



EXECUTIVE COMMITTEE

Thursday, July 16, 2020, 11:30 am

www.work2future.org

Joe Flynn, Chair

COVID-19 NOTICE

Consistent with the California Governor's Executive Order No. N-29-20, Resolution No. 79450 from the City of San José and the Santa Clara County Health Officer's March 16, 2020 Shelter in Place Order, the meeting will not be physically open to the public. Board members will participate from remote locations.

Members of the public can observe the meeting by computer, smartphone and smart tablet at <https://zoom.us/j/99733076636?pwd=dHpDSmpoUjVnK3RsMDREdm9BaGtZQT09>

To submit written Public Comment *before* the Board meeting: Send by e-mail to Lawrence.Thoo@sanjoseca.gov by 10:00 am the day of the meeting. Those e-mails will be posted with the Agenda as "Letters from the Public". Please identify the Agenda Item Number in the subject line of your email.

To submit written Public Comment *during* the Board meeting: Send e-mail during the meeting to Kathryn.Azevedo@sanjoseca.gov, identifying the Agenda Item Number in the e-mail subject line, to have the comments verbally read into the record, with a maximum of 250 words, which corresponds to approximately 2 minutes per individual comment, subject to the Chair's discretion. Comments received after the agenda item is heard but before the close of the meeting will be included as a part of the meeting record but will not be read into the record.

To provide Spoken Public Comment *during* the Board meeting: a) **Phone** (669) 900-9128, Meeting ID 997 3307 6636, Password 359389. Click *9 to Raise a Hand to speak. Or b) go **online** to <https://zoom.us/j/99733076636?pwd=dHpDSmpoUjVnK3RsMDREdm9BaGtZQT09>. 1) Use an up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. Mute all other audio before speaking. Using multiple devices can cause audio feedback. 2) Enter an email address and name. The name will be visible online and will be used to notify you that it is your turn to speak. 3) When the Chair calls for the item on which you wish to speak, click on "Raise Hand." Speakers will be notified shortly before they are called to speak. 4) Please limit remarks to the time limit allotted.

EXECUTIVE COMMITTEE

July 16, 2020

11:30 am

MEETING AGENDA

I. CALL TO ORDER & QUORUM VERIFICATION

II. OPENING REMARKS

III. CONSENT ITEMS {Action}

Approve the acceptance of:

5 min

11:40 am end

A. Financial Status as of May 31, 2020

IV. BUSINESS ITEMS

A. Old Business

1. Minutes Approval {Action}

5 min

Approve minutes of the June 1, 2020 Special Meeting

11:45 am end

B. New Business

1. Director's Report {Discussion}

5 min

Monique Melchor, Director

11:50 am end

Reports on various items of interest.

2. Report on COVID-19 Career Services {Discussion}

10 min

Monique Melchor, Director

12:00 pm end

Report on WIOA services provided since Shelter-in-Place went into effect in Santa Clara County

3. Evaluating Performance and Outcomes {Discussion}

25 min

Monique Melchor, Director

12:25 pm end

Committee discussion of the Board's participation in the evaluation of organizational performance and outcomes.

4. Ad Hoc Committee on Youth Strategy {Discussion}

10 min

Joe Flynn, Chair

12:35 pm end

Report on the status of appointments to an ad hoc committee on youth strategy and the ad hoc committee's task and time frame for carrying out its task.

5. Future of Work in a COVID-19 World {Discussion}

10 min

Lawrence Thoo, Strategic Engagement Mgr

12:45 pm end

Report on the status of the Future of Work project, which originated as the Automation | Artificial Intelligence | Future of Work in Silicon Valley project.

