

## **WORKFORCE DEVELOPMENT BOARD**

**September 17, 2020**

**9:30 am**

### **ACTION MINUTES**

STAFF: Azevedo, Brennan, Cizan, Mallari, Melchor, Thoo

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

The meeting via Zoom Webinar was called to order at 9:30 am by Chair Joe Flynn.

##### **Roll Call**

Present: Batra, Estill, Flynn, Gilroy (left at 9:55 am), Gomez, Gutierrez, Koepp-Baker, Le, Moreno, Perez (left at 10:05 am), Preminger, Takahashi, Vujjeni

Absent: Amador-Le Beau, Auerhahn, Bojorquez, Chao, Lucero, Smith, Villalovoz

#### **II. OPENING REMARKS**

Chair Flynn welcomed everyone to the meeting and introduced work2future's newest board member, Robert Moreno, Training Director of Santa Clara County Electrical JATC.

#### **III. CONSENT ITEMS**

**ACTION:** Mr. Preminger moved, Ms. Le seconded, and the Board unanimously approved the acceptance of:

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

**B. Performance and Program Services Update as of June 30, 2020**

#### **IV. BUSINESS ITEMS**

##### **A. Old Business**

###### **1. Minutes Approval**

**ACTION:** Mr. Estill moved, Ms. Gomez seconded, and the Board unanimously approved the minutes of the June 18, 2020 Board meeting.

##### **B. New Business**

###### **1. Director's Report**

Director Monique Melchor reported on the distribution of work2future's inaugural newsletter and the arrival of two new career service providers, Equus (formerly ResCare), and International Rescue Committee (IRC).

###### **2. FY 2020-21 Program Operating Budget Reconciliation**

Finance Manager Allain Mallari presented the FY 2020-21 Program Operating Budget

Reconciliation and asked the Board to approve adjustments to the Fiscal Year 2020–21 Program Operating Budget as follows:

- a) 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;
- b) Increase funding by \$164,850 in the WIOA Rapid Response operating budget. This is comprised of \$121,408 carry-over funds from FY 2019-20 and \$43,442 increase in the final program allocation compared to estimated funding;
- c) Adjust the Summary of Discretionary funding sources, both new and carry-over to \$4,056,215.

**ACTION:** After a brief discussion, Mr. Preminger moved, Mr. Estill seconded, and, by roll call, the Board approved the recommendation unanimously. Ms. Gomez recused herself from this item and Ms. Gilroy had left the meeting prior to the vote.

**3. Coronavirus Relief Funds/CARES ACT Work Experience Project**

Director Melchor reported on the Executive Committee's approval on behalf of the Board, pursuant to Article VI, Section 6.4 of the Bylaws, to accept \$2,479,500 in Coronavirus Relief Funds for the CARES WEX and Training Project, including the allocation of funds to Goodwill Silicon Valley and the Foundation for California Community Colleges to carry out certain responsibilities related to the project. Ms. Melchor discussed how the money for approximately 100 WEX and 75 skills training participants needed to be spent by December 30, 2020. Board member discussion ensued.

**4. Labor Market Update**

Lawrence Thoo, Strategic Engagement Manager, presented a report on the labor market in Santa Clara County which included data through July 2020. He noted that the largest job declines due to COVID-19 were in lower paid occupations staffed with lower-skilled workers. Mr. Thoo also reported on the updated work of our consultants, SPR, on the Automation, Artificial Intelligence, and the Future of Work in Silicon Valley study and the impact of COVID-19 on these findings.

**5. Ad Hoc Committee Update**

Chair Joe Flynn first reported on the history of the former Youth Council which was disbanded in 2019 due to quorum and other issues. The Board decided last November to create an Ad Hoc Youth Committee instead of a standing committee. Board member Estill has offered to lead five other board members in doing this work. A Doodle Poll is going out with the hope that the ad hoc committee will meet in October 2020.

**6. New Career Service Providers**

Director Melchor introduced work2future's career service providers, Equus Workforce Solutions (formerly ResCare Workforce Services), represented by guests Stephanie Koontz, Director of Service Delivery, and Janette Dunn, Regional Director, and International Rescue Committee (IRC), represented by Sarah Terlouw, Executive Director, Sead Eminovic, Site Director, and Kevin Davis, Career Development Coordinator. The new service providers will assume responsibility October 1, 2020, for providing Adult, Dislocated Worker and Youth Program services at the San Jose, North San Jose and Gilroy Career Centers. Staff at both Equus and IRC presented information to the board on their respective history, mission, and service philosophy. The board asked clarifying questions and indicated interest in having both providers come back to present at a future meeting.

**7. Bridge to Recovery Program [Heard after Item IV.B.3]**

Director Melchor introduced guest Michael Mancini, Division Director, Economic Development Services, Catholic Charities of Santa Clara County. Mr. Mancini presented information on the Bridge to Recovery Program, a community-wide initiative coordinated and led by Catholic Charities of Santa Clara County to re-envision an integrated and holistic interagency and employer-engaged approach to providing a social safety net and workforce development for the region's most vulnerable and traditionally underserved communities. Board discussion ensued after the presentation.

**V. PUBLIC COMMENT**

None

**VI. SUGGESTIONS FOR FUTURE AGENDA ITEMS**

- A. Invite both Equus and International Rescue Committee to present at a future Board meeting.
- B. Update on COVID-19 funding opportunities.

**VII. ANNOUNCEMENTS**

- A. The next meeting of the work2future Board is scheduled for Thursday, November 19, 2020, 9:30 am.
- B. Mr. Preminger announced that Santa Clara County encourages everyone to get a COVID test and a flu shot.

**VIII. ADJOURNMENT at 11:33 am**

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