



## WORKFORCE DEVELOPMENT BOARD MEETING

Thursday, November 18, 2021, 9:30 am

[www.work2future.org](http://www.work2future.org)

Joseph Flynn, Chair

Susan Koepp-Baker, Vice-Chair

### COVID-19 NOTICE

Consistent with AB 361 and City of San Jose Resolution Nos. 79485, 80237 and 80266, this meeting will not be physically open to the public and Board Members will be teleconferencing from remote locations.

Members of the public can observe the meeting by computer, smartphone and smart tablet at <https://sanjoseca.zoom.us/j/92419630798?pwd=OWtLYTc0cDVQWkxYNVBqGNYWEZxdz09>

To submit written Public Comment before the meeting: Send e-mail to [Lawrence.Thoo@sanjoseca.gov](mailto:Lawrence.Thoo@sanjoseca.gov) by 8:00 am the day of the meeting. The e-mails will be posted with the agenda on [work2future.org](http://work2future.org) 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 meeting: Send e-mail during the meeting to [Kathryn.Azevedo@sanjoseca.gov](mailto: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 two 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 meeting:

a) Phone (408) 638-0968, Webinar ID 924 1963 0798. Press **\*9 to Raise a Hand** to let the Chair know that you'd like to speak. Press **\*6 to Unmute and Mute** yourself.

b) Online using the Zoom link above: 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 Agenda Item to which you wish to speak, click on the "Raise Hand" icon or command. Speakers will be notified shortly before they are called on to speak.

Please limit remarks to the time limit allotted by the meeting chair, usually two minutes.

**WORKFORCE DEVELOPMENT BOARD MEMBERS**

November 2021

1. **Louise Auerhahn**  
Director of Economic & Workforce Policy  
Working Partnerships USA
2. **Rajiv Batra**  
Associate General Counsel  
Fundbox
3. **Chad Bojorquez**  
Chief Program Officer  
Destination: Home
4. **George Chao, *Business Services Committee Chair***  
Advanced Manufacturing & Strategic  
Partnerships Manager  
Manex
5. **John (Jack) Estill**  
Partner  
Coactify
6. **Joseph A. Flynn, *Board Chairperson***  
COO  
Sourcewise
7. **Leslie Gilroy**  
Operations Director  
Career Systems Development Corp.
8. **Blanca Gomez**  
Social Impact and Innovation  
Wells Fargo
9. **Juan Gutierrez**  
Organizer  
UA Local Union 393 Plumbers, Steamfitters,  
Pipefitters, & HVACR Service Technicians
10. **Susan L. Koepp-Baker, *Board Vice-Chairperson***  
Principal  
Enviro-Tech Services
11. **Van T. Le**  
Trustee and Clerk of the Board  
East Side Union High School District  
Agent  
State Farm Insurance
12. **Maria Lucero**  
Deputy Division Chief, Region I  
Northern Division, Workforce Services Branch  
Employment Development Department, State of  
California
13. **Emily McGrath**  
Director of Workforce Development, Education  
& Training  
NextFlex
14. **Robert Moreno**  
Training Director  
Santa Clara County Electrical Joint Apprentice  
Training Center, IBEW
15. **Rafaela Perez**  
Employment Services Director  
Social Services Agency, County of Santa Clara
16. **Steve Preminger**  
Director, Office of Strategic &  
Intergovernmental Affairs  
County of Santa Clara
17. **Priya Smith, MPH**  
Medical Group Administrator  
The Permanente Medical Group  
Kaiser Permanente San Jose
18. **Alan Takahashi**  
Vice President and General Manager  
Multifunction Microwave Solutions  
Cobham Advanced Electronic Solutions (CAES)
19. **Todd Teixeira, MA**  
Team Manager (SSM1), San Jose North Branch  
California Department of Rehabilitation
20. **Kishan Vujjeni**  
Co-chair  
South Bay Consortium for Adult Education  
Dean of College Transitions & Extension  
Programs  
San Jose Evergreen Community College District

**WORKFORCE DEVELOPMENT BOARD**

**November 18, 2021**

**9:30 am**

**MEETING AGENDA**

- |   |                                      |
|---|--------------------------------------|
| <b>I. CALL TO ORDER &amp; ROLL CALL</b>   | <i>5 min</i><br><i>9:35 am end</i>   |
| <b>II. CONSENT ITEMS {Action}</b><br>Approve the acceptance of:<br><b>A. Financial Status Report as of September 30, 2021</b><br><b>B. San Jose Works Report as of October 31, 2021</b><br><b>C. September 2021 Labor Market Summary</b>  | <i>5 min</i><br><i>9:40 am end</i>   |
| <b>III. OPEN FORUM</b><br>Members of the public may address the committee on matters not on the agenda  | <i>5 min</i><br><i>9:45 am end</i>   |
| <b>IV. BUSINESS ITEMS</b>   |                                      |
| <b>A. Minutes Approval {Action}</b><br>Approve minutes of the September 16, 2021, Board meeting   | <i>5 min</i><br><i>9:50 am end</i>   |
| <b>B. Director's Report {Information}</b><br><i>Monique Melchor, Director</i><br>Reports on various matters of interest   | <i>5 min</i><br><i>9:55 am end</i>   |
| <b>C. RFP Administration {Information}</b><br><i>Colleen Brennan, Contracts Manager</i><br>Presentation on the Webgrants system used to administer work2future's Requests for Proposals (RFP)   | <i>10 min</i><br><i>10:05 am end</i> |
| <b>D. CAREER NDWG Grant {Action}</b><br><i>Allain Mallari, Finance Manager</i><br>Approval for the acceptance of \$500,000 for the implementation of the CAREER National Dislocated Worker Grant program led by NOVAworks   | <i>5 min</i><br><i>10:10 am end</i>  |
| <b>E. FY 2021-22 Budget Reconciliation {Action}</b><br><i>Allain Mallari, Finance Manager</i><br>Approval of staff's proposed adjustments to the Fiscal Year 2021-22 Program Operating Budget, as follows: i) Adjust the Program Operating Budget to reflect a \$10,043 decrease in funding due to actual savings being less than the projected carry-over amount in the June 2021 Board-approved budget; ii) Re-budget \$43,817 additional carry-over administrative funding; iii) Decrease funding by \$141,382 in the WIOA Rapid Response operating budget; iv) Adjust the Summary of Discretionary Funding Sources, both new and carry-over, to \$4,693,816 | <i>10 min</i><br><i>10:20 am end</i> |

- F. WIOA Performance Report for Q1 of PY 2021 {Information}** 10 min  
*Monique Melchor, Director; Adrineh Terantonians, Regional Director, Equus Workforce Solutions; Sead Eminovic, IRC San Jose Director, International Rescue Committee* 10:30 am end  
Report on Workforce Innovation and Opportunity Act (WIOA) program performance for the first quarter of Program Year 2021-22 (PY 2021)
- G. Community Youth Forum {Information}** 5 min  
*Jack Estill, Board member* 10:35 am end  
Update on activities of the community youth forum since the September Board meeting.
- H. Elections {Action}** 15 min  
*Lawrence Thoo, Strategic Engagement Manager* 10:50 am end
1. Election of a business representative Board member to serve as **Chairperson** for a two-year term beginning January 1, 2022, and ending December 31, 2023
  2. Election of a business representative Board member to serve as **Vice-Chairperson** for a two-year term beginning January 1, 2022, and ending December 31, 2023
  3. Election of two Board members to fill **at-large seats on the Executive Committee** for two-year terms beginning January 1, 2022, and ending December 31, 2023
- V. OTHER**  
Announcements, suggested agenda items for a future meeting, other housekeeping
- A. Other**
- VI. ADJOURNMENT: To be followed by a presentation on the 2021 Community Builder Awards**

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Please note: *Times to the right of agenda items are estimates only of the duration of each 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.

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### **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.

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#### **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.

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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.

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**I.**

# **Call to Order & Roll Call**

## II.

# Consent Items

Approve the acceptance of:

- A. Financial Status Report as of September 30, 2021
- B. San Jose Works Report as of September 30, 2021
- C. September 2021 Labor Market Summary

[Action]



## **PRELIMINARY FINANCIAL STATUS AS OF SEPTEMBER 30, 2021**

### **Key Highlights**

- WIOA formula and Rapid Response carry-over funding from FY 2020-21 is projected to be fully spent by June 30, 2022.
- As of September 30, 2021, work2future has \$2.07 million from the current Adult, Dislocated Worker, and Youth allocations to be carried over to FY 2022-23 representing:
  1. Board-mandated Reserve Account: \$896,420
  2. Unallocated Reserve Account: \$723,599
  3. Projected savings of \$450,662 which comprised of the following:
    - a. Savings from personnel costs transferred to other discretionary grants and vacancies: \$165,219
    - b. Savings from non-personnel costs: \$20,292
    - c. Savings from unspent clients' training and supportive services costs: \$265,151

### **Other Discretionary Funding**

- 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. For FY21-22, additional funds of \$228,207 was received by work2future to fund additional cohorts for the program. This brings the total grant amount to \$889,991. As of September 30, 2021, approximately 60% of the total funding has been spent. The grant term for this award is from September 1, 2019 to March 31, 2022.
- work2future received \$5,000 from the City of San Jose to assist WIOA clients in gathering information and documents (e.g., birth certificate, social security card, etc.) needed for program enrollment.
- A total of \$25,000 was awarded to work2future from the RPI 4.0 grant to the Bay-Peninsula RPU. The joint project's goal is to facilitate community conversations, engagement, and/or training on issues of race, equity and high road principles for the purpose of promoting improved service delivery, income mobility for individuals with barriers to employment, and growth in the regional economy. This grant runs from April 1, 2021 to September 30, 2022.
- work2future was granted \$600,000 of National Dislocated Worker Grant funds to the COVID-19 Employment Recovery NDWG Project in grant code 1194. The grant is focused to provide occupational skills training to individuals affected by COVID-19. The term of these funds is from April 10, 2020 through March 31, 2022. As of September 30, 2021, 40% of the grant were spent.

- NOVA Workforce Development Board (lead agency), in collaboration with work2future and San Francisco Workforce Development Board, was awarded funds to structure a program under Comprehensive and Accessible Reemployment through Equitable Employment Recovery (CAREER) National Dislocated Worker Grants (DWG). work2future was allotted \$500,000 to help implement the grant. The goal of the CAREER DWG is to help reemploy dislocated workers most affected by the COVID-19 pandemic. Grants will focus on serving those from historically marginalized communities, and/or those who have been unemployed for a prolonged period or have exhausted Unemployment Insurance (UI) or other Pandemic UI programs. Regionally, the project's primary aim is to promote equity in the pursuit of high-wage, high-growth jobs by specifically focusing job training and placement opportunities on Silicon Valley's Latino and Southeast Asian communities. The term of the grant is from October 1, 2021 to September 30, 2023.
- work2future received \$250,000 from the State of California as one of the recipients of the Workforce Accelerator 9.0 grant. The project's primary aim is to promote equity in the pursuit of high-wage, high-growth jobs by specifically focusing job training and placement opportunities on Silicon Valley's Latino and Southeast Asian communities. Specifically, this initiative's development and assessment of multiple gateways to jobs in the advanced manufacturing sector will measure effectiveness of interventions with these specific populations. The term of the grant is from June 1, 2021 to December 31, 2022.
- NPower, a national non-profit organization that creates pathways to economic prosperity by launching digital careers for military veterans and young adults from underserved communities sub-awarded \$57,200 to work2future to help implement a project under the Veterans' Employment Related Assistance Program grants. The project named "The NPower Veteran Patriot Project" targets low-income veterans who make no more than 200% of the federal poverty level. Its aim is to co-enroll Veterans in both NPower and work2future's programs, capitalizing on WIOA eligibility and leveraging other training funds whenever possible with the goal of improving the careers and lives of local Veterans and engineer a better system to upskill underrepresented people for in-demand tech jobs. The term of the grant is from April 1, 2021 to March 31, 2023.
- work2future received an allocation from the City's General Fund of \$1,500,000 for San Jose Works 7.0, in addition to the carry over funding, net of adjustment of \$1,141,908 from FY 2020-21 for a total funding of \$2,641,908. As of September 30, 2021, 312 youth have been onboarded and placed for participation in the summer 2021 cohort and a total of 280 students have completed the summer cohort. There will be two pending cohorts that will take place in the fall and spring and will conclude our goal of 375 participants. In addition to recruitment, placement, and onboarding services, youth also were also provided career counseling, job readiness training, supportive services (e.g. bus passes), and financial literacy education.
- EDPR CA Solar Park, one of renewable energy developers of the City's Community Energy Department is required to perform certain obligations related to workforce development and community investment as stated in the Renewable Power Purchase Agreement with the City of San Jose. In relation to this, EDPR agreed to contribute \$275,000 in three annual installments - \$91,667 on or before May 31, 2020, \$91,667 on or before May 31, 2021, and \$91,666 on or before May 31, 2022. The funds will be used to support the San Jose Work program aimed for participant placements in

partner companies related to clean energy and sustainability. First round of funding was fully spent while second round of funding was received

- Cities of Financial Empowerment (CFE) pledged to provide work2future \$25,000 to support a Summer Jobs Connect Program. This will provide banking access and financial empowerment training to participants in municipal Summer Youth Employment Programs. A portion of the grant will also be used to support the participant wages for the San Jose Works internship program. The grant term will begin on March 1, 2021 and end on April 30, 2022.
- work2future foundation awarded us \$291,917 of grants and contributions from various sources to support the San Jose Works Program. Below is the list of the funding sources and amounts.