V. PUBLIC COMMENT

Matters not on the agenda

VI. SUGGESTIONS FOR FUTURE AGENDA ITEMS

VII. ANNOUNCEMENTS

- A.** The next meeting of the Executive Committee is scheduled for Thursday, August 20, 2020, 11:30 am.
- B.** The next meeting of the work2future Board is scheduled for Thursday, September 17, 2020, 9:30 am.
- C.** Other

VIII. ADJOURNMENT

Please note: *Times to the right of agenda items are estimates only of the duration of the item and its approximate ending time. Actual times may vary, and items may be taken out of order at the discretion of the chair.*

CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS

The Code of Conduct is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, its Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

Novel Coronavirus (COVID-19) Precautions

Consistent with the California Governor's Executive Order No. N-29-20, Resolution No. 79450 from the City of San José and the Santa Clara County Health Officer's March 16, 2020 Shelter in Place Order, the meeting will not be physically open to the public. Instead, the meeting will be conducted via on-line videoconference open to the public. The Code of Conduct will apply to the extent possible in a videoconference setting.

1. Public Meeting Decorum:
 - a. Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
 - b. Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
 - c. Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
 - d. Appropriate attire, including shoes and shirts are always required in the meeting room.
 - e. Persons in the audience will not place their feet on the seats in front of them.
 - f. No food, drink (other than bottled water with a cap) or chewing gum will be allowed in the meeting room, except as otherwise pre-approved by City staff.
 - g. All persons entering the meeting room, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.
2. Signs, Objects or Symbolic Material:
 - a. Objects and symbolic materials, such as signs or banners, will be allowed in the meeting room, with the following restrictions:
 - i. No objects will be larger than 2 feet by 3 feet.
 - ii. No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - iii. The items cannot create a building maintenance problem or a fire or safety hazard.
 - b. Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
 - c. Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the meeting room if a threat exists or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged weapons; illegal drugs and drug paraphernalia; laser pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools;

letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

3. Addressing the Board or Committee:

- a. Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the administrative staff at the meeting.
- b. Meeting attendees are usually given two (2) minutes to speak on any agenda item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Applicants and appellants in land use matters are usually given more time to speak.
- c. Speakers should discuss topics related to work2future business on the agenda, unless they are speaking during open forum.
- d. Speakers' comments should be addressed to the full body. Requests to engage Board or Committee Members or Staff in conversation will not be honored. Abusive language is inappropriate.
- e. Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
- f. If an individual wishes to submit written information, he or she may give it to the administrative staff at the meeting.
- g. Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.

Failure to comply with this Code of Conduct which will disturb, disrupt or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at work2future's Business and Administrative Services Center at the Almaden Winery Community Center, 5730 Chambertin Drive, San Jose, California at the same time that the public records are distributed or made available to the legislative body.

I.

**Call to Order &
Quorum Verification**

II.

Opening Remarks

III.

Consent Items

[Action]

III.A

Financial Status as of
May 31, 2020

[Action]

PRELIMINARY FINANCIAL STATUS AS OF MAY 31, 2020

Key Highlights

- WIOA formula carry-over funding from FY 2018-19 is projected to be fully spent by June 30, 2020. Extension for the Rapid Response use of funds were granted by the State. Term end date was modified from June 30, 2020 to June 30, 2021.
- As of May 31, 2020, work2future has \$3.51 million from the current Adult, Dislocated Worker, and Youth allocations to be carried over to FY 2020-21 representing:
 1. Board-mandated Reserve Account: \$869,474
 2. Board-approved Unallocated Reserve Account: \$693,789
 3. Additional funding of \$185,352 from actual savings at year-end close of June 30, 2019
 4. Projected net savings of \$1,764,486: a) \$3,585 from temporary unclassified position term expiring; with a 30-day gap in employment prior to re-hire; plus b) over-accruals of \$17,395 from FY 18-19; plus c) savings of \$5,000 from consultancy services for a fiscal consultant; less d) an expense of \$9,500 for an unbudgeted consultant services for data analytics; plus e) savings from vacant permanent positions \$145,196; plus f) additional projected savings of \$1,602,810 at year-end close as of June 30, 2020 due mostly to liquidation of encumbrances related to Eckerd and other vendor services.

