

work2future Board Meeting
Thursday, March 21, 2019
DRAFT ACTION MINUTES
CTO: 11:43 AM

Prepared by Nguyen Pham; reviewed by Lawrence Thoo; approved by Monique Melchor

WDB STAFF: Kathryn Azevedo, Monique Melchor, Nguyen Pham, Joy Salandanan, Meredith Studebaker, Lawrence Thoo

I. CALL TO ORDER & OPENING REMARKS

Read by Chair Joe Flynn.

II. QUORUM VERIFICATION

Present: Rose Amador, Louise Auerhahn, Jeff Burrill, George Chao, Jack Estill, Joe Flynn, Blanca Gomez, Leslie Gilroy, Juan Gutierrez, Susan Koepp-Baker, Van Le, Pam Moore, Maria Lucero, Brynt Parmeter, Rashad Said, Henri Villalovoz, Kishan Vujjeni, David Wahl.

Rajiv Batra arrived at 12:05 PM. Mitch Schoch arrived at 12:15 PM.

Absent: Maria Lucero, Rafaela Perez, Steve Preminger

III. CONSENT ITEMS

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

- A. Financial Status as of December 31, 2018
- B. Labor Market Update
- C. San Jose Works Update

IV. BUSINESS ITEMS

A. Old Business

1. Minutes Approval

ACTION: Upon a motion by Ms. Amador, seconded by Mr. Parmeter, the minutes of the December 6, 2018 Board meeting were approved unanimously. Ms. Koepp-Baker abstained.

B. New Business

1. Director's Report

work2future Director Monique Melchor reported on the Fiscal Year 2020 White House-proposed budget and potential implications for WIOA funding, and a new strategy focus on displaced households and businesses. She also recognized recent graduation of another Trades Orientation Program (TOP) cohort and

acknowledged Ms. Auerhahn for her pivotal role at Working Partnerships USA in the continuing success of the TOP.

7. Upcoming Workforce Development Initiatives:

Chair Flynn took Item IV.B.7 out of order. Director Melchor reported on the new workforce development initiatives including *Prison to Employment*, *Slingshot 2.0*, *Workforce Accelerator Fund 7.0*, *AB 1111 Removing Barriers to Employment Initiative*, and *SB1 High Road Construction Career Initiative*. Questions, feedback and suggestions followed.

2. New Grants

work2future Finance Manager Joy Salandanan reported on two new grants, Regional Plan Implementation (RPI) and Prison-to-Employment Initiative (P2E). She noted the Finance and Performance Committee approval of a recommendation for acceptance on February 21, 2019 and the Executive Committee subsequent approval of the recommendation on March 4, 2019.

Action: Upon a motion by Mr. Said, seconded by Mr. Estill, the Board approved unanimously the acceptance of the following grant funding:

- \$115,670 for Regional Plan Implementation (RPI)
- \$16,625 for the Prison to Employment Initiative (P2E)

3. Preliminary Budget Scenarios for FY 2020

Ms. Salandanan presented the three preliminary scenarios for the Fiscal Year 2020 operating budget as following:

- (i) \$6.3 million (WIOA allocations unchanged from FY2019 levels),
- (ii) \$6.0 million (base budget—allocations reduced 5%), and
- (iii) \$5.7 million (allocations reduced 10%);

Action: Upon a motion by Ms. Le, seconded by Ms. Moore, the Board unanimously approved the three preliminary budget scenarios and staff’s authority to transfer funds between budget line items and between the Adult Program and Dislocated Worker Program. Ms. Amador, Ms. Auerhahn, Mr. Said and Mr. Vujjeni recused themselves from this item.

4. Board Retreat

Director Melchor and Special Projects Manager Lawrence Thoo facilitated the discussion. The Board took no formal action but agreed by informal consensus to convene for the retreat on June 20, 2019, in conjunction with the regular Board meeting already scheduled for that date. More information will come from Mr. Thoo.

5. PY2017–PY2020 Local Plan and Regional Plan Modifications

On behalf of Senior Project Manager Sangeeta Durrall, Director Melchor reported on Executive Committee’s March 4, 2019 approval on behalf of the Board and

subsequent submittal to the California Workforce Development Board of modifications to the work2future Local Plan and the Bay-Peninsula Regional plan by the March 15, 2019 deadline.

6. WIOA Performance and Service Delivery Outcomes Update

MIS Analyst Meredith Studebaker reported on (a) WIOA performance through the second quarter of Program Year (PY) 2018 (incorrectly stated on the agenda as PY 2019), and (b) employment-related outcomes for the period in relation to work2future's priority sectors and in-demand occupations in the region, including with employers outside the priority sectors. During discussion, it was suggested that the inclusion of prior year performance would provide a clearer context for Board members.

7. Upcoming Initiatives. Item was moved to immediately follow IV.B.1

V. PUBLIC COMMENT: None

VI. SUGGESTIONS FOR FUTURE AGENDA ITEMS

A deeper look into performance measures or Key Performance Indicators (KPIs).

VII. ANNOUNCEMENTS

The next meeting of the work2future Board is scheduled for Thursday, June 20, 2019, 11:30 am at the America's Job Center of California, San Jose, 1601 Foxworthy Ave, San Jose.

VIII. ADJOURNMENT: The meeting was adjourned at 12:50 p.m.