

BUSINESS SERVICES COMMITTEE
October 12, 2021
3:00 pm
MINUTES

Staff: Azevedo, Hupman, Pham, Thoo, Tran

Guest: Greg Harris, Business Services Manager, Equus Workforce Solutions

I. CALL TO ORDER & ROLL CALL

Chair Chao called the Zoom meeting to order at 3:03 pm

Roll Call

Present: Chao, Batra, Koepp-Baker, Smith (arrived at 3:29 p.m.), Takahashi, Taunk

Absent: Flynn, Gomez, McGrath

II. OPEN FORUM — Tessa Woodmansee talked about the importance of sustainable planning and .

III. BUSINESS

A. Minutes Approval

ACTION: Mr. Batra moved, Mr. Takahashi seconded, and the committee unanimously approved the minutes of the September 14, 2021, Business Services Committee meeting.

B. Employer Engagement

1. **Introduction of Greg Harris** — Strategic Engagement Manager Thoo introduced Greg Harris, the new Manager of the Business Services team at Equus, work2future's career services provider. Before Greg was promoted to lead the Business Services team, he served as a Career Advisor for Equus and he stated that he looks forward to coordinating communication among the different work groups to facilitate helping clients.
2. **Facebook and Resilience Corps Digital Marketing Internships** — Mr. Thoo reported that Resilience Corps is recruiting for a second set of seven interns to backfill employers still needing interns.
3. **Layoff and Layoff Aversion Activity Update** - Mr. Thoo reported that there was no new layoff activity in the last month.

C. Services

1. **Employer Demand-Driven Cohort Training Pilot** — Strategic Engagement Manager Thoo provided an update on the Workforce Accelerator Fund 9.0 grant. Efforts have continued to be focused on the first phase of the grant and development of a sustainable earn-and-learn model for the first cohort. Evergreen Valley College and CAES (Cobham Advanced Electronic Solutions) have framed a first pilot cohort of 5 participants that is scheduled to begin on November 8, 2021 and last ten and a half weeks. They will take part in subsidized classroom and hands-on training and successful graduates will be eligible for

full-time employment at CAES. Committee members asked questions and discussion ensued.

2. **Incumbent Worker Training —** Mr. Thoo reviewed the Employment Development Department's Workforce Services Directive on Incumbent Worker Training. Mr. Thoo hopes to have a draft local policy for the committee at the next meeting.

D. Business Intelligence

1. Layoff-related Activity Report — Business Services Analyst Huong Tran announced that there were no new WARN notices in the last two months. However, the Business Services team continues to work with Boston Scientific and TE Connectivity, two companies that have pushed out their layoff dates.
2. July 2021 Labor Market Summary — Mr. Thoo presented the June to July 2021 labor market activity summary. He noted that unemployment in the MSA and County had dipped slightly to 5% and 4.9%, respectively. Mr. Thoo also presented a chart noting how the region was recovering jobs lost during the pandemic, especially in priority sectors such as Information & Communications Technology (ICT) in which employment now exceeds pre-pandemic levels. He also presented new local Census data, including shifts in Santa Clara County's racial and ethnic makeup since the 2010 census. Discussion among committee members ensued.
3. Discussion of the need to improve business intelligence — Mr. Thoo discussed the need to improve how we gather business information at the operational level. He presented the question of how do we develop the capacity to have this information for our front-line career services workers?

E. Workplan

1. Mr. Thoo shared and discussed the current in-demand quality occupations list
2. Mr. Thoo informed that committee that in-person meetings are expected to resume in October and a discussion of a committee meeting schedule beyond October 2021 ensued. Staff will poll committee members on best meeting frequency and day of week/time.

IV. Other — None

V. ADJOURNMENT

Chair Chao adjourned the meeting at 4:31 pm.

*Draft minutes prepared by K. Azevedo, reviewed by L. Thoo
All votes were by roll call, unless otherwise indicated*