Other Discretionary Funding

- work2future received an allocation from the City's General Fund of \$1,500,000 for San Jose Works 5.0, in addition to the carry over funding, net of adjustment of \$590,064 from FY 2018-19 for a total funding of \$2,090,064. As of May 31, 2020, over **94%** of the youth have successfully completed their subsidized internships with a pending winter cohort of 53 students to complete our goal of 375 while 287 participants have been placed in employer-paid opportunities. Furthermore, 175 participants are expected to complete a cohort that will start on June 22, 2020 to August 15, 2020. In addition to recruitment, placement, and onboarding services, youth also were also provided career counselling, job readiness training, supportive services (e.g. bus passes), and financial literacy education. San Jose Works 6.0 planning has begun with goals of serving 1,000 youth (375 subsidized and 625 subsidized). San Jose Works 5.0 ends in April 2020.
- work2future has received a funding allocation for the Prison to Employment (P2E) Initiative Planning Grant from the City of Sunnyvale (NOVA) in the amount of \$7,938. The funds will augment the initial grant of \$16,625 to support a portion of staff time associated with the development of ongoing relationships with government agencies that serve incarcerated populations, including the California Department of Corrections and Rehabilitation, the California Prison Authority, etc. in looking at best practices and program models that work2future can support. This grant ended December 31, 2019 and was fully expended.
- An additional funding of \$661,784—\$607,977 for P2E implementation and \$53,807 for work2future serving as the P2E program lead—has been awarded to work2future. The funds, in partnership with the Santa Clara County probation and other corrective systems organizations, will support training, job placement and supportive services to eligible re-entry individuals. In addition, work2future will

provide grant coordination for the P2E project in the Bay-Area Peninsula Regional Planning Unit (RPU), comprised of four workforce development boards: San Francisco, NOVA, San Benito and work2future. The grant term for this award is from September 1, 2019 to March 31, 2022.

- work2future received funding of \$15,000 for the Regional Training Coordinator grant to support trainings, conferences, travel costs and costs associated with travel and professional development of work2future and partners' staff. This grant ends in September 30, 2020 and is anticipated to be fully spent by the end of the grant.
- A total of \$11,653 was awarded to work2future from the Slingshot 2.0 Apprenticeship Initiative grant to the Bay-Peninsula RPU. The joint project is focused on regional apprenticeship system alignment and systems building. The development of a regional support network for non-traditional apprenticeships is projected to be the outcome of this grant. This grant ends on September 30, 2020 and is anticipated to be fully spent by the end of the grant.
- \$45,000 additional assistance funding for the Underserved COVID-19 Impacted Individuals Grants were awarded to work2future. These will be used to provide supportive services to individuals impacted by COVID-19. The terms of the funds is from March 1, 2020 through September 30, 2020.
- work2future was granted \$600,000 of National Dislocated Worker Grant funds to the COVID-19 Employment Recovery NDWG Project in grant code 1194. The term of these funds is from April 10, 2020 through March 31, 2022.
- BusinessOwnersSpace (BOS) funds are unrestricted funds that have been sourced from various agencies and have been carried forward year after year until funding is fully exhausted.

