



## BUSINESS SERVICES COMMITTEE

Tuesday, December 13, 2022, 3:00 pm

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

### COVID-19 NOTICE

Consistent with AB 361 and City of San Jose Resolution Nos. 80628, 80659, 80685 and 80724, this meeting will not be physically open to the public. Committee members will be videoconferencing from remote locations.

Members of the public can observe the meeting by computer, smartphone and smart tablet at <https://zoom.us/j/97508905288?pwd=Y0lDNng3YURaQWY5dGFNeUFRWE1NUT09>

To provide Spoken Public Comment *during* the meeting:

a) **Phone** (669) 900-9128, Meeting ID 975 0890 5288, Passcode: 643254. **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](#) 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.

To submit written Public Comment *before* the committee meeting: Send by e-mail to [Lawrence.Thoo@sanjoseca.gov](mailto:Lawrence.Thoo@sanjoseca.gov) by 1:00 pm 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 [Deanna.Walter@sanjoseca.gov](mailto:Deanna.Walter@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.

## BUSINESS SERVICES COMMITTEE

### MEMBERS | 2022

George Chao, \* *Chair*

Director of Strategic Partnerships  
Manex

Ricardo Benavidez\*

Director of Infrastructure  
Google LLC

Emily McGrath\*

Director of Workforce Development, Education and Training  
NextFlex

Mitesh Shah

Vice-President and Business Unit Head  
Tech Mahindra

Priya Smith, MPH\*

Medical Group Administrator, The Permanente Medical Group  
Kaiser Permanente, San Jose

Alan Takahashi\*

Senior Vice President and General Manager, Multifunction Microwave Solutions  
CAES

Karamjit Taunk

Senior Manager, Technical Training, National Service Center West  
Olympus Surgical Technologies America

*ex officio*

Susan Koepp-Baker, \* *Board Chair*

Principal  
Enviro-Tech Services

\*work2future Board member

**BUSINESS SERVICES COMMITTEE**

**December 13, 2022**

**3:00 pm**

**MEETING AGENDA**

- |             |   |                    |
|-------------|---|--------------------|
| <b>I.</b>   | <b>CALL TO ORDER &amp; ROLL CALL</b>  | <i>10 min</i>      |
|             | <b>A. Introductions</b>   | <i>3:10 pm end</i> |
| <b>II.</b>  | <b>OPEN FORUM</b>   | <i>5 min</i>       |
|             | Members of the public can address the committee on matters not on the agenda  | <i>3:15 pm end</i> |
| <b>III.</b> | <b>BUSINESS</b>   |                    |
|             | <b>A. Minutes Approval {Action}</b>   | <i>5 min</i>       |
|             | Approve minutes of the October 11, 2022, Business Services Committee meeting  | <i>3:20 pm end</i> |
|             | <b>B. Employer Engagement</b>   | <i>10 min</i>      |
|             | <i>Staff reports and discussion, including without limitation</i>   | <i>3:30 pm end</i> |
|             | <b>1. Layoff Activity</b>   |                    |
|             | <i>Huong Tran, Lead Analyst, Business Services Rapid Response</i>   |                    |
|             | Year-to-date report on layoff notices and related activity  |                    |
|             | <b>2. WAF 9.0 Career Accelerator Employer Engagement</b>  |                    |
|             | <i>Fidel Sanchez, Business Services Specialist</i>  |                    |
|             | Report on the next pilot of the advanced manufacturing technician career accelerator supported by the Workforce Accelerator Fund 9.0 grant from the state workforce development board |                    |
|             | <b>C. Services</b>  | <i>20 min</i>      |
|             | <i>Staff reports and discussion, including without limitation</i>   | <i>3:50 pm end</i> |
|             | <b>1. Career Fairs</b>  |                    |
|             | <i>Huong Tran, Lead Analyst, Business Services Rapid Response</i>   |                    |
|             | Year-end report on career fairs in 2022, including the Fall Career Fair held on November 9, 2022, in collaboration with San Jose City College   |                    |
|             | <b>2. Incumbent Worker Training</b>   |                    |
|             | <i>Deanna Walter, Project Manager, Strategic Engagement</i>   |                    |
|             | Staff request for committee input on, and assistance with, the rollout of the Incumbent Worker Training reimbursement program   |                    |