Funding Source	Sponsorship/Contributions	Sub-grants
Bank of America	-	\$55,250
Wells Fargo	\$7,500	\$7,500
Amazon	\$100,000	-
Flagship	\$5,000	-

- BusinessOwnersSpace (BOS) and CA Workforce Development Board (CWDB) 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

WIOA Formula Funds	Adult	Dislocated Worker	Youth	RR	TOTAL WIOA
<b>I. Actual as of June 30, 2021</b>					
Grant Period	07/01/20-06/30/22	07/01/20-06/30/22	07/01/20-06/30/22	07/01/20-06/30/22	
Available Funds for FY2020-2021 PD 14 Stat 3	<b>1,882,845</b>	<b>1,963,174</b>	<b>1,981,610</b>	<b>633,925</b>	<b>6,461,554</b>
<i>Actual Expenditures as of June 30, 2021</i>	(755,507)	(386,982)	(444,909)	(379,977)	(1,967,374)
<i>Encumbrances/Spending Plan as of June 30, 2021</i>	(35,908)	(58,016)	(30,681)	0	(124,605)
<i>Total Actual Expenditures/Encumbrances/Spending Plan as of June 2021</i>	(791,415)	(444,998)	(475,590)	(379,977)	(2,091,979)
Available Funds for FY2021-2022	<b>1,091,430</b>	<b>1,518,176</b>	<b>1,506,020</b>	<b>253,948</b>	<b>4,369,575</b>
<i>% Remaining</i>	58%	77%	76%	40%	68%
<b>II. Actual Expenditures/Encumbrances</b>					
(a) Available Funds from Carry over for FY2021-2022 (remaining plus enc.)	<b>1,127,338</b>	<b>1,576,192</b>	<b>1,536,701</b>	<b>253,948</b>	<b>4,494,180</b>
Transfer between Adult and Dislocated Worker	0	0	0	0	0
<i>Expenditures as of September 30, 2021</i>	(549,909)	(331,525)	(427,956)	(105,990)	(1,415,380)
<i>Encumbrances as of September 30, 2021</i>	(59,174)	(81,487)	(86,422)	0	(227,083)
<i>Total Actual Expenditures/Encumbrances as of September 30, 2021</i>	(609,083)	(413,012)	(514,378)	(105,990)	(1,642,463)
<b>\$ Remaining</b>	<b>518,255</b>	<b>1,163,181</b>	<b>1,022,323</b>	<b>147,958</b>	<b>2,851,717</b>
<b>% Remaining</b>	<b>46%</b>	<b>74%</b>	<b>67%</b>	<b>58%</b>	<b>63%</b>
(b) Current Allocation for FY 2021-2022	1,912,928	2,087,379	1,975,827	505,829	6,481,963
Additional Funding	0	0	0	0	0
Transfer between Adult and Dislocated Worker	0	0	0	0	0
Rescission	0	0	0	0	0
<b>Adjusted Allocation for FY 2021-2022</b>	<b>1,912,928</b>	<b>2,087,379</b>	<b>1,975,827</b>	<b>505,829</b>	<b>6,481,963</b>
<i>Expenditures as of September 30, 2021</i>	(33,483)	(39,722)	(185,961)	(9,626)	(268,791)
<i>Encumbrances as of September 30, 2021</i>	0	0	0	0	0
<i>Total Actual Expenditures/Encumbrances as of September 30, 2021</i>	(33,483)	(39,722)	(185,961)	(9,626)	(268,791)
<b>\$ Remaining</b>	<b>1,879,445</b>	<b>2,047,658</b>	<b>1,789,866</b>	<b>496,203</b>	<b>6,213,172</b>
<b>% Remaining</b>	<b>98%</b>	<b>98%</b>	<b>91%</b>	<b>98%</b>	<b>96%</b>
<b>Total Available Funds for FY2021-2022</b>	<b>3,040,266</b>	<b>3,663,571</b>	<b>3,512,528</b>	<b>759,777</b>	<b>10,976,143</b>
<i>Total Cumulative Expenditures/Encumbrance as of September 30, 2021</i>	(642,566)	(452,733)	(700,338)	(115,616)	(1,911,254)
<b>\$ Remaining</b>	<b>2,397,700</b>	<b>3,210,838</b>	<b>2,812,189</b>	<b>644,161</b>	<b>9,064,889</b>
<b>% Remaining</b>	<b>79%</b>	<b>88%</b>	<b>80%</b>	<b>85%</b>	<b>83%</b>
<b>III. Projected Expenditures/Carry Over through June 30, 2022</b>					
<i>Projected Expenditures/Encumbrances through June 2022</i>	(1,822,722)	(2,522,148)	(2,491,425)	(653,787)	(7,490,082)
<i>Projected Carry Over through June 2022 (\$)</i>	667,635	809,898	593,147	0	2,070,681
<i>Projected Carry Over through June 2022 (%) with Rapid Response</i>	35%	39%	30%	0%	32%
<i>Projected Carry Over through June 2022 (%) without Rapid Response</i>	35%	39%	30%	0%	35%

Other Discretionary Funds	Prison To Employment Direct Service Earn and Learn (NOVA)	Prison to Employment Program Lead	Emerging Needs - Local Assistance Funds	SlingShot/Regional Plan Implementation (NOVA)	National Dislocated Worker Grant Funds to COVID- 19 Employment Recovery NDWG Project	Career NDWG	Workforce Accerator Fund 9.0	Veterans' Employment- Related Assistance	Total
I. Actual as of June 30, 2021	9/1/2019 - 3/31/2022	9/1/2019 - 3/31/2022		10/1/2021 - 9/30/2022	4/10/2020 - 3/31/2022	10/1/2021 - 12/31/2023	06/01/2021 - 12/31/2022	04/01/2021 - 03/31/2023	
Grant Period									
Original Allocation	607,977	53,807	5,000	0	600,000	0	0	0	1,266,784
Increase/(Decrease)	0	0	0	0	0	0	0	0	0
Adjusted Allocation	607,977	53,807	5,000	0	600,000	0	0	0	1,266,784
Expenditures as of June 30, 2021	(437,991)	(35,625)	0	0	(106,576)	0	0	0	(580,191)
Encumbrance as of June 30, 2021	(62,816)	0	0	0	(25,770)	0	0	0	(88,586)
Total Actual Expenditures/Encumbrances as of June 2021	(500,807)	(35,625)	0	0	(132,345)	0	0	0	(668,778)
Available Funds for FY 2021-2022	107,170	18,182	5,000	0	467,655	0	0	0	598,006
% Remaining	18%	34%	100%	0%	78%	0%	0%	0%	47%
II. Actual Expenditures/Encumbrances									
Available Funds for FY2021-2022	169,986	18,182	5,000	0	493,424	500,000	250,000	57,250	1,493,843
Funding 21-22	228,207	0	0	25,000	0	0	0	0	253,207
Adjustment	0	0	0	0	0	0	0	0	0
Total Available Funding for FY 2021-2022	398,193	18,182	5,000	25,000	493,424	500,000	250,000	57,250	1,747,050
Expenditures as of September 30, 2021	(55,495)	(7,956)	0	(187)	(132,775)	0	(1,225)	0	(197,638)
Encumbrances as of September 30, 2021	(62,816)	0	0	0	(24,799)	0	0	0	(87,615)
Cumulative Expenditures/Encumbrances as of September 30, 2021	(118,311)	(7,956)	0	(187)	(157,574)	0	(1,225)	0	(285,253)
Remaining	279,882	10,226	5,000	24,813	335,851	500,000	248,775	57,250	1,461,796
% Remaining	70%	56%	100%	99%	68%	100%	100%	100%	84%
III. Projected Expenditures/Carry Over									
Projected Expenditures/Encumbrances through June 2022	(398,193)	(18,182)	0	(18,750)	(493,424)	(129,568)	(125,000)	(19,083)	(1,202,201)
Projected Carry Over through June 2022 (\$)	0	0	5,000	6,250	0	370,432	125,000	38,167	544,849
Projected Carry Over through June 2022 (%)	0%	0%	100%	25%	0%	74%	50%	67%	31%

## Preliminary Financial Status Report as of 09/30/2021

PD 3 Stat 3

Other Discretionary Funds	City of San Jose Youth Summer Program Initiative	San Jose Works (EDP Renewables)	San Jose Works (CFE)	w2ff - San Jose Works (Bank of America)	w2ff - San Jose Works (Wells Fargo)	w2ff - San Jose Works (Amazon)	w2ff - San Jose Works (Flagship)	Total
I. Actual as of June 30, 2021								
	04/30/2021 - 4/30/2022	Execution - 5/31/2023	NEW GRANT Execution - 6/30/2021	NEW GRANT Execution - 6/30/2021	NEW GRANT Execution - 6/30/2021	NEW GRANT Execution - 6/30/2021	NEW GRANT Execution - 6/30/2021	
Grant Period								
Original Allocation	1,500,000	275,000	0	0	0	0	0	1,775,000
Increase/(Decrease)	1,148,527	0	0	0	0	0	0	1,148,527
Adjusted Allocation	2,648,527	275,000	0	0	0	0	0	2,923,527
Expenditures as of June 30, 2021	(943,779)	(91,667)	0	0	0	0	0	(1,035,446)
Encumbrance as of June 30, 2021	(1,141,908)	0	0	0	0	0	0	(1,141,908)
Total Actual Expenditures/Encumbrances as of June 2021	(2,085,686)	(91,667)	0	0	0	0	0	(2,177,353)
Available Funds for FY 2021-2022	562,841	183,333	0	0	0	0	0	746,174
% Remaining	21%	67%	0%	0%	0%	0%	0%	26%
II. Actual Expenditures/Encumbrances								
Available Funds for FY2021-2022	1,141,908	183,333	0	0	0	0	0	1,325,241
Funding 21-22	1,500,000	0	25,000	55,250	15,000	100,000	5,000	1,700,250
Adjustment	0	0	0	0	0	0	0	0
Total Available Funding for FY 2021-2022	2,641,908	183,333	25,000	55,250	15,000	100,000	5,000	3,025,491
Expenditures as of September 30, 2021	(828,083)	0	(4,637)	0	0	0	0	(832,721)
Encumbrances as of September 30, 2021	(471,553)	0	0	0	0	0	0	(471,553)
Cumulative Expenditures/Encumbrances as of September 30, 2021	(1,299,636)	0	(4,637)	0	0	0	0	(1,304,273)
Remaining	1,342,271	183,333	20,363	55,250	15,000	100,000	5,000	1,721,217
% Remaining	51%	100%	81%	100%	100%	100%	100%	57%
III. Projected Expenditures/Carry Over								
Projected Expenditures/Encumbrances through June 2022	(2,201,590)	(91,667)	(25,000)	(55,250)	(7,500)	0	0	(2,381,007)
Projected Carry Over through June 2022 (\$)	440,318	91,666	0	0	7,500	100,000	5,000	644,484
Projected Carry Over through June 2022 (%)	17%	50%	0%	0%	50%	100%	100%	21%

work2future

## Preliminary Financial Status Report as of 09/30/2021

## PD 3 Status 3

Other Funds	CWDB	BOS	Total
<b>I. Actual as of June 30, 2021</b>			
<b>Grant Period</b>	<b>N/A</b>	<b>N/A</b>	
<b>Original Allocation</b>	<b>5,000</b>	<b>15,454</b>	<b>20,454</b>
Expenditure/Encumbrances as of June 2021	(958)	(6,554)	(7,512)
<i>Total Actual Expenditures/Encumbrances as of June 2021</i>	(958)	(6,554)	(7,512)
<b>Available Funds for FY 2021-2022</b>	<b>4,042</b>	<b>8,900</b>	<b>12,942</b>
<b>% Remaining</b>	<b>81%</b>	<b>58%</b>	<b>63%</b>
<b>II. Actual Expenditures/Encumbrances</b>			
Available Funds for FY 2021-2022	<b>4,042</b>	<b>8,900</b>	<b>12,942</b>
<i>Expenditures as of September 30, 2021</i>	0	(150)	(150)
<i>Encumbrances as of September 30, 2021</i>	0	0	0
<b>Cumulative Expenditures as of September 30, 2021</b>	0	(150)	(150)
<b>\$ Remaining</b>	<b>4,042</b>	<b>8,750</b>	<b>12,792</b>
<b>% Remaining</b>	<b>100%</b>	<b>98%</b>	<b>99%</b>
<b>III. Projected Expenditures and Encumbrances/Carry Over</b>			
<b>Projected Carry Over through June 2022</b>	<b>4,042</b>	<b>8,750</b>	<b>12,792</b>
<b>Projected Carry Over (%) through June 2022</b>	<b>100%</b>	<b>98%</b>	<b>99%</b>

## SAN JOSE WORKS

San Jose Works (SJ Works) is a City of San Jose-funded partnership between work2future, and the City's Parks, Recreation, and Neighborhood Services Department (PRNS). SJ Works has two tracks, (i) subsidized, in which the City covers the cost of stipends or wages for youth internships/jobs, and (ii) unsubsidized, in which employers cover the cost of stipends or wages.

Staff have continued to work on the Unsubsidized component of SJ Works 7.0 during the pandemic. **To date, 94 clients are enrolled and 45 have been placed in various positions and employers. The remaining clients have received one or more services, such as assistance in job searching, job applications, resume, financial literacy workshop, mock interview, or attendance at a job fair or interview. Specialized recruitments in high schools will take place from November 2021 through February 2022.**

Thus far, the subsidized component of SJ Works 7.0 has provided:

- To date, 312 subsidized employment opportunities for youth aged 14–18 years.
  - Due to the pandemic, our goal of 375 participants will be reached in cohorts. With the success of summer 2021, two pending cohorts of 30 students each will take place in the fall (November 2021) and spring (March 2022).
  - Of the 312 placements, 90% of placed youth successfully completed paid internships subsidized by the program. (Retention methodology: Youth who have earned three paychecks or completed 100 hours in two pay periods.)
  - The subsidized model focused increasingly on Priority-Sector and In-Demand Occupation internships for high school youth.
  - Of the 312 subsidized placements, 105 were in priority sectors—information and communications technology, health care, construction, advanced manufacturing, and business and finance—or in in-demand occupations outside those sectors.
    - Youth were recruited from High School Career Technical Education classes focusing on the priority sectors and related in-demand occupations.
  - The remaining 207 subsidized placements were with community centers, libraries, City departments and Council offices, or with nonprofit agencies.
  - About 85% of the internship positions were virtual or a hybrid of virtual and in-person work.
  - In addition, SJ Works piloted the first cohort of mentors. About 74 mentors committed to the program and 78 youth successfully completed the mentoring program. Mentoring was done in group sessions and will move to a 1-on-1 model for the spring cohort with new mentees.
    - Mentors recruited from different companies such as Western Digital, Bank of America, Intel, City departments, Boys & Girls Club, and others.
    - The mentoring program will continue to recruit for more mentors for the spring cohort.
  - There was a total of 13 job offers made to interns during the summer:



- Offers made by Boys & Girls Club, Better Business Bureau, American Italian Foundation, Paper Moon, and the YMCA.
- **Currently, the fall cohort is projected to start November 22, 2021, and run until January 14, 2022.**
  - **This will be a cohort of 20–30 participants, with a remaining cohort in the spring of 30 participants.**
  - **Participants will be placed at Boy & Girls Club, Catholic Charities, City of San Jose: Digital, and assisting the San Jose Works team with design of webpage, social media, and marketing.**

Additional services provided to participating youth in both subsidized and unsubsidized components included career counseling, job readiness workshops, supportive services (e.g., bus passes), and financial education.