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Attachments

Financial Status Report as of 05/31/20
Pd 11 Status 3

Prepared by: Baljinder Jhaller
Approved by: Monique Melchor

WIOA Formula Funds	Adult	Dislocated Worker	Youth	RR	TOTAL WIOA
I. Actual as of June 30, 2019					
Grant Period	07/01/18-06/30/20	07/01/18-06/30/20	04/01/18-06/30/20	07/01/18-06/30/20	
Available Funds for FY2019-2020 PD 15 Stat 1	2,512,678	1,757,196	2,074,062	498,339	6,842,275
Actual Expenditures as of June 30, 2019	(1,439,475)	(325,291)	(1,197,645)	(498,339)	(3,460,750)
Encumbrances/Spending Plan as of June 30 2019	(43,096)	(609,014)	(51,435)	0	(703,545)
Total Actual Expenditures/Encumbrances/Spending Plan as of June 2019	(1,482,571)	(934,305)	(1,249,080)	(498,339)	(4,164,295)
Available Funds for FY2019-2020	1,030,107	822,891	824,982	0	2,677,980
% Remaining	41%	47%	40%	0%	39%
II. Actual Expenditures/Encumbrances					
(a) Available Funds from Carry over for FY2019-2020 (remaining plus enc.)	1,073,203	1,431,905	876,417	0	3,381,525
Expenditures as of May 31, 2020	(1,073,203)	(1,323,818)	(876,416)		(3,273,437)
Encumbrances as of May 31, 2020		(97,465)	0	0	(97,465)
Total Actual Expenditures/Encumbrances as of May 31, 2020	(1,073,203)	(1,421,283)	(876,416)	0	(3,370,902)
\$ Remaining	(0)	10,622	1	0	10,623
% Remaining	0%	1%	0%	0%	0%
(b) Current Allocation for FY 2019-2020					
	1,781,557	2,140,840	1,874,095	590,483	6,386,975
Additional Funding	4,370	1,256	5,544	347	11,517
Transfer between Adult and Dislocated Worker	440,000	(440,000)	0	0	0
Rescission	0	0	0	0	0
Adjusted Allocation for FY 2019-2020	2,225,927	1,702,096	1,879,639	590,830	6,398,492
Expenditures as of May 31, 2020	(878,126)	(205,565)	(507,955)	(460,546)	(2,052,193)
Encumbrances as of May 31, 2020	(518,060)	(428,448)	(871,997)	(5,000)	(1,823,504)
Total Actual Expenditures/Encumbrances as of May 31, 2020	(1,396,186)	(634,013)	(1,379,952)	(465,546)	(3,875,697)
\$ Remaining	829,741	1,068,083	499,687	125,284	2,522,795
% Remaining	37%	63%	27%	21%	39%
Total Available Funds for FY2019-2020	3,299,130	3,134,001	2,756,056	590,830	9,780,017
Total Cumulative Expenditures/Encumbrance as of May 31, 2020	(2,469,389)	(2,055,296)	(2,256,367)	(465,546)	(7,246,599)
\$ Remaining	829,741	1,078,705	499,689	125,284	2,533,418
% Remaining	25%	34%	18%	21%	26%
III. Projected Expenditures/Carry Over through June 30, 2020					
Projected Expenditures/Encumbrances through June 2020	(1,172,856)	(378,119)	(816,828)	(517,588)	(2,885,391)
Projected Carry Over through June 2020 (\$)	1,053,071	1,323,977	1,062,811	73,242	3,513,101
Projected Carry Over through June 2020 (%) with Rapid Response	47%	78%	57%	12%	55%
Projected Carry Over through June 2020 (%) without Rapid Response	47%	78%	57%	0%	59%

