

## WORKFORCE DEVELOPMENT BOARD

September 16, 2021

### MINUTES

STAFF: Azevedo, Brennan, Melchor, Pham, Thoo, Tran

Guests: Sead Eminovic, International Rescue Committee (IRC), San Jose Director  
Adrineh Terantonians, Equus Workforce Solutions, Regional Director

NOTE: All votes were by roll call, unless otherwise indicated.

#### I. **CALL TO ORDER & ROLL CALL**

The meeting via Zoom was called to order at 9:32 am by Vice-Chair Sue Koepp-Baker.

##### **Roll Call**

Present: Auerhahn, Batra, Bojorquez, Chao, Estill, Gilroy (left at 10:30 am), Koepp-Baker, Le, Lucero, McGrath, Perez, Preminger (left at 10 am), Takahashi, Teixeira (left at 11:00 am), Vujjeni  
Absent: Flynn, Gomez, Gutierrez, Moreno, Smith

#### II. **CONSENT ITEMS**

ACTION: Mr. Preminger moved, Ms. Gilroy seconded, and the Board unanimously approved the acceptance of:

- A. **Financial Status Report as of June 30, 2021 (revised)**
- B. **San Jose Works Report as of June 30, 2021**
- C. **July 2021 Labor Market Summary**

#### III. **OPEN FORUM** – Joe Herrity, Opportunity Youth Partnership, submitted email public comment in support of work2future adopting the state’s WIOA Waiver for OSY Expenditure for Program Year 2021-22. Paul Soto spoke on the importance of preparing Young Adults for the job market.

#### IV. **BUSINESS ITEMS**

##### A. **Minutes Approval**

**ACTION:** Mr. Estill moved, Ms. Auerhahn seconded, and the Board unanimously approved the minutes of the June 17, 2021 board meeting.

##### B. **Director’s Report**

Director Monique Melchor updated Board members on the Resilience Corps project which has exceeded its goal by placing 30 Youth in digital marketing internships with local small businesses. She also informed the board of the new state Youth waiver which allow local boards to serve more in-school youth, especially foster and justice involved individuals. Director Melchor also mentioned that the Bridge to Recovery Program, BTR, has a new Executive Director, Quency Philips, working with Joint Venture Silicon Valley.

##### C. **Selection of Online Training Provider**

Contracts Manager Colleen Brennan asked for the board’s approval for staff to negotiate and

execute an agreement with NY Wired for Education, to provide online training to WIOA Adults, Dislocated Workers, and Youth through June 30, 2022, with an option for up to four one-year extensions at the discretion of the City. The board discussed the transparency of the City of San Jose's RFP process and, specifically, the WebGrants scoring system. Board members discussed the absence of individual criteria scores for each vendor and detailed panel reviews to make more informed decisions. The board also discussed the possibility of offering online training in multiple languages.

**PUBLIC COMMENT:** Mr. Paul Soto spoke in support of the board asking questions in the process of selecting the online training provider. *(Heard after item IV.D)*

**ACTION:** Mr. Estill moved, Ms. Auerhahn seconded, and the majority of board members present (Mr. Preminger did not vote on this item because he left at 10 a.m.), voted for the item with the following abstentions:

**ABSTAIN:** Batra, McGrath, Takahashi, Texeira

**D. WIOA Performance Report through Quarter 4 of PY 2020**

Director Melchor presented a preliminary report on achievement of Workforce Innovation and Opportunity Act (WIOA) performance measures for Program Year 2020-21 (PY 2020). She reviewed Q4 performance, including two new measures: attainment of a degree or certificate, and measurable skills gain. work2future exceeded all WIOA performance goals with the exception of 65.2% entered employment rate (goal was 67%).

**E. WIOA Career Services PY2020**

Director Melchor reported that work2future had 484 total clients (Adult/DW, NDWG, Youth) as of August 31, 2021. She introduced Adrineh Terantonians, Regional Director of Equus, and Sead Eminovic, International Rescue Committee (IRC) San Jose Director. They both discussed how they were utilizing outreach (social media, mall kiosk) and partnerships (Job Corps, SCC Probation) to increase Youth enrollment. Discussion ensued among board members and staff regarding strategies for increasing Youth enrollment.

**F. Special Projects**

Analyst Nguyen Pham reported on both the Facebook Career Connections and Resilience Corps digital marketing internship projects. These programs have matched 57 San Jose young adults, many who are under or unemployed and live in low resource census tracts, with small businesses and CBOs with digital marketing opportunities. The team is currently working on developing a second cohort of interns to match with small businesses that were not matched in the first round.

Public Comment: Paul Soto offered support and additional comments.

*Mr. Bojorquez was elected chair pro-tem for items IV.D, IV.E., and IV.F in the absence of Ms. Koepp-Baker who was having technical difficulties. Ms. Koepp-Baker returned to chair the meeting at the start of item IV.G.*

**G. Rapid Response**

Analyst Huong Tran reported that layoff activity had slowed down since January 2021 and that her team had supported a total of 15 companies and 1,500 workers. The Business Services team is currently working with two companies, TE Connectivity and Boston Scientific, to support both the companies and the laid-off employees.

**H. Business Services Committee**

Chair Chao reported on helping companies discover services that work2future can provide including worker training and recruitment.

**I. Community Youth Forum**

Board member Estill talked about the working goals of the Community Youth Forum which are: surveying local youth service providers and, more importantly, including lived experience youth in ongoing focus groups. Mr. Estill introduced one youth leader, Nicole Torres, who talked about her experience running forums that to date have included 27 youth participants.

Public Comment: Joe Herrity offered support for Mr. Estill and the work of the Community Youth Forum, and reiterated support for the WIOA Youth waiver (sent email prior to meeting.) Ashley Dupont and Paul Soto also expressed support for the WIOA Youth Waiver.

**J. Bridge to Recovery Initiative**

Mr. Thoo updated board members on the Bridge to Recovery Initiative which is now managed by Joint Venture Silicon Valley in conjunction with its Equity Forward initiative under the umbrella of Build Back Better. Quency Philips, formerly of Google, was hired as Executive Director. Discussion of this initiative ensued among board members.

Public Comment: Paul Soto offered comments on the importance of language.

**K. San Jose Job Center (AJCC) Relocation Update**

Director Melchor reported that work2future was on track for the relocation of the San Jose Job Center to its new location at 1608 Las Plumas Avenue by the beginning of 2022.

**V. OTHER (Announcements)**

- A. November Board Meeting will include Elections for Board Chair, Board Vice Chair, and two at-large members of the Executive Committee
- B. work2future will return to In-Person meetings in October because of Brown Act requirements
- C. Planning is starting for this year's Community Builder Awards which staff hope to make a hybrid event. Mr. Bojorquez volunteered to be a part of the event.

**VI. ADJOURNMENT at 11:15 am**

Draft prepared by K. Azevedo, reviewed by L. Thoo