



EXECUTIVE COMMITTEE MEETING

Thursday, January 19, 2023, 11:30 am

www.work2future.org

COVID-19 NOTICE

Consistent with AB 361 and City of San Jose Resolution Nos. 80628, 80659, 80685, 80724, 80758, 80809 and 80853, 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 tablet at <https://zoom.us/j/99335913145?pwd=M1dROFI0M3BSRXhCN3Y3Uk5mcjYyQT09>

To provide Spoken Public Comment *during* the meeting:

a) **Phone** (669) 219-2599, Meeting ID 993 3591 3145, Passcode 970904. **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 on 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 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.

EXECUTIVE COMMITTEE

MEMBERS | 2023

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

Alan Takahashi, *Business Services Committee Chair*
Vice President and General Manager
Multifunction Microwave Solutions
CAES

TBA, *Youth Committee Chair*

Ex Officio

Monique Melchor
work2future Director

EXECUTIVE COMMITTEE MEETING

January 19, 2023

11:30 am

AGENDA

- | | |
|--|--------------------------------------|
| I. CALL TO ORDER & ROLL CALL | <i>5 min</i>
<i>11:35 am end</i> |
| II. CONSENT ITEMS {Action}
Approval of the acceptance of:
A. Financial Status Report as of November 30, 2022
B. Minutes of the December 15, 2022, Executive Committee meeting | <i>5 min</i>
<i>11:40 am end</i> |
| III. OPEN FORUM
Members of the public can address the committee on matters not on the agenda.
Comment is limited to two minutes unless modified by the Chair. | <i>5 min</i>
<i>11:45 am end</i> |
| IV. BUSINESS ITEMS | |
| A. Director's Report {Information}
<i>Monique Melchor, Director</i>
Reports on various matters of interest. | <i>5 min</i>
<i>11:50 am end</i> |
| B. Program Participants Report {Information}
<i>Sangeeta Durrall, Program Services Manager</i>
Report on participants served in the WIOA Adult, Dislocated Worker and Youth Programs through December 31, 2022. | <i>15 min</i>
<i>12:05 pm end</i> |
| C. Community Economic Resilience Fund, Phase 1 {Information}
<i>Lawrence Thoo, Strategic Engagement Manager</i>
Report on the award of a \$5 million State of California Community Economic Resilience Fund grant to the Bay Area High Road Transition Collaborative for a two-year planning project. | <i>10 min</i>
<i>12:15 pm end</i> |
| D. Labor Market Update {Information}
<i>Lawrence Thoo, Strategic Engagement Manager</i>
Currently available data and analysis on the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area. | <i>15 min</i>
<i>12:30 pm end</i> |
| V. OTHER
Announcements, suggested business for future meetings, other housekeeping | <i>5 min</i>
<i>12:35 pm end</i> |
| 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

Approval of the acceptance of:

A. Financial Status Report as of November 30, 2022

B. Minutes of the December 15, 2022, Executive Committee Meeting

{Action}

PRELIMINARY FINANCIAL STATUS AS OF NOVEMBER 30, 2022

Key Highlights

- WIOA PY21-22 formula and PY22-23 Rapid Response funding is projected to be fully spent by June 30, 2023.
- For the PY21-22 Rapid Response funding carry-over that was extended by the State to spend by September 30, 2022, only \$193,393 of the \$361,588 were spent.
- As of November 30, 2022, work2future has \$4.8 million from the current Adult, Dislocated Worker, and Youth allocations to be carried over to FY 2023-24 representing:
 1. Board-mandated Reserve Account: \$1,053,521
 2. Unallocated Reserve Account: \$829,030
 3. Projected savings of \$2,937,786 which comprised of the following:
 - a. Savings from personnel & non-personnel costs: \$842,636
 - b. Savings from unspent clients' training, supportive services, and service provider costs: \$2,095,150

Other Discretionary Funding

- 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. The original grant period was April 1, 2021, to September 30, 2022, but was extended to December 31, 2022. In addition, funded amount was reduced from \$25,000 to \$2,768.
- 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 original term of these funds is from April 10, 2020, through March 31, 2022, but was extended to March 31, 2023. As of November 30, 2022, 67% 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 (NDWG). work2future was allotted \$500,000 to help implement the grant. 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. 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 program implementation starts on April 1, 2022. As of November 30, 2022, approximately 50% of the funds were spent.

