



San Benito County Workforce Development Board

1111 San Felipe Road, Suite 107, Hollister, CA95023
Office: (831) 637-JOBS (5627) • www.sbcjobs.org • FAX (831) 637-0996

SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)-Full Board Meeting

LOCATION: 1161 San Felipe Road, BLDG B, Hollister, CA 95023

AGENDA

Tuesday, October 14, 2025, at 3:00 P.M.

Members of the Public may join with the following Microsoft Teams Link

[Join the meeting now](#)

Meeting ID: 217 804 789 174 / Passcode: hE33uB9P

Dial in by phone

[+1 323-486-1924](tel:+13234861924), [637858860#](tel:+1637858860) United States, Los Angeles

[Find a local number](#)

Phone conference ID: 637 858 860#

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

Quorum Met: Yes <input type="checkbox"/> No <input type="checkbox"/> U=Unexcused *=Excused							
Representing the Private Sector (PR)			Representing the Public				
<input type="checkbox"/>	Kumar Vijayendra, <i>Chair</i>	<input type="checkbox"/>	Lizz Sánchez-Turner, Secretary Kim O'Connor (Alt)	<input type="checkbox"/>	Kendra Bobsin, Treasurer Nancy Barocio (Alt)	<input type="checkbox"/>	Omar Rosa Kumar Vijayendra (Alt)
<input type="checkbox"/>	Richard Bianchi, <i>Vice Chair</i>	<input type="checkbox"/>	Rule, Ashley	<input type="checkbox"/>	Grissom, Claire	<input type="checkbox"/>	Rosio Pedroso
<input type="checkbox"/>	Gilbert, Roger	<input type="checkbox"/>	Andrew Shelton,	<input type="checkbox"/>	Nelson Leonor/Lula Ramirez (Alt)	<input type="checkbox"/>	Denise Dorsey
<input type="checkbox"/>	Sam Humphrey	<input type="checkbox"/>		<input type="checkbox"/>	Nate Morris	<input type="checkbox"/>	
<input type="checkbox"/>	Kim O'Connor Lizz S. Turner (Alt)	<input type="checkbox"/>	Vacant – Private Sector	<input type="checkbox"/>	Scott Reese	<input type="checkbox"/>	Vacant – Pub Sec

II. **GENERAL INFORMATION:**

- A. **Public Comment Period:** Virtual Participants click “Raise Hand” icon, the TEAMS 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:** Board members may discuss amendments to the agenda.



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Some conditions may apply. For TTY access call: (831) 637-3265**



- C. **Success Stories:** Staff and/or participants will present WIOA Program Success Stories.
- D. **Amazon:** Amazon Presentation by Martin Zuniga, Staffing Manager.

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. **Ex Committee Minutes:** Approve the September 9, 2025, Ex Committee meeting minutes. (Enclosed) **Action is Required**

2. **Full WDB Minutes:** Receive the July 9, 2025, full WDB Minutes. (Enclosed) (Info only)

B. **Information Notices & Directives:** Receive the most recent Workforce Services Directives [WSD24-16 thru 24-17](#), Information Notices [WSIN25-05 thru WSIN25-07](#)) This item should have been under consent as there are no directives needing attention at this time. (Enclosed)

C. **Board Membership:** Any applications received may be reviewed for appointment to the board. There are three (3) Vacant Positions, two (2) for the Private Sector and one (1) Public Sector Vacancies-Other representatives.

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

A. **Slate of Officers:** Review the slate of officers for FY 2025/2026

a. Nomination and approval of the slate of officers for the fiscal FY 2025-2026.

i. The Executive Committee Members, nominated and approved to appoint Kumar Vijayendra as the WDB Chairperson for fiscal year 2025-2026.

ii. The Executive Committee Members presented the Slate of Officers for Fiscal Year 2025-2026 to be:

1. Kumar Vijayendra – Chair
2. Richard Bianchi – Vice Chair
3. Lizz Sánchez Turner – Secretary
4. Kendra Bobsin – Treasurer

B. **Work Experience Training Report:** Receive a report from staff on the Work Experience Training Program to include different scenarios such as limiting total program hours (e.g., 600 or 300), and data on the number and type of trainings, participant retention, employment outcomes after training, post-training wages, and comparisons to other workforce board program structures. (Enclosed) **Action is Required**

C. **Workforce Development Month Recognition:** Discussion of the WDB Recognition Plan to formally recognize a staff member, program participant, employer partner, and WDB board member for their outstanding contributions to workforce development. (Enclosed) **Action is Required.**

D. **Metrix Learning Master Summary Report:** Receive the most recent Metrix Learning Master Summary report start date of 12/01/2024-10/09/2025. (Enclosed)

E. **Metrix Learning Contract Renew for 2026:** Discussion on renew contract for Metrix Learning Services, submitting Procurement Request to charge WIOA Funds to the State for \$10,000.00,

pending approval and availability of funds. ***Action is Required.***

- F. **Layoff Aversion Services/Rapid Response Report/Business Services Report and Labor Market/Unemployment and Economic Summary**: Staff may provide an update on the Layoff Aversion Services and Highlights. (Enclosed)

- V. **Committee Updates**:
 - A. **Executive Committee**: The Executive Committee Members presented the Slate of Officers for Fiscal Year 2025-2026 to be:
 1. Kumar Vijayendra – Chair
 2. Richard Bianchi – Vice Chair
 3. Lizz Sánchez Turner –Secretary
 4. Kendra Bobsin – Treasurer

 - B. **Committee Appointments**: Discussion and review WDB Committees and make recommendations for vacant positions.

 - C. **Youth ad hoc Committee**: The Youth ad hoc Committee will provide an update COYA Grant application process.

- VI. **ADDITIONAL INFORMATION**:

- VII. **ADJOURNMENT**: The Executive Committee meeting will be held on December 9, 2025, at 3pm.



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SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)

WDB Executive Committee

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

MINUTES

For Tuesday, September 9, 2025, at 3:00 P.M.

Treasurer, Kendra Bobsin, Called the meeting to order at 3:09 pm

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

Quorum Met: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> U=Unexcused *=Excused							
Representing the Private Sector (PR)			Representing the Public				
<input type="checkbox"/>	Vacant	<input type="checkbox"/>	* Kim O'Connor, <i>(excused)</i>	<input checked="" type="checkbox"/>	Kendra Bobsin, <i>Treasurer</i>	<input checked="" type="checkbox"/>	Kumar Vijayendra, <i>(Incoming Chair)</i>
<input type="checkbox"/>	*Richard Bianchi, <i>Vice Chair (excused)</i>	<input checked="" type="checkbox"/>	Lizz Sánchez Turner, <i>Secretary</i>	<input checked="" type="checkbox"/>	Nelson Leonor		
Staff: Enrique Arreola, Ruby Soto, Lizz S. Turner							