**D. Business Intelligence**

15 min

*Staff reports and discussion, including without limitation*

4:05 pm end

**1. Manufacturing USA Institute Workforce Strategy Meeting**

*Emily McGrath, Business Services Committee member and Director of Workforce*

*Development, Training and Education, NextFlex*

Report on a December 9, 2022, meeting, hosted by NextFlex, of representatives from the nation's manufacturing institutes, the US Department of Labor, the US Department of Education, and others

**2. Labor Market Update**

*Lawrence Thoo, Strategic Engagement Manager*

Report and discussion on the labor market in and around Santa Clara County

**E. Members' Roundtable**

10 min

*George Chao, Business Services Committee Chair and Director of Strategic Partnerships, Manex*

4:15 pm end

Committee members share observations on their business, industry and/or the economy generally, which they think will or should impact the local workforce and local workforce development efforts and priorities

**F. Election**

5 min

*Lawrence Thoo, Strategic Engagement Manager*

4:20 pm end

Election of the Business Services Committee Chairperson for the period January 1 through December 31, 2023

**G. 2023 Meeting Schedule**

5 min

*George Chao, Business Service Committee Chair*

4:25 pm end

Review proposed schedule of Business Services Committee meetings in 2023

**IV. OTHER**

5 min

*Announcements, committee housekeeping*

4:30 pm end

**V. ADJOURNMENT**

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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.

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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 video teleconference open to the public. The Code of Conduct will apply to the extent possible in a video teleconference 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**

## **Open Forum**

## **III.A**

# **Minutes Approval**

**Approval of the acceptance of:**

A. Minutes of the October 11, 2022, Business Services Committee meeting

**{Action}**

**BUSINESS SERVICES COMMITTEE**  
**August 30, 2022**  
**MEETING MINUTES**

STAFF: Tran, Thoo, Sanchez, Walter

GUESTS: Greg Harris, Business Services Manager, Equus Workforce Solutions and Michael Hernandez, Adjunct Professor, Evergreen Valley College

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

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

Chair George Chao called the meeting to order at 3:04 pm.

**Roll Call**

**Present:** Chao, Koepp-Baker, McGrath, Taunk, Takahashi (arriving 3:08), Smith (arriving 3:38)

**II. OPEN FORUM**

Mr. Chao opened the floor for public comment. There was none.

**III. BUSINESS**

**A. Minutes Approval**

Ms. McGrath moved to approve the minutes of the June 14, 2022, Business Services Committee meeting. Mr. Takahashi seconded. The committee approved unanimously.

**B. Employer Engagement**

*Staff reports and discussion, including without limitation*

- 1. Meta/Facebook Marketing Internship Updates** – Equus Workforce Solutions Business Services Manager Greg Harris provided a wrap-up report on the Career Connections partnership between work2future and Meta/Facebook. The project paired small businesses in Santa Clara County with interns trained in digital marketing. There was no cost for the participating businesses. Facebook provided and funded a 5-week mentoring/training program for young adults in digital and social media marketing. 22 interns completed the training and the work experience portion of the program. All required documents have been completed. Participating interns received ongoing support from the Equus staff throughout the duration of the program. Final evaluations are underway. Mr. Harris noted that participating employers came from low-income census tract areas in San Jose representing a wide range of industries.
- 2. Layoff Activity** – Lead Business Services Analyst Huong Tran gave an update on recent layoff activity in the region and work2future's Rapid Response efforts. The first of two WARN notices in July was for a small marijuana dispensary with 14 impacted workers, eight of whom attended a Rapid Response orientation session. Second, Amy's Kitchen, a large food manufacturer closed their San Jose production facility with 330 impacted workers. The work2future team provided four Rapid Response orientation sessions in multiple languages. In coordination with the facility's HR team and Equus Workforce Solutions, the Business Services team held a job fair for the laid-off workers at the San Jose Career Center. 15 local employers attended the job fair, as did over 75 of the impacted workers. Several workers were hired at the event with many interviews scheduled in the following weeks.