- 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. Original term of the grant is from June 1, 2021, to December 31, 2022, but was extended to March 31, 2023. Approximately 84% of the funds were spent as of November 30, 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. As of November 30, 2022, approximately 25% of the funds were spent. On November 30, 2022, NPower informed work2future that the State has discontinued their funding until further notice. work2future is waiting for an official letter from NPower.
- work2future received an allocation from the City's General Fund of \$1,647,000 for San Jose Works 8.0, in addition to the carry over funding, net of adjustment of \$1,035,070 from FY 2021-22 for a total funding of \$2,682,070. As of November 30, 2022, 376 participants have been served where 350 students are expected to complete the program. 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.
- Cities of Financial Empowerment (CFE) pledged to provide work2future \$30,000 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 May 1, 2022, and end on April 30, 2023. As of November 30, 2022, 90% of funds are spent. It is expected that money will be fully spent before the term end date.

- work2future foundation awarded us \$197,400 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	-	\$84,900
Wells Fargo	\$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.
- Wells Fargo donated \$25,000 for San Jose Works 8.0 Work Experience program.
- Google donated \$300,000 for moving costs, tenant site improvements, and technology upgrades to the new work2future San Jose Job Center location. The donation is in relation to Google's commitment to partner with work2future in its efforts to help Santa Clara County residents get the skills and coaching they need to find a new job, get a promotion, or start a new career and to support provision of client services at the new job center.
- Google's Downtown West Mixed-Use Plan approved by the City Council on May 25, 2021, includes a Development Agreement citing a total of \$200 million Community Benefits Payment that will be used for investments that go beyond the City's baseline requirements to address the community's top priorities. The City of San Jose has then received \$4.5 million early payment which are allocated to various programs. Out of the \$4.5 million funding, work2future will manage \$625,000 which is allotted for paid work experience and occupational skills training program. An "Earn and Learn" approach will be implemented in this program with a focus on high growth, high wage careers in advanced manufacturing, information technology, health care, or construction and trades. There is also \$600,000 that work2future will help manage to provide subsidies for participants of workforce development programs to cover childcare costs required for their participation in the program.

