



EXECUTIVE COMMITTEE

Thursday, January 20, 2022, 11:30 am

www.work2future.org

COVID-19 NOTICE

Consistent with AB 361 and City of San Jose Resolution Nos. 79485, 80237, 80266, 80290, 80323 and 80343, this meeting will not be physically open to the public. Committee members will be teleconferencing from remote locations.

Members of the public can observe the meeting by computer, smartphone and tablet at <https://zoom.us/j/96380471178?pwd=V1JBM050MkY4bTZWRlh2UIRuc1dhdz09>

To provide Spoken Public Comment *during* the meeting:

- a) **Phone** (669) 900-9128, Meeting ID 963 8047 1178, Passcode 813432. **Press *9** to Raise a Hand to let the Chair know that you'd like to speak. **Press *6** to Mute and Unmute yourself.
- b) **Online** using the [Zoom link](https://zoom.us/j/96380471178?pwd=V1JBM050MkY4bTZWRlh2UIRuc1dhdz09) 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, normally two minutes.

To submit written Public Comment *before* the committee meeting: Send by e-mail to Lawrence.Thoo@sanjoseca.gov by 9:30 am the day of the meeting. The e-mails will be posted with the agenda as "Letters from the Public". Please identify the Agenda Item Number in the subject line of your email.

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

EXECUTIVE COMMITTEE

MEMBERS | 2022

Susan Koepp-Baker, *Board Chair*
Principal
Enviro-Tech Services

Priya Smith, MPH, *Board Vice-Chair*
Medical Group Administrator
The Permanente Medical Group
Kaiser Permanente

Louise Auerhahn
Director of Economic & Workforce Policy
Working Partnerships USA

Rajiv Batra
Associate General Counsel
Fundbox

Chad Bojorquez
Chief Program Officer
Destination: Home

George Chao, *Business Services Committee Chair*
Manager, Advanced & Clean Tech Manufacturing
Manex

Rafaela Perez
Employment Services Director
Santa Clara County Social Services Agency

EXECUTIVE COMMITTEE

January 20, 2022

11:30 am

MEETING AGENDA

- | | | |
|---|--|---------------------|
| I. CALL TO ORDER & ROLL CALL | | <i>5 min</i> |
| | | <i>11:35 am end</i> |
| II. CONSENT ITEMS {Action} | | <i>5 min</i> |
| Approval of the acceptance of: | | <i>11:40 am end</i> |
| A. Financial Status Report as of November 30, 2021 | | |
| III. OPEN FORUM | | <i>5 min</i> |
| Members of the public can address the committee on matters not on the agenda. | | <i>11:45 am end</i> |
| Comment is limited to two minutes unless modified by the Chair. | | |
| IV. BUSINESS ITEMS | | |
| A. Minutes Approval {Action} | | <i>5 min</i> |
| Approval of minutes of the committee's December 16, 2021, meeting. | | <i>11:50 am end</i> |
| B. Director's Report {Discussion} | | <i>5 min</i> |
| <i>Monique Melchor, Director</i> | | <i>11:55 am end</i> |
| Reports on various matters of interest. | | |
| C. 2022 Board Committees {Discussion} | | <i>5 min</i> |
| <i>Susan Koepp-Baker, Board Chairperson</i> | | <i>12:00 pm end</i> |
| Announcement of committee members for 2022 | | |
| D. Ad Hoc RFP Committee {Discussion} | | <i>5 min</i> |
| <i>Chad Bojorquez, Ad Hoc RFP Committee Chair</i> | | <i>12:05 pm end</i> |
| Update on the activities of the ad hoc committee appointed to review and make recommendations regarding work2future's Request for Proposals (RFP) process | | |
| E. Community Youth Forum {Discussion} | | <i>10 min</i> |
| <i>Jack Estill, Board member representative to the Youth Forum</i> | | <i>12:15 pm end</i> |
| Update on the activities of the Community Youth Forum | | |
| F. Labor Market Update {Discussion} | | <i>10 min</i> |
| <i>Lawrence Thoo, Strategic Engagement Manager</i> | | <i>12:25 pm end</i> |
| Update on the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA) | | |
| V. OTHER | | |
| Announcements, suggested business for future meetings, other housekeeping | | |

VI. ADJOURNMENT

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

CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS

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

Novel Coronavirus (COVID-19) Precautions

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

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

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

3. Addressing the Board or Committee:

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

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

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

I.

**Call to Order &
Roll Call**

II.