### C. Services

- 1. Career Fairs** – Ms. Tran reported on recent job fair activity including two recent events in June and July. On June 23, 2022, work2future hosted a Career Fair in partnership with Bloom Energy and the San Jose Mayor's Office. 22 employers participated with over 260 job seekers in attendance. Ms. Tran also highlighted a San Jose Works job fair with a focus on youth employment. On July 26, 2022, 25 employers and 150 job seekers attended the latter event at the San Jose Career Center. The next focus for the Business Services team is the San Jose Career Expo in September. The Career Expo will be a coordinated effort between work2future and SJ Works. It is slated to be a large event with 80+ employers and community resources. The team anticipates 500+ job seekers to attend.
- 2. WAF 9.0 Career Accelerator Update** – Strategic Engagement Manager Lawrence Thoo gave a report on the conclusion of the recent WAF 9.0 Career Accelerator Pilot with Flex Interconnect Technologies (FIT). Four participants successfully completed the training and work experience portions of the program and received offers for permanent employment at FIT. Michael Hernandez, lead faculty advisor on behalf of Evergreen Valley College, gave the committee his thoughts on the pilot. Mr. Hernandez was instrumental in the planning of the program and provided most of the classroom training. He stated that the 'earn and learn' program was very successful and should be a model for industries to adapt as an ongoing hiring and training effort. He credits the success of the program to the dynamic collaborative effort between the school and the employer as they aligned classroom learning topics with real-world hands-on work experience that validated and expanded their training. Mr. Hernandez noted an effort happening at the state level to include work experience for educational credit. Fidel Sanchez, Business Services Specialist, gave an update on efforts to identify partner companies for the third and fourth rounds of the WAF 9.0 Career Accelerator Pilot. A discussion among the committee members around work experience and education ensued.
- 3. Incumbent Worker Training** – Project Manager Deanna Walter gave a status report on the Incumbent Worker Training (IWT) program. Ms. Walter shared that initial conversations with employers are underway and that outreach and communications pieces are in place. She anticipates that final legal approval from the city of San Jose will be completed within the month.

### D. Business Intelligence

*Staff reports and discussion, including without limitation*

- 1. July 2022 Labor Market Summary** – Strategic Engagement Manager Thoo reported on the status of the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA). He noted many mixed signals about the overall national economy, specifically a lower unemployment rate paired with higher inflation and lower GDP. Unemployment rates continue to remain low, while the labor participation rate is also lower than average in many parts of the county. The unemployment rate within the MSA is 2.2%, and within Santa Clara County is 2.3%, both indicators slightly down from the previous month. Month-to-month overall job gains were modest, with gains in professional/business services and leisure/hospitality compensating for larger than average losses in local government and education. Mr. Thoo indicated that the work2future will be evaluating its current priority industry sectors to determine if changes should be made to reflect local trends. The number of people in the labor market remains steady, nearing pre-pandemic levels. The number of people employed has continued to rise, slightly surpassing numbers from February 2020.

Regarding employer demand, Mr. Thoo detailed various statistics that reflect current complaints from employers about hiring and retention struggles. Job posting data highlighted increased demand for employment and a disparity between the number of job postings and unemployed

workers.

The committee discussed local employment reflections, training needs, and applicable funding streams.

**E. Member's Roundtable**

Committee members shared thoughts and experiences about a variety of topics: difficulty in maintaining adequate staffing levels at manufacturing facilities, new possibilities in the cyber security industry, implications of the recently signed CHIPS Act, local expenses inhibiting infrastructure investment, shortages in nursing and mental health professions, reskilling and upskilling existing employees for advancement opportunities, coordination between employers and local community colleges, work experience for high school students, easier/faster pathways to employment, cost-of-living and affordable housing solutions that are attractive to families, local licensing requirements, and state-level initiatives aimed at healthcare workforce development.