- II. **General Information: (M/S/C) = Motion/Second/Concur**
- A. **Public Comment Period:** *No public comments were received.*
- B. **Amendments to the Agenda:** Board members may discuss amendments to the agenda. (No amendments were requested)
- 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:**
- Executive Committee Minutes:** Review and approve the minutes of June 10, 2025, WDB Ex. Committee meeting minutes. *M/S/C Nelson Leonor/Kumar Vijayendra*
 - Full WDB Minutes:** Review and approve July 9, 2025, full WDB meeting minutes. *M/S/C Nelson Leonor/Kumar Vijayendra*



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- B. **Information Notices & Directives:** Receive most recent Workforce Services Directives [N/A](#), Information Notices [WSIN25-01 thru WSIN25-04](#).
- C. **Board Membership:** Any applications received may be reviewed for appointments to the board. There are three (3) Vacant Positions, two (2) for the Private Sector and one (1) Public Sector Vacancy-other representatives. *(No new applications received)*

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

- A. **Layoff Aversion Services/Rapid Response Report/Business Services Report and Labor Market/Unemployment and Economic Summary:** *Receive an update on the Layoff Aversion Services and Highlights. Business Services Staff provided the following:*

- a. **Amazon-** Year to date we have assisted with new hire processing for 680 candidates.
- b. The Amazon Hollister HLI2 plant is open and gearing up for their busiest season and will be hiring for new open positions in the coming weeks.
- c. We will continue to assist Amazon with coordinating the use of our facilities' conference rooms, marketing and job referrals.
- d. **Youth Alliance-** We are partnering with Youth Alliance this Oct. 7th from 2-5pm for an Onsite Community Resource Fair located in our HHSA atrium.
- e. **San Benito County Office of Education-** Discussions on planning an onsite-hiring event in the coming Spring around April 2026. More info to come.
- f. **Metrix Learning-** We are steadily gaining students for our Online Learning Portal- we currently have 129 students enrolled.
- g. **Unemployment Rate** is currently at 6.9% with an Unemployed Number of 2400

- B. **Youth, Adult, Dislocated Worker Work Experience Policy:** Discussion on the Work Experience allotted hours of training of 600. Discussion centered on adequacy of 300 vs. 600 hours of training. Different viable ideas presented, consensus was to standardize the hours & process. The Executive committee would like to continue discussion with the full Board present so that all could weigh in

Concerns raised about balancing quality training with the opportunity to serve more participants. Success stories in wastewater training programs highlighted high employment outcomes, making it a good program & partnership.

Action item: Staff will analyze past program data on training hours, outcomes, and opportunity costs, compare how other boards structure their Work Experience Program, and receive Board feedback and recommendation.

- C. **Committee Updates:**

- 1. **Slate of Officers:**(Richard Bianchi, Lizz Sánchez-Turner, Kendra Bobson) Review and approve the slate of officers for FY 25/26.

- a. Nomination and approval of the slate of officers for the fiscal FY 2025-2026.

- i. The Executive Committee Members, nominated and approved to appoint

Kumar Vijayendra as the WDB Chairperson for fiscal year 2025-2026.
M/S/C Nelson Leonor/Lizz Sánchez Turner

ii. The Executive Committee Members presented the Slate of Officers for Fiscal Year 2025-2026 to be:

1. Kumar Vijayendra – Chair
2. Richard Bianchi – Vice Chair
3. Lizz Sánchez Turner – Secretary
4. Kendra Bobsin – Treasurer

M/S/C Lizz Sánchez Turner/ Nelson Leonor

2. **Committee Appointments:** Review WDB Committees and make recommendations for vacant positions. * *(Tabled for the next Full Board meeting) 10/14/2025*
 - a. *The Executive Committee will request nominations from the Full Board of Directors to fill open Public Sector position on the Executive Committee.
3. **Youth Committee:** (Nelson Leonor, Kim O'Connor*, Omar Rosa, Clair Grissom, Lizz Sánchez Turner, Juanita Leanos). *(Youth Committee Meeting was cancelled due to lack of availability of the members, nothing to report at this time)*
- D. **CWA Meeting of the Minds Conference Summary:** Board Member Kumar Vijayendra and Director Enrique Arreola provided a summary of the key highlights from the conference held September 2-4, 2025.
 - a. Enrique - summarized his experience at the CWA Meeting of the Minds Conference: *(Summary Enclosed) highlights below*
 - Water Industry Infrastructure and AI integration
 - Cal State University System- Workforce partnering with universities
 - Catalyst Grant Pilot program was utilized to train 75 water professionals
 - Call to action we need to partner with Local CSU systems
 - b. Kumar – Concurs with Enrique regarding the benefits of partnering with CSU's
 - Made good connections with the [Pathways Academy](#) adult education
 - [Accenture AI](#) -Scaling AI to help clients prioritize business strategy, technology & organizational readiness. Accenture is working with Fairfax County to scale their systems, and Kumar would like to further explore the possibilities for our WDB. Suggested that we request multiple presentations on how we could use AI in our organization.
- E. **WDB Recognition:** Board members and staff discussed the process, criteria, and logistics for recognizing an employer, an employee, a participant and a board member.

Enrique Arreola proposed an annual event where the WDB would recognize the service and accomplishments of an employer, an Employee, a program participant, and a WDB Board Member.

It was discussed that it should occur annually every September during Workforce

Development Month. Kumar Vijayendra suggested that we go larger scale as originally intended, next September, however that we do a smaller event this upcoming January, to honor a Participant, and an Employee.

(2) part Motion. (1). A small event to be held in January or April for the WDB to recognize a Program Participant, and an Employee. Staff to submit the honorees this year for the small event. (2) Staff to present the Criteria of the larger annual event to the full WDB to take place every September moving forward. M/S/C Kumar Vijayendra/Nelson Leonor

V. **ADDITIONAL INFORMATION:**

1. **Annual San Benito County Job/Resource Fair:** Being held on Thursday, September 25, 2025, from 3-7pm at the Veteran's Memorial Building.
2. **AJCC Workshops:** Workshops available to the public, every Monday.

VI. **ADJOURNMENT:** at 4:25pm To the full WDB meeting on October 7, 2025, at 3:00 P.M. ***M/S/C Nelson Leonor /Kumar Vijayendra***



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SAN BENITO COUNTY WORKFORCE DEVELOPMENT BOARD (WDB)

FULL WDB

LOCATION: 1161 San Felipe Road, BLDG B, Hollister, CA 95023

MINUTES

Tuesday, July 8, 2025, at 3:00 P.M.

[Join the meeting now](#)

Meeting ID: 217 804 789 174 / Passcode: hE33uB9P

Dial in by phone

[+1 323-486-1924](tel:+13234861924), [637858860#](tel:+1637858860) United States, Los Angeles

[Find a local number](#)

Phone conference ID: 637 858 860#

Kim O'Conner, Called the meeting 3:25 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: Richard Bianchi, Chuck Frowein, Nate Morris, Kendra Bobsin, Lizz Sánchez -Turner.