Staff have already begun working with the City in preparation for SJ Works 8.0 for 2022-23:

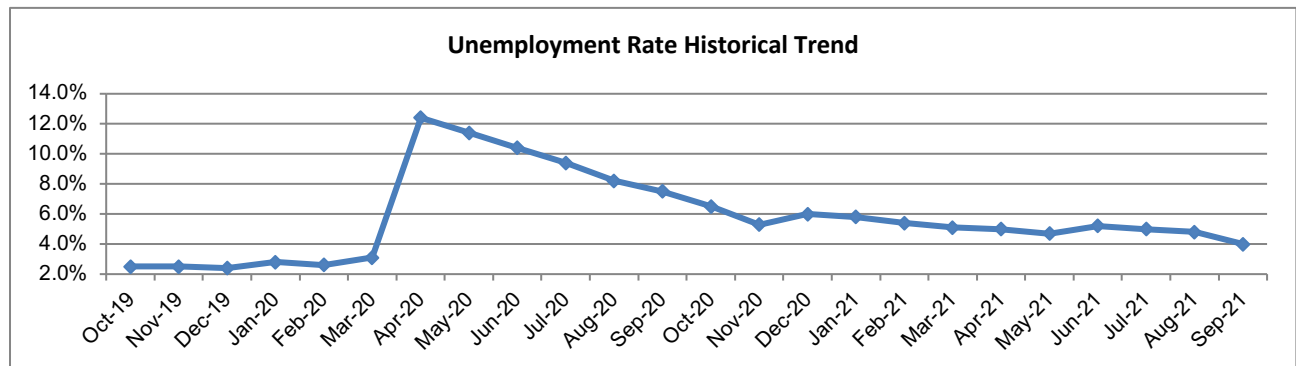
- Participating youth will continue to have access to services such as job counseling, job readiness training, supportive services (e.g., transportation, clothing, etc.) and financial education.
- Program goal is still being discussed
- SJW 8.0 summer worksite recruitment has also begun

*Prepared by Ruby Carrasco*

## SEPTEMBER 2021 LABOR MARKET SUMMARY

The September 2021 unadjusted unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA (Santa Clara County and San Benito County) was 4.0 percent, down from a revised 4.8 percent in August 2021. It remained substantially below the year-ago estimate of 8.2 percent.

The September 2021 unemployment rate in Santa Clara County was 3.9 percent, down from 4.8 percent in August. It was 6.0 percent in San Benito County, 6.4 percent for California and 4.6 percent for the nation.



### Labor Force (Residents)

At 1,058,700, the estimated September labor force in the MSA edged up 0.3 percent from August 2021's revised 1,055,700. It was a 2.7 percent improvement over September 2020. The number of MSA residents employed stood at 1,016,500, up 1.2 percent from August, and significantly improved over the 953,900 employed September a year ago. The number of employed remained below pre-pandemic employment levels (1,057,800 in February 2020; 1,045,100 in March 2020). The number of unemployed MSA residents in September was 42,200, down 16.9 percent from August and 45.1 percent from a year ago, but well above late pre-pandemic levels (29,100 in February 2020; 33,700 in March 2020).

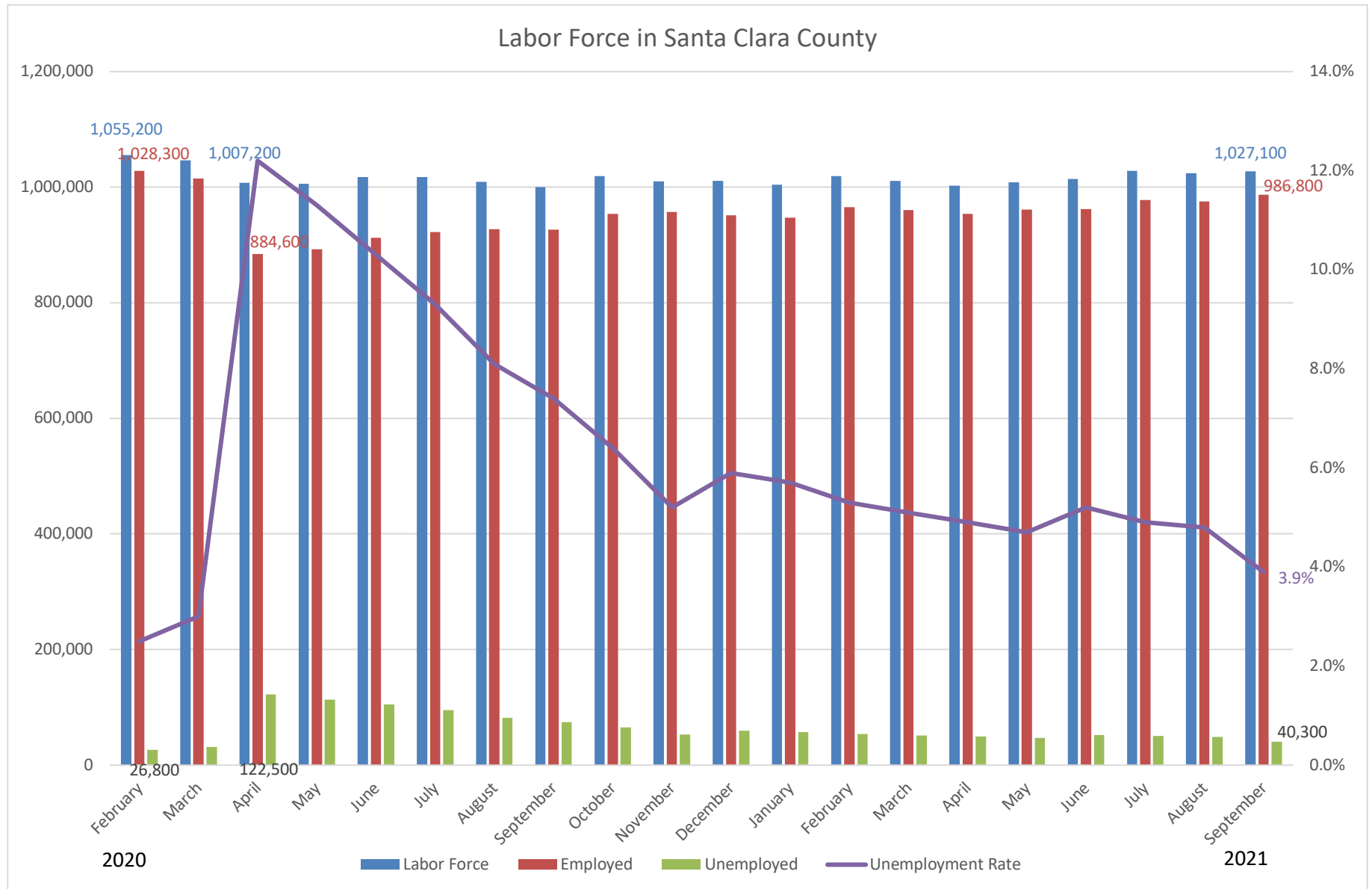
Santa Clara County's share of the MSA labor force in September was 1,027,100, estimated, of whom 986,800 were employed and 40,300 were unemployed.

### Employment (Jobs)

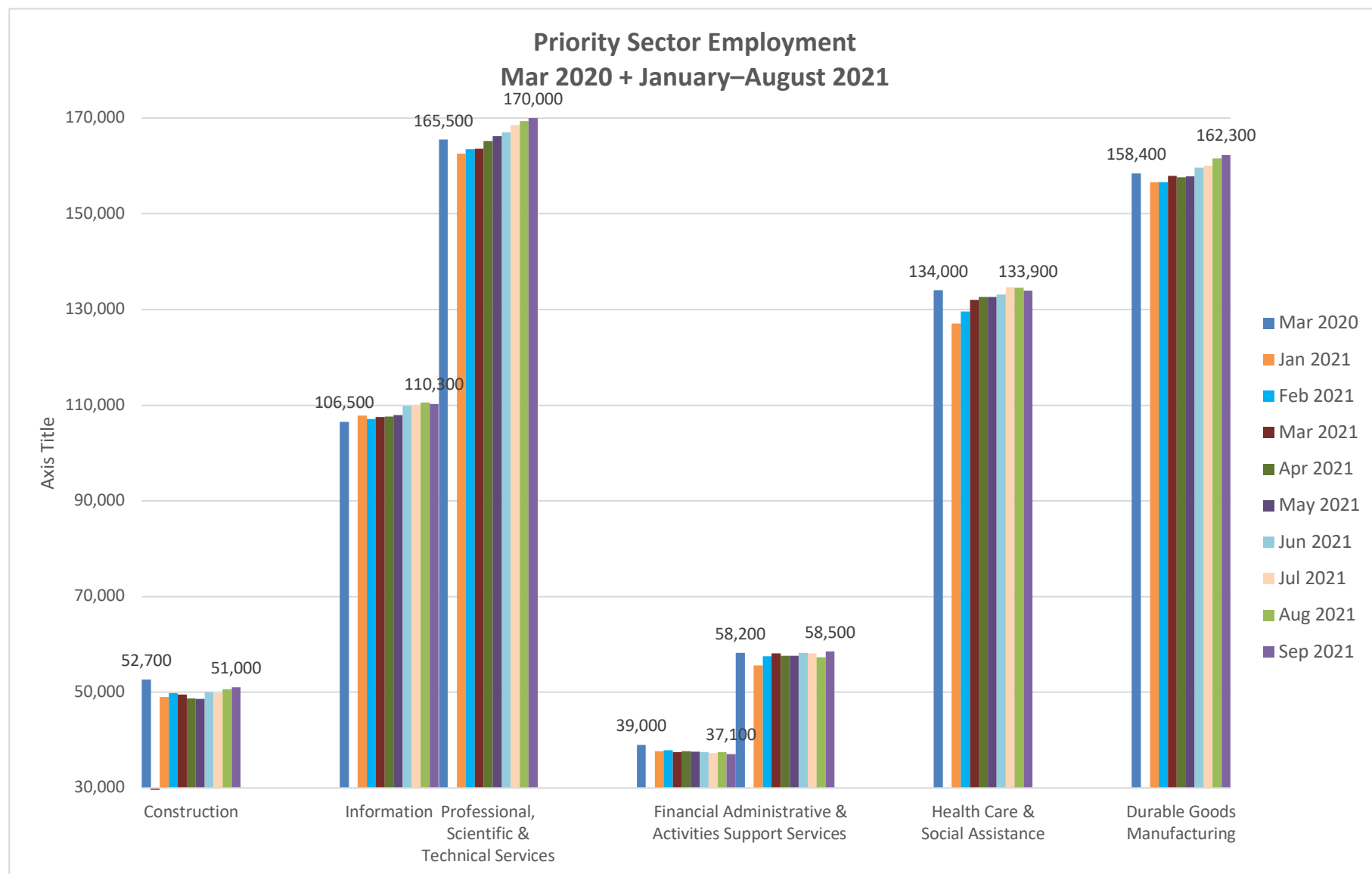
Between August and September 2021, total non-farm employment in the MSA increased a modest 5,000 jobs to 1,104,100. (Farm employment was 6,000, up 200 jobs.)

Government led gains among major industries, adding 2,300 jobs, all in local and state education. Leisure & hospitality, and professional business services both gained 1,800 over the month. Manufacturing (up 700 jobs) and construction (up 600 jobs) also saw improvement. Wholesales and retail trade lost 900 jobs.

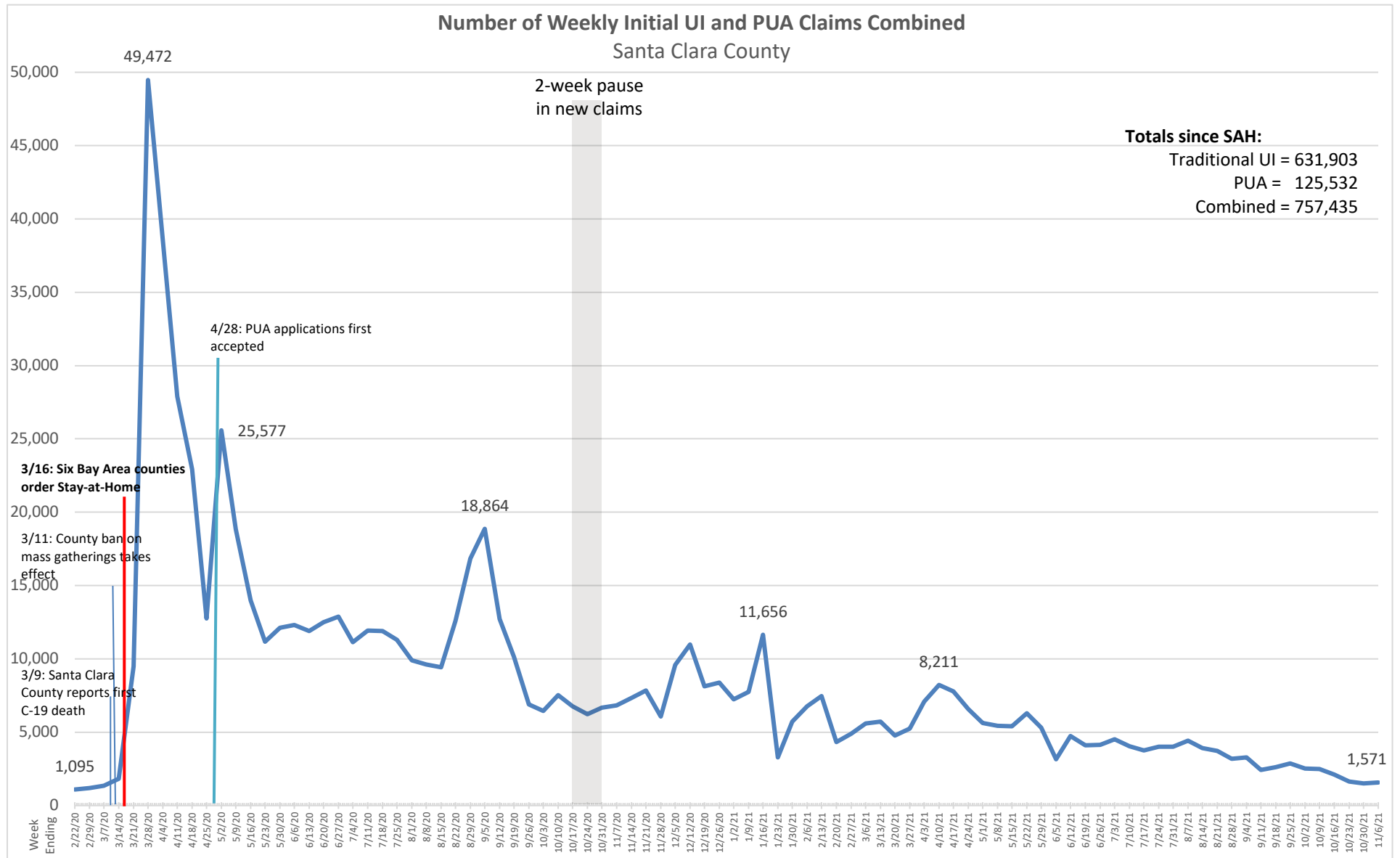
The following charts show shifts in (a) the county labor force since just before the pandemic shutdown, (b) work2future's priority sectors this year, with a pre-pandemic benchmark, (c) local weekly UI claims.