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Attachment

WIOA Formula Funds	Adult	Dislocated Worker	Youth	RR	TOTAL WIOA FORMULA FUNDS
I. Actual as of June 30, 2022					
Grant Period	07/01/21-06/30/23	07/01/21-06/30/23	07/01/21-06/30/23	07/01/21-06/30/23	
Available Funds for FY2021-2022 PD 14 Stat 3	2,472,320	1,528,157	1,975,827	505,829	6,482,133
<i>Actual Expenditures as of June 30, 2022</i>	(938,673)	(285,170)	(455,272)	(144,241)	(1,823,356)
<i>Encumbrances/Spending Plan as of June 30, 2022</i>	(2,921)	(2,435)	(40,625)	0	(45,981)
<i>Total Actual Expenditures/Encumbrances/Spending Plan as of June 2022</i>	(941,594)	(287,605)	(495,897)	(144,241)	(1,869,337)
Available Funds for FY2022-2023	1,530,726	1,240,552	1,479,931	361,588	4,612,796
<i>% Remaining</i>	62%	81%	75%	71%	71%
II. Actual Expenditures/Encumbrances					
(a) Available Funds from FY2021-2022 Carry over for FY2022-2023 (remaining plus enc.)	1,533,647	1,242,987	1,520,555	361,588	4,658,777
Transfer between Adult and Dislocated Worker	0	0	0	0	0
Rescission				(152,905)	(152,905)
<i>Expenditures as of November 30, 2022</i>	(877,088)	(517,124)	(715,615)	(208,683)	(2,318,509)
<i>Encumbrances as of November 30, 2022</i>	(656,559)	(507,070)	(804,941)	0	(1,968,570)
<i>Total Actual Expenditures/Encumbrances as of November 30, 2022</i>	(1,533,647)	(1,024,193)	(1,520,555)	(208,683)	(4,287,079)
\$ Remaining	0	218,793	(0)	0	218,793
% Remaining	0%	18%	0%	0%	5%
(b) Current Allocation for FY 2022-2023	2,181,118	2,586,974	2,255,378	512,371	7,535,841
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 2022-2023	2,181,118	2,586,974	2,255,378	512,371	7,535,841
<i>Expenditures as of November 30, 2022</i>	(65,853)	(90,754)	(13,461)	(84,836)	(254,904)
<i>Encumbrances as of November 30, 2022</i>	(780,165)	(165,207)	(820,300)	(30,750)	(1,796,422)
<i>Total Actual Expenditures/Encumbrances as of November 30, 2022</i>	(846,018)	(255,961)	(833,761)	(115,586)	(2,051,327)
\$ Remaining	1,335,100	2,331,013	1,421,617	396,785	5,484,514
% Remaining	61%	90%	63%	77%	73%
Total Available Funds for FY2022-2023	3,714,765	3,829,961	3,775,933	873,959	12,194,618
Total Cumulative Expenditures/Encumbrance as of November 30, 2022	(2,379,665)	(1,280,154)	(2,354,317)	(324,269)	(6,338,406)
\$ Remaining	1,335,100	2,549,807	1,421,617	549,690	5,856,213
% Remaining	36%	67%	38%	63%	48%
III. Projected Expenditures/Carry Over through June 30, 2023					
<i>Projected Expenditures through June 2023</i>	(1,413,781)	(1,608,428)	(1,368,287)	(512,371)	(4,902,867)
<i>Projected Carry Over through June 2023 (\$)</i>	1,423,896	1,704,409	1,692,032	0	4,820,337
<i>Projected Carry Over through June 2023 (%) with Rapid Response</i>	65%	66%	75%	0%	64%
<i>Projected Carry Over through June 2023 (%) without Rapid Response</i>	65%	66%	75%	0%	69%

Other Discretionary Funds	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, 2022							
Grant Period		10/1/2021 - 12/31/2022	4/10/2020 - 3/31/2023	04/1/2022- 12/31/2023	06/01/2021 - 03/31/2023	10/14/2021 - 03/31/2023	
Original Allocation/Available Funds for FY21-22	5,000	25,000	493,424	500,000	250,000	57,200	1,330,624
Increase/(Decrease)	0	0	0	0	0	0	0
Adjusted Allocation	5,000	25,000	493,424	500,000	250,000	57,200	1,330,624
Expenditures as of June 30, 2022	0	(768)	(334,734)	(25,816)	(36,999)	(509)	(398,827)
Encumbrance as of June 30, 2022	0	0	(21)	0	0	0	(21)
Total Actual Expenditures/Encumbrances as of June 2022	0	(768)	(334,755)	(25,816)	(36,999)	(509)	(398,848)
Available Funds for FY 2022-2023	5,000	24,232	158,669	474,184	213,001	56,691	931,776
% Remaining	100%	97%	32%	95%	85%	99%	70%
II. Actual Expenditures/Encumbrances							
Available Funds for FY2022-2023	5,000	24,232	158,690	474,184	213,001	56,691	931,797
Funding 22-23	0	0	0	0	0	0	0
Adjustment	0	(22,232)	0	0	0	0	(22,232)
Total Available Funding for FY 2022-2023	5,000	2,000	158,690	474,184	213,001	56,691	909,565
Expenditures as of November 30, 2022	0	0	(33,121)	(20,034)	(20,733)	(13,919)	(87,807)
Encumbrances as of November 30, 2022	0	0	(73,719)	(218,851)	(158,392)	0	(450,962)
Cumulative Expenditures/Encumbrances as of November 30, 2022	0	0	(106,840)	(238,885)	(179,125)	(13,919)	(538,769)
Remaining	5,000	2,000	51,850	235,299	33,876	42,772	370,796
% Remaining	100%	100%	33%	50%	16%	75%	41%
III. Projected Expenditures/Carry Over							
Projected Expenditures through June 2023	0	0	(158,690)	(316,122)	(213,001)	(56,691)	(744,504)
Projected Carry Over through June 2023 (\$)	5,000	0	0	158,062	(0)	(0)	163,061
Projected Carry Over through June 2023 (%)	100%	0%	0%	33%	0%	0%	18%