Quorum Met: Yes <input checked="" 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"/>	Rule, Ashley	<input checked="" type="checkbox"/>	Bobsin, Kendra, <i>Treasurer</i>	<input type="checkbox"/>	Rosa, Omar
<input type="checkbox"/>	Frowein, Chuck, <i>Chair Joanne Kim (Alt)</i>	<input type="checkbox"/>	Sánchez -Turner, Lizz, <i>Sec. Kim O'Connor (Alt)</i>	<input checked="" type="checkbox"/>	Grissom, Claire	<input checked="" type="checkbox"/>	Rosio Pedroso
<input type="checkbox"/>	Fernandez, Rosa	<input checked="" type="checkbox"/>	Shelton, Andrew	<input checked="" type="checkbox"/>	Leonor, Nelson	<input checked="" type="checkbox"/>	Dorsey, Denise
<input type="checkbox"/>	Gilbert, Roger	<input checked="" type="checkbox"/>	O'Conner, Kim	<input type="checkbox"/>	Morris, Nate	<input type="checkbox"/>	Vacant – PubSec
u	Humphrey, Sam	<input checked="" type="checkbox"/>	Vijayendra, Kumar	<input checked="" type="checkbox"/>	Reese, Scott/ <i>Frank Austin (Alt)</i>		
Staff: Enrique Arreola and Ruby Soto							
Virtual: Vivian Estrada and Roger Gilbert							

II. General Information:

- A. **Public Comment Period:** No public comments were received.
- B. **Amendments to the Agenda:** Board members discuss amendments to the agenda and added the AJCC Operator Annual Report presentation by Racy Ming.



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- C. **CONSENT ITEMS:** All items were voted on as a whole without discussion and approved. *Motion/Second Concur (M/S/C) Kim O'Conner/Rocio Pedroso*
- D. **Information Notices & Directives:** Received the most recent Workforce Services Directives [WSD24-15 thru 24-17](#), and Information Notices [WSIN24-41 thru WSIN24-49](#).
- E. **Board Membership:** Any applications were received to be reviewed for appointments to the board. There is one (3) Vacant Positions, two (2) for the Private Sector and one (1) Public Sector Vacancies-Other representatives.

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

- A. **AJCC One Stop Operator Annual Report:** The Board received the annual AJCC One Stop Operator Report presented by Racy Ming, the San Benito County AJCC One Stop Operator.
- B. **August Meeting:** Approved request to cancel the August Meeting. *Motion/Second Concur (M/S/C) Rocio Pedroso/Lula Ramirez*
- C. **Workforce Development Month Recognition:** Requested to add a WDB proclamation to the September Board of Supervisors (BOS) meeting to present and recognize a board member, a business and a participant. Discussions included the possibility of honoring other individuals; Board Members, Staff Members, successful program participants and businesses that have supported workforce programs. It was recommended that a selection and criteria system be developed to help identify and select future award recipients. Approval was made for the WDB Proclamation to the BOS to declare September as Workforce Development Board Month. *Motion/Second Concur (M/S/C) Scott Reese/Claire Grissom*
- D. **Layoff Aversion Services/Rapid Response Report/Business Services Report and Labor Market/Unemployment and Economic Summary:** Staff provided an update on the Business Services and Layoff Aversion Services.
- E. **Youth, Adult/Dislocated Worker Work Experience Policy:** Board members received a presentation report on the hourly wage change from \$16.50 to \$18.50 an hour for the Work Experience Program. Board discussion was made to support staff's recommendation to remain competitive in today's economy. In addition, board members discussed the possibility of considering other work experience options including limiting the total hours to 600 or possibly 300. Board members recommended that staff research other workforce boards to see how they are structured and to bring back a report at the next Full Board Meeting that includes data such as the total number of trainings, training type, retention, employment after training, wages...etc.
- F. **Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) Update:** Received an update from Staff on the final MOU and IFA which was submitted to the State on June 30, 2025.
- G. **WDB Local Plan Update:** The CA Workforce Development Board (CWDB) conditionally approved the Local Plan pending their board's approval at their next meeting.
- H. **Uplift Central Coast Catalyst Partnership Opportunity:** Received an update on the contract on the \$175,000 from the Uplift Catalyst Grant. Contract has been approved, and monthly reporting has begun for the Grant. Staff is working on recruitment of clients and the signing of the worksite agreements.

IV. **Committee Updates:**

- A. **Slate of Officers:** This item will be moved to Executive Committee Meeting for September 9, 2025.

- B. **Executive Committee**: Updated the committee that Omar Rosa has a need to step down from the Executive Committee. It was recommended and approval was made for Kumar Vijayendra to fill this vacancy. ***Motion/Second Concur (M/S/C) Scott Reese/Claire Grissom***
- C. **Youth Ad hoc Committee**: The Youth Ad Hoc Committee provided an update on the COYA Grant Application process. Staff will discuss this with the HHSA internal grant writer to see if it is possible to assist with the writing of the COYA Grant with assistance of the Youth Ad Hoc Committee.

V. **ADDITIONAL INFORMATION:**

- VI. **ADJOURNMENT:** The **Executive Committee** meeting September 9, 2025, at 3:00 P.M. M/S/C Rosie Pedroso/ Claire Grissom at 4:25 P.M.

MEMORANDUM

October 14, 2025**TO: Workforce Development Board (WDB) Members****FROM: Enrique Arreola, Deputy Director****SUBJECT: 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, CalJOBSSM, 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	
WSD24-17	Salary and Bonus Limitations: This policy provides guidance and establishes the procedures regarding salary and bonus limitations for individuals paid by funds appropriated to the Department of Labor (DOL) Employment and Training Administration (ETA). This policy applies to all recipients and subrecipients expending <i>Workforce Innovation and Opportunity Act</i> (WIOA) program funds. This policy contains no state-imposed requirements. This policy supersedes Workforce Services Directive <i>Salary and Bonus Limitations for 2023</i> (WSD22-10), dated March 21, 2023. This Directive is effective immediately and remains active until further notice
WSD24-16	WIOA Data Validation: This policy provides the guidance and establishes the procedures regarding the Workforce Innovation and Opportunity Act (WIOA) data validation requirements. This policy applies to the following programs: Title I Adult, Dislocated Worker, and Youth, Title III Wagner-Peyser, Trade Adjustment Assistance (TAA), National Dislocated Worker Grant (NDWG), and Jobs for Veterans State Grant (JVSG) and is effective immediately. This Directive finalizes Workforce Services Draft Directive WIOA Data Validation (WSDD-268), issued for comment on January 2, 2025. The Workforce Development Community submitted three comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 3. This policy supersedes Workforce Services Directive WIOA Data Validation (WSD22-04) dated September 1, 2022. This Directive remains active until further notice.
Information Notices: https://www.edd.ca.gov/jobs_and_training/Information_Notices.htm	
WSIN25-07	Campesino de California Outreach Grant – Radio Media Award – PY 25-26 Workforce Services Information Notice WSIN25-07 Issued: October 7, 2025 The Employment Development Department (EDD) is pleased to announce the award of \$100,000 from the Wagner-Peyser 10 Percent Governor’s Discretionary Fund for the Campesino de California Outreach Grant – Radio Media (CCOG-RM) Program Year 2025-26 (PY 25-26). The awarded organization will develop and implement radio talk shows aimed at reaching domestic and foreign migrant and seasonal farmworkers (MSFW) and their families to provide timely information regarding various programs, benefits, and services offered through EDD and their partners. The CCOG-RM PY 25-26 grant aims to create and broadcast 24 semi-monthly, 30-minute hosted radio talk show programs in Spanish and recorded in video format media. The selected awardee will create complementing media posts to publish on its website and use social media outlets to publicize the radio talk show videos and communicate additional information as necessary. Additionally, the CCOG-RM PY 25-26 awardee will employ best practices to enhance existing outreach channels and supplement the outreach efforts by government, community-based organizations, and partners serving MSFWs in rural and hard to reach communities. The EDD expects the performance period to be 12 months. The awardee and a description of their project is available on the EDD Workforce Development Solicitations for

