollister, CA 95023  
Any Questions, Please Call:  
(831) 636-4000  
or email: [vdelgado@cosb.us](mailto:vdelgado@cosb.us)

and/or

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

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