Consent Items

Approve the acceptance of:

A. Financial Status Report as of November 30, 2021

[Action]

PRELIMINARY FINANCIAL STATUS AS OF NOVEMBER 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 November 30, 2021, work2future has \$2.46 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 \$836,148 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: \$650,637

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 November 30, 2021, approximately 82% 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 November 30, 2021, 51% 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 November 30, 2021, 280 students have completed the program with 20 more participants who have been onboarded and started their work experience on November 22, 2021 and will end in January. With a pending cohort of 50 participants that will begin in February and run until April, we will conclude the program year and are on track to reach our program goal of serving 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 and second rounds of funding were fully spent as of November 30, 2021.

- 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. As of November 30, 2021, 79% of funds are spent. It is expected that money will be fully spent before the term end date.
- 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
I. Actual as of June 30, 2021					
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	1,882,845	1,963,174	1,981,610	633,925	6,461,554
<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	1,091,430	1,518,176	1,506,020	253,948	4,369,575
<i>% Remaining</i>	58%	77%	76%	40%	68%
II. Actual Expenditures/Encumbrances					
(a) Available Funds from Carry over for FY2021-2022 (remaining plus enc.)	1,127,338	1,576,192	1,536,701	253,948	4,494,180
Transfer between Adult and Dislocated Worker	400,000	(400,000)	0	0	0
<i>Expenditures as of November 30, 2021</i>	(921,883)	(525,360)	(666,147)	(154,022)	(2,267,412)
<i>Encumbrances as of November 30, 2021</i>	(55,463)	(78,481)	(66,328)	0	(200,272)
<i>Total Actual Expenditures/Encumbrances as of November 30, 2021</i>	(977,346)	(603,841)	(732,474)	(154,022)	(2,467,684)
\$ Remaining	549,992	572,352	804,226	99,926	2,026,496
% Remaining	49%	36%	52%	39%	45%
(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
Adjusted Allocation for FY 2021-2022	1,912,928	2,087,379	1,975,827	505,829	6,481,963
<i>Expenditures as of November 30, 2021</i>	(54,621)	(86,491)	(49,484)	(50,549)	(241,143)
<i>Encumbrances as of November 30, 2021</i>	0	0	0	0	0
<i>Total Actual Expenditures/Encumbrances as of November 30, 2021</i>	(54,621)	(86,491)	(49,484)	(50,549)	(241,143)
\$ Remaining	1,858,307	2,000,889	1,926,343	455,281	6,240,820
% Remaining	97%	96%	97%	90%	96%
Total Available Funds for FY2021-2022	3,440,266	3,263,571	3,512,528	759,777	10,976,143
Total Cumulative Expenditures/Encumbrance as of November 30, 2021	(1,031,967)	(690,331)	(781,958)	(204,571)	(2,708,827)
\$ Remaining	2,408,299	2,573,240	2,730,570	555,207	8,267,316
% Remaining	70%	79%	78%	73%	75%
III. Projected Expenditures/Carry Over through June 30, 2022					
<i>Projected Expenditures/Encumbrances through June 2022</i>	(1,710,206)	(1,821,160)	(2,115,443)	(605,755)	(6,252,564)
<i>Projected Carry Over through June 2022 (\$)</i>	808,177	917,052	730,938	0	2,456,167
<i>Projected Carry Over through June 2022 (%) with Rapid Response</i>	42%	44%	37%	0%	38%
<i>Projected Carry Over through June 2022 (%) without Rapid Response</i>	42%	44%	37%	0%	41%

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 Accelerator Fund 9.0	Veterans' Employment-Related Assistance	Total
I. Actual as of June 30, 2021									
Grant Period	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	
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 November 30, 2021	(243,640)	(11,844)	0	115	(200,087)	0	(1,737)	0	(457,192)
Encumbrances as of November 30, 2021	(60,129)	0	0	0	(24,799)	0	0	0	(84,928)
Cumulative Expenditures/Encumbrances as of November 30, 2021	(303,769)	(11,844)	0	115	(224,885)	0	(1,737)	0	(542,119)
Remaining	94,424	6,338	5,000	25,115	268,539	500,000	248,263	57,250	1,204,930
% Remaining	24%	35%	100%	100%	54%	100%	99%	100%	69%
III. Projected Expenditures/Carry Over									
Projected Expenditures/Encumbrances through June 2022	(398,193)	(18,182)	0	(18,750)	(493,424)	(89,144)	(125,000)	(19,083)	(1,161,777)
Projected Carry Over through June 2022 (\$)	0	0	5,000	6,250	0	410,856	125,000	38,167	585,273
Projected Carry Over through June 2022 (%)	0%	0%	100%	25%	0%	82%	50%	67%	34%