	<p>Proposals webpage. If you have any questions regarding the CCOG-RM PY 25-26 grant solicitation, please email WSBSFP2@edd.ca.gov. /s/ Kimberlee Meyer, Chief Central Office Workforce Services Division Federal Funding Disclosure: This Campesino de California Outreach Grant – Radio Media SFP is funded by a grant award totaling \$100,000 (100%) from the U.S. Department of Labor, with \$0 (0%) financed from non-federal sources.</p>
<p>WSIN25-06</p>	<p>Deaf and Hard of Hearing Award – PY 25-26- Workforce Services Information Notice WSIN25-06 Issued: October 3, 2025 The Employment Development Department (EDD) is pleased to announce the award of \$2,699,862.11 in Wagner-Peyser 10% Governor’s discretionary funds to five organizations for the Deaf and Hard of Hearing (DHH) Program Year 2025-26 (PY 25-26) Solicitation for Proposals (SFP). The DHH PY 25-26 grant aims to provide deaf and hard of hearing individuals with enhanced employment services in select America’s Job Center of CaliforniaSM (AJCC) locations throughout California. The program will ensure effective communication and increased service opportunities for deaf and hard of hearing individuals by providing specialized counseling, interpretation services, job placement, follow-up services, and advocacy that ensures deaf and hard of hearing individuals receive equal access to public and private employment services, and specialized employment services to assist them in becoming job ready. The program is also designed to assist job-ready deaf and hard of hearing individuals in obtaining and retaining unsubsidized employment. The program includes provisions for interpreting services to enable these individuals to access other EDD services. The awarded programs aim to achieve parity in service delivery between DHH individuals and their non-deaf counterparts across various regions in California, including Alameda, Contra Costa, El Dorado, Fresno, Kings, Los Angeles, Madera, Mariposa, Merced, Monterey, Orange, Placer, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, Santa Clara, Sutter, Tulare, and Yolo counties. The EDD expects that the performance period will be between 12 months. A list of the awardees and descriptions of their projects is available on the EDD Workforce Development Solicitations for Proposals webpage.</p> <p>Inquiries If you have any questions, please contact the Grants and Solicitations Unit at WSBSFP2@edd.ca.gov. /s/ KIMBERLEE MEYER, Chief Central Office Workforce Services Division Federal Funding Disclosure: The DHH SFP is funded by a grant award of \$2,699,862.11 (100%) from the U.S. Department of Labor, with \$0 (0%) financed from non-federal sources.</p>
<p>WSIN25-05</p>	<p>CalJOBS System Upgrade to Version 24 Sapphire Workforce Services Information Notice WSIN25-05 Issued: September 15, 2025 The CalJOBSSM system upgraded to Version 24 Sapphire on September 5, 2025. This version upgrade contains system enhancements helpful to all users of the CalJOBS system. Job seekers, employers, and staff will notice a variety of esthetic changes and a few new capabilities that make CalJOBS easier and more efficient to use.</p> <p>Changes for All Users The following outlines changes that apply to all users:</p> <ul style="list-style-type: none"> • Left Navigation Menu Enhancements: The left navigation menu now features a refreshed design that enhances its visual appeal for a better user experience. • Enhanced Top Notification and Navigation Bars: Significant enhancements improve the Top Notification Bar and Navigation Bar. These changes deliver a clearer interface and streamlined access to key features for all users: <ul style="list-style-type: none"> ○ The Search field is relocated to a prominent, centralized position on the top bar for better visibility and accessibility. ○ Notification icons are moved to a more convenient lower left section, ensuring they remain easy to access. ○ The Pinned Links feature is also relocated to this new section from the body of the Dashboard allowing users to access it from anywhere on the site seamlessly.

	<ul style="list-style-type: none"> ○ A dedicated section is added to the right of the notification icons to house the new Breadcrumbs feature. ○ Clicking the up/down arrow to the left of the navigation icons, users can toggle icon labels on and off. <ul style="list-style-type: none"> ● Updated Notification Panels: The notification panel now offers improved usability and functionality, including a new panel that provides convenient access to user pinned pages system wide. ● Breadcrumb Navigation: There is a new system feature within the <i>Top Bars Panel</i>. The new <i>breadcrumb navigation</i> enhances all users' system experience. This feature provides a clear and easy to follow path through the system to help users stay on track and quickly navigate back to previous pages or sections. ● Enhanced News and Announcements Displays: The <i>News and Announcements</i> section now uses a card-style layout. Each card features an image title, brief summary, and links to full content. The number of items displayed is adaptable to users' needs and the design is Americans with Disabilities Act (ADA) friendly. ● New Look & Feel for Dashboard Widgets: The updated <i>Dashboard Widgets</i> now feature a modern, streamlined design with enhanced responsiveness and customization options. This refresh ensures a more engaging and user-friendly interface, providing improved functionality for all users. ● Your Statistics Enhancements: The <i>Your Statistics</i> section on the Dashboard has been reimagined. This update includes personalized profile images and interactive statistic cards that highlight key user activities creating a seamless and efficient navigation experience. ● Updated Carousel Control Component: The carousel controls on the <i>Dashboard</i> throughout the system are visually updated. The new layout organizes the existing controls into a single, stylized component centered below the carousel. ● Standardized Pop-Up Window Form Page Headers: Form based pages that appear in pop-up windows across the system now have a standardized design to improve consistency and the overall user experience. ● Modal Help Windows: Pop-Up windows have been replaced with modal windows to enhance users' experience. This change improves accessibility, usability, and mobile compatibility by keeping help content within the same page for easier navigation. ● Multiple Browser Windows: Allows users to enhance their workflow by managing multiple system windows or tabs within a single browser. Simply right click on any system link to open in a new window or tab. Users should be cautious to ensure they are viewing and updating the most current information.
	<p>Changes for Individuals The following outlines changes that apply to individuals:</p> <ul style="list-style-type: none"> ● Enhancements to Path Sections of Dashboard: The system introduces an enhanced and streamlined design for the <i>Paths</i>. This includes larger icons and a seamless edge to edge that automatically adapts to the individual's color palette. Every <i>Path</i> now includes updated titles and descriptions. Individuals can toggle between a carousel view and grid view. ● Personalized Job Matches Cards: The <i>Suggested Job Cards</i> section is renamed and revamped with a fresh design and improved functionality to enhance user engagement. These changes prioritize accessibility, usability, and customization for a better overall experience. <p>Changes for Employers The following outlines changes that apply to employers:</p> <ul style="list-style-type: none"> ● Enhanced Job Order Creation: This enhancement simplifies job order creation for employers. By answering a few simple questions in the step-by-step wizard, employers can get their jobs posted and visible to candidates quickly. ● Candidate Matches on Employer Dashboard: This new dashboard feature displays cards with summary information about candidates who may be a good match for an employer's open and available job posting or most recent candidate search. By default, the panels show matches based on most recent searches. Alternatively, employers can select a specific job order from a drop-down list to find matching candidates.