**IV. OTHER**

Mr. Thoo reminded the committee about the upcoming job fair and asked for assistance in promoting the event within their networks. He also announced the next work2future Board Meeting in September 2022.

**V. ADJOURNMENT**

Mr. Chao adjourned the meeting at 4:20 pm.

*Draft minutes prepared by D. Walter, reviewed by L. Thoo.*

**BUSINESS SERVICES COMMITTEE  
October 11, 2022  
MEETING SUMMARY**

STAFF: Tran, Sanchez, Thoo, Walter

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

Chair George Chao called the meeting to order at 3:05 pm.

**Roll Call**

**Present:** Chao, Smith, Taunk, Koepp-Baker (ex officio)

**QUORUM NOT PRESENT.** Meeting proceeded with discussion only.

**II. OPEN FORUM**

There was no public comment.

**III. BUSINESS**

**A. Minutes Approval**

Due to a lack of quorum, minutes were not approved. Approval of the minutes of the August 30, 2022, Business Services Committee meeting will be revisited in the scheduled Business Services Committee meeting on December 13, 2022.

**B. Employer Engagement**

*Staff reports and discussion, including without limitation*

- 1. Layoff Activity** – Lead Business Services Analyst Huong Tran gave an update on recent layoff activity in the region and work2future's Rapid Response efforts. The first of two recent WARN notices was for G&C Staffing with 66 impacted employees. Ms. Tran noted that 5 employees attended an online Rapid Response orientation session. The second WARN notice was for Onsemi with 88 impacted workers. This company is working with a third-party agency to handle outplacement services.
- 2. WAF 9.0 Career Accelerator Update** – Business Services Specialist Fidel Sanchez gave an update on efforts to launch a third pilot for this program. Mr. Sanchez is wrapping up discussions with EMD Electronics and hopes that legal and HR hurdles can be cleared for a November launch. He noted that two additional companies are in talks for a possible early 2023 launch.

**C. Services**

- 1. Career Fairs** – Ms. Tran reported on the San Jose Career Expo, held on September 23, 2022, including preliminary counts of participating employers, resource providers, and job seekers. She highlighted several employers engaged in on-site hiring at the event, as well as other positive feedback. Ms. Tran told the Committee about a Holiday Job Fair hosted by San Jose Works at the Eastridge Shopping Mall. She also noted an upcoming effort in partnership with San Jose City College, scheduled for November 9, 2022, at the college.
- 2. Incumbent Worker Training** – Project Manager Deanna Walter gave a status report on the Incumbent Worker Training (IWT) program. Ms. Walter shared that all legal reviews have been completed and that program details are available on the work2future website. She discussed plans for a larger email outreach campaign, targeting recent work2future business clients as well as prospective new businesses.

**D. Business Intelligence**

1. **July 2022 Labor Market Summary** – Strategic Engagement Manager Thoo reported on the status of the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA). He noted many mixed signals about the overall national economy. Unemployment rates rose slightly: the reported unemployment rate for the MSA in August was 2.4%, up from a revised rate of 2.2% in July; the reported unemployment rate for the County in August was 2.3%, up from a rate of 2.1% in July. Within the County, labor force participation rates have surpassed pre-pandemic numbers in February 2020 and total employment numbers within the MSA continue to increase. Mr. Thoo discussed employment numbers within work2future's priority industry sectors and indicated ongoing evaluation to determine if changes should be made to reflect local trends. Regarding employer demand, Mr. Thoo detailed statistics comparing unique job postings in 2021 and 2022. He noted a decrease in unique job postings for the first time in 12 months, indicating a possible softening of the job market.

**E. Member's Roundtable**

Committee members shared thoughts and experiences about a variety of topics: concerns about possible upcoming layoff and hiring cycles, a disconnect between layoffs at high-tech companies and outsized hiring needs in entry-level roles, and a migration of workers out of the area due to new work-from-home trends.