work2future
Preliminary Financial Status Report as of 11/30/2021
PD 5 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			NEW GRANT	NEW GRANT	NEW GRANT	NEW GRANT	NEW GRANT	
Grant Period	04/30/2021 - 4/30/2022	Execution - 5/31/2023	Execution - 6/30/2021	Execution - 6/30/2021	Execution - 6/30/2021	Execution - 6/30/2021	Execution - 6/30/2021	
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 November 30, 2021	(811,849)	(91,667)	(19,677)	0	0	0	0	(923,193)
Encumbrances as of November 30, 2021	(461,472)	0	0	0	0	0	0	(461,472)
Cumulative Expenditures/Encumbrances as of November 30, 2021	(1,273,321)	(91,667)	(19,677)	0	0	0	0	(1,384,665)
Remaining	1,368,586	91,666	5,323	55,250	15,000	100,000	5,000	1,640,826
% Remaining	52%	50%	21%	100%	100%	100%	100%	54%
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 11/30/2021
PD 5 Status 3

Other Funds	CWDB	BOS	Total
I. Actual as of June 30, 2021			
Grant Period	N/A	N/A	
Original Allocation	5,000	15,454	20,454
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)
Available Funds for FY 2021-2022	4,042	8,900	12,942
% Remaining	81%	58%	63%
II. Actual Expenditures/Encumbrances			
Available Funds for FY 2021-2022	4,042	8,900	12,942
<i>Expenditures as of November 30, 2021</i>	0	(75)	(75)
<i>Encumbrances as of November 30, 2021</i>	0	0	0
Cumulative Expenditures as of November 30, 2021	0	(75)	(75)
\$ Remaining	4,042	8,825	12,867
% Remaining	100%	99%	99%
III. Projected Expenditures and Encumbrances/Carry Over			
Projected Carry Over through June 2022	4,042	8,825	12,867
Projected Carry Over (%) through June 2022	100%	99%	99%



Open Forum

IV.A.

Minutes Approval

[Action]

EXECUTIVE COMMITTEE

December 16, 2021

MINUTES

STAFF: Brennan, Luu, Melchor, Studebaker, Thoo

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

I. CALL TO ORDER & ROLL CALL

In the absence of Chair Joe Flynn, Vice-Chair Sue Koeppe-Baker called the Zoom meeting to order at 11:30 am.

Roll Call

Present: Koeppe-Baker, Auerhahn, Bojorquez (entered at 11:31am), Chao, Perez

Absent: Flynn, Lucero

II. CONSENT ITEMS

ACTION: Ms. Auerhahn moved, Ms. Perez seconded, and the Committee unanimously approved the acceptance of:

A. Financial Status Report as of October 31, 2021

III. OPEN FORUM

Ms. Koeppe-Baker asked for any public comments. None were noted.

IV. BUSINESS ITEMS

A. Minutes Approval

ACTION: Mr. Chao moved, Ms. Auerhahn seconded, and the Committee unanimously approved the minutes of the October 21, 2021, meeting.

B. Director's Report

Director Monique Melchor informed the committee that the move of the San Jose Job Center from the Kirk Community Center to the San Jose.

C. In-School Youth Services RFP

Dat Luu was introduced as Contracts Manager Colleen Brennan's successor upon her retirement from work2future/City of San Jose.

Ms. Brennan reported on the pending Request for Proposals (RFP) for In-School Youth Services. Draft scopes were sent for comments. From the few comments received, incorporation into the final RFP will include a) more emphasis on language skills for the selected proposer's staff and b) more details pertaining to the performance outcomes of In-School Youth. The next steps will be: 1) the release of the RFP in January, 2) proposals are due by the end of February, 3) after closure for

requests they will be reviewed by selection panel, 4) recommendations for the Executive Committee in March, and 5) recommendations to the Board in April.

V. OTHER

This is the final meeting of the Executive Committee for 2021. Next meeting will take place in January of 2022.

VI. ADJOURNMENT

DRAFT

IV.B

Director's Report

[Discussion]

DIRECTOR'S REPORT

Director Monique Melchor will report on various matters of interest.