work2future
Financial Status Report as of 05/31/2020
PD 11 Stat 3

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Other Discretionary Funds	City of San Jose Youth Summer Program Initiative	Prison to Employment Planning (NOVA)	Prison To Employment Direct Service Earn and Learn (NOVA)	Prison to Employment Program Lead	Regional Training Coordinator Funds (NOVA)	SlingShot 2.0 Apprenticeship Initiative (NOVA)	Underserved COVID-19 Impacted Individuals Grants	National Dislocated Worker Grant Funds to COVID-19 Employment Recovery NDWG Project	Total
I. Actual as of June 30, 2019			NEW GRANT	NEW GRANT	NEW GRANT	NEW GRANT	NEW GRANT	NEW GRANT	
Grant Period	07/01/2019-6/30/2020	10/1/2018-12/31/2019	9/1/19-3/31/2022	9/1/19-3/31/2022	4/1/2019-9/30/2020	4/1/2019-9/30/2020	3/1/2020 - 9/30/2020	4/10/2020 - 3/31/2022	
Original Allocation	1,500,000	16,625	607,977	53,807	15,000	11,653	0	0	2,205,062
Increase/(Decrease)	91,400	7,938	0	0	0	0	0	0	99,338
Adjusted Allocation	1,591,400	24,563	607,977	53,807	15,000	11,653	0	0	2,304,400
Expenditures as of June 30, 2019	(998,886)	(16,625)	0	0	0	0	0	0	(1,015,511)
Encumbrance as of June 30, 2019	(409,063)	0	0	0	0	0	0	0	(409,063)
Total Actual Expenditures/Encumbrances as of June 2019	(1,407,949)	(16,625)	0	0	0	0	0	0	(1,424,574)
Available Funds for FY 2019-2020	183,451	7,938	607,977	53,807	15,000	11,653	0	0	879,826
% Remaining	12%	32%	100%	100%	100%	100%	0%	0%	38%
Available Funds for FY2019-2020	592,514	7,938	607,977	53,807	15,000	11,653	0	0	1,288,889
Funding 19-20	1,500,000	0	0	0	0	0	45,000	600,000	2,145,000
Adjustment	(2,450)	0	0	0	0	0	0	0	(2,450)
Total Available Funding for FY 2019-2020	2,090,064	7,938	607,977	53,807	15,000	11,653	45,000	600,000	3,431,439
Expenditures as of May 31, 2020	(815,582)	(7,938)	(111,511)	(8,664)	(6,254)	(2,201)	0	0	(952,150)
Encumbrances as of May 31, 2020	(596,407)	0	(184,450)	0	0	0	0	0	(780,857)
Cumulative Expenditures/Encumbrances as of May 31, 2020	(1,411,989)	(7,938)	(295,961)	(8,664)	(6,254)	(2,201)	0	0	(1,733,007)
Remaining	678,075	0	312,016	45,143	8,746	9,452	45,000	600,000	1,698,432
% Remaining	32%	0%	51%	84%	58%	81%	100%	100%	49%
III. Projected Expenditures/Carry Over									
Projected Expenditures/Encumbrances through June 2020	(968,408)	(7,938)	(150,000)	(9,035)	(7,255)	(2,600)	0	0	(1,145,236)
Projected Carry Over through June 2020 (\$)	1,121,656	0	457,977	44,772	7,745	9,053	45,000	600,000	1,641,203
Projected Carry Over through June 2020 (%)	54%	0%	75%	83%	52%	78%	100%	100%	48%

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Financial Status Report as of 05/31/2020

PD 11 Status 3

Other Funds	CWDB	BOS	Total
I. Actual as of June 30, 2019			
Grant Period	N/A	N/A	
Original Allocation	5,000	15,454	20,454
Expenditure/Encumbrances as of June 2019	0	(530)	(530)
Total Actual Expenditures/Encumbrances as of June 2019	0	(530)	(530)
Available Funds for FY 2019-2020	5,000	14,924	19,924
% Remaining	100%	97%	97%
II. Actual Expenditures			
Available Funds for FY 2019-2020	5,000	14,924	19,924
Expenditures as of May 31, 2020	(958)	(4,574)	(5,532)
Encumbrances as of May 31, 2020	0	0	0
Cumulative Expenditures as of May 31, 2020	(958)	(4,574)	(5,532)
\$ Remaining	4,042	10,350	14,392
% Remaining	81%	69%	72%
III. Projected Expenditures and Encumbrances/Carry Over			
Projected Carry Over through June 2020	4,042	10,350	14,392
Projected Carry Over (%) through June 2020	81%	69%	72%

IV.A.1

Minutes Approval

[Action]

**Executive Committee
Special Meeting
June 1, 2020
ACTION MINUTES
CTO: 2:03 p.m.**

Prepared by Kathryn Azevedo; reviewed by Lawrence Thoo; approved by Monique Melchor

WDB STAFF: K. Azevedo, M. Melchor, L. Thoo, C. Brennan, E. Cizan

I. CALL TO ORDER & QUORUM VERIFICATION

Chair Joe Flynn called the meeting via Zoom Webinar to order at 2:03 PM.

Staff took roll call:

Present: L. Auerhahn, J. Flynn, G. Chao, S. Koepp-Baker, M. Lucero, S. Preminger.

Absent: R. Perez

II. OPENING REMARKS

Mr. Flynn read opening remarks.