The Santa Clara County labor force remains below pre-pandemic levels. 28,100 fewer county residents were employed in September 2021 than in March 2020, the month when the pandemic shutdown took effect. An additional 40,300 were looking for/available to work in September 2021, compared to 31,400 in March 2020.



The ICT cluster (mainly the Information and the Professional, Scientific & Technical Services sectors) and the Durable Goods Manufacturing sector remain the most robust of work2future’s priority sectors, with employment above the latest pre-pandemic levels, while Health Care & Social Assistance hovers near its pre-pandemic level. Construction and the Finance and Business Services cluster (Financial Activities and Administrative & Support Services) still struggle to recover to pre-pandemic employment levels, with Financial Activities offsetting modest gains in Administrative & Support Services.



Despite significant spikes in January and April of this year, unemployment claims in Santa Clara County have maintained a downward trend. Initial claims in early November are at a level not seen since the first half of March 2020, before the shelter-at-home order was instituted locally.

## RELATED READING

**New Study Finds Millions of Workers are Functionally Unemployed**, *The Mercury News*

<https://www.mercurynews.com/2021/11/04/new-study-finds-millions-of-workers-are-functionally-unemployed/>

**For 3.5 Million California Families, Jobs Don't Cover High Cost of Living**, *CalMatters*

<https://calmatters.org/california-divide/2021/07/cost-of-living-study-california-families/>

**The October Job Openings and Labor Turnover Survey**, *Emsi Burning Glass*

<https://www.economicmodeling.com/2021/10/14/the-october-job-openings-and-labor-turnover-survey/>

**Americans Give Bosses Same Message in Record Numbers: I Quit**, *Associated Press*

<https://apnews.com/article/business-f155e50d450936fbf666bef07185b0b5>

**The Great Resignation is Accelerating**, *The Atlantic*

[https://www.theatlantic.com/ideas/archive/2021/10/great-resignation-accelerating/620382/?fbclid=IwAR2yc\\_lpGT3S0By9XP42g8S7hjt9JN3xAprTK-tB0KcAOxa-2W0eRAPWj9o](https://www.theatlantic.com/ideas/archive/2021/10/great-resignation-accelerating/620382/?fbclid=IwAR2yc_lpGT3S0By9XP42g8S7hjt9JN3xAprTK-tB0KcAOxa-2W0eRAPWj9o)

## EVENTS

**National Apprenticeship Week is November 15 – 21, 2021**, *U.S. Department of Labor*

<https://www.apprenticeship.gov/national-apprenticeship-week>

###

**III.**

Open Forum

**IV.**

**Business Items**



**IV.A.**

**Minutes Approval**

**[Action]**

## 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

IV.B.

## Director's Report

[Information]

### **DIRECTOR'S REPORT**

Director Monique Melchor will inform the Board of various matters of interest not included as individual business items in the meeting agenda.

# # #

IV.C.

RFP Administration

[Information]

### **RFP ADMINISTRATION**

Contracts Manager Colleen Brennan will provide a presentation on the Webgrants system used to administer work2future's Requests for Proposals.

###

Attachment: Presentation slides



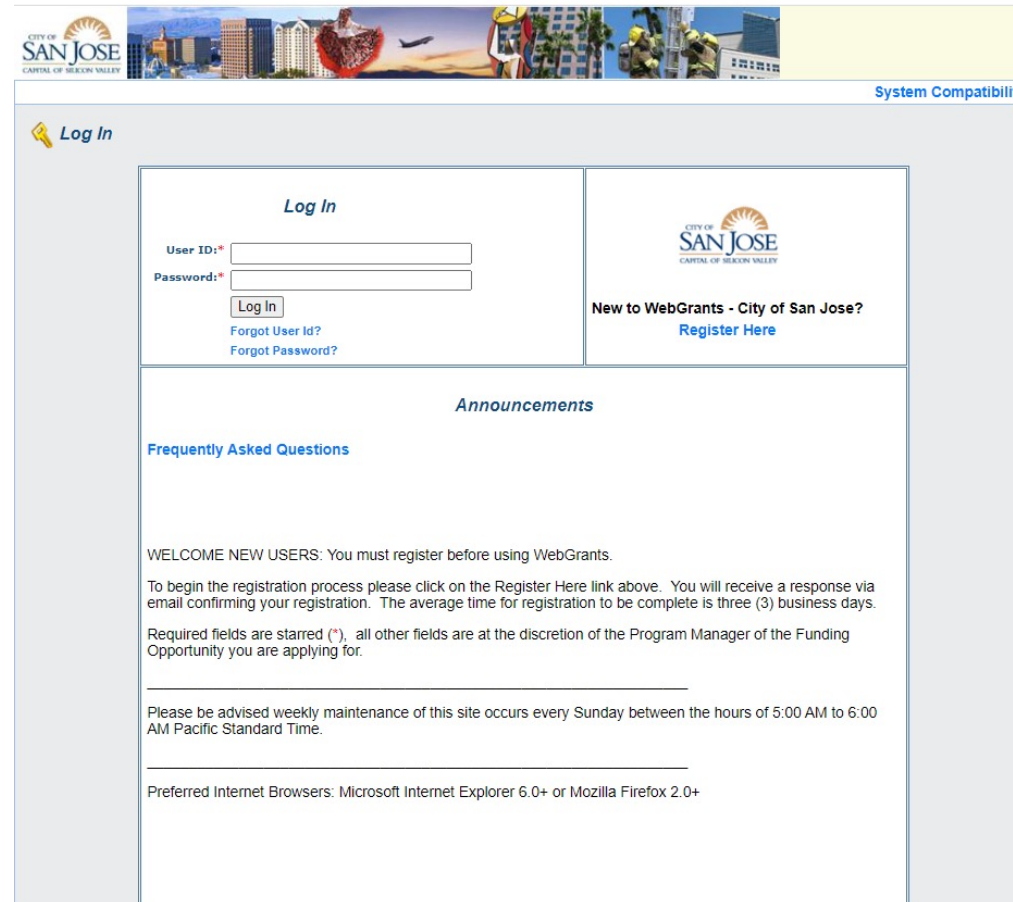


# City of San José WebGrants System



An overview of how an RFP is created, applied for, and reviewed using  
WebGrants

# WebGrants Splashpage:


<https://grants.sanjoseca.gov>



The screenshot shows the WebGrants splashpage for the City of San Jose. At the top, there is a banner with the City of San Jose logo and a collage of local images. Below the banner, a 'Log In' link with a key icon is on the left, and a 'System Compatibility' link is on the right. The main content area is divided into two columns. The left column contains a 'Log In' form with fields for 'User ID' and 'Password', a 'Log In' button, and links for 'Forgot User Id?' and 'Forgot Password?'. The right column features the City of San Jose logo, the text 'New to WebGrants - City of San Jose?', and a 'Register Here' link. Below these columns is an 'Announcements' section with a 'Frequently Asked Questions' link. The announcements include a welcome message for new users, instructions on the registration process, a note about required fields, and a maintenance schedule. At the bottom, it lists preferred internet browsers: Microsoft Internet Explorer 6.0+ or Mozilla Firefox 2.0+.

[System Compatibility](#)

 [Log In](#)


*Log In*

User ID:

Password:

[Forgot User Id?](#)

[Forgot Password?](#)



New to WebGrants - City of San Jose?

[Register Here](#)

*Announcements*

[Frequently Asked Questions](#)

WELCOME NEW USERS: You must register before using WebGrants.

To begin the registration process please click on the Register Here link above. You will receive a response via email confirming your registration. The average time for registration to be complete is three (3) business days.

Required fields are starred (\*), all other fields are at the discretion of the Program Manager of the Funding Opportunity you are applying for.

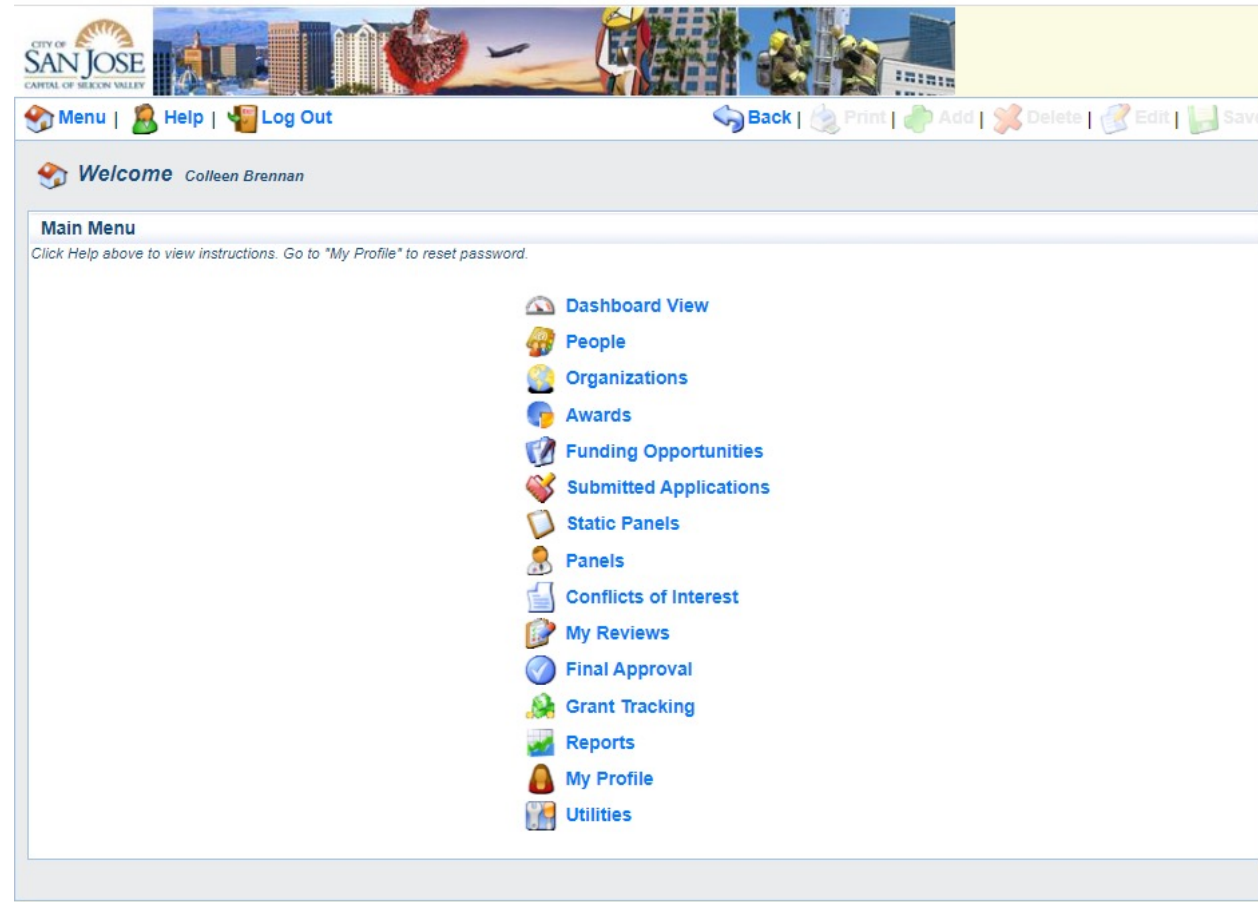
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Please be advised weekly maintenance of this site occurs every Sunday between the hours of 5:00 AM to 6:00 AM Pacific Standard Time.


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Preferred Internet Browsers: Microsoft Internet Explorer 6.0+ or Mozilla Firefox 2.0+

This is the Main Menu for an Administrator.  
The menu items will change for other users.



The “People” and “Organizations” tables contain all of the internal and external users, (over 5000) and all of the organizations (over 2500) they are associated with.