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IV.C

2022 Board Committees

[Discussion]

2022 BOARD COMMITTEES

Executive Committee

Chair

Susan Koepp-Baker, Board Chair

Acting Chair

Priya Smith, MPH, Board Vice-Chair

George Chao, Business Services Committee Chair

Elected at-large members

Louise Auerhahn (2021)

Rajiv Batra (2021)

Chad Bojorquez (2020)

Rafaela Perez (2020)

Ex officio and non-voting

Monique Melchor, work2future Director,

Business Services Committee*

Chair

George Chao, Manex

Blanca Gomez, Wells Fargo

Emily McGrath, NextFlex

Priya Smith, MPH, The Permanente Medical Group, Kaiser San Jose

Alan Takahashi, CAES

Karamjit Taunk (non-Board member, appointed by Exec Cmte)

Ex officio

Susan Koepp-Baker, Board Chair

Ad Hoc Committee to review the RFP Process*

Chair

Chad Bojorquez

Louise Auerhahn

Rajiv Batra

Jack Estill

*Appointments of the Board Chair, except as noted, pending confirmation by Chair Susan Koepp-Baker.

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IV.D

Ad Hoc RFP Committee

[Discussion]

AD HOC RFP COMMITTEE

Update on activities of the Ad Hoc Committee appointed to review work2future's Request for Proposals process. The committee will present its report, including recommendations, if any, to the Board at the June 16, 2022 Board meeting.

Ad Hoc Committee members, as appointed by Board Chair Joe Flynn: Chad Bojorquez, ad hoc committee chair, Louise Auerhahn, Rajiv Batra, Jack Estill.

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IV.E

Community Youth Forum

[Discussion]

COMMUNITY YOUTH FORUM

After the last Youth Forum meeting of December 2, 2021, and much thought and outreach, it seems that we needed more direction over the areas that youth found particularly challenging. Consequently, we made the following proposal: Our lived-experience youth indicated three areas that they felt were most underserved. These included in order of interest: homelessness, mental health services, and staff training. We proposed to have three meetings moderated by our young leaders, which explore each of these areas in more depth with an expert presenter in each meeting. We would use our scheduled meeting of January 5, 2022, for the first presentation, followed by the second two weeks later on January 14, 2022, and the final presentation on February 2, 2022. All meetings would be from 5 pm to 6 pm.

The January 5 meeting began with a warmup offered by Courtney Portal, after which Chad Bojorquez, our gracious first speaker, shared his knowledge of the current state of homelessness in Santa Clara County, based on his work with Destination: Home. He stressed that housing with individualized support is the answer to solving the homeless situation. Even though the situation often appears to be getting worse, there are solutions, including individualized supportive housing, additional housing of all types (emergency, short-term, and long-term), and housing that is an asset to the neighborhoods it occupies. He countered several misconceptions, including the idea that the homeless are outsiders: 81% are local residents; most (89%) want housing; 59% have lost their home due to job loss, divorce, or eviction; and Blacks and Latinos are disproportionately represented. Between 2015 and 2019, almost 9,000 families have been helped out of homelessness. That includes over 14,000 individuals. Supportive and emergency housing have both more than doubled in that period and production is currently accelerating. There is now a major homeless prevention model that currently has more than 20 participating organizations. There has been a major successful outreach effort to veterans. The next targeted population is homeless families with young children. More needs to be done, but the County's master Community Plan to End Homelessness is working. Chad pointed out that having a systematic plan with common strategies that all the participants agree on and that has broad political support has led to better outcomes in the face of the unexpected, like COVID-19. He opened the meeting to questions, first from the young leaders and, then, from other participants. The meeting ended with Maria Vans asking for responses to the meeting. Everyone was enthusiastic about the talk and information presented. Anyone interested in viewing the video of the meeting is welcome to reach out to me and I will share the link.

Our next presentation will be by Linda Hsiao from County Mental Health Services, and it will focus on youth-oriented mental health services. It is scheduled for Wednesday, January 19, 2022, from 5 pm to 6 pm. Our final presentation will be on February 2, 2022, by a team from Teen Success Inc., focused on staff training, the challenges, and best practices.

###

— *Jack Estill, work2future Board member*

IV.F

Labor Market Update

[Discussion]

LABOR MARKET UPDATE

Strategic Engagement Manager Lawrence Thoo will present a brief update on the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA).