Changes for Staff

The following outlines changes that apply to staff:

- **Drag & Drop Documents:** The updated feature was added to the Document Management module for staff. Staff can simply drag and drop files directly from their desktop.
- **Enhanced Work Items Table Display:** The *Work Items* case load table on the Staff Dashboard was updated with several design enhancements making it easier for Staff to manage their cases and group assignments.
- **Case Note Flagging:** This update introduces a flagging feature for case note entries, allowing Staff to identify 'Important' notes. This new indicator displays both the summary and detailed views of the *Case Note grid*, and Staff can filter by it.
- **Limited English Proficiency Indicator:** A new indicator was added for Staff when managing an Individual. It adds a language indicator symbol to the Individual Search Results table, allowing Staff to quickly identify individuals who may require language support based on the language selection in their registration page.

Training Webinars and Questions

The Version 24 Sapphire changes were covered in several training webinars conducted by the Central Office Workforce Services Division, Statewide Training Unit. For staff who were unable to attend any of the scheduled webinar training sessions, a recording is available on CalJOBS in Staff Online Resources. If you have any questions about the training, please contact the Statewide Training Unit at Statewidetraining@edd.ca.gov.

If you have any questions regarding the changes made to CalJOBS due to the Version 24 Sapphire upgrade, please follow your local office policy for questions related to CalJOBS. Management Information System (MIS) Administrators, Workforce Services Branch (WSB) CalJOBS Single Points of Contact, and WSB Project Managers can contact the CalJOBS Operations Unit at CalJOBSAdmin@edd.ca.gov, or by phone at 1-916-653-0202.

/s/ KIMBERLEE MEYER, Chief Central Office Workforce Services Division



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

Date 10/01/2025



San Benito County Workforce Development Board

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October 14, 2025

To: SBC Workforce Development Board

FR: Enrique Arreola

RE: Work Experience Policy

At the July WDB meeting, the Board requested that staff prepare a summary analysis of the Work Experience (WEX) Policy for presentation at the October Full Board meeting. In addition, the board requested data with present policy highlighting the total budget, training costs and total clients served and providing several options with reduced training hours.

The analysis below compares San Benito County's policy with those of five other Workforce Development Boards: Monterey County, Santa Cruz County, Merced County, San Luis Obispo County, and Work2Future (San Jose).

This comparison is intended to support the San Benito County WDB in future discussions and to help guide potential updates or recommendations to its local Work Experience Policy.

The San Benito County Workforce Development Board allows:

- Extensions on a case-by-case basis when training leads to higher wages
- An additional 600 hours may be approved (for a total of up to 1,200 hours)



ADA / Equal Opportunity Employer / Program Auxiliary Aids and Services are available upon request to individuals with disabilities.

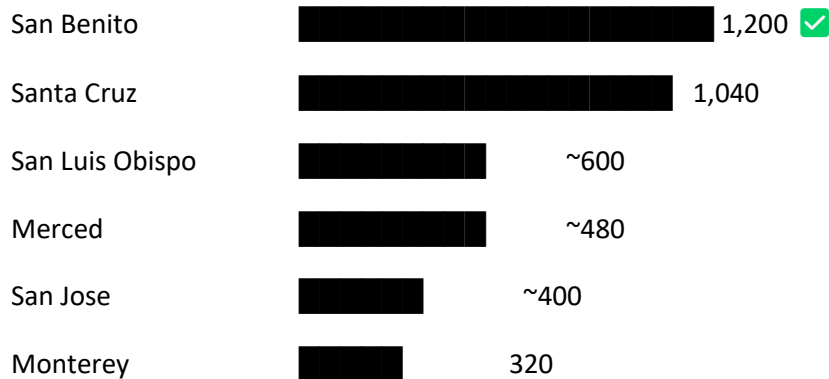
Some conditions may apply. For TTY access call: (831) 637-3265



Updated Key Comparison Table

WDB	Total Hours	Hourly Rate	Extensions Allowed	Key Notes/Exceptions
San Benito County	600 (up to 1,200 w/ extension)	\$18.50	Yes	Extensions allowed case-by-case when training leads to higher wages; up to 600 additional hours may be approved
Monterey County	320	Industry Standards	Unknown	12-week cap; extensions require board approval based on need
Santa Cruz County	240–1040	Based on position	Yes	"Transitional Job Program"; exception allows up to 1040 hours
San Luis Obispo County	480	Industry Standards	Yes	Director can approve additional hours with documentation of need and budget
San Jose Work2Future	\$6,000 max (hours vary)	Min wage or higher	Yes	Exceptions need Program Manager approval or the authorized rep of the service provider
Merced County	2–12 weeks	Industry Standards	Yes	Multiple placements allowed; \$7,200 cost cap; pay must be entry-level or above

Chart: Max Hours (w/ extensions)



Revised Takeaways

- San Benito County WDB allows up to 1,200 total hours, the highest max across the six boards, a strong option for longer-term, skill-building placements.
- It also remains the only board with a fixed hourly rate of \$18.50, offering both predictability and potential for longer duration.
- This positions San Benito WDB as one of the most supportive and flexible programs for extended work experience opportunities.
- **Santa Cruz** allows for extended job placements (up to 1,040 hrs) based on job type.
- **San Jose and Merced** operate under **cost caps** and total hours unclear within the policy.
- **Monterey** has one of the lowest maximums (320 hours) with limited extension clarity within their policy.

The summary analysis below compares three training policy options under the WIOA Work Experience (WEX) program. Each option uses the same total budget of \$100,625, but varies in training hours per client, affecting the total number of participants served and cost allocation.

The comparison helps assess how different structures impact:

- Total clients served
- Budget usage and efficiency
- Balance remaining

Overview of Policy Options


Option	Hours per Client (Base)	Extension Hours	Clients (Base)	Clients (Extended)	Total Clients	Total Cost	Balance
Current Policy	600 hrs	+600 hrs	6	3	9	\$99,900	\$725
Option 1	450 hrs	+450 hrs	8	4	12	\$99,900	\$725
Option 2	300 hrs	+300 hrs	12	6	18	\$99,900	\$725

1. Total Clients Served Comparing all Options:

Option 2		18
Option 1		12
Current Policy		9

Option 2 serves twice as many clients as the current policy and 50% more than Option 1.

