

## EXECUTIVE COMMITTEE

September 3, 2020

Staff: K. Azevedo, M. Melchor, L. Thoo

### MEETING MINUTES

Prepared by K. Azevedo, L. Thoo

#### I. CALL TO ORDER & QUORUM VERIFICATION

In the absence of Chair Flynn, committee members elected Steve Preminger to chair the meeting by acclamation. Mr. Preminger called the meeting via Zoom to order at 11:33 am.

Roll Call:

**Present:** L. Auerhahn, G. Chao, M. Lucero, R. Perez, S. Preminger

**Absent:** J. Flynn, S. Koepp-Baker

#### II. OPENING REMARKS

Mr. Preminger welcomed everyone to the meeting.

#### III. CONSENT ITEMS

**Action:** It was moved by Ms. Perez, seconded by Ms. Auerhahn, and approved unanimously by roll call to accept:

##### A. Financial Status as of June 30, 2020

#### IV. BUSINESS ITEMS

##### A. Old Business

##### 1. Minutes Approval

**Action:** On a motion by Ms. Auerhahn, seconded by Ms. Perez, the committee approved unanimously by roll call the minutes of the July 16, 2020 meeting.

*5 min  
11:45 am end*

##### B. New Business

##### 1. Director's Report

Director Melchor reported on various matters of interest, including City-planned COVID-19 safety modifications for the Almaden Winery Community Center and Kirk Community Center, and a delay in the previously announced work2future newsletter because of a temporary staff shortage. Ms. Melchor reported that Eckerd, one of the three approved career services providers, had withdrawn during contract negotiations. One of the other approved providers, Equus

Workforce Solutions, formally known as Rescare, has instead agreed to provide Adult and Dislocated Worker services for work2future's entire service area, in addition to Youth Program services in the San Jose/Central area. International Rescue Committee will run the Youth Program in South County, as approved. In response to a question, Ms. Melchor said she believed it likely that Eckerd had withdrawn because it felt the funds available were insufficient, even though they were increased from the previous year's South County allocation. She added that Eckerd had probably been able to operate in South County with the smaller budget by leveraging its allocated funds for the San Jose/Central area, where it has also been providing services. Ms. Melchor also updated the committee on the countywide Bridge to Recovery initiative to address social assistance and workforce development needs holistically.

2. **Funds for Pandemic Special Project**

Following staff's report (Director Melchor) and committee discussion, and pursuant to Article VI, Section 6.4 of the By-laws, the committee approved on behalf of the Board the acceptance of \$2,479,500 in Coronavirus Relief Funds for the CARES WEX and Training project, including the allocation of \$1,459,700 to Goodwill Silicon Valley for recruitment, case management and occupational training and \$897,323 to the Foundation for California Community Colleges for work experience employer-of-record services.

**Motion/Second:** Ms. Koepp-Baker/Ms. Lucero

**Ayes/Nays (roll call):** All/none

3. **FY 2020–21 Program Operating Budget Reconciliation**

Following staff's report (Finance Manager Mallari) and committee discussion, the committee voted unanimously to recommend that the Board approve staff's proposed initial adjustments to the Fiscal Year 2020-21 Program Operating Budget as follows: i) Re-budget \$553,049 in additional carry-over program funding from FY 2019-20, thereby amending the estimated carry-over funding as of March 31, 2020 that was included in the June 2020 Board-approved Program Operating Budget for FY 2020-21; ii) Increase funding by \$164,850 in the WIOA Rapid Response operating budget, comprised of \$121,408 carry-over funds from FY 2019-20 and \$43,442 increase in the final program allocation compared to estimated funding; and iii) Adjust the Summary of Discretionary Funding Sources, both new and carry-over, to the amount of \$4,056,215.

**Motion/Second:** Ms. Koepp-Baker/Ms. Perez

**Ayes/Nays (roll call):** All/none

4. **Performance and Services Update**

MIS Analyst Studebaker presented staff's preliminary report on key performance and outcomes indicators for the Program Year ended June 30, 2020.

5. **Update on Ad Hoc Committee on Youth Strategy {Discussion}**

In the absence Chair Flynn, the report on the status and activities of the ad hoc committee on youth strategy was deferred.

V. **PUBLIC COMMENT**

None

**SUGGESTIONS FOR FUTURE AGENDA ITEMS**

- a) Ad hoc committee update at September Board meeting
- b) Continuing updates on Bridge to Recovery Program initiative

VI. **ANNOUNCEMENTS**

- A. The next meeting of the work2future Board is scheduled for Thursday, September 17, 2020, 9:30 am.
- B. A three-day virtual job fair in collaboration with San Jose City College is planned for September 15–17, 2020, 9 am–12 pm each day.
- C. Other

VII. **ADJOURNMENT**

Mr. Preminger adjourned the meeting at 12:32 pm.