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Attached: November 2021 Labor Market Slides

November 2021 Labor Market

Unemployment Rate

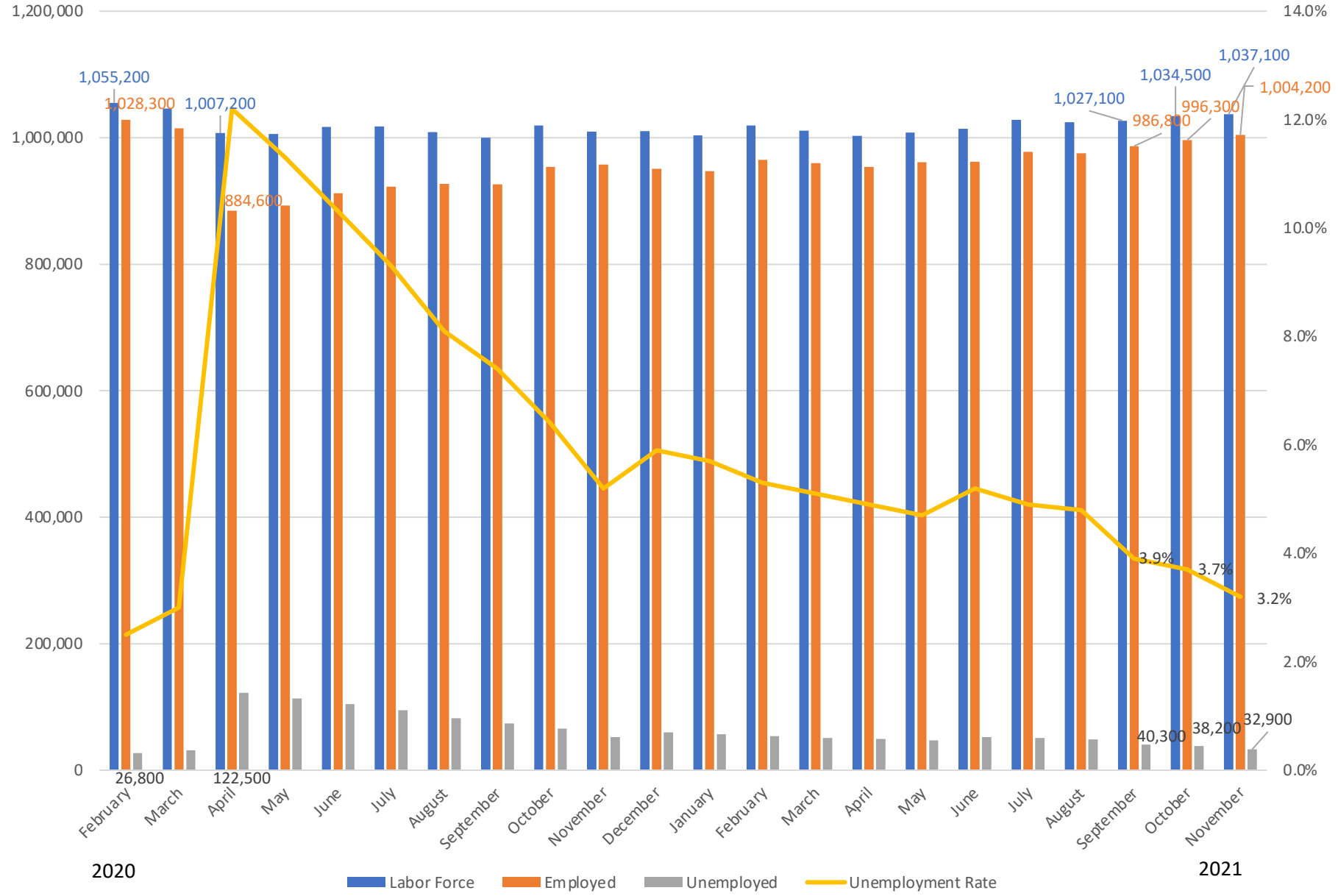
MSA: 3.2%

County: 3.2%

State: 5.4%

USA: 3.9%

Labor Force in Santa Clara County



October to November MSA employment rose by 3,100 jobs to total 1,130,300.

- Trade, transportation, and utilities (up 3,400 jobs) led the month-over increases
- Retail trade up 2,100 jobs
- Transportation, warehousing, and utilities up 1,000 jobs
- Professional, scientific, and technical services up 1,700 jobs
- Most significant decline in Financial activities, down jobs. Decreases evenly distributed among other sectors.

November 2020 to November 2021 MSA employment increased by 48,000 jobs, or 4.4 percent.

- Leisure and hospitality and professional and business services each added 13,600 jobs
 - Food services and drinking places up 6,100
- Professional, scientific, and technical services up 10,200
- Private educational and health services up 7,900
- Health care and social assistance 6,200
- Manufacturing up 5,500
- Information up 5,200
- Trade, transportation and utilities up 2,300
- Private educational services up 1,700 jobs.
- In contrast, a few year-over losses were reported in the following industries: government (down 1,200 jobs), construction (down 1,000 jobs), and financial activities (down 800 jobs).

V.

Other

VI.

Adjournment