

FINANCE & PERFORMANCE COMMITTEE MEETING
February 21, 2019
Called to Order: 11:34 a.m.

ACTION MINUTES

Draft minutes prepared by Katty Alvarez, approved by Monique Melchor

WDB Staff: Monique Melchor, Joy Salandanan, Lawrence Thoo, Meredith Studebaker, Sangeeta Durrall, Katty Alvarez

I. OPENING REMARKS: Read by Sue Koepp-Baker

II. QUORUM VERIFICATION

Finance & Performance Committee:

Present: Sue Koepp-Baker, Jack Estill, Leslie Gilroy

III. CONSENT ITEMS

Finance & Performance Committee unanimously accepted the Consent Items.

Motion: Leslie Gilroy

Second: Jack Estill

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

Mr. Jack Estill moved, Ms. Leslie Gilroy seconded, and the Committee unanimously approved the minutes of the November 15, 2018 Joint Meeting of the Executive and Finance & Performance Joint Committee. (Approved by Executive Committee on January 17, 2019.) Ms. Sue Koepp-Baker abstained.

B. New Business

1. Director's Report {Discussion}

Ms. Monique Melchor, Director, deferred discussion on new initiatives to Agenda Item IV.B.6. Staff will be evaluating service providers and board retreat is being planned for April 2019.

2. PY2017–PY2020 Local Plan and Regional Plan Modifications {Action}

Ms. Sangeeta Durrall, Senior Project Manager, reported on the revisions to the Bay Peninsula Regional Plan and work2future Local Plan, developed in response to direction from the State Workforce Board. Finance & Performance Committee accepted the recommendations.

Motion: Leslie Gilroy

Second: Jack Estill

3. New Grants {Action}

Ms. Joy Salandanan, Finance Manager, reported on the two new grants awarded to work2future: (a) \$115,670 for Regional Plan Implementation, and (b) \$16,625 for the Prison-to-Employment Initiative. Finance & Performance Committee accepted the recommendation to the Board to accept these two new grants.

Motion: Jack Estill

Second: Leslie Gilroy

4. Preliminary Budget Scenarios for FY2020 {Action}

Ms. Joy Salandanan, Finance Manager, presented three preliminary scenarios for the Fiscal Year 2020 operating budget: (i) \$6.3 million (WIOA allocations unchanged from FY2019 levels), (ii) \$6.0 million (base budget—5% funding reduction), and (iii) \$5.7 million (10% funding reduction). Using the 5% funding reduction budget scenario as an illustration, staff will take significant budget actions to balance the budget which includes reducing funding to service providers by \$495,000 or 21%. In addition, staff is requesting for the authority, with limitations, for the work2future Director to transfer funds between budget line items and between the Adult Program and Dislocated Worker Program. Finance & Performance Committee accepted the recommendation to forward approval to the Board for its March 21, 2019 meeting.

Motion: Leslie Gilroy

Second: Jack Estill

5. WIOA Performance and Service Delivery Outcomes Update {Discussion}

Ms. Meredith Studebaker, MIS Analyst, reported on WIOA performance through the second quarter of the 2019 Program Year. Ms. Monique Melchor, Director, reported on employment-related outcomes in relation to priority sectors and in-demand occupations.

6. Upcoming Initiatives {Discussion}

Ms. Monique Melchor, Director, reported on two new initiatives: Prison to Employment and SlingShot 2.0. Through the Prison to Employment initiative, staff is building partnerships with State and Local law enforcement agencies. The following initiatives are pending: Workforce Accelerator Fund 7.0, AB1111 Removing Barriers to Employment Initiative, and SB1 High Road Construction Careers Initiative.

V. Public Comment: None

VI. SUGGESTED FUTURE AGENDA ITEMS:

1. Update on Workforce Development Initiatives
2. Update on work2future Foundation performance

VII. Announcements:

- A. The next meeting of the work2future Board is scheduled for Thursday, March 21, 2019, 11:30 am, at the San Jose America's Job Center of California, 1601 Foxworthy Ave, San Jose.

VIII. Adjournment: The meeting was adjourned at 12:42 pm.