2. Cost Efficiency (Cost per Total Client Served)

Option	Clients Served	Total Cost	Cost per Client
Current Policy	9	\$99,900	\$11,100
Option 1	12	\$99,900	\$8,325
Option 2	18	\$99,900	\$5,550 

Option 2 is the most cost-efficient, cutting cost-per-client in half compared to the current model.

Key Takeaways

- **Option 2** allows the program to serve the **most clients (18 total)** while keeping within budget.
- **All three options** have the same total cost and leave a **\$725 balance**.
- Option 2 has the **lowest cost per participant (\$5,550)**, offering the best return on investment.
- The current policy is the **most expensive per participant** and serves the **fewest clients**.

Based on this analysis, Option 2 may be the most effective model if the priority is to maximize participant reach and budget efficiency.



San Benito County Workforce Development Board

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Work Experience Outcomes Report

Executive Summary

Reporting Period: July 1, 2023 – June 30, 2025

Prepared: October 7, 2025

Prepared by: Ruby Soto, Employment and Training Services Supervisor

Program Overview

The San Benito County Workforce Development Board (WDB), through Workforce Innovation and Opportunity Act (WIOA) funding, implemented a Work Experience (WEX) Program to provide subsidized, short-term employment opportunities. The program targets Adults, Dislocated Workers, and Out-of-School Youth to enhance employability, build occupational skills, and support long-term employment outcomes.

Work Experience Program Performance

- **Total Participants Enrolled:** 32
- **Program Completion Rate:** 84% (27 of 32 participants completed WEX)
- **Employment Rate Post-Completion:** 75% (21 of 28 completers secured employment)
- **6-Month Employment Retention Rate:** 18 of 21 (86%)
- **Average Starting Wage:** \$20.00 an hour
- **Average Wage at 6 Months:** \$28.00 an hour

Top Industries for Work Experience Placements

- Waste Water Operations
- Office Administration
- Housing Navigation

Wage Ranges by Job Title

(Based on U.S. Bureau of Labor Statistics and California EDD 2025 Data)

Job Title	Hourly Wage Range
Waste Water Operator	\$22.00 – \$26.00
Office Assistant	\$17.00 – \$19.50
Program Assistant	\$18.00 – \$21.00
Warehouse Stocker	\$17.00 – \$18.50
Water Maintenance Operator	\$21.00 – \$25.00
Security Guard	\$17.00 – \$19.00
Shelter Monitor	\$18.00 – \$20.00
Housing Navigator	\$20.00 – \$23.00

San Benito County Approved Worksite Agreements

Renewed every fiscal year

Worksite	Number of Trainees
Hollister Downtown Association	1
San Benito County Community Services and Workforce Development	2
Veolia Water- Wastewater Operator in Training Trainee	6
Sunnyslope Water District <ul style="list-style-type: none"> • Office Assistant Trainee • Water Operator Trainee 	1 3
Bumper 2 Bumper <ul style="list-style-type: none"> • Office Assistant Trainee • Auto Repair Technician Trainee 	2 3
Community Homeless Solutions <ul style="list-style-type: none"> • Shelter Monitor Trainee • Housing Navigator • Security 	2 2 1
West Marine	1

Worksite	Number of Trainees
Community Food Bank	4
Total Participants	29

Key Takeaways

- The WEX program effectively connected participants to meaningful employment aligned with local labor market needs.
 - Participants demonstrated strong retention and wage growth, indicating the program's success in preparing individuals for long-term employment.
 - Continued support services such as job search assistance, resume development, and interview preparation were critical for those not immediately placed.
-



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San Benito County Workforce Development Board Recognition (Revised 10/01/2025)

Purpose

To celebrate individuals who have made significant contributions to workforce development in San Benito County. This plan outlines recognition efforts for the current and upcoming fiscal years.

Recognition Timeline

Fiscal Year 2025–26 (Current Year)

A program participant and a team member (staff) will be recognized for their exceptional achievements and contributions to the Workforce Development Board (WDB) and the delivery of local workforce programs.

Recognition will take place at either:

- January 13, 2026 – WDB Full Board Meeting
- April 14, 2026 – WDB Full Board Meeting
 - *Optional:* Recognition may occur during a casual reception following the board meeting, with light snacks and refreshments.

Fiscal Year 2026–27 (Next Year)

Following the approval of a Workforce Development Month Proclamation in September 2025 by the County Board of Supervisors, a more comprehensive recognition will be held during Workforce Development Month – September 2026.

Four individuals will be recognized:

- One program participant
- One staff member
- One WDB board member
- One local business partner

This expanded recognition will highlight outstanding dedication across all levels of the workforce ecosystem.

Recognition Categories & Criteria (FY 2026–27)

1. Outstanding Participant Trainee
 - Completion of a WDB-funded training program
 - Demonstrated commitment and perseverance
 - Clear signs of success (employment, advancement, etc.)
2. Outstanding Staff Member
 - Effective engagement with employers
 - Strong role in training and placement
 - Demonstrated teamwork and service commitment
3. Outstanding Board Member
 - Long-term volunteer service on the WDB
 - Active leadership and advocacy
 - Passion and dedication to workforce development
4. Outstanding Employer Partner
 - At least 3+ years of partnership with the WDB
 - Commitment to training and hiring local talent
 - Positive community impact

Award Details

- Recipients will receive a certificate and/or plaque
- Honorees will be introduced with a brief summary of their contributions
- Awardees may offer brief remarks
- Photos will be taken for publicity
- A casual reception with light refreshments may follow the event

Nomination & Selection Process

1. Nominations:
The Executive Committee or an Ad Hoc Committee, with support from staff, will oversee the process and finalize logistics.
2. Selection:
Nominees will be evaluated based on the established criteria for each category.
3. Preparation:
Staff will coordinate certificates/plaques and prepare materials for presentation.



**MASTER SUMMARY REPORT
SAN BENITO COUNTY WORKFORCE: ALL GROUPS**

Demographics: All registered users are in San Benito County

Start Date: 12/01/2024

End Date: 10/09/2025

ALL TIME

	Total Registrations	155
	Total Course Launches	196
	Total Hours	30.77
	Total Completions	28
	Total Licenses Issued	390

User Summary	<u>09/2025</u>	<u>08/2025</u>	07/25-09/25 (Qtr.) Totals for Quarter
Accounts Registered	22	19	84
Unique Clients	21		
Clients with 1+ Accesses	8	7	22
Clients with 1+ Completions	4	5	10
Training Summary			
Avg Completions per active client	2.8	1.2	2.5
Avg hours per active client	3.7	1.6	2.7
Total training time	14.8	8.0	27.0
Total Completions	11	6	25
Content Summary By Content Providers			
*OneHuddle Completions	0	0	3
*ProveIT Completions	1	2	3
*SkillSoft Completions	10	4	19

