WORKFORCE DEVELOPMENT BOARD MEETING

Thursday, March 16, 2023, 9:30 am

www.work2future.org

Susan Koepp-Baker, Chair
Priya Smith, MPH, Vice-Chair

Location: Conference Rooms at 1608 Las Plumas Ave, San Jose

HYBRID MEETING

Members of the public may attend the meeting in person at the location above or virtually by computer, smartphone, or tablet at
https://sanjoseca.zoom.us/j/84283159942?pwd=Z0xZVVVWVW5uYm9ibmlGVGxLUS9Mdz09

If observing virtually, to provide Spoken Public Comment during the meeting:
a) Phone (408) 638-0968, Meeting ID 842 8315 9942#. 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 the Zoom application or 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 8:00 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.
## WORKFORCE DEVELOPMENT BOARD MEMBERS
March 2023

<table>
<thead>
<tr>
<th>Board Chair*</th>
<th>Susan L. Koepp-Baker</th>
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<td>Principal Envirotech Services</td>
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<tr>
<th>Board Vice Chair*</th>
<th>Priya Smith, MPH</th>
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<td>Medical Group Administrator The Permanente Medical Group Kaiser Permanente San Jose</td>
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<tr>
<th>1. Louise Auerhahn*</th>
<th>Director of Economic &amp; Workforce Policy Working Partnerships USA</th>
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<td>2. Rajiv Batra*</td>
<td>Senior Director Bluevine</td>
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<td>3. Ricardo Benavidez</td>
<td>Director of Social Infrastructure Google LLC</td>
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<td>4. Chad Bojorquez*</td>
<td>Chief Program Officer Destination: Home</td>
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<td>5. George Chao</td>
<td>Director of Strategic Partnerships Manex</td>
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<td>6. John (Jack) Estill, Youth Committee Chair*</td>
<td>Partner Coactify</td>
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<td>7. Joseph A. Flynn</td>
<td>Vice President of Software Transformation CommScope</td>
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<td>8. Van T. Le</td>
<td>Agent State Farm Insurance Trustee and Clerk of the Board East Side Union High School District</td>
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<td>9. Maria Lucero</td>
<td>Deputy Division Chief, Region I Northern Division, Workforce Services Branch Employment Development Department, State of California</td>
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<td>10. Emily McGrath</td>
<td>Senior Fellow</td>
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<td>11. Brian N. Murphy</td>
<td>Director of Training Pipe Trades Training Center UA Local 393</td>
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<tr>
<td>12. Rafaela Perez*</td>
<td>Employment Services Director Social Services Agency, County of Santa Clara</td>
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<tr>
<td>13. Steve Preminger</td>
<td>Director, Office of Strategic &amp; Intergovernmental Affairs County of Santa Clara</td>
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<td>14. Alan Takahashi, Business Services Committee Chair*</td>
<td>Vice President and General Manager Multifunction Microwave Solutions CAES</td>
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<tr>
<td>15. Todd Teixeira, MA</td>
<td>Team Manager (SSM1), San Jose North Branch California Department of Rehabilitation</td>
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<tr>
<td>16. Traci Williams</td>
<td>Co-chair South Bay Consortium for Adult Education Director East Side Adult Education</td>
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*Members of the Executive Committee
MEETING AGENDA

I. CALL TO ORDER & ROLL CALL  5 min
9:30 am
9:35 am end

II. CONSENT ITEMS {ACTION}  5 min
Accept the following:
A. Financial Status Report as of December 31, 2022
B. San Jose Works Report as of December 31, 2022

III. OPEN FORUM  5 min
Members of the public may address the committee on matters not on the agenda.

IV. BUSINESS ITEMS

A. Minutes Approval {ACTION}  5 min
Approve the minutes of the November 17, 2022, Board meeting.

B. Director’s Report {Information}  5 min
Monique Melchor, Director
Reports on various matters of interest

C. Preliminary Scenarios for FY 2023-4 Program Operating Budget {ACTION}  15 min
Rehan Qedwai, Finance Manager
10:10 am end
Approve three preliminary budget scenarios for Fiscal Year 2023-24 (FY 2024), as follows: a) Proposed FY 2024 WDB Program Budget based on a projected allocation of $7.023 million (base scenario, allocation AS IS); b) Proposed FY 2024 WDB Program Budget based on a projected allocation of $6.672 million (5% reduction from the FY 2023 allocation); and c) Proposed FY 2024 WDB Program Budget based on a projected allocation of $7.374 million (5% increase from the FY 2023 allocation).

D. Local and Regional Plan Modifications {ACTION}  10 min
Sangeeta Dural, WIOA Program Services Manager
10:20 am end
Approve modifications to the PY 2021–PY 2024 Local Plan and the PY 2021–PY 2024 Regional Plan for submission to the California Workforce Development Board.

E. WIOA Performance and Enrollment Reports for Q2 of PY 2022 {Information}  10 min
Sangeeta Dural, WIOA Program Services Manager
10:30 am end
Report on Workforce Innovation and Opportunity Act (WIOA) program performance and client enrollments for the second quarter of Program Year 2022-23 (PY 2022).
F. Business Services Committee Report {Information}  
Alan Takahashi, Business Services Committee Chair
Report on activities of the Business Services Committee.

G. Youth Committee Report {Information}  
Jack Estill, Youth Committee Chair
Report on activities of the Youth Committee.

H. Grant Initiatives {Information}  
Lawrence Thoo, Strategic Engagement Manager
Information on selected grants awarded and grants being sought.

I. Form 700, the Brown Act and AB 2449 {Information}  
Matthew Tolnay, Deputy City Attorney
Presentation on Board and standing committee member requirements with respect to Form 700 (conflict of interest), the Ralph M. Brown Act and 2022’s AB 2449.

J. Labor Market Update {Information}  
Lawrence Thoo, Strategic Engagement Manager
Snapshot of the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area.

K. The Economy Beyond the COVID-19 Crisis {Information}  
David Keen, Principal, and Blanca Monter, Senior Consultant, Keen Independent Research

V. OTHER
Announcements, suggested agenda items for a future meeting, other housekeeping.

VI. ADJOURNMENT

Please note: Times to the right of agenda items are estimates only of the duration of each item and its approximate ending time. Actual times may vary, and items may be taken out of order at the discretion of the chair.
CITY OF SAN JOSE CODE OF CONDUCT
FOR PUBLIC MEETINGS

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

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 online at www.work2future.org and 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.