III. CONSENT ITEMS

Action: It was moved by Ms. Lucero, seconded by Mr. Preminger and approved unanimously by the committee to accept the following:

A. Financial Status as of March 31, 2020

B. Performance and Program Services Update

IV. BUSINESS ITEMS

A. Old Business

1. None

B. New Business

1. Director's Report

Director Melchor reported on the continuation of remote Services, the slight increase in federal WIOA allocation for 2020-21, COVID related Dislocated Worker funding of \$600,000 as well as \$45,000 for Supportive Services, and the development of a work2future newsletter to enhance communication with our clients, partners, board members, and others.

2. San Jose Works 2020-21 Funding {Action}

Director Melchor asked the committee to recommend to the board to approve the acceptance of City of San Jose funds and distribute as outlined below:

Action: On a motion by Mr. Preminger, seconded by Ms. Koepp-Baker, the committee voted unanimously via roll call vote to recommend that the Board approve the following:

- a) Acceptance of \$1.5 million in City of San Jose funds to support San Jose Works 6.0
- b) Distribution of \$95,000 to the Parks, Recreation and Neighborhood Services Department for San Jose Works services, and allocation of \$147,000 for San Jose Works in the work2future Operating Budget.

3. **WIOA Operating Budget {Action}**

Director Melchor presented the following budget to the Executive Committee for their recommendation of Board approval:

- a) Adjustment of \$645,000 to the WIOA Operating Budget for Fiscal Year 2019- 20 (FY19-20) with the stipulation that any portion not spent in FY19-20 will be re-budgeted to the Fiscal Year 2020-21 Operating Budget
- b) Adoption of a WIOA Operating Budget of \$7,233,895 for Fiscal Year 2020-21 (FY20-21), including:
 - (1) WIOA Administrative Budget in the amount of \$581,300
 - (2) Proposed WIOA estimated Rapid Response Funding for FY20-21 of \$590,483
- c) Authorization for staff to transfer funds without additional Board approval between budget line items, as long as overall amounts for personnel and non-personnel expenses are not changed, and between the Adult and Dislocated Worker Programs, as needed, so long as the total budget amount is not changed.

Action: On a motion by Ms. Koepp-Baker, seconded by Ms. Lucero, the committee voted unanimously via roll call vote to recommend that the Board approve the budget.

4. **WIOA Program Services Providers {Action}**

Contracts Manager Colleen Brennan presented the recommendation that the Executive Committee forward to the Board the authority for staff to negotiate and execute agreements for WIOA services for partial Program Year (PY) 2020-21, effective October 1, 2020, with up to four one-year extensions through PY 2024-25, based on successful performance and funds availability, as follows:

- a) Adult/Dislocated Worker Program, San José Area:
Arbor E&T, LLC dba ResCare Workforce Services to provide individualized career services to 600 adults and dislocated workers
- b) Adult/Dislocated Worker Program, South County Area:
Eckerd Youth Alternatives, Inc. to provide individualized career services to 150 adults and dislocated workers

- c) Youth Program, San José Area:
Arbor E&T, LLC dba ResCare Workforce Services to provide individualized career services to 120 youth
- d) Youth Program, South County Area:
International Rescue Committee to provide individualized career services to 30 youth

ACTION: On a motion by Mr. Preminger, seconded by Mr. Chao, the recommendation as detailed in the memo to the Board was approved unanimously via roll call vote. Ms. Auerhahn recused herself from this item.

V. PUBLIC COMMENT

None

VI. SUGGESTIONS FOR FUTURE AGENDA ITEMS

- A. Discuss Ad hoc Youth Committee
- B. Protocol for ongoing evaluation of career services providers & RFP procurement process
- C. Report on COVID career services

VII. ANNOUNCEMENTS

- A. The next meeting of the work2future Executive Committee is scheduled for Thursday, July 16, 2020, 11:30 am, as a Zoom videoconference.
- B. A virtual job fair was held by work2future on Thursday, June 11, 2020
- C. Ms. Koepp-Baker announced that Gavilan College is closing its Morgan Hill campus.

VIII. ADJOURNMENT: Mr. Flynn adjourned the meeting at 3:13 p.m.

IV.B.1

Director's Report

[Discussion]

DIRECTOR'S REPORT

work2future Director Monique Melchor will update the committee on various matters of interest.