COURSES CURRENTLY UTILIZED

Complete Guide to Excel 365: Getting Started
 Developing Personal Accountability
 Keeping Business Calls Professional
 Power Up: Turning on Your Self-starter Potential
 Using Business Etiquette to Increase Your Professionalism
 Working Well with Others
 Choosing the Right Interpersonal Communication Method to Make Your Point
 Managing Conflict on Your Team
 Trust Building through Effective Communication
 Critical Thinking: Challenging Assumptions
 Critical Thinking: Drawing Sound Conclusions
 Enhancing Communication through Listening
 Overcoming Barriers to Effective Listening
 Problem Solving: Defining and Stating the Problem

Problem Solving: Generating Solutions

Managing Your Time So It Doesn't Manage You

Saving Time by Setting Goals

Sharpening Your Focus to Stay on Track

Getting Started in Windows 11

Microsoft Edge 2018: Browsing the Web

Organizing Your E-mail

Sending E-mails to the Right People

Word 365: Getting started

Administrative Support: A Positive Professional Image

Administrative Support: Developing Your Essential Skills

Administrative Support: Interacting Effectively with Colleagues

Administrative Support: Working in Partnership with Your Boss

Developing Emotional Intelligence

Navigating Other People's Emotions

Navigating the Workplace with Emotional Intelligence

Being an Effective Team Member

Earning and Offering Trust at Work

Effective Team Communication

Establishing Team Goals and Responsibilities, and Using Feedback Effectively

Managing Pressure and Stress to Optimize Your Performance

Remaining Tactful and Diplomatic under Pressure

Strategies for Building a Cohesive Team

Professional in Human Resources: Introduction to PHR® Exam

Professional in Human Resources: Employment Legislation

Professional in Human Resources: Business Environment

Professional in Human Resources: Business Planning

Professional in Human Resources: HR Organization

Professional in Human Resources: HR Tools and Processes

Professional in Human Resources: Talent Planning

Professional in Human Resources: Talent Sourcing

Professional in Human Resources: Recruiting

Professional in Human Resources: Organizational Development

Professional in Human Resources: Performance Management

Professional in Human Resources: Learning

Professional in Human Resources: Job Architecture

Professional in Human Resources: Compensation

Professional in Human Resources: Benefits

Professional in Human Resources: Organizational Relations

Professional in Human Resources: Employee Relations

Professional in Human Resources: Organizational Risk

Professional in Human Resources: Labor Relations

Professional in Human Resources: PHR® Exam Summary

Administrative Support: A Positive Professional Image

Administrative Support: Developing Your Essential Skills

Administrative Support: Interacting Effectively with Colleagues

Administrative Support: Working in Partnership with Your Boss

Sharpening Your Focus to Stay on Track

Problem Solving: Defining and Stating the Problem

Enhancing Communication through Listening

Being an Effective Team Member

Keeping Business Calls Professional

Using Business Etiquette to Increase Your Professionalism

Critical Thinking: Drawing Sound Conclusions

Spanish Basic Office Skills-ES_MX
Spanish Basic Office Skills [No Math]-ES_MX

Certified Ethical Hacker - CEHv10: Social Engineering (retired)
CompTIA Data+ (DA0-001): Understanding Databases
CompTIA Data+ (DA0-001): Database Concepts
CompTIA Data+ (DA0-001): Understanding Data
CompTIA Data+ (DA0-001): Data Analytics Tools
CompTIA Data+ (DA0-001): Data Acquisition & Cleansing
CompTIA Data+ (DA0-001): Understanding Data Manipulation
CompTIA Data+ (DA0-001): Data Manipulation Techniques
CompTIA Data+ (DA0-001): Query Optimization
CompTIA Data+ (DA0-001): Descriptive Statistical Methods
CompTIA Data+ (DA0-001): Inferential Statistical Methods
CompTIA Data+ (DA0-001): Data Analysis Types & Techniques
CompTIA Data+ (DA0-001): Data Visualization Reports
CompTIA Data+ (DA0-001): Data Visualization Dashboards
CompTIA Data+ (DA0-001): Creating Charts & Graphs
CompTIA Data+ (DA0-001): Data Governance
CompTIA Data+ (DA0-001): Data Quality & Master Data Management
CS0-003 - CompTIA Cybersecurity Analyst+: Network Security Concepts
CS0-003 - CompTIA Cybersecurity Analyst+: Managing Network Settings
CS0-003 - CompTIA Cybersecurity Analyst+: Cloud Computing & Cybersecurity
CS0-003 - CompTIA Cybersecurity Analyst+: Virtualization & Container Security
CS0-003 - CompTIA Cybersecurity Analyst+: Data Security Standards
CS0-003 - CompTIA Cybersecurity Analyst+: Threat Intelligence
CS0-003 - CompTIA Cybersecurity Analyst+: Managing Risk
CS0-003 - CompTIA Cybersecurity Analyst+: Business Continuity
CS0-003 - CompTIA Cybersecurity Analyst+: OS Process Management
CS0-003 - CompTIA Cybersecurity Analyst+: Authentication
CS0-003 - CompTIA Cybersecurity Analyst+: Authorization
CS0-003 - CompTIA Cybersecurity Analyst+: Cryptography
CS0-003 - CompTIA Cybersecurity Analyst+: Public Key Infrastructure
CS0-003 - CompTIA Cybersecurity Analyst+: Firewalls & Intrusion Detection
CS0-003 - CompTIA Cybersecurity Analyst+: Hardening Techniques
CS0-003 - CompTIA Cybersecurity Analyst+: Malware
CS0-003 - CompTIA Cybersecurity Analyst+: Malicious Techniques & Procedures
CS0-003 - CompTIA Cybersecurity Analyst+: Analyzing Malicious Activity
CS0-003 - CompTIA Cybersecurity Analyst+: Vulnerability & Penetration Testing
CS0-003 - CompTIA Cybersecurity Analyst+: Secure Coding & Digital Forensics
CS0-003 - CompTIA Cybersecurity Analyst+: Logging & Monitoring
CS0-003 - CompTIA Cybersecurity Analyst+: Security & Network Monitoring

Adapting Your Communication Style to Lead Effectively
Building Empowered Teams Through Strategic Leadership

Excel 2019 for Windows: Illustrating Documents
Excel 2019 for Windows: Using Basic Formulas
Excel 2019 for Windows: Getting Started
Excel 2019 for Windows: Creating & Saving Workbooks
Excel 2019 for Windows: Inserting & Manipulating Data
Excel 2019 for Windows: Formatting Data
Excel 2019 for Windows: Sharing & Collaborating on a Document
Excel 2019: Custom & Conditional Formatting
Excel 2019: Finding & Grouping Data
Excel 2019: Sorting & Filtering Data

Excel 2019: Referencing Data
 Excel 2019: Working with Excel Tables
 Excel 2019: Forecasting & Solving Problems
 Excel 2019: Creating Charts & Graphics
 Excel 2019: Working with Different Chart Styles
 Excel 2019: Inserting PivotTables
 Excel 2019: Working with Data in PivotTables
 Excel 2019: Using Conditional Formulas
 Excel 2019: Configuring Options & Settings
 Excel 2019: Finding & Analyzing Information with Formulas
 Exploring the Relationship between UI/UX Design
 Design Principles
 Job Fit - Bank Teller-EN_US
 Welding Principles: Arc Welding Equipment
 Welding Principles: Avoiding Weld Faults
 Welding Principles: Fundamentals of Welding
 Welding Principles: Oxyfuel Welding Equipment
 Welding Principles: Welding Safety
 Welding Principles: Welding Techniques

