NOTICE IS HEREBY GIVEN that the Executive Committee of the Workforce Development Board will hold a Special Meeting on Thursday, August 26, 2021, at 9:00 am. The purpose of the meeting is to consider the special meeting agenda which is listed below. This Notice is given by order of Verena Latona-Talhman, Chairperson of the Business Council.

Dated: August 13, 2021

Date: Thursday, August 26, 2021
Time: 9:00 AM – 10:30 AM
Location: Via Zoom https://zoom.us/j/97030271371?pwd=RzBtdFJSek9RYiq2Rm1QnU3V0Ivdz09
Meeting ID: 970 3027 1371 Passcode: 858269 Join by phone: 877 853 5257 US Toll-free

Public Comment Phone Line: 805-781-1908
*Public Comment Voicemails will be accepted until Wednesday, August 25, 2021, at 3PM. Public comment voicemails will be shared at meeting.

1. Call to Order and Introductions

2. Public Comment

3. Consent Items
   3.1 Approve the June 18, 2021 Minutes

4. AJCC Update
   4.1 Receive Update on AJCC Business Services

5. Information/Discussion
   5.1 Receive Update on Commercial Driver’s License Prep Course

6. Council Member Workforce Development Updates
   6.1 Receive Update of Round 2 COVID-19 Small Business Grant

7. Next Meeting
   Thursday, October 21, 2021, 9:00am – 10:30am
   To Be Determined

8. Adjournment

Public Comment: Members of the public may address the committee on items appearing on the agenda. The public may also address items of interest to the committee which are within the jurisdiction of the WDB. However, in compliance with Government Code section 64954.3(a), the committee shall take no action on any item not appearing on the agenda. Speakers are asked to limit their remarks to a maximum of three minutes.

This WIOA Title I - financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities. California Relay Service 711 or 1-800-735-2922 (English) 1-800-855-3000 (Spanish).

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WORKFORCE DEVELOPMENT BOARD  
of San Luis Obispo County  
SPECIAL MEETING OF THE BUSINESS COUNCIL MEETING MINUTES

Date: Friday, June 18, 2021  
Time: 1:00 p.m.- 3:00 p.m.  
Location: Virtual Meeting- https://slohealth.zoom.us/j/98579656908?pwd=RDViTytDMmZ6ZG9DaHFBYVVjdBUUZz09

Present: Isiah Gomer, Verena Latona-Tahlman, Chuck Jehle, Judy Mahan
Absent: Kirk Coviello, John Cascamo, Michael Specchierla
Staff: Dawn Boulanger, Sarah Hayter, Diana Marin
Guest: Allison Schiavo, Erica Crawford

1. Call to Order:
Chair Isiah Gomer: called the meeting to order at 1:01 P.M. Quorum.

2. Public Comment:
Chair Gomer: noted no public comment on public line.

3. Consent Items:
3.1 Approve the December 17, 2020 and February 18, 2021 Minutes
Motion: Chcuk Jehel  
Second: Verena Latona-Tahlman  
Abstentions: None  
Motion Passed Unanimously

4. Presentation:
4.1 AJCC and Morro Bay Chamber – Presentation on Merchant Job Fair held May 20, 2021.
Allison Schiavo (guest) and Erica Crawford (guest) presented on the Merchant Job Fair held May 20, 2021. Erica reported that employers appreciated the effort but didn't necessarily feel that the fair filled all the positions that they need filled. It worked well for them because they did not need to leave their establishments to participate. Promotion collateral was created by the Eckerd team at the America’s Job Center of CA (AJCC) and shared with approximately 900 email recipients. The Morro Bay Chamber and Eckerd staff at the AJCC put out a press release that was picked up by KSBY. Lastly the Eckerd team at the AJCC created a map with all the participating businesses that had a brief description of the job opening that included a QR code. The Eckerd team also did some direct outreach to local businesses and involved Morro Bay High School to engage students as well. Next steps could include. Outcomes included- 13 positions filled, and 42 applications were filed.

5. AJCC Update:
5.1 Receive Report on AJCC Business Services
Allison Schiavo (guest) presented the item which provided an update on the San Luis Obispo America’s Job Center of CA (AJCC). Allison stated that the aside from the Morro Bay event that took place in June, they also hosted an open-air Job Fair in their parking lot with a neighboring business, BBSI, on June 11th from 1-3 PM. 22 people showed up for the job fair to apply for jobs at 10 businesses. Most open positions were for Class A drivers and mostly entry level job opportunities such as landscape and laborers. Talent pipeline is minimal at the moment although that may change as EDD will be reinstating the job search requirement for UI recipients. Due to lack of job seekers, reverse on-the-job training has been the approach. AJCC is still a job developer shy of a full team. An offer was made, and Eckerd is hoping to have a full team by July 1st. Isiah Gomer asked the small
business reporting requirements when terminating an employee. Isiah also brought up the concern with sharing PII with the job center without the employee's consent. Allison to send Fact sheet to Workforce Development Board staff by next meeting.