 People							
People							
Distribution Lists   New Users(0)							
Showing 1 - 50 of 5376   Next   Last							
All - ABCDEFGHIJKLMNOPQRSTUVWXYZ							
All people, in the entire system, appear below. Click a letter above to view people who's last name starts with that letter. Search for a person's first or last name above. Or search across multiple criteria in Advanced Search.							
Name	Type	Email	Phone	City	State	Related	
ABDEL-SHAIFY, ALISON	External User	alison@yewlegal.com	408-389-8930			Related	
Abdo, Mohammed	External User	info@ijumpmail.com	408-896-5867			Related	
Aberg, Fari	External User	faberg@nextdoor.org	408-501-7560			Related	
Abrahams, Luann	External User	luann@boostpro.com	617-335-4973			Related	
Abramowitz, Alyson	External User	notprovided@dot.com	408-523-1222			Related	
Abrams, Sasha	External User	sasha.abrams@svshakespeare.org	415-310-9948			Related	
Abreu, Ana Carolina	External User	anacarolinaabreu9494@gmail.com				Related	
Abu-Shamsieh, Faisal	External User	faisal@supportlives.org	510-541-6293			Related	
Abudamous, Moeen	External User	abudamous@gmail.com	650-515-0880			Related	
Abushama, Jehad	External User	jshama@solactron.com				Related	
Acevedo, Maria	External User	puertorros@hotmail.com				Related	
Acha, Dennis	External User	dennis@lungsrus.org	408-998-5865			Related	
Acharya, Ruchita	Internal Staff	ruchita.acharya@sanjoseca.gov	408-793-5518			Related	
Acosta, Marie	External Reviewer	larazagaleria@gmail.com				Related	
Acosta, Martha	External User	kiddieacademyofsjc@gmail.com	408-978-1500			Related	
ACOSTA, REBECCA	External User	santino95207@yahoo.com	408-478-0641			Related	
Adachi, Lauri	External User	lauri.adachi@sjcccd.edu	408-918-5144			Related	
Adamo, Steve	External User	sadamo@sjusd.org	408-535-6000			Related	
Adams, Jared	External User	AdamsAudioVisual@gmail.com	808-371-5558			Related	
Adams, Nicholas	External Reviewer	nicholas.adams85@gmail.com				Related	
Adams, Randi	External User	randijorgadams@comcast.net	408-723-2835			Related	
Adams, Randy	External User	randy.adams@sanjoseca.gov	408-794-6443			Related	
Adams, shannon	External User	studio@urbanbodyofsanjose.com	408-410-9698			Related	
Adams, Shawna	External User	shawna.l.adams@ci.eugene.or.us				Related	
Adams-Hapner, Kerry	Internal Staff	kerry.adams-hapner@sanjoseca.gov				Related	
Addato, Karen	External User	karen@hitechrover.org				Related	
Adden, Biret	External User	badden@cdm.org	408-298-5437			Related	
Adelus, Sally	External User	not@provided.com	408-559-5600			Related	
Adger, Denise	External User	dadger@wehope.org	650-218-5378			Related	
Adhanom, Girmay	External User	ericcommunitysantaclara@gmail.com	408-900-9457			Related	
Adler, Gregory	External User	adlerg@esuhsd.org				Related	
AGAJANYAN, VICTORIA	External User	VIKKIZ@GMAIL.COM				Related	
Agarwal, Rohit	External User	Rohit_G_Agarwal@mcKinsey.com	415-937-2624			Related	
Agcaolli, Vince	External User	vince@nexthitz.com	650-303-1179			Related	
Aggarwal, Aarti	External User	aggarwaa@gmail.com	408-221-8346			Related	
Agredano, Ricardo	External User	ricardo.agredano@gmail.com				Related	
Aguilar, Damien	External User	notgiven@dot.com	408-568-1439			Related	
Aguilar, Olga	External User	olgaaguilar2003@gmail.com	669-292-6779			Related	
Aguilar, Rosalinda	External User	ms.aguilar@yahoo.com	408-309-6621			Related	
Aguilera, Bernice	External User	baguilera@catholiccharitiescc.org	408-325-5258			Related	
Aguilera, Teresa	External User	T.Aguilera@csdnet.com				Related	


 Organizations						
Organizations						
Showing 1 - 50 of 2532   Next   Last						
All - ABCDEFGHIJKLMNOPQRSTUVWXYZ						
All organizations, in the entire system, appear below. Click a letter above to view organizations which start with that letter. Search for an organization's name above. Or search across multiple criteria in Advanced Search.						
Name	Type	Phone	Address	City	State	Grants
08 design studio	Resident					Grants
08 design studio	For Profit Organization	4180 watkins way		san jose	California	Grants
100 Black Men of Silicon Valley, Inc	For Profit Organization	4180 Watkins way		San Jose	California	Grants
180 Degrees Program	Non-Profit Organization	1101 So. Winchester Blvd, Suite H-189		San Jose	California	Grants
1st Act	For Profit Organization	2858 Eastlake DR SE		Salem	Oregon	Grants
1st Street SJ Enterprise	Non-Profit Organization	38 W. Santa Clara Street		CA	California	Grants
2nd Story Bakeshop, LLC	For Profit Organization	58 s 1st street		San Jose	California	Grants
360 Degree Customer Inc	For Profit Organization	2162 Sufonet Dr.		San Jose	California	Grants
3FoodChicks	For Profit Organization	4423 Fortran Dr, Suite #114		San Jose	California	Grants
400 Business Group LLC	For Profit Organization	38 N. Almaden Boulevard		San Jose	California	Grants
4th Street Church & Mission of San Jose	For Profit Organization	400 S. First Street		San Jose	California	Grants
5050 Crew	Non-Profit Organization	300 N 4th Street		San Jose	California	Grants
66 Training Services, LLC	Resident	630 South 5th Street		San Jose	California	Grants
88 Water	For Profit Organization	2002 McLaren Dr.		Roseville	California	Grants
9 to 5 National Association of Working Women Inc.	For Profit Organization	1440 Saffie Court		Campbell	California	Grants
9Round Fitness	Non-Profit Organization	630 Shatto Place		Los Angeles	California	Grants
A BETTER VACUUM & SEWING	For Profit Organization	1088 E Brokaw Rd #20		san jose	California	Grants
A Bit of Peace	For Profit Organization	1430 E. SANTA CLARA STREET, SAN JOSE, CA 95114		San Jose	California	Grants
A Cup of Cold Water	Non-Profit Organization	P.O. Box 625		San Jose	California	Grants
A Plus Products	Non-Profit Organization	218 Incline Way		San Jose	California	Grants
A Successful Event	For Profit Organization	302 San Vito court		San Jose	California	Grants
A.A IT & REAL ESTATE	For Profit Organization	12795 Camrose Ave		Saratoga	California	Grants
A.ALVAREZ INCOME TAX	For Profit Organization	586 N 1ST ST #214		SAN JOSE	California	Grants
ABC Diets	For Profit Organization	586 N. 1ST ST #214		SAN JOSE	California	Grants
ABC Recycle	For Profit Organization	2818 Summerheights Dr		San Jose	California	Grants
Abhinaya Dance Company of San Jose	For Profit Organization	215 Leo Ave		San Jose	California	Grants
Abode Services	Non-Profit Organization	4950 Hamilton Avenue, Ste. 105		San Jose	California	Grants
Abraham Lincoln High School Foundation	Non-Profit Organization	40849 Fremont Blvd.		Fremont	California	Grants
Abrazos & Books	Non-Profit Organization	555 Dana Avenue		San Jose	California	Grants
AC Prints	Non-Profit Organization	255 W. Julian Street Suite 503A		San Jose	California	Grants
Academic Coffee	For Profit Organization	3056 Bayberry Ln.		San Jose	California	Grants
Academy for Soccer Excellence	For Profit Organization	499 S 2nd Street		San Jose	California	Grants
Accelerated Consulting Services	Resident	5016 Gazania Drive		San Jose	California	Grants
Access To Tech Inc	For Profit Organization	877 Castlewood Drive		Los Gatos	California	Grants
Accsolarate, LLC, (DBA Accelatron)	Non-Profit Organization	6003 Gleneagles Cir		San Jose	California	Grants
ACE Charter School	Non-Profit Organization	2923 Rubino Cir		San Jose	California	Grants
Achieve Learning Center	Non-Profit Organization	(Business Office) 1100 Shasta Ave. SJ 95126		San Jose	California	Grants
AchieveKids	For Profit Organization	4075 Evergreen Village Square		San Jose	California	Grants
Achieving Character Through Sports (ACTS)	Non-Profit Organization	1212 McGinness Rd.		San Jose	California	Grants
	Non-Profit Organization	244		San Jose	California	Grants



# The “Funding Opportunities” table contains every City Grant Opportunity since 2010.

29601	Closed	<a href="#">2015-2016 Team San Jose</a>	Team San Jose	Applicable	2
32937	Closed	<a href="#">2017-2018 Team San Jose</a>	Team San Jose	Not Applicable	2
39158	Closed	<a href="#">2018-2019 Team San Jose</a>	Team San Jose	Not Applicable	3
41914	Editing	<a href="#">test opportunity</a>	Test	Not Applicable	0
42293	Closed	<a href="#">test</a>	Test	Not Applicable	0
32115	Closed	<a href="#">2017-2018 WIOA Adult and Dislocated Worker Services</a>	Workforce Innovation and Opportunity Act	Not Applicable	6
32136	Closed	<a href="#">2017-2018 WIOA Youth services</a>	Workforce Innovation and Opportunity Act	Not Applicable	2
36821	Closed	<a href="#">2018-2019 WIOA Adult and Dislocated Worker Services</a>	Workforce Innovation and Opportunity Act	Not Applicable	5
36822	Closed	<a href="#">2018-2019 WIOA Youth Services</a>	Workforce Innovation and Opportunity Act	Not Applicable	5
40679	Editing	<a href="#">Copy - 2020 WIOA Adult/Dislocated Worker and Youth Services</a>	Workforce Innovation and Opportunity Act	Not Applicable	0
24912	Closed	<a href="#">2016-2017 WIOA Adult and Dislocated Worker Services</a>	Workforce Innovation and Opportunity Act	02/10/2016	6
24944	Closed	<a href="#">2016-2017 WIOA Youth Services</a>	Workforce Innovation and Opportunity Act	02/17/2016	7
25054	Closed	<a href="#">2016-2021 Youth Career Technical Training and Pre Vocational Workshops RFQ</a>	Workforce Innovation and Opportunity Act	02/17/2016	3
25091	Closed	<a href="#">2016-2021 Adult Workshops RFQ</a>	Workforce Innovation and Opportunity Act	02/17/2016	4
27791	Closed	<a href="#">2016-2017 WIOA Online Training</a>	Workforce Innovation and Opportunity Act	09/23/2016	7
29592	Closed	<a href="#">2017-2018 One-Stop-Operator Re Release</a>	Workforce Innovation and Opportunity Act	06/02/2017	1
37367	Editing	<a href="#">2019 Rapid Deployment of Small Business Assistance</a>	Workforce Innovation and Opportunity Act	05/10/2019	0
38816	Closed	<a href="#">2019-2020 WIOA Fiscal Administrative Consultant</a>	Workforce Innovation and Opportunity Act	10/15/2019	1
39195	Closed	<a href="#">2019 SJ Works Employer of Record Services</a>	Workforce Innovation and Opportunity Act	11/18/2019	1
39313	Closed	<a href="#">2020 WIOA Adult/Dislocated Worker and Youth Services</a>	Workforce Innovation and Opportunity Act	02/28/2020	4
40680	Closed	<a href="#">Re-Issue - 2020 WIOA Adult/Dislocated Worker and Youth Services</a>	Workforce Innovation and Opportunity Act	05/19/2020	4
42799	Closed	<a href="#">2021 -2027 Youth Career Technical Training RFQ</a>	Workforce Innovation and Opportunity Act	05/19/2021	2
42845	Closed	<a href="#">2021-2025 One-Stop-Operator</a>	Workforce Innovation and Opportunity Act	05/19/2021	6
42846	Closed	<a href="#">2021-2027 Adult Workshops RFQ</a>	Workforce Innovation and Opportunity Act	05/19/2021	3
43270	Closed	<a href="#">2021 WIOA Online Training</a>	Workforce Innovation and Opportunity Act	09/03/2021	2
7679	Closed	<a href="#">2011-2012 WIA Adult Case Management and Workshops</a>	Workforce Investment Act	Not Applicable	2
08614	Closed	<a href="#">2012-2017 Workforce Investment Act</a>	Workforce Investment Act	Not Applicable	0
17085	Closed	<a href="#">2013-2014 WIA Youth Services</a>	Workforce Investment Act	Not Applicable	1
17868	Closed	<a href="#">2013-2014 WIA Youth Services</a>	Workforce Investment Act	Not Applicable	0

Funding Opportunities (RFPs) contain several components. Application and Review forms are also created and associated with the funding opportunity by the Procurement Contact.

 **Funding Opportunities**

**43270 - 2021 WIOA Online Training**

**Status:** Closed

**Program Area:** Workforce Innovation and Opportunity Act

**Final Application Deadline:** 09/03/2021 2:00 PM

**Associated Forms** [Application](#) | [Review](#) | [Grant](#) | [Status Report](#) | [Claim](#) | [Site Visit](#) | [Amendment](#) | [Hud](#)

**Opportunity Components** [Preview](#) | [Copy Opportunity](#)

The components below together define the Funding Opportunity. Complete each form and when complete click the Post Opportunity link to post the opportunity for prospective applicants to view.  
The Associated Forms can be edited if necessary.

Name	Complete?	Last Edited
<a href="#">General Information</a>	✓	09/02/2021
<a href="#">Description</a>	✓	08/09/2021
<a href="#">Attachments</a>	✓	08/12/2021
<a href="#">Website Links</a>	✓	08/09/2021
<a href="#">Date of Workshop</a>	✓	08/09/2021
<a href="#">Addendum</a>		08/17/2021

For each RFP, the Procurement Contact can either use or adapt existing application and review forms or create new ones.

**43270 - 2021 WIOA Online Training**

Status: Closed

Program Area: Workforce Innovation and Opportunity Act

Final Application Deadline: 09/03/2021 2:00 PM



**Application Forms For Workforce Innovation and Opportunity Act**
[Export Applications](#)

The forms listed below are the forms associated with this FO. To remove any forms click edit and uncheck any unwanted forms. To add more forms, click the above Add button. Edit this form to edit any attribute associated with a form. Editing the attributes of each form only changes the attributes for this Funding Opportunity. To change the default attributes, please navigate to the Form Creator under the Utilities module, if you don't have access to this module, please contact your System Administrator.