###

IV.B.2

Report on COVID-19 Career Services

[Discussion]

REPORT ON COVID-19 CAREER SERVICES

Staff will provide an update on how work2future and Eckerd Connects have adapted and provided services to meet the needs of businesses and individuals since the County Public Health Officer issued the Shelter at Home order to limit the spread of the novel coronavirus.

###

IV.B.3

Evaluating Performance and Outcomes

[Discussion]

EVALUATING PERFORMANCE AND OUTCOMES

Staff will support and facilitate the Committee's discussion of the Board's participation in the evaluation of organizational performance and outcomes, in anticipation of developing recommendations for the Board's consideration.

###

IV.B.4

Ad Hoc Committee on Youth Strategy

[Discussion]

AD HOC COMMITTEE ON YOUTH STRATEGY

Board Chair Joe Flynn will provide an update on the appointment of members to an ad hoc committee to ensure the development of an effective youth services strategy that is employer-driven and focused on success for youth from least advantaged communities in finding and navigating pathways to self-sufficiency and upward mobility.

###

IV.B.5

Future of Work in a COVID-19 World

[Discussion]

THE FUTURE OF WORK IN A COVID-19 WORLD

Phase 1

- Began as Automation | Artificial Intelligence | Future of Work in Silicon Valley project
 - Research and solutions development for changing workplace opportunities and challenges based on projected impacts of automation and artificial Intelligence over the next five years
 - Improve attainment of economic self-sufficiency
 - Focus on solutions for new entrants to the labor force — adult and youth — especially with limited educational attainment, skills, income, representation in middle- and high-skills careers, etc., and for dislocated workers with barriers such as age and skills
- Literature review, quantitative analysis, stakeholder interviews, advisory panel
- Interrupted by COVID-19 crisis
- Pivot to account for economic impact of COVID-19 public health measures
 - Literature review, revised quantitative analysis, follow-up interviews
 - Revised projection of likely impacts on labor market, retaining constituency focus
 - Directional (strategic?) recommendations

Phase 2

- Identify strategy, policy and operational/service changes to support underrepresented residents' attainment of upward mobility and economic self-sufficiency in the post-crisis COVID-19 economy and give businesses the workforce development support they need to achieve and sustain success.
- Informed by quantitative and qualitative research with a strong focus on
 - the economy in and surrounding Santa Clara County, including likely short-term and long-term recovery scenarios
 - communities that are and historically have been underrepresented in middle- and upper-income employment and have/have had less/minimal access to the means to attain upward mobility and economic self-sufficiency
 - labor market entrants—adults and youths—with limited educational attainment, skills, income, and other barriers to economic mobility
 - dislocated workers with barriers to self-sufficiency re-employment, e.g., limited experience, insufficient or out-of-date skills, lack of in-demand skills, age
 - self-employed workers, including gig workers and owners of “mom and pop” neighborhood businesses and microbusinesses
 - communities especially hard-hit by COVID-19, such as East San Jose and Gilroy
- Project components include
 - Real-time environmental scan of the impact of COVID-19
 - **Analysis of existing policies, partnerships, programs, services**
 - Quantitative research and analysis
 - Input from employer engagement, neighborhood **small/micro-business engagement** and community engagement
 - Ongoing feedback loops with staff and stakeholders
 - Presentation of draft findings and analysis
 - Development of recommendations with staff and stakeholders
 - Presentation of findings, analysis and draft recommendations to Board
 - Finalized findings, analysis and recommendations in a final report

V.

Public Comment

VI.

Suggestions For Future Agenda Items

VII.

Announcements

VII.A

The next meeting of the Executive Committee is scheduled for Thursday, August 20, 2020,
11:30 a.m.

VII.B

The next meeting of the work2future Board is scheduled for Thursday, September 17,
2020, 9:30 a.m.

VII.C

A virtual job fair featuring South County employers is planned for July 23, 2020, 9 am – 12pm.

VIII.

Adjournment