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, 2022								
Grant Period	04/30/2022 - 4/30/2023	Execution - 5/31/2023	Execution - 4/30/2023	Execution - 6/30/2023	N/A	N/A	N/A	
Original Allocation/Available Funds for FY21-22	1,141,908	183,333	25,000	55,250	15,000	100,000	5,000	1,525,491
Increase/(Decrease)	1,500,000	0	0	0	0	0	0	1,500,000
Adjusted Allocation	2,641,908	183,333	25,000	55,250	15,000	100,000	5,000	3,025,491
Expenditures as of June 30, 2022	(1,505,554)	(91,667)	(25,000)	(55,250)	(7,500)	0	0	(1,684,971)
Encumbrance as of June 30, 2022	(1,035,070)	0	0	0	0	0	0	(1,035,070)
Total Actual Expenditures/Encumbrances as of June 2022	(2,540,624)	(91,667)	(25,000)	(55,250)	(7,500)	0	0	(2,720,041)
Available Funds for FY 2022-2023	101,284	91,666	0	0	7,500	100,000	5,000	305,450
% Remaining	4%	50%	0%	0%	50%	100%	100%	10%
II. Actual Expenditures/Encumbrances								
Available Funds for FY2022-2023	1,035,070	91,666	0	0	7,500	100,000	5,000	1,239,236
Funding 22-23	1,647,000	0	30,000	84,900	0	0	0	1,761,900
Adjustment	0	0	0	0	0	0	0	0
Total Available Funding for FY 2022-2023	2,682,070	91,666	30,000	84,900	7,500	100,000	5,000	3,001,136
Expenditures as of November 30, 2022	(954,472)	(91,666)	(26,882)	0	0	0	0	(1,073,020)
Encumbrances as of November 30, 2022	(319,631)	0	0	0	0	0	0	(319,631)
Cumulative Expenditures/Encumbrances as of November 30, 2022	(1,274,103)	(91,666)	(26,882)	0	0	0	0	(1,392,651)
Remaining	1,407,967	0	3,118	84,900	7,500	100,000	5,000	1,608,485
% Remaining	52%	0%	10%	100%	100%	100%	100%	54%
III. Projected Expenditures/Carry Over								
Projected Expenditures through June 2023	(2,011,033)	(91,666)	(30,000)	(84,900)	0	0	0	(2,217,599)
Projected Carry Over through June 2023 (\$)	671,037	0	0	0	7,500	100,000	5,000	783,537
Projected Carry Over through June 2023 (%)	25%	0%	0%	0%	100%	100%	100%	26%

work2future
Preliminary Financial Status Report as of 11/30/2022
PD 5 Status 3

Other Funds	CWDB	BOS	Total
I. Actual as of June 30, 2022			
Grant Period	N/A	N/A	
Original Allocation/Available Funds for FY21-22	4,042	8,900	12,942
Expenditure/Encumbrances as of June 2022	0	(1,062)	(1,062)
<i>Total Actual Expenditures/Encumbrances as of June 2022</i>	0	(1,062)	(1,062)
Available Funds for FY 2022-2023	4,042	7,838	11,880
% Remaining	100%	88%	92%
II. Actual Expenditures/Encumbrances			
Available Funds for FY 2022-2023	4,042	7,838	11,880
<i>Expenditures as of November 30, 2022</i>	0	0	0
<i>Encumbrances as of November 30, 2022</i>	0	0	0
Cumulative Expenditures as of November 30, 2022	0	0	0
\$ Remaining	4,042	7,838	11,880
% Remaining	100%	100%	100%
III. Projected Expenditures/Carry Over			
<i>Projected Carry Over through June 2023</i>	4,042	7,838	11,880
<i>Projected Carry Over (%) through June 2023</i>	100%	100%	100%