Completed Courses by Course Name & Score

Course Name	Status	Score
Emotional Intelligence: Owning Your Emotions (retired)	Completed	95
Abbreviating, Capitalizing, and Using Numbers (retired)	Completed	95
Basic Accounting Concepts for Non-financial Professionals	Completed	81
Basic Budgeting for Non-financial Professionals	Completed	90
CompTIA A+ (220-1101): Installing Hardware & Display Components	Completed	100
CompTIA A+ (220-1101): Mobile Device Accessories & Network Connectivity	Completed	98
CompTIA A+ Core 1: Hardware and Display Components	Completed	89
Business Execution: How Things Get Done	Completed	82
Dare to Lead	Completed	66
Developing Emotional Intelligence	Completed	84
Nonverbal	Completed	93
Reducing Stress	Completed	100
Automating content generation with prompt engineering for ChatGPT (GPT-4)	Completed	100
Safety Short: Handwashing	Completed	100
CAPM®: Project Management Key Concepts	Completed	85

	Completed Courses by Course Name & Score cont.	
Six Sigma Black Belt: Lean and Six Sigma Fundamentals	Completed	85
Abbreviating, Capitalizing, and Using Numbers	Completed	83
Basic Office Skills	Completed	82
Front Office Management (New)-EN_US	Completed	60
Medical Assistant - Basic	Completed	100
Developing Personal Accountability	Completed	80
Keeping Business Calls Professional	Completed	88
Power Up: Turning on Your Self-starter Potential	Completed	80
Using Business Etiquette to Increase Your Professionalism	Completed	85
Working Well with Others	Completed	100
Administrative Support: A Positive Professional Image	Completed	85
Administrative Support: Developing Your Essential Skills	Completed	88
Exploring the Relationship between UI/UX Design	Completed	88

List of Course Providers

*OneHuddle
*ProveIT
*SkillSoft
*TPC

Number of Spanish Courses Available

Current Criteria: Search by Language
Language: Español (Spanish)*
Your search returned 1000 results
*All Metrix Courses can be translated within the course using (CC) Closed Captioning and choosing Spanish



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October 9, 2025

To: Workforce Development Board

From: Lizz Sánchez Turner- Business Services Specialist/Rapid Response Coordinator

Re: Business Services, Layoff Aversion and Rapid Response Activities throughout September 2025

At the direction of the Workforce Development Board the following are the activities for August 2025:

1) Business Services Engagement:

A. Business Recruitments:

- Amazon – New Site will employ approximately 1900 employees. We've assisted them in processing 680 candidates' year to date. With an upcoming Labor order for 65-75 more positions next week.
- The Hollister HLI2 plant is gearing up for their busiest season, they have been on pause for hiring, but we expect more job orders this upcoming week.
- The DJC5 Amazon Location has been hiring in the meantime I've been referring clients there.
 - Assisting with coordination of the use of our facility(s) 1111 & 1161 as an orientation center for Amazon until their building is completed.
 - I have been Assisting with Marketing and information assistance to potential applicants.
- Youth Alliance – "Onsite Community Resource Fair" in the Atrium at 1111 San Felipe. October 7th, 2025-2-5pm. Will be doing a presentation for Metrix Learning in Nov.
- San Benito County Office of Education- Working on planning an onsite Hiring Event in April, more info to come.

B. Special Projects: Metrix Learning- A Workforce Upskilling Learning Tool

Website: <https://metrixlearning.com/>

Video: <https://www.youtube.com/watch?v=R9-a4-BWbU>

METRIX LEARNING FOR SBC Workforce: What can they do for us?

- **Our Metrix Portal is Operational! Please go in and Sign-up for FREE Classes!**
 - <https://sanbenitoworkforce.metrixlearning.com/>
We have enlisted a total of 155 users! (+26) from last mos.
- Metrix can help us bring more attention and knowledge to what services are available through Workforce Development for SBC residents.
- Metrix Learning is aligned with the Workforce Opportunity Act (WIOA) the legislation that all U.S. Workforce Boards must comply with.
- This will help train out of work adults: They can upskill to get better jobs, or change career paths
- Youth & students can be trained for local jobs, and put on a learning path that compliments that career path



ADA / Equal Opportunity Employer / Program Auxiliary Aids and Services are available upon request to individuals with disabilities.

Some conditions may apply. For TTY access call: (831) 637-3265



- We can work with local Businesses to help train their current employees, and help build a pipeline of future employees
- We can expand the number of people we serve exponentially.

Meetings & Training:

- San Benito County Economic Development Advisory Committee & Tourism (BOS)
- Cal Coastal- SBDC
- San Benito County Business Council- Monthly
- San Benito County Chamber Meetings- As needed
- Bay Area Rapid Response Roundtable- Bimonthly
- Business Services Team Meeting -Monthly
- Hollister Downtown Association (HDA)- Monthly
- Rapid Response Business Engagement Focus Group-Every 2 mos.
- Regional Rapid Response Roundtable- Quarterly
- Southern CA Rapid Response Roundtable- Quarterly
- SBC- HHSa SharePoint Team Meetings- Monthly

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 August 2025.](#)

Area	Civilian Labor Force	Number Employed	Number Unemployed	Unemployment Rate
San Benito County	34,700	32,500	2,200	6.3%
California	19,939,500	18,776,300	1,163,200	5.8%

Source: Labor Market Statistics, Local Area Unemployment Statistics Program
Downloaded:10/10/2025

Employment and Wages

Area	Number of Employees	Average Hourly Wage	Average Weekly Wage	Average Annual Wage
San Benito County	18,210	\$30.43	\$1,217	\$63,284
California	18,342,906	\$46.80	\$1,872	\$97,344
United States	156,276,764	\$37.68	\$1,507	\$78,364

C. Job Search Assistance & WIOA Workshops

- A. WIOA Orientations are held in person every Monday and will adjust accordingly as needed.
- B. AJCC continues to serve clients and provides access to computers so they can log in to their EDD and Cal JOBS accounts.
- C. Monthly Calendars released at the start of the month to display AJCC orientations and workshops.
- D. Social Media Post three times a week to promote workshops on Instagram and Facebook.
- E. Instagram Reels have been created to explain and promote the WIOA Training Programs.

D. Job Fairs:

- A. **2025 Job & Resource Fair at Veteran’s Memorial Building on Thursday, September 25th**
 - i. **40 Employers/Resource Providers /91 attendees**
- B. **2025 Community Resource Fair Tuesday, October 7th**
 - i. **15 Resource Providers / 30 attendees**

E. Success Stories:

- A. **Coming soon**

F. Rapid Response/WARN Events:

- A. **No additional WARN Events**

G. Social Media Insight:

- A. **Performance & Reach breakdown**

Views: 21,056 /Reach: 5.5K/ Interactions: 48/ Followers: 2,266