

BUSINESS SERVICES COMMITTEE

**July 13, 2021
3:02 pm**

MINUTES

Staff: Azevedo, Thoo, Tran, Woodworth

I. CALL TO ORDER & ROLL CALL

Chair Chao called the Zoom meeting to order at 3:02 pm

Roll Call

Present: Chao, Koepp-Baker, McGrath, Smith (left at 3:44 pm), Takahashi (left at 4:00 pm)

Absent: Batra, Flynn, Gomez,

II. OPEN FORUM

None

III. BUSINESS

A. Minutes Approval

ACTION: Ms. Koepp-Baker moved, Ms. Smith seconded, and the committee members present unanimously approved the minutes of the June 8, 2021 Business Services Committee meeting.

B. Employer Engagement

1. Facebook Digital Marketing Internships — Economic Development Officer Dhez Woodworth reported that 32 young adults have been placed in digital internships with COVID-impacted small businesses. He said that work2future would be extending the original 12-week internships to 26 weeks.

2. Resilience Corps — Mr. Woodworth explained that Resilience Corps is a COVID-response employment assistance project proposed by San Jose Mayor Sam Liccardo and approved by the City Council, with five pathways: vaccine distribution, food distribution, learning loss, environmental resilience and supporting business recovery. Work2future is leading the business recovery pathway, working in partnership with Goodwill Industries and the Foundation for California Community Colleges to provide four weeks of paid training and a 22-week paid internship. Its objective is to match 20 young-adult interns from “Low Resource Census Tracts” with 20 small businesses and non-profit organizations. The census tracts are identified annually for the California Fair Housing Task Force. Like the Facebook Internships the interns would be trained in the basics of digital media/marketing before being placed with host employers. Committee discussion followed. Mr. Thoo announced that Mr. Woodworth would be retiring from City employment shortly and thanked him for all his work on both the Facebook and Resilience Corps projects.

C. Services

1. **Trades Orientation Program** – Mr. Thoo announced that the next TOP cohort is scheduled to begin on August 16. He also reminded committee members that TOP not only provides training but also apprentice-placement and other employment support for graduates for up to one year.
2. **Job Fairs** – Mr. Thoo announced an upcoming in-person LGBTQ+ inclusive job fair on July 31, 2021, at the Billy DeFrank Community Center.

D. Business Intelligence

Staff reported on various matters of interest to the committee, including:

1. **May LMI Summary** — Strategic Engagement Manager Thoo reviewed an updated version of the May Labor Market Information Summary included in the agenda packet. The May unemployment rate in our MSA was 4.7% which reveals a gradual improvement in our labor market. The hospitality sector added 5,500 jobs in May which is still 30,000 below pre-pandemic levels. Discussion among committee members ensued.
2. **Recent Layoff Activity** – Analyst Huong Tran informed the committee that there have been no WARN notices in June and so far in July 2021. Ms. Tran also mentioned that there was one company expecting to lay off about 200 employees in August. Mr. Thoo informed the committee that there is one manufacturing company in Campbell that will be relocating out of the area and laying off about 30 employees.
3. **An employer's perspective: PG&E** — Mr. Thoo introduced Ms. Alexandria Baker who is the South Bay Manager, PowerPathway, for Pacific Gas & Electric (PG&E). Ms. Baker explained that 62% of the PG&E workforce are unionized field employees. The PowerPathway training program was developed to help overcome barriers to entry for underrepresented groups in PG&E communities, such as women and veterans, and to deal with an expected wave of retirements. The program has been successful in placing 93% of its graduates in PG&E the last three and a half years. Discussion ensued among committee members.

E. Workplan

Mr. Thoo announced the following items for future committee meetings:

1. Incumbent worker training will be discussed at the August 10, 2021 committee meeting
2. Workforce Accelerator Fund 9.0 Grant (Earn+Learn opportunity)
3. Business intelligence (September meeting)
4. Business engagement - Strategy and operations (September meeting)

F. Other Staff Reports

1. Kirk staff have moved back to the center and anticipate offering services in August.
2. New Las Plumas Job Center location move from Kirk has been approved by the Board.
3. Anticipate EDD Zanker location opening by the end of July. No word yet on Gilroy reopening.

IV. Other - None

V. ADJOURNMENT

Chair Chao adjourned the meeting at 4:12 pm.

Draft minutes prepared by K. Azevedo, reviewed by L. Thoo

All votes were by roll call, unless otherwise indicated