work2future

Preliminary Financial Status Report as of 11/30/2022

PD 5 Status 3

Other Funds	Google	Google	Google	Total
	work2future Relocation	WEX and Training	Child Care	
I. Actual as of June 30, 2022				
Grant Period	N/A	N/A	N/A	
Original Allocation/Available Funds for FY21-22	300,000	625,000	600,000	1,525,000
Expenditure/Encumbrances as of June 2022	(75,749)	0	0	(75,749)
Encumbrance	(700)	0	0	(700)
<i>Total Actual Expenditures/Encumbrances as of June 2022</i>	<i>(76,449)</i>	<i>0</i>	<i>0</i>	<i>(76,449)</i>
Available Funds for FY 2022-2023	223,551	625,000	600,000	1,448,551
% Remaining	75%	100%	100%	95%
II. Actual Expenditures/Encumbrances				
Available Funds for FY 2022-2023	224,251	625,000	600,000	1,449,251
<i>Expenditures as of November 30, 2022</i>	<i>(12,365)</i>	<i>0</i>	<i>0</i>	<i>(12,365)</i>
<i>Encumbrances as of November 30, 2022</i>	<i>(700)</i>	<i>0</i>	<i>0</i>	<i>(700)</i>
Cumulative Expenditures as of November 30, 2022	(13,065)	0	0	(13,065)
\$ Remaining	211,185	625,000	600,000	1,436,185
% Remaining	94%	100%	100%	99%
III. Projected Expenditures/Carry Over				
Projected Carry Over through June 2023	211,185	625,000	600,000	1,436,185
Projected Carry Over (%) through June 2023	100%	100%	100%	100%

EXECUTIVE COMMITTEE

December 15, 2022

11:30 am

MINUTES

STAFF: Melchor, Thoo, Luu, Walter

GUEST: Deryk Clark, nominee for Youth Committee; Jack Estill, Chair Pro Tem, Youth Committee

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

I. CALL TO ORDER & ROLL CALL

Chair Koepp-Baker called the Zoom meeting to order at 11:32 am.

Roll Call

Present: Auerhahn, Batra (joined at 11:35), Bojorquez, Chao, Koepp-Baker, Perez, and Smith

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, 2022

B. Minutes of October 20, 2022, Executive Committee meeting

III. OPEN FORUM

Chair Koepp-Baker asked for any public comments. None were noted.

IV. BUSINESS ITEMS

A. Director's Report

Director Melchor gave a general update about work2future programs, noting that improvement projects at the San Jose Career Center (Las Plumas Ave) are ongoing.

B. Appointment of Youth Committee Members

Chair Koepp-Baker asked for nominations for four individuals who are not work2future Board members to be appointed to the Youth Committee, including two who are within the youth demographic. Mr. Estill, on behalf of members of the Youth Committee, nominated four individuals for the Executive Committee's consideration: Deryk Clark, Joseph K. Herrity, Sofia Jaquez, and Maria Vans. There were no other nominations. Mr. Clark briefly addressed the Committee regarding his experience working with youth in San Jose. A discussion ensued among the Committee members.

In order to enable the staggering of terms, Executive Committee members were asked to vote first for two persons to fill initial two-year terms on the Youth Committee, and then to vote a second time for two persons to fill initial one-year terms. All votes were submitted via text message to Strategic Engagement Manager Thoo.

ACTION: Committee members cast six of seven votes for Sofia Jaquez and five of seven votes for Maria Vans to serve initial two-year terms on the Youth Committee for the period January 1, 2022, through December 31, 2024.

ACTION: Committee members voted unanimously for Deryk Clark and Joseph K. Herrity to serve one-year terms on the Youth Committee for the period January 1, 2023, through December 31, 2023.

C. Appointment of Lydia Mahr-Chan to the Business Services Committee

Strategic Engagement Manager Thoo recommended that the Executive Committee appoint Lydia Mahr-Chan, Vice President of Human Relations, Regional Medical Center, as a community member of the Business Services Committee effective January 1, 2023, through December 31, 2024. He also recommended that the Committee amend the end date of Mitesh Shah's appointment to December 31, 2024.