Include?	Program Area Form Name	Funding Opportunity Form Alias	Form Description	Form Type	Grantor Only	Grantor Edit Only	Copy to Grant	Show in Abstract	Show in Review	Stage	Global Form	Review Round	Order
<input checked="" type="checkbox"/>	Minimum Qualifications 6/2	<a href="#">Minimum Qualifications 6/2</a>	6 months of experience within the past 2 years	General				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Final Application		1, 2, 3, 4, 5	1
<input checked="" type="checkbox"/>	Conflict of Interest	<a href="#">Conflict of Interest</a>	Copy	General					<input checked="" type="checkbox"/>	Final Application		1, 2, 3, 4, 5	2
<input checked="" type="checkbox"/>	Online Training Organization, Structure, Experience and Past Performance	<a href="#">Online Training Organization, Structure, Experience and Past Performance</a>	Copy Copy Copy	General				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Final Application		1, 2, 3, 4, 5	3
<input checked="" type="checkbox"/>	Online Training List and Narrative	<a href="#">Online Training List and Narrative</a>	Copy Copy Copy	General				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Final Application		1, 2, 3, 4, 5	4
<input checked="" type="checkbox"/>	Cost Proposal	<a href="#">Cost Proposal</a>	Copy Copy	General				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Final Application		1, 2, 3, 4, 5	5
<input checked="" type="checkbox"/>	Agency Litigation Involvement	<a href="#">Agency Litigation Involvement</a>	Copy Agency Litigation Involvement	General				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Final Application		1, 2, 3, 4, 5	7
<input checked="" type="checkbox"/>	Source of Funds Statement	<a href="#">Source of Funds Statement</a>		General					<input checked="" type="checkbox"/>	Final Application	<input checked="" type="checkbox"/>	1, 2, 3, 4	88
<input checked="" type="checkbox"/>	Application Signature	<a href="#">Application Signature</a>		General					<input checked="" type="checkbox"/>	Final Application	<input checked="" type="checkbox"/>	1, 2, 3, 4	99




For WIOA, the RFP is an attachment so it can easily be printed out by the applicant.



Menu | Help | Log Out

Back | Print | Add | Delete | Edit | Save

 **Funding Opportunities**

**43270 - 2021 WIOA Online Training**

Status: Closed

Program Area: Workforce Innovation and Opportunity Act

Final Application Deadline: 09/03/2021 2:00 PM

**Attachments** [Document Repository](#) | [Return to Components](#)


Attach any number of electronic files to the document.  
To add an item, click the Add button in the upper right hand corner of the screen. Need more help? Click Help in the upper left hand corner of the screen.

Description	File Name	File Size
<a href="#">Attachment A Entire Request for Proposal</a>	<a href="#">Attachment A Entire RFP.pdf</a>	299 KB
<a href="#">Attachment B Timeline</a>	<a href="#">Attachment B Procurement Timeline.pdf</a>	98 KB
<a href="#">Attachment C Scope of Services</a>	<a href="#">Attachment C Scope of Services.pdf</a>	73 KB
<a href="#">Attachment D Evaluation Criteria</a>	<a href="#">Attachment D Evaluation Criteria.pdf</a>	101 KB
<a href="#">Attachment E Exemplar Agreement</a>	<a href="#">Attachment E Exemplar Agreement.pdf</a>	312 KB

Last Edited By: Colleen Brennan, 08/12/2021



When a user logs in and clicks on the name of the Funding Opportunity, they will see this. They can then click on the various attachments to view or print them out.

 Funding Opportunities

Current Applications

Any previously created applications, for this opportunity, appear below. To start a new application for this opportunity, Click the Start a New Application link or to copy data from an old application, click on the Copy Existing Application link.

ID	Application Title	Status
No existing applications		

Opportunity Details

**43270-2021 WIOA Online Training**

Workforce Innovation and Opportunity Act

Application Deadline: 09/03/2021 2:00 PM

Award Amount Range:

Not Applicable

Project Start Date:

Project End Date:

Award Announcement Date:

Maximum Claim Approval Levels

Maximum Contract Amendment Approval Levels

Maximum Status Report Approval Levels

Program Officer:

Colleen Brennan

Phone:

408-794-1139 x

Email:

[colleen.brennan@sanjoseca.gov](mailto:colleen.brennan@sanjoseca.gov)

Description

Synopsis

The City of San José Office of Economic Development San José Silicon Valley Workforce Development Board seeks a qualified individual or entity to provide Online Training. Online Training will be web based and allow access for each user from a desktop, laptop, or tablet computer via the internet.

Please open Attachment A "A\_Complete Request for Proposals" to view the entire RFP.

Attachments

Click on the File Name to open attachment

Description	File Name	File Size
Attachment A Entire Request for Proposal	<a href="#">Attachment A Entire RFP.pdf</a>	299 KB
Attachment B Timeline	<a href="#">Attachment B Procurement Timeline.pdf</a>	96 KB
Attachment C Scope of Services	<a href="#">Attachment C Scope of Services.pdf</a>	73 KB
Attachment D Evaluation Criteria	<a href="#">Attachment D Evaluation Criteria.pdf</a>	101 KB
Attachment E Exemplar Agreement	<a href="#">Attachment E Exemplar Agreement.pdf</a>	312 KB

Website Links

Click on the URL to go to website

URL	Description
<a href="http://www.work2future.org">www.work2future.org</a>	work2future website


Date of Workshop

Technical Workshops\*

August 17, 2021 10:00 a.m. PDT Via Zoom [link in RFP document]

Addendum

When applicants click on “Start a New Application”, they will see the forms they must complete.

 **Application**

**Application: 43811 - Test app**

**Program Area:** Workforce Innovation and Opportunity Act

**Funding Opportunity:** 43270 - 2021 WIOA Online Training

**Application Deadline:** Final Application Deadline not Applicable

**Instructions**

The required application forms appear below. Please note: Clicking "Mark as Complete" does not submit the application component or prevent further editing. The check mark beside the form is only an indicator that the form has been completed. All application components must be marked as complete in order to submit. To submit the application click the Submit button.

Application Forms		Application Details   <a href="#">Submit</a>   <a href="#">Withdraw</a>	
Form Name		Complete?	Last Edited
General Information		✓	10/14/2021
<a href="#">Minimum Qualifications 6/2</a>			
<a href="#">Conflict of Interest</a>			
<a href="#">Online Training Organization, Structure, Experience and Past Performance</a>			
<a href="#">Online Training List and Narrative</a>			
<a href="#">Cost Proposal</a>			
<a href="#">Agency Litigation Involvement</a>			
<a href="#">Source of Funds Statement</a>			
<a href="#">Application Signature</a>			

Each form will have questions to be answered to apply for the RFP. The WebGrants application including all the associated forms is the proposal.

The screenshot shows a web application interface for a grant proposal. At the top, a header bar contains the word 'Application' with a small icon. Below this, a section titled 'Application: 43811 - Test app' displays the following information: 'Program Area: Workforce Innovation and Opportunity Act', 'Funding Opportunity: 43270 - 2021 WIOA Online Training', and 'Application Deadline: Final Application Deadline not Applicable'. A section titled 'Instructions' provides a note: 'Please answer the following questions. There are approximately 4000 characters allowed per question in the text fields. If a field does not show in which to answer, click "Edit" at the top of the form.' The main content area is titled 'Online Training Organization, Structure, Experience and Past Performance' and contains four numbered questions. Question 1 asks for a description of the organization's experience in administering Online Training under a contract with an organization, any experience with in-person or virtual training, and any experience providing state or federal government-funded training programs within the past three (3) years. It includes a rich text editor with a toolbar and a 'Words:0' counter. Question 2 asks for a document with contact information for three (3) references that can verify the quality, accountability and timely performance of the organization's performance providing Online Training under prior contracts. It includes a 'Choose File' button and a 'No file chosen' status. Question 3 asks for a description of the organization's experience in providing Online Training that lead to client user's readiness for occupations in the WDB's priority sectors. It includes a rich text editor with a toolbar and a 'Words:0' counter. Question 4 asks for a description of any collaborations, partnerships or other involvement the organization has with educational institutions and employers or other agencies that provide wrap-around services. The interface is clean and professional, with a light blue and white color scheme.

Application

Application: 43811 - Test app

Program Area: Workforce Innovation and Opportunity Act

Funding Opportunity: 43270 - 2021 WIOA Online Training

Application Deadline: Final Application Deadline not Applicable

Instructions

Please answer the following questions. There are approximately 4000 characters allowed per question in the text fields. If a field does not show in which to answer, click "Edit" at the top of the form.

Online Training Organization, Structure, Experience and Past Performance

1.

Please describe your organization's experience in administering Online Training under a contract with an organization; any experience with in-person or virtual training, and any experience providing state or federal government-funded training programs within the past three (3) years. Please include the name of the program, amount of funding, location, type and scope of the online training or training programs. Indicate the number of clients or users served monthly and the type of client population served. Include information on administration, planning, monitoring and evaluation. Please include the performance requirements and the related performance outcome data for the training programs cited. Demonstrate and provide examples of how your organization was performance-driven, flexible, innovative, and creative in the delivery of Online Training services. Information regarding contracts your organization has with other City of San Jose departments may be used.\*

2.

Please attach one document with the contact information for three (3) references that can verify the quality, accountability and timely performance of your organization's performance providing Online Training under prior contracts. Include all necessary contact information to allow WDB staff to complete verifications.

3.

Please describe your organization's experience in providing Online Training that lead to client user's readiness for occupations in the WDB's priority sectors (See Section 2 Item a.), with a customer centered design, looking first at what the customer needs and then, where appropriate, using cultural competencies, developing an appropriate menu of services to meet those needs.

4.

Describe any collaborations, partnerships or other involvement your organization has with educational institutions and employers or other agencies that provide wrap-around services, which will substantively support you in meeting the outcomes required in this RFQ.

The Procurement Contact associates each Review Panel member with the Panel Round they will review.

 **Panels**

**Panel Rounds**

Select an evaluation round below. The number of rounds is established in the Funding Opportunity.


Round
Round 1 - Conflict of Interest
Round 2 - Proposal Review
Round 3 - Cost Proposal



The review form has the same sections on it as the application with a point value for the section.

Online Training RFP Evaluation Plan
<b>Program Area:</b> Workforce Innovation and Opportunity Act
<b>Module:</b> Review
<b>Form Type:</b>
<b>Instructions</b>
<i>Please rate each element of the RFP using the following form. Each element has a point value spread which is between 0 and the maximum indicated. The instructions under each element give point value guidance. You are not limited to the point values in the instructions, you may assign a number in between the indicated values, as long as you do not exceed the maximum number of points for the element.</i>
<b>Organization, Structure, Experience and Past Performance: Review applicable questions in the application Organization, Structure, Experience and Past Performance section. Review uploaded letters of reference. Rate the organization on: Description of the structure of the organization and its ability to provide the required online training to WIOA-eligible clients. (20 Points Possible).</b>
<b>EXCELLENT 20 POINTS</b>
<i>The proposal clearly demonstrates well-documented experience in administering Online Training. Proposal indicates experience in training will meet the needs of the work2future program in type and scope of training programs, number of clients served, and type of client population served. Letters of reference are from similar organizations to work2future and indicate experience in providing online training and meeting performance outcomes very similar to those of the work2future program. Program has several valuable and relevant add-on services such as online coaching or mentoring. Organization has experience providing state or federal government funded training programs within the past three years.</i>
<i>Proposal indicates experience in programs with similar performance requirements to work2future.</i>
<i>Proposal indicates performance requirements in similar programs were exceeded.</i>
<i>Proposal indicates organization has extremely high capacity for flexibility, innovation, performance driven services, and creativity in providing online training. It is extremely likely, based on organizational experience documented in the Organization, Structure, Experience and Past Performance section that proposed programmatic outcomes would resemble previously generated outcomes.</i>
<i>The proposal describes superior experience providing training leading to participant's readiness for occupations in the WDB's priority sectors.</i>
<i>Proposal indicates excellent capacity for customer centered design, looking first at what the customer needs and then, where appropriate, using cultural competencies, developing an appropriate menu of services to meet those needs.</i>
<i>The proposal describes many programs that organization has developed in collaboration with educational institutions and employers or other businesses which will substantively support them in meeting the outcomes required in this RFP.</i>

When all reviews have been completed, WebGrants averages the scores for all reviewers of each round, which are added together for the final score.


**Final Approval**

43270 - 2021 WIOA Online Training

Status: Closed

Program Area: Workforce Innovation and Opportunity Act

Deadline Date: 09/03/2021 2:00 PM

Reviewed Applications

Map | Summary

Applications in Under Review, Approved, Not Approved and Not Awarded appear below. Applications in Awarded status have been copied to the grant and can be found in the Grant Tracking module.


You may drill down to the reviews by clicking the Reviews link in the Reviews column or by clicking on the score in the appropriate score column.

To edit this page click the Edit button above.

Please note if your Review Process includes more than one Reviewer, the Score shown is the AVERAGE of all the Scores. If your process uses only ONE Reviewer, the Score is that Reviewer's actual Score.

Status	ID	Title	Organization	Applicant	Stage	Round 1 Score	Round 2 Score	Round 3 Score	Final Score	Internal Status	Notes	Reviews
Under Review	43289	test project	BaseLine Organization	Test1 Test 1	Final Application	0.00	0.00	0.00	0			Reviews
Under Review	43339	San José Silicon Valley Workforce Development Board Online Training	Carahsoft Technology Corporation	Kanach Jennifer	Final Application	0.00	59.00	15.00	74.0			Reviews
Under Review	43449	Workforce Recovery with Coursera	Coursera	Combs Sam	Final Application	0.00	71.67	11.00	82.67			Reviews
Under Review	43458	Online Training Proposal for SAN JOSE SILICON VALLEY WORKFORCE DEVELOPMENT BOARD	NY Wired for Education	Lee Brian	Final Application	0.00	80.67	14.00	94.67			Reviews

When an award is made, the awarded application is no longer on this screen. It has moved to the “Grants” area of the database and its scoring is no longer available.

 <b>Final Approval</b>												
<b>43270 - 2021 WIOA Online Training</b>												
Status: Closed												
Program Area: Workforce Innovation and Opportunity Act												
Deadline Date:												
<b>Reviewed Applications</b> <a href="#">Map</a>   <a href="#">Summary</a>												
<i>Applications in Under Review, Approved, Not Approved and Not Awarded appear below. Applications in Awarded status have been copied to the grant and can be found in the Grant Tracking module.</i>												
<i>You may drill down to the reviews by clicking the Reviews link in the Reviews column or by clicking on the score in the appropriate score column.</i>												
<i>To edit this page click the Edit button above.</i>												
<i>Please note if your Review Process includes more than one Reviewer, the Score shown is the AVERAGE of all the Scores. if your process uses only ONE Reviewer, the Score is that Review's actual Score.</i>												
Status	ID	Title	Organization	Applicant	Stage	Round 1 Score	Round 2 Score	Round 3 Score	Final Score	Internal Status	Notes	Reviews
Under Review	43289	test project	BaseLine Organization	Test1 Test 1	Final Application	0.00	0.00	0.00	0			<a href="#">Reviews</a>
Not Awarded	43339	San José Silicon Valley Workforce Development Board Online Training	Carahsoft Technology Corporation	Kanach Jennifer	Final Application	0.00	59.00	15.00	74.0			<a href="#">Reviews</a>
Not Awarded	43449	Workforce Recovery with Coursera	Coursera	Combs Sam	Final Application	0.00	71.67	11.00	82.67			<a href="#">Reviews</a>



After the award is made, the Procurement Contact must add data to the grant record that is not available from the application- such as the fiscal year of the funding, the funding source, the actual amount awarded, the City service area and core service, and the population(s) served.