**IV. OTHER**

Mr. Chao invited committee members to a manufacturing roundtable taking place as part of Manufacturing Week.

**V. ADJOURNMENT**

Mr. Chao adjourned the meeting at 3:55 pm.

*Draft summary prepared by D. Walter, reviewed by L. Thoo.*

## **III.B**

# **Employer Engagement**

## EMPLOYER ENGAGEMENT

Staff reports will include, without limitation:

1. **Layoff Activity:** Business Services Rapid Response Lead Analyst Huong Tran will provide a year-to-date report on WARN-eligible layoff activity affecting companies in the San Jose-Silicon Valley Local Workforce Development Area.
2. **WAF 9.0 Career Accelerator Employer Engagement:** Business Services Specialist Fidel Sanchez will report on the next advanced manufacturing technician career accelerator pilot supported by the Workforce Accelerator Fund 9.0 grant from the California Workforce Development Board.
3. **AMTAP:** Strategic Engagement Manager Lawrence Thoo will report on Lockheed Martin Space's plans to introduce its Advanced Manufacturing Technician Apprenticeship Program to California with a first stop at its Sunnyvale facility.

###

## **III.C**

# **Services**

## SERVICES

Staff reports will include, without limitation:

1. **Career Fairs:** Business Services Lead Analyst Huong Tran will provide a year-end report on career fairs in 2022, including the Fall Career Fair held on November 9, 2022, in collaboration with San Jose City College.
2. **Incumbent Worker Training**  
Strategic Engagement Project Manager Deanna Walter requests committee input on, and assistance with, the rollout of the Incumbent Worker Training reimbursement program.

###

**III.D**

## **Business Intelligence**

## **BUSINESS INTELLIGENCE**

Staff reports will include, without limitation:

**1. Manufacturing USA Institute Workforce Strategy Meeting**

On December 9, 2022, NextFlex hosted a workforce strategy meeting of representatives from the nation's manufacturing institutes, the US Department of Labor, the US Department of Education, and others. Business Services Committee member Emily McGrath, Director of Workforce Development, Training and Education for NextFlex, will provide a report and share insights from the meeting.

**2. Labor Market Update**

According to the Employment Development Department's Labor Market Information Division, the unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 2.2 percent in October 2022, unchanged from a revised 2.2 percent in September 2022, but well below the year-ago estimate of 3.7 percent. This compares with an unadjusted unemployment rate of 3.8 percent for California and 3.4 percent for the nation during the same period. The unemployment rate was 2.2 percent in Santa Clara County. Between September 2022 and October 2022, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, increased by 17,300 jobs to reach 1,193,000 jobs. Strategic Engagement Manager Lawrence Thoo will report on and discuss this and other regional labor market conditions.

###

## **III.E**

### **Members' Roundtable**

### **MEMBERS' ROUNDTABLE**

Business Services Committee Chair George Chao will lead committee members in sharing observations on their business, their industry and/or the economy, generally, which they feel will or should impact the local workforce, work2future's business services, and the better alignment of business needs and work2future's career services.

###

**III.F**

**Election**

## **ELECTION**

Members of the Business Services Committee will nominate candidates for and elect by majority vote a committee chairperson for the period January 1, 2023, through December 31, 2023.

Staff will manage the election.

# # #

## **III.G**

# **2023 Meeting Schedule**

## 2023 MEETING SCHEDULE

For the committee's consideration, staff proposes that the Business Services Committee continue its once-every-other-month meeting frequency in 2023.

Meetings would resume on February 14, 2023, and continue on the second Tuesday of every other month thereafter. They would continue to be scheduled for 3 pm to about 4:30 pm.

### 2023 Meeting Dates

February 14, 2023

April 11, 2023

June 13, 2023

August 8, 2023

October 10, 2023

December 12, 2023

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**IV**

**Other**

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**V**

**Adjournment**