5. Information/Discussion:
5.1 Receive Update on Commercial Driver's License Prep Course
Isiah Gomer (chair) presented the item which provided an update on the status of the Commercial License Preparation Course. Isiah reported that the school districts have trainers in place now, however, WBD staff should consider reaching out to Truck Driver's Institute in Santa Maria to consider opening satellite branch in San Luis Obispo County in partnership with County Office of Education. Per Isiah, many employers are still in need of commercial drivers. Dawn Boulanger (staff) stated that the Truck Driver's Institute headquarters are in Watsonville so if outreach is conducted it should be done to Watsonville location. Allison Schiavo (guest) stated that in her experience DMV closures and hold-ups have been the biggest barrier with licensing. Dawn Boulanger also suggested on-the-job training for training new drivers. Allison agreed and confirmed that it would be a great option as pay increases apply.

5.2 Discuss AJCC Business Services Outreach Plan
Isiah Gomer (chair) and Allison Schiavo (guest) presented the item which reiterated the need to better share the need for the services. Dawn Boulanger stated that we can continue to ask this group about where and how the message about the AJCC services could be broadcasted. This is an ongoing process about how to broadcast message. Chuck Jehel (member) stated that his clients could benefit from hearing about services. Diana Marin (staff) stated that a presentation could be put together including partner agencies to fill up a whole presentation. Allison to provide a one-page sheet of AJCC services. Isiah Gomer (chair) also stated that it could be shared with HRCC, EAC, and chambers too. Dawn Boulanger also referenced the Business Services Guide for resources, it is expected to be revised in July. Isiah recommended putting in a revision date to inform public of when it was last revised.

5.3 Review and Discuss COVID-19 Small Business Grant Survey Results
Diana Marin (staff) presented the item which we part of the agenda. Diana reported that only 5 of the business had responded. All respondents shared that the overall experience with staff and the application process was excellent and timely. She also stated that Business Health was reported all over the spectrum. Some businesses reported below average and another stated that they were 3 times busier than ever. Staffing was reported as an issue for most businesses. Knowledge of services was asked of respondents and most reported no knowledge of services prior to receiving grant. Diana reported that per the survey, businesses reported the challenges including staffing, uncertainty, increased costs, loss of business and lack of communication.

5.4 Receive Update on the Next Round of COVID-19 Small Business Grant Program Funded by County Board of Supervisors
Diana Marin (staff) presented the item which was include as part of the agenda. Diana stated that there were a total of 63 applications during the 3-week open application period, 50 of which were potentially eligible. Most applications were submitted for businesses in the Nipomo area. Applications were received throughout the county including Oceano, Avila Beach, Cambria, Cayucos, Templeton, Los Osos, Santa Margarita, San Simeon and unincorporated areas of San Luis Obispo, Paso Robles, and Arroyo Grande. There were at total of $82,000 of County general funds allocated to the grants. Of the 50 potentially eligible businesses, 44 employ less than 10 people, 5 employ 11-25 people, and only 1 employs 26-50 people.
6. Council Member Workforce Development Updates:
Chair Gomer: opened the floor to updates from the Committee membership. Isaiah Gomer shared that Verena Latona-Tahlman will be assuming chair responsibility as he will be stepping down from the council. Chuck Jehle, Judy Mahan, and Verena Latona-Tahlman shared updates.

7. Next Meeting:
   - August 19, 2021 9:00am-10:30am
   - Virtual Zoom Meeting

8. Adjournment:
Chair Gomer: adjourned the meeting at 2:31 P.M.

I, Diana Marin, Clerk of the Business Council of the Workforce Development Board of San Luis Obispo, do hereby certify that the forgoing is a fair statement of the proceedings of the meeting held Thursday, June 18, 2021 by the Business Council of the Workforce Development Board of San Luis Obispo County.

Diana Marin, Business Council Clerk
Dated: June 23, 2021
NO-COST BUSINESS SERVICES

Recruitment and retention support to meet your current and long-term hiring needs!

Paid Work Experience
A structured internship: consider it a working interview or use it as staffing support during busy times; mentor and help local job seekers build skills - WE are the employer of record.

On-the-Job Training
Offset the cost of bringing on new talent or upskilling existing staff. We reimburse you up to 75% of employee wages while you train your new employee.

Recruitment Support
We will expand your recruitment, pre-screen candidates, and refer those that meet your specific criteria. Access to local and out-of-area talent through CalJOBS.

Program qualifiers exist. Contact staff for a consultation.

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COVID-19 SMALL BUSINESS GRANT

**TOTAL APPS**
- 63 applications received the in 3 week application period from 4/26/2021 - 5/6/2021
- 50 applicants from unincorporated areas of SLO County (nearly 80%)
- 46 eligible businesses received COVID-19 Small Business Grant awards
- 13 ineligible applicants

**LOCATION**
- 12 Nipomo
- 7 Oceano
- 6 Avila Beach
- 5 Cambria
- Other locations included: Los Osos, Cayucos, Templeton, Creston, Shandon, Santa Margarita, San Simeon, and the unincorporated areas of Arroyo Grande, San Luis Obispo, and Paso Robles

**INDUSTRY**
- 11 Other Services
- 9 Healthcare & Social Assistance
- 6 Accommodation & Food Service
- 5 Arts, Entertainment & Recreation
- 4 Agriculture, Forestry, Fishing, & Hunting
- Other industries included: Manufacturing, Wholesale Trade, Retail Trade, Transportation & Warehousing, and Professional, Scientific & Technical Services

**FUNDS**
- A total of $76,000 issued in grant funds
- 40 businesses employ 10 or less workers (received $1,500 grants)
- 5 businesses employ between 11-25 employees (received $2,500 grants)
- 1 business employs 26+ employees (received $3,500 grant)