

WORKFORCE DEVELOPMENT BOARD

March 16, 2023
MINUTES

Staff: Melchor, Qedwai, Thoo, Walter

Guests: Matthew Tolnay, Deputy City Attorney; David Keen, Principal, Keen Independent Research; Blanca Monter, Senior Consultant, Keen Independent Research; Joseph Broad, Senior Consultant, Keen Independent Research; Nicole Yates, Consultant, Keen Independent Research

I. CALL TO ORDER & ROLL CALL

The hybrid meeting was called to order at 9:53 am by Chairperson Susan Koepp-Baker.

Roll Call

Present: Auerhahn, Benavidez, Bojorquez, Estill, Koepp-Baker, McGrath, Murphy, Perez, Preminger, Takahashi, Teixeira, Williams

Absent: Batra, Chao, Flynn, Le, Lucero, Moreno, Smith

II. CONSENT ITEMS

ACTION: Mr. Estill moved, Ms. Auerhahn seconded, and the Board voted unanimously to accept:

A. Financial Status Report as of December 31, 2023

B. San Jose Works Report as of December 31, 2023

III. OPEN FORUM

Ms. Koepp-Baker opened the floor for public comment. None were noted.

IV. BUSINESS ITEMS

A. Minutes Approval

ACTION: Mr. Preminger moved, Ms. Williams seconded, and the Board voted unanimously to approve the minutes of the November 17, 2022, Board meeting.

B. Director's Report

Monique Melchor, Director, welcomed the Board to San José Career Center for the first in-person Board meeting since the beginning of the pandemic.

C. Preliminary Scenarios for FY2023-4 Program Operating Budget

Rehan Qedwai, Finance Manager, asked the Board to approve three preliminary budget scenarios for Fiscal Year 2023-2024 (FY2024), as follows: a) Proposed FY2024 Workforce Development Board (WDB) Program Budget based on a projected allocation of \$7.023 million (base scenario, AS IS); b) Proposed FY2024 WDB Program Budget based on a projected allocation of \$6.672 million (5% reduction from the FY2023 allocation); and c) Proposed FY2024 WDB Program Budget based on a projected allocation of \$7.374 million (5% increase from the FY2023 allocation).

There was some discussion among the Board regarding the timing of funding allocations from state and federal sources, as well as the impact that recent unemployment trends may have on current and future allocations.

ACTION: Mr. Estill moved, Mr. Benavidez seconded, and the Board voted unanimously to approve the three preliminary budget scenarios.

D. Local and Regional Plan Modifications

Monique Melchor, Director, asked the Board to approve modifications to the PY2021-PY2024 Local Plan and the PY2021-PY2024 Regional Plan for submission to the California Workforce Development Board.

There was some discussion among the Board regarding the summarized changes to the plans, as well as the submission and integration of public comments into the modified plans.

ACTION: Mr. Preminger moved, Mr. Teixeira seconded, and the Board voted unanimously to approve the modifications to the PY2021-PY2024 Local Plan and the PY2021-PY2024 Regional Plan for submission to the California Workforce Development Board.

E. WIOA Performance and Enrollment Reports for Q2 of PY 2022

Monique Melchor, Director, reported on Workforce Innovation and Opportunity Act (WIOA) program performance and client enrollments for the second quarter of Program Year 2022-23 (PY2022).

There was some discussion among the Board regarding program targets and success metrics, participant demographics, as well as confidence in meeting year-end goals.

F. Business Services Committee Report

Alan Takahashi, Business Services Committee Chairperson, reported on recent activities of the Business Services Committee. He noted recent Committee discussions around shifts in demand for different employment categories and possible local impacts.

G. Youth Committee Report

Jack Estill, Youth Committee Chairperson, reported on recent activities of the Youth Committee. He informed the Board about the startup of the Youth Committee and its inaugural meeting. Mr. Estill also noted a goal to provide training on intergenerational communication to both the Youth Committee and the broader Board.

H. Grant Initiatives

Lawrence Thoo, Strategic Engagement Manager, gave the Board an overview of selected grants of which work2future is a partner, including the Regional Equity and Recovery Partnerships grant to the Regional Planning Unit and community colleges (awarded), the Community Economic Resilience Fund (CERF) Phase 1 grant (Planning) (awarded), and the CERF Economic Development Pilot (Bay Area Good Jobs Partnership for Equity) (application submitted). A Board member participating in these grants offered additional comments.

I. Form 700, the Brown Act, and AB 2449

Matthey Tolnay, Deputy City Attorney, presented information on Board and standing committee member requirements with respect to Form 700 (conflict of interest), the Ralph M. Brown Act (public meetings), and AB 2449 signed into law in 2022 (exceptions to the Brown Act's teleconferencing requirements).

There was some discussion among the Board seeking clarity on various details within the legal requirements.

J. Labor Market Update

Lawrence Thoo, Strategic Engagement Manager, gave a snapshot review of the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area.

The labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA), comprised of Santa Clara County and San Benito County, remained stable. The unemployment rate in the San Jose-Sunnyvale-Santa Clara MSA was 2.1 percent in December 2022, down from a revised 2.4 percent in November 2022, and below the year-ago estimate of 2.9 percent, according to the Employment Development Department's Labor Market Information Division. This compares with an unadjusted unemployment rate of 3.7 percent for California and 3.3 percent for the nation during the same period. The unemployment rate was 2.0 percent in Santa Clara County. Total employment for the month in the MSA was flat, with a net increase of 300 jobs to reach 1,195,900.

K. The Economy Beyond the COVID-19 Crisis

The Keen Independent Research team, including Principal David Keen, Senior Consultant Blanca Monter, Senior Consultant Joseph Broad, and Consultant Nicole Yates, presented their report on divergent economic indicators for the local economy as 2023 began.

There was some discussion among the Board regarding the report and its implications for local workforce development, as well as requests for additional investigation into divergent economic indicators for the local economy in South Santa Clara County.

V. OTHER

Announcements, suggested agenda items for a future meeting, other housekeeping

- A.** Deputy City Attorney Tolnay provided additional clarification to questions that arose after his presentation in agenda item IV.I.
- B.** A suggested item for future meetings is a year-end demographic report about the participants in various work2future WIOA programs.

VI. ADJOURNMENT

Meeting adjourned at 11:47 am.