

**work2future Board Meeting**  
**Thursday, December 7, 2017**  
**ACTION MINUTES**  
CTO: 11:53 am

Prepared by: Nguyen Pham; approved by Monique Melchor.

WDB STAFF: Kathryn Azevedo, Colleen Brennan, Sarbjeet Kaur, Dat Luu, Monique Melchor, Henry Morado, Nguyen Pham, Jeff Ruster, Joy Salandanan, , BJ Sims, Lawrence Thoo, Dhez Woodworth, Bige Yilmaz.

**I. QUORUM VERIFICATION**

**Present:** Louise Auerhahn, Rajiv Batra, Jeff Burrill, George Chao, Jack Estill, Joe Flynn, Leslie Gilroy, Susan Koepp-Baker, Maria Lucero, Pam Moore, Brynt Parmeter, Steve Preminger, Rashad Said, Henri Villalovoz. Van Le arrived at 11:57 a.m.

**Absent:** Rose Amador, Denise Boland, Carl Cimino, Blanca Gomez, Mitch Schoch, Derrick Seaver, David Wahl.

**II. OPENING REMARKS:** Read by Chair Joe Flynn, who also introduced a new Board member, Mr. Rajiv Batra of PayPal.

**III. CONSENT ITEMS**

**ACTION:** It was moved by Mr. Preminger, seconded by Mr. Estill, and approved unanimously to accept the following:

- (a) Program Services Report as of October 31, 2017
- (b) Financial Status as of September 30, 2017

**IV. AGENDA ITEMS**

**A. Old Business**

**1. Minutes Approval**

**ACTION:** Upon a motion by Mr. Estill, seconded by Mr. Said, the minutes of the September 21, 2017 Board meeting were approved unanimously.

**B. New Business**

**1. Alignment of Training Programs with Priority Sectors and Demand Occupations**

Director Monique Melchor presented the recommended alignment of work2future's local Eligible Training Provider List (ETPL) programs with local priority sectors and in-demand occupations, as approved unanimously at the October 19, 2017 Executive Committee meeting.

**ACTION:** Upon a motion by Mr. Preminger, seconded by Mr. Burrill, the recommendation was approved unanimously. Mr. Said recused himself from this item.

**2. Training Policies**

Director Melchor presented the recommendation to change the Individual Training Account (ITA) spending limit from \$3,000 to \$6,000 and eliminate the provision for waivers to the limit, as approved unanimously by the Executive Committee at its November 16, 2017 meeting.

**ACTION:** Upon a motion by Ms. Auerhahn, seconded by Ms. Gilroy, the recommendation was approved unanimously. Mr. Said recused himself from this item.

**3. Budget Update: Federal Legislative Activity**

Director Melchor reported on federal legislative activity, cautioning that the outlook for WIOA funding next year remains uncertain, as Congressional budget action remains delayed.

**4. Facility Updates**

Economic Development Officer Dhez Woodworth reported that the move of the Youth Program from the Shirakawa Community Center to the San Jose Job Center at Kirk Community Center is expected to be completed by the end of December 2017. He also reported that the consolidation of the Business and Administrative Services center to the second floor of the Almaden Winery Community Center is nearly completed.

**5. Flex Factor**

Mr. Parmeter, Director of Workforce Development, Education and Training at NextFlex, presented a report on the recent accomplishments of Flex Factor, a 4-week collaborative entrepreneurship program for high school students, undertaken by NextFlex in collaboration with education, manufacturing and other partners.

**6. 2017 Community Builder Awards**

Chair Flynn introduced the Community Builder Awards presentation. Councilmember Johnny Khamis offered congratulatory remarks. The following companies, organizations and individuals were recognized:

Outstanding Partner Awards:

- PeopleShores, represented by Tanuja Bahal
- Destination: Home, represented by Chad Bojorquez
- Juma Ventures, represented by Kristen Vellinger
- Chopsticks Alley, represented by Trami Cron
- San Jose Library, represented by John Savercool
- Kaiser Permanente, represented by Hanh Nguyen

Outstanding Adult and Youth Program Awards:

- Tray Gray
- Joshua Lee

- Dennis Posey
- Anthony Nguyen
- Judy Vijil
- Terrance Wingo
- Michael Lopez

V. **ITEMS FOR NEXT AGENDA:** Special Projects Manager Lawrence Thoo stated that a proposed calendar of 2018 Board meetings will be presented at the next meeting.

VI. **ANNOUNCEMENTS**

Ms. Le informed the Board of an East Side Union High School District fundraising event on December 10, 2017 at Independence High School. Ms. Le will send the invitation to work2future staff and the staff will forward to Board members.

Chair Flynn announced that the Flex Factor presentation will be made available to the public on the work2future website.

Director Monique Melchor announced that Mr. David Mirrione will be resigning from his Executive Director role at work2future Foundation. Ms. Melchor expressed gratitude and appreciation towards Mr. Mirrione for his service.

VII. **NEXT MEETING**

The next regular meeting of the Board of Directors is tentatively scheduled for 11:30 am–1:30 pm, March 15, 2018, at the work2future Business and Administrative Services Center, 5730 Chambertin Dr., San Jose.

VIII. **THE PUBLIC RECORD:** None

IX. **PUBLIC COMMENT:** None.

X. **ADJOURNMENT:** 12:27 P.M.