ACTION: Mr. Chao moved, Mr. Bojorquez seconded, and the committee unanimously approved the appointment of Ms. Mahr-Chan to the Business Services Committee, and the amendment of Mr. Shah's term.

D. 2023 Board Retreat

Strategic Engagement Manager Thoo recommended that the Committee identify two or three members to coordinate with staff to plan the 2023 Board Retreat. Mr. Bojorquez volunteered to be part of the effort. Per the Committee's suggestion, Chair Koepp-Baker will identify at least one non-Executive Committee member of the Board to participate in the retreat planning.

E. RFP Process Recommendations Report

Contract Manager Dat Luu reported on the status of the staff review of the ad hoc committee's recommendations for improving the RFP process. A brief discussion ensued among the committee members. Per the Committee's suggestion, an update on this process will be added to the February 16, 2022, Executive Committee meeting.

F. Labor Market Update

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 remained stable in the MSA, along with a modest month-over-month increase for the County, moving from 2.1% in September to 2.2% in October. In the same timeframe, the MSA added over 17,000 jobs, with notable hiring numbers in private education and health services, professional and business services, government, as well as trade, transportation, and utilities. Over the last year, the MSA has added over 56,000 jobs. Mr. Thoo discussed employment numbers within work2future's priority industry sectors and noted that employment has surpassed pre-pandemic levels in all sector categories, with an exception in the Financial Activities subsector. Regarding employer demand, Mr. Thoo detailed statistics comparing unique job postings in 2021 and 2022. He noted a continued decrease in unique job postings over the second half of the year, suggesting a softening of demand.

V. OTHER

Chair Koepp-Baker asked for any announcements or housekeeping items. None were noted.

VI. ADJOURNMENT

Chair Koepp-Baker adjourned the Zoom meeting at 12:35 pm.

Drafted: D. Walter. Reviewed: L. Thoo.

DRAFT

III

Open Forum

IV.A

Director's Report

{Information}

DIRECTOR'S REPORT

Staff report on matters of interest, including the [30-day comment period](#) for the [Regional](#) and [Local Plan](#) Modifications.

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IV.B

Program Participants Report

{Information}

PROGRAM PARTICIPANTS REPORT

Staff will report on the numbers of participants served as of the end of the second quarter (December 31, 2022) of the 2022-23 program year in the WIOA Adult, Dislocated Worker, and Youth Programs.

Program	Provider	YTD New Enrollments 2022-23	Carryover from 2021-22	Total Participants Served	YTD New Enrollments 2022-23 Planned	% YTD 2022-23 Goal
Adult/Dislocated Worker Program	EQUUS	388	313	701	390	99%
Youth Program (OSY)	EQUUS/IRC	30	79	109	29	103%
Youth Program (ISY)	IRC	13	0	13	15	87%

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IV.C

Community Economic Resilience Fund, Phase 1

{Information}

COMMUNITY ECONOMIC RESILIENCE FUND, PHASE 1

Staff will brief the Executive Committee on the award of a \$5 million State of California Community Economic Resilience Fund grant to the Bay Area High Road Transition Collaborative, comprised of more than 50 organizations, to date, from throughout the nine-county San Francisco Bay Area, for a two-year planning project. The Collaborative is led by All Home, a regional homelessness advocacy organization, as convener, and the Bay Area Good Jobs Partnership for Equity, comprised of the 10 Bay Area local workforce development boards, including work2future, as fiscal agent.

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IV.D

Labor Market Update

{Information}

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 2.4 percent in November 2022, up from a revised 2.2 percent in September 2022, but below the year-ago estimate of 3.2 percent. This compares with an unadjusted unemployment rate of 4.0 percent for California and 3.4 percent for the nation during the same period. The unemployment rate was 2.4 percent in Santa Clara County. Between October 2022 and November 2022, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, increased by 3,400 jobs to reach 1,195,800 jobs. The gain in employment was modest compared to the previous month's employment increase of more than 17,000 jobs. Staff will report on and discuss this and other regional labor market conditions.

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V

Other

VI

Adjournment