**Grant Title:** Online Training Proposal for SAN JOSE SILICON VALLEY WORK

The grant is only visible to the grantee in Underway status.

**Grant Status:** Awarded

**Applicant Organization:** NY Wired for Education

**Grantee Contact:** Brian Lee

**Program Officer:** Colleen Brennan

**Additional Internal Contacts:**  
Ruchita Acharya  
Karina Alvarez  
Margaret Anderson  
Petra Aragon

**Program Area:** Workforce Innovation and Opportunity Act

**Contract Number:** 43458

**Award Year:** 2021

**Fiscal Year:**

**Contract Dates:**  
Contract Sent:  Contract Received:  Contract Executed:  Contract Legal:

**Project Dates:**  
Project Start:  Project End:

**Comments:**

**Budget Amount:** \$0.00

**Lease Subsidy Amount:** \$0.00

**In Kind:** \$0.00

**Funding Source:**  
BEST  
Career Construction Initiative- Prop39  
CCF  
CDBG and CARES  
CECG

**Actual External Funds:** \$0.00

**City Service Area (CSA):**

**Core Service:**

**Please check all of the following populations that this grant serves:**  
You must select at least one of these populations

**Citywide** ☐  
This grant serves the whole population



That is the end of the WebGrants RFP process. Now it's contract drafting time!



IV.D.

Career NDWG Grant

[Action]



## *Memorandum*

TO: work2future Board

FROM: Allain Mallari

SUBJECT: **CAREER NDWG**

DATE: November 8, 2021

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**Approved**

**Date**

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### **RECOMMENDATION**

Approval the acceptance of \$500,000 for the implementation of the CAREER National Dislocated Worker Grant program led by NOVAworks Workforce Development Board.

At its meeting on October 21, 2021, the Executive Committee voted unanimously to recommend that the Board approve acceptance.

### **BACKGROUND**

On June 28, 2021, The United States Department of Labor (DOL) Employment and Training Administration (ETA) announced the availability of approximately \$43 million for the Comprehensive and Accessible Reemployment through Equitable Employment Recovery (CAREER) National Dislocated Worker Grants (NDWG). These funds will support the public workforce system in connecting job seekers to employment as the economy recovers from the impacts of the Coronavirus Infectious Disease 2019 (COVID-19) pandemic.

The funding initiative will enable successful applicants to address and recover from the unprecedented unemployment and economic impacts of the COVID-19 pandemic. Funds will support and enhance comprehensive employment services, and for supporting digitalization of services to unemployed jobseekers as well as the data systems necessary to connect the unemployed to reemployment.

The goal of the CAREER NDWG is to help reemploy dislocated workers most affected by the COVID-19 pandemic. Grants will focus on serving those from historically marginalized communities, and/or those who have been unemployed for a prolonged period or have exhausted Unemployment Insurance (UI) or other Pandemic UI programs.

Grantees need to provide at least one of the following activities:

- a. Career and Training Services — Staff-assisted career services to comprehensively support reemployment, and appropriate supportive services. The grant can support participant training, as needed, to move into a higher paying career path, and other allowable supportive services necessary to complete training such as childcare or transportation.

- b. Expanding accessibility and capacity through virtual platforms and other technology -- Developing or upgrading accessible online systems, platforms, and data structures for access to services, job search, and career guidance.

## ANALYSIS

On August 25, 2021, the DOL announced the award of the first \$22 million of a total of \$90 million in funding to help nine organizations provide training and employment services for job seekers in historically marginalized communities as the economy recovers from the coronavirus pandemic's impacts.

NOVAworks Workforce Development Board (lead agency for this grant), in collaboration with work2future and San Francisco Workforce Development Board, was awarded \$3,000,000 to structure a program in line with the purpose of the CAREER NDWG. work2future was allocated \$500,000 to help implement the grant.

This project's primary aim is to promote equity in the pursuit of high-wage, high-growth jobs by specifically focusing job training and placement opportunities on Silicon Valley's Latino and Southeast Asian communities. In Santa Clara County, which remains the heart of Silicon Valley, work2future will focus its outreach efforts on ZIP Codes with disproportionately high concentrations of low-income immigrant residents, many of whom work in low-wage jobs in the leisure and hospitality, retail, and personal services sectors that have been hit hardest by the pandemic recession. The distribution of initial UI claims also indicates that losses of jobs or work hours have tended to be most pronounced in those ZIP Codes.

This project will target long-term unemployed and/or dislocated and/or economically disadvantaged Latino and Southeast Asian low-income families and adult residents of Silicon Valley. The success of this project will deliver sustainable gateways to quality employment designed for the needs of communities that have limited access to technology, income and education resources that normally facilitate employment at the middle and upper tiers of key sectors such as advanced manufacturing.

Program deliverables will include outreach and enrollment services, job readiness and career exploration workshops, individualized career coaching, counseling and case management services, a myriad supportive services (such as gas reimbursements, interview clothing, training materials, such as equipment, testing costs, etc.), occupational skills training and, upon completion, attainment of industry-recognized certificates and credentials, and placement services that will support the success of individuals with barriers to employment from underrepresented communities.

work2future aims to provide career services, training services, and supportive services to a total of 100 individuals for the period of the grant, 10/1/2021 to 9/30/2023 (24 months).

Proposed Budget

Budget Details	Amount
Staff Salaries and Wages	\$94,609
Staff Fringe Benefits	59,310
Training Services	150,000
Service Provider/Case Management	115,000
Supportive Services	22,500
Rent	2,297
Indirect Costs	56,284
Total	<b>\$500,000</b>

/s/  
ALLAIN MALLARI  
Finance Manager

cc: Monique Melchor  
Jeff Ruster

/am

IV.E.

FY 2021-22 Budget  
Reconciliation

[Action]



## Memorandum

**TO:** work2future Board

**FROM:** Allain Mallari

**SUBJECT:** See Below

**DATE:** November 8, 2021

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**Approved**

**Date:**

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**SUBJECT: FY 2021-22 Program Operating Budget Reconciliation for 2020-21 Carry-Over Savings and FY 2021-22 WIOA Formula and Rapid Response Funding Adjustment**

### **RECOMMENDATION**

Approve staff's proposed adjustments to the Fiscal Year 2021–22 Program Operating Budget as follows:

- i) Adjust the Program Operating Budget to reflect a \$10,043 decrease in funding due to actual savings being less than the projected carry-over amount in the June 2021 Board-approved budget
- ii) Re-budget \$43,817 additional carry-over administrative funding
- iii) Decrease funding by \$141,382 in the WIOA Rapid Response operating budget
- iv) Adjust the Summary of Discretionary funding sources, both new and carry-over, to \$4,693,816.

At its October 21, 2021, meeting, the Executive Committee voted unanimously to recommend Board approval.

### **BACKGROUND AND ANALYSIS**

On May 14, 2021, the State of California Employment Development Department (EDD) released its *planned* allocation for WIOA Adult, Dislocated Worker, and Youth Funding streams for FY 2021-22. These allocations are based on the allotments to States issued by the U.S. Department of Labor (DOL), as recognized in Training and Employment Guidance Letter 16-19, dated April 27, 2021. EDD's allocation for work2future reflected an approximately 3% overall increase from FY 2020-21.

On June 4, 2021, work2future staff submitted to the Executive Committee and, on June 17, 2021, to the full Board, the Proposed FY 2021-22 WIOA Program Operating Budget. This included the planned WIOA allocation from the State EDD, estimated Rapid Response funding, and projected WIOA Adult, Dislocated Worker, and Youth programs carry-over funding from FY 2020-21.

On July 26, 2021, work2future received its *planned* Rapid Response and Layoff Aversion funding allocation notice for FY 2021-22. This allocation notice was released for planning and budgeting purposes only. Once the State receives federal and state authority for these funds, the *final* allocations will be released.

In addition, in the June 2021 Board-approved Program Operating Budget, work2future included \$3,334,506 projected carry-over as of April 30, 2021. In the preliminary FY 2020-21 year-end close as of June 30, 2021, actual savings were determined to be \$3,324,463. The \$10,043 difference will be realigned accordingly in the table below.

Proposed reallocation of the carry-over difference is presented below.

Budget Details	June 2021 Board-Approved Budget	Proposed Budget Adjustment	Adjusted Budget
	A	B	C = (A+B)
Personnel Costs	\$2,340,384	-	\$2,340,384
Non-Personnel Costs	631,979	-	631,979
One Stop Center Relocation	250,000	(250,000)	-
Adult Client Services	1,725,399	24,903	1,750,302
Youth Client Services	845,644	60,000	\$905,644
One Stop Operator	30,000	-	30,000
Contracted Services	2,290,118	6,489	2,296,607
Unallocated Contingency Reserve	575,034	148,565	723,599
<b>Total Operating Budget</b>	<b>\$8,688,558</b>	<b>\$(10,043)</b>	<b>\$8,678,515</b>

#### One Stop Center Relocation

In the June 2021 Board-approved budget, \$250,000 was tentatively allocated from WIOA funding for the anticipated relocation of the one stop center. However, work2future staff was able to raise funds from another source. Google pledged to contribute \$300,000 that will cover the necessary costs associated with the move

At the September 21, 2021, City of San Jose Council Meeting, the acceptance of the \$300,000 donation from Google was approved to be used in the moving, tenant site improvements, and technology upgrades to the new work2future San Jose Job Center location (1608 Las Plumas Avenue).

#### Adult and Youth Services

A total of \$84,903 was allocated to Adult and Youth Client Services to meet regulatory and performance requirements. Assigning these funds to SB734 training and work experience expenditures will put work2future in a good position to be compliant with statutory and performance obligations.



### Contracted Services

During budget negotiations with the service providers, it was determined that an additional \$6,489 is needed to cover operating costs. work2future staff agreed to accommodate the additional funding as they are reasonable and necessary for running the program.

### Contingency Reserve

With the continuing decline in federal WIOA funding, staff proposes to set aside the additional carry-over funding of \$148,565 to the Unallocated Contingency Reserve account. work2future can then tap into this reserve account during the fiscal year, should there be a need for additional client services that were not anticipated during budget preparation.

With the additional funds set aside for contingency purposes, the contingency reserve account would be approximately \$1.62 million including the 15% Board-mandated reserve of \$896,420. This represents approximately 27% of the current WIOA formula funding allocation. If not spent, this amount will be carried over to FY 2022-23.

### WIOA ADMINISTRATIVE FUNDING

The work2future administrative budget increases by \$43,817 from \$597,613 to \$641,430. The increase represents carry-over administrative funding from FY 2020-21.

The carry-over amount was generated due to personnel and non-personnel cost savings. For FY 2020-21, work2future staff were able to leverage a portion of their time to other discretionary grants. Therefore, staff is proposing to allocate the savings to the personnel budget to cover costs that cannot be covered by one-time funds for this fiscal year.

Budget Details	June 2021 Board-Approved Budget	Proposed Budget Adjustment	Adjusted Budget
	A	B	C = (A+B)
Personnel Costs	\$337,128	\$43,817	\$380,945
CAO	119,405	-	119,405
Non-Personnel Costs	31,821	-	31,821
City Overhead	49,498	-	49,498
Distribution to Service Providers	59,761	-	59,761
<b>Total Operating Budget</b>	<b>\$597,613</b>	<b>\$43,817</b>	<b>\$641,430</b>

**WIOA RAPID RESPONSE FUNDING**

Rapid Response funds usually carry a one-year term and workforce development boards need to spend the money within the set timeframe. Otherwise, the State may, at its discretion, recapture the funds allocated. Because of the uncommon predicament that COVID-19 brought, work2future couldn't spend all FY 2020-21 program funds. However, on May 13, 2021, under WSIN20-61, the State issued a notice to extending the terms of the Rapid Response (RR) by formula and Layoff Aversion funding for PY 20-21. The funds must now be spent by June 30, 2022, instead of June 30, 2021. With this, the unspent Rapid Response funds of \$253,948 will be carried over to FY 2021-22 along with the current year program allocation. Note that this adjusted amount is \$13,286 less than the estimated \$267,234 in RR carry-over funds in the June proposed budget.

On July 26, 2021, the State of California EDD released the FY 2021-22 *planned* Rapid Response funding allocation to Local Workforce Development Boards. work2future has been allocated \$505,829 in both *base and lay-off aversion* funding, \$128,096 less than the \$633,925 *estimated funding* submitted and approved by the Board in June 2021. Coupled with the \$13,286 decrease in carry-over funds mentioned above, the result is \$141,382 less in RR funds than previously estimated. Total Rapid Response funding will now be \$759,777 which is comprised of FY 2020-21 carry-over funding of \$253,948 and FY 2021-22 new allocation of \$505,829.

The following are the proposed budget adjustments to the Rapid Response funding and the corresponding financial impact on the operational budget:

Budget Details	June 2021 Board-Approved Rapid Response Budget	Combined FY 2021-22 Adjustment	Proposed Revised Rapid Response Budget
	A	B	C = (A+B)
WIOA Rapid Response Allocation	\$901,159	(141,382)	\$759,777

The following are the proposed changes to the Rapid Response Operating Budget:

Budget Details	June 2021 Board- Approved Rapid Response Budget	FY 2021-22 Allocation Adjustment	Revised Rapid Response Allocation
	A	B	C = (A+B)
Personnel Costs	\$522,792	(128,572)	\$394,220
Non-Personnel Costs	49,859	-	49,859
Incumbent Workers/Workshops/IT/Displacement Strategies	265,115	-	265,115
City Overhead Costs @ 10% of Allocation	63,393	(12,810)	50,583
Total Proposed Rapid Response Budget	<b>\$901,159</b>	<b>(141,382)</b>	<b>\$759,777</b>

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The decrease in the personnel costs line-item budget reflects a vacated position that is not expected to be filled for FY 2021-22. This will allow work2future to cover the decrease in this year's allocation. Furthermore, the decrease in the City Overhead will equate to 10% the FY 2021-22 Rapid Response funding allocation.

**DISCRETIONARY CARRY-OVER AND NEW FUNDING**

All discretionary grants except for the BOS initiative, California Workforce Development Board, and Emerging Needs Local Assistance funding are for a term period that crosses over two or more fiscal years. Thus, unspent funding can be carried over to the remaining months of the grant period and reimbursed when expenditures are incurred against the grant. On the other hand, the BOS Initiative, California Workforce Development Board, and Emerging Needs Local Assistance funding are ongoing grants for which funding has already been received, and unspent funding has been carried over from one fiscal year to the next until the funds are totally spent.

Also included in this funding group is the on-going funding from the City General Fund of \$1.5 million to support the San Jose Works program.

The following table is a Summary of Discretionary grant funding for FY 2021-22:

<b>Discretionary Grants</b>	<b>Proposed Amount</b>
San Jose Works 7.0 Program Initiative <sup>1</sup>	\$2,641,908
Career NDWG <sup>2</sup>	500,000
Workforce Accelerator Fund 9.0	250,000
National Dislocated Worker Grant Funds to COVID-19 Employment Recovery NDWG Project	493,424
Prison to Employment (P2E) Direct Service/Earn and Learn Grant/Program Lead <sup>3</sup>	416,375
San Jose Works (Amazon) <sup>4</sup>	100,000
San Jose Works (EDP Renewable NA LLC) <sup>4</sup>	91,667
Veterans' Employment Related Assistance Grant (NPower)	57,250
San Jose Works (Bank of America) <sup>4</sup>	55,250
San Jose Works (Cities for Financial Empowerment) <sup>4</sup>	25,000
Slingshot / Regional Plan Implementation 4.0	25,000
San Jose Works (Wells Fargo) <sup>4</sup>	15,000
Business Owner's Space (BOS) Initiative	8,900
San Jose Works (Flagship) <sup>4</sup>	5,000
Emerging Needs Local Assistance Fund	5,000
California Workforce Development Board	4,042
<b>Total Discretionary New and Carry Over Funding</b>	<b>\$4,693,816</b>

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<sup>1</sup> Represents the yearly funding of \$1,500,000 available from the City General Fund to support SJ Works 7.0 and \$1,141,908 carry-over funds from SJ Works 6.0.

<sup>2</sup> New grant received in collaboration with NOVA and San Francisco Workforce Development Board to help reemploy dislocated workers most affected by the COVID-19 pandemic.

<sup>3</sup> Represents FY 2020-21 carry-over of \$188,168 and new funding allocation given to work2future of \$228,207.

<sup>4</sup> Other funding raised to support the San Jose Works program.

/s/

Allain Mallari

Finance Manager

cc: Monique Melchor  
Jeff Ruster

IV.F.

WIOA Performance Report  
for Q1 of PY 2021

[Information]

WIOA Performance Report (Run date: 11.04.2021)			
PY 2021 Outcomes 1st Quarter			
Performance Measures	WIOA Perf. Goals	Actual	Success Rate
ADULT			
Entered Employment Rate 2nd Qtr	62.0%	51.8%	83.5%
Entered Employment Rate 4th Qtr	61.0%	69.2%	113.4%
Median Earnings	\$6,250.00	\$11,347.00	181.6%
Attainment of a Degree or Certificate	55.0%	89.5%	162.7%
Measurable Skills Gain	45.0%	45.6%	98.4%
DISLOCATED WORKERS			
Entered Employment Rate 2nd Qtr	65.0%	69.1%	106.3%
Entered Employment Rate 4th Qtr	67.0%	71.4%	106.6%
Median Earnings	\$7,800.00	\$10,362.00	132.8%
Attainment of a Degree or Certificate	58.0%	75.0%	129.3%
Measurable Skills Gain	47.0%	69.2%	147.2%
YOUTH			
Placement in Employment or Education 2nd Qtr	71.0%	65.5%	92.3%
Entered Employment Rate 4th Qtr	67.5%	69.7%	103.3%
Median Earnings	\$3,390.00	\$5,428.00	160.1%
Attainment of a Degree or Certificate	57.5%	72.7%	126.4%
Measurable Skills Gain	49.7%	50.0%	100.6%
Overall Performance - StateTarget (90%)	Exceeded 14/15		
Overall Performance - LocalTarget (100%)	Exceeded 12/15		

### WIOA – PROGRAM SERVICES ENROLLMENT REPORT

work2future's WIOA programs—Adult, Dislocated Worker, Youth, and National Dislocated Worker Grant (NDWG)—have served 637 participants so far in the current program year.

- 276 participants were carried over from the last program year
- 361 participants have been enrolled in PY 2021, as of November 9, 2021

**Equus Workforce Solutions:** Adult Program, Dislocated Worker Program, and NDWG throughout the LWDA; Youth Program in northern portion of LWDA (north of San Martin)

Program	New Enrollments (Nov. 9, 2021)	% of Goal Achieved (Per Performance Operating Plan)	Enrollment Goal PY 2021-2022
Adult Program, Dislocated Worker Program	235	132%	540
NDWG	102	105%	160
Youth Program (north LWDA)	15	37.5%	160

**International Rescue Committee:** Youth Program in southern portion of LWDA (south of San Jose)

Program	New Enrollments (Nov. 9., 2021)	% of Goal Achieved (Per Performance Operating Plan)	Enrollment Goal PY 2021-2022
Youth Program (south LWDA)	9	63%	40

Adrineh Terantonians, Regional Director, Equus Workforce Solutions, and Sead Eminovic, IRC San Jose Director, International Rescue Committee, will report on their respective outreach and enrollment services.

###

*Prepared by Sangeeta Durrall*

IV.G.

Community Youth Forum

[Information]



## **COMMUNITY YOUTH FORUM**

The Community Youth Forum met on Wednesday, November 3, 2021, from 5 pm. After an icebreaker by Nicole Torres, a young leader, Joe Herrity, Groundwork Consulting, provided a recap of the Forum meeting of October 6, 2021, and the Steering Committee's meeting of November 2, 2021. Joe shared his screen and showed the initial jamboard from the earlier meetings and a recombined jamboard from Nov. 2 that summarized input from the last three meetings.

This second jamboard establishes three areas of interest. The first area contains critical youth support services. These include mental health services, housing services, resource accessibility, childcare services, and training standards for service providers including best practices.

The second area of interest is the establishment of a collaborative process structure for participant service providers, with common shared principles, and with integral lived-experience youth participation in a healthy, safe environment that can lead to profoundly improved delivery.

The third area of interest is focused on developing a unified local framework for youth service delivery. This area would seek to set a final goal and work backwards. To do this there are several areas to explore. What is the definition of work readiness? Where are the leadership opportunities for youth? What are best practices found in other similar communities? How do we mitigate the youth resource cliff at age 25? How can youth be educated and work simultaneously in a more integrated way? These are just some of the areas where we can benefit from having more information.

The development of the jamboard (copy attached) led to a far-ranging conversation about what the goal of the group is. Two views came forth. There was a sense that we would like to create a really transformative set of recommendations that lead to lasting change, particularly in populations that are being systematically left behind. The other view is that this group needs to actually do something to improve the existing youth delivery system now. These views are not mutually exclusive, the former is a long-term one while the latter is short-term. We hope that short-term success can be turned into a long-term vision.

Jack Estill stated again that he has made a one-year commitment to create a real change in at least three to four areas of service delivery. That year will be up in March 2022. It is his hope that this sets the foundation for more transformative work that can follow until there is a unified local delivery model. He asked that, given the inputs from the jamboard, individuals in the Forum pick one of the three areas outlined and work in small groups to study at least one aspect of that area over the next seven weeks for the next meeting on Wednesday, January 5, 2022. At that time, the small groups can share their findings with the larger Forum and pick three to four particular areas for improvements. The Forum would work with these recommendations to develop a final document to be presented to the work2future Board in March. The meeting ended with Victor Lopez asking for a final word from participants over the meeting discussion.

###

*Prepared by Jack Estill*

Attached: Community Youth Forum Jamboard

## Understanding critical supports inclusive of a "client" experience study

## Framework

What are the array of housing services?

What are the array of mental health services?

What are training standards & best practices for youth workers?

We have resources, yet access isn't happening. What is the break down?

Child care for young parents trying to complete school

How to break down and understand housing & MH

What does ideal MH support look like? Acknowledging contradiction between available supports and hesitance to engage.

Training for direct practitioners

Navigation - young people feeling they had the ability, understanding, and resilience to navigate systems

Process: 1) identify something that doesn't work well; and 2) lift up recommendation to improve

What is the end goal to work backward from?

Resource Cliff at age 25. How to navigate transition vs fostering dependence?

Lack or real leadership pipelines for young people. Youth voice vs structured leadership skill development.

Exploring non-traditional MH practices and modalities

Specific techniques like CBT and MI

Programmatic requirements. Where do programmatic requirements conflict with life as lived?

Is the question: what about X is most important to young people?

What are best practices from other groups, orgs, communities?

Youth transitions - housing, educational, etc. How do young people navigate transitions? How to bring continuity?

Education - how to keep youth in ed even if they aren't comfortable in traditional ed, and make sure they have personalized support?

What is the map of transition from program to program, and youth to adult programs?

What would a resource connector model with such a role at each org look like?

What could confidence building efforts look like (that support resilience and independence)

## Establish collaborative process structure

Are there common, shared principles of practice that support collaboration?

Do we have reliable ways to authentically lift up the lived expertise while appreciating complexity and contradiction?

Do we collectively have the safety and ability to have challenging conversations?

How do we help system actors have healthy ways to work together and solve the profound challenges of our time?

Equity data across areas of study as a non-negotiable: Do we understand the specific of inequity for young people by race/ethnicity and identity?

Two tracks: (1) more gradual process improvements to current system; and (2) unified local framework

Jack's goal for March: 3-4 specific things we can do better than we are doing right now.

Jack's longer term goal: finding a clear path to continue the work to strengthen the system

Unified local framework

What is the framework & definition of readiness for independent adulthood?

How does leadership opportunities not get bogged down, and more tightly link to career?

IV.H.

Elections

[Action]



## *Memorandum*

**TO:** WORK2FUTURE BOARD

**FROM:** Lawrence Thoo

**SUBJECT:** Elections

**DATE:** November 9, 2021

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**Approved**

**Date:**

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### **RECOMMENDATION**

Conduct elections as follows:

1. Election of a business representative Board member to serve as Chairperson for a two-year term beginning January 1, 2022, and ending December 31, 2023
2. Election of a business representative Board member to serve as Vice-Chairperson for a two-year term beginning January 1, 2022, and ending December 31, 2023
3. Election of two Board members to fill at-large seats on the Executive Committee for two-year terms beginning January 1, 2022, and ending December 31, 2023

### **BACKGROUND AND ANALYSIS**

#### **Officers: Chairperson and Vice-Chairperson**

Article IV of the work2future Bylaws stipulates that the Chairperson and Vice-Chairperson shall each serve terms of two years length, and that each shall be a member of the Board and a business representative.

The current Chairperson and Vice-Chairperson, Joe Flynn and Susan Koepp-Baker, respectively, will complete their current two-years terms this coming December 31.

WIOA Section 107(b)(2)(A) stipulates that business representatives must meet several criteria, including “provide employment in in-demand industry sectors or occupations,” as defined.

WIOA Section 3(23) defines an in-demand industry sector or occupation as 1. An industry sector that has a substantial current or potential impact (including through jobs that lead to economic self-sufficiency and opportunities for advancement) on the state, regional, or local economy, as appropriate, and that contributes to the growth or stability of other supporting businesses, or the growth of other industry sectors; or 2. An occupation that currently has or is projected to have a number of positions (including positions that lead to economic self-sufficiency and opportunities for advancement) in an industry sector so as to have a significant impact on the state, regional, or local economy, as appropriate.

Ms. Koepp-Baker is eligible to stand for election to be Chairperson or re-election as Vice-Chairperson.

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Mr. Flynn has recently become Chief Operating Officer of Sourcewise, a nonprofit organization which provides support for senior citizens. He has informed staff that he will not stand for election/re-election as an officer.

### **At-Large Members of the Executive Committee**

Article VI of the Bylaws stipulates that the Executive Committee shall be comprised of the Board Chair, the Board Vice-Chair, the chairs of other standing committees, and “a sufficient number of members elected at large to ensure that the committee has seven members”. As there is just one other standing committee, the Business Services Committee, the Bylaws require four at-large members.

The four at-large members serve staggered terms of two years, with one pair of members coming up for election each year. At-large members can serve for up to two consecutive two-year terms.

At-large members Executive Committee Louise Auerhahn and Maria Lucero will complete their first two-year terms this coming December 31. They are eligible to stand for re-election to a second and final consecutive term.

### **ELECTIONS**

A separate election will be held for each officer, first the Chairperson and then the Vice-Chairperson. Another election will then be held for the at-large Executive Committee members.

In each instance, the elections manager will call for nominations of candidates from Board members. No seconds are required. Eligible Board members may nominate themselves.

Voting will be conducted on-line.

As principal staff for the Board, work2future Strategic Engagement Manager Lawrence Thoo will serve as the elections manager.

/s/  
Lawrence Thoo  
Strategic Engagement Manager

cc: Monique Melchor

attached: List of Board members who are recognized business representatives

**WORKFORCE DEVELOPMENT BOARD**

**Business Representatives**

November 2021

1. **Rajiv Batra**  
Associate General Counsel  
Fundbox
2. **George Chao\***  
Advanced Manufacturing & Strategic Partnerships Manager  
Manex
3. **John (Jack) Estill**  
Partner  
Coactify
4. **Blanca Gomez**  
Social Impact and Innovation  
Wells Fargo
5. **Susan L. Koepp-Baker\***  
Principal  
Enviro-Tech Services
6. **Van T. Le**  
Agent  
State Farm Insurance  
Trustee and Clerk of the Board  
East Side Union High School District
7. **Emily McGrath**  
Director of Workforce Development, Education & Training  
NextFlex
8. **Priya Smith, MPH**  
Medical Group Administrator  
The Permanente Medical Group  
Kaiser Permanente San Jose
9. **Alan Takahashi**  
Vice President and General Manager  
Multifunction Microwave Solutions  
CAES (Cobham Advanced Electronic Solutions)

\*Business Services Committee Chairperson (incumbent)

\*\*Vice-Chairperson of the Board (incumbent)

**V.**

Other

**VI.**

**Adjournment**

To be followed by a presentation on the  
2021 Community Builder Awards