

BUSINESS SERVICES COMMITTEE

December 14, 2021

MINUTES

STAFF: Melchor, Pham, Studebaker, Thoo, Tran

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

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

I. CALL TO ORDER & ROLL CALL

Chair George Chao called the Zoom meeting to order at 3:05 pm.

Roll Call

Present: Chao, Gomez, Koepp-Baker, McGrath, Smith, Takahashi (arrived at 3:34 p.m.), Taunk

Absent: Batra, Flynn

II. OPEN FORUM

Mr. Chao asked for any public comments. None were noted.

III. BUSINESS

A. Minutes Approval

ACTION: Ms. Koepp-baker moved, Ms. Smith seconded, and the Committee approved the minutes of the October 12, 2021, Business Services meeting, as follows:

AYES: Chao, Koepp-Baker, McGrath, Smith, Taunk

ABSTAINED: Gomez

B. Employer Engagement

1. **Updates on Facebook and Resilience Corps Digital Marketing Internships** — Mr. Pham summarized the program designs, reported on the status of the 2 programs, and shared success stories of 2 individuals.
2. **Bloom Energy** — Recruiting Assistance - Mr. Thoo reported that work2future is partnering with Alameda County WDB for a special recruitment to aid in the recruiting efforts for Bloom Energy. Huong Tran is the lead of the recruitment that is scheduled to happen in January.
3. **Olympus America Medical and Surgical** — Career accelerator - Mr. Thoo reported that work2future is in discussions with Olympus regarding participation in the Workforce Accelerator Fund career accelerator project and hopeful that they will bear fruit.

4. **QuantumScope** – workforce development – Mr. Thoo reported that this next-generation battery manufacturer will be doubling their workspace and employees. They are looking for help in developing their workforce to sustain their growth.

C. Services

1. **Manufacturing Job Fair** — Ms. Tran announced that staff and partners are planning an in-person manufacturing job fair late February. It would be the first in-person job fair since the beginning of the pandemic. Mr. Thoo added that there is also discussion around holding a smaller version of this job fair as an online job fair in late January, so that participants in the Resilience Corp program may be exposed to employment opportunities.
2. **Employer Demand-Driven Training and Employment Pilot (workforce accelerator fund project)** – Mr. Thoo reported that the first pilot was suspended two weeks after it began. Evergreen Valley College and CAES, the employer partner, evaluated the performance of the trainees during the two weeks and found that it would be virtually impossible for them to complete the program successfully. The material and pace of the curriculum seems to have been the hurdle for the participants. After a scheduled debriefing, the project partners will determine how to reboot the first pilot. The participants were paid fully for the hours attended.
3. **Incumbent Worker Training** — Mr. Thoo discussed the differences between Incumbent Worker Training (IWT) and WIOA On the Job Training (OJT). IWT gives Workforce Development Boards the opportunity to support businesses by subsidizing a portion of their costs for upskilling existing employees, whereas an OJT focuses on bringing new employees to businesses. Ms. Studebaker presented the draft policy. Mr. Thoo followed up with local distinctions of the policy. Clarification of the employer’s share of cost was given by example. Staff hope to start the program in February.

D. Business Intelligence

1. **October 2021 Labor Market Summary** – Mr. Thoo reported that the MSA unemployment rates have continued to drop. Between September and October, local employment growth was greatest in the private educational and health services sector. The labor force has had continual improvements, but we still aren’t at pre-pandemic numbers yet.
2. **Rapid Response** – Ms. Tran reported that a WARN notice for Boston Scientific came in last week. 170 workers in total will be laid off from the end of January through the 2nd Quarter of 2022. The first wave will include 50 employees that will exit by end of January. Most positions moved to New Mexico, but four were affected by overseas job

loss. This is a complete facility shutdown and most of the jobs affected were production and assembly line workers. The first 50 have already been invited to a Rapid Response orientation scheduled for the day after the committee meeting.

E. Workplan

1. **Scheduling** – Mr. Thoo reminded the committee that they had previously discussed meeting every other month rather than every month in 2022. Mr. Thoo proposed that the committee keep a January 2022 meeting on the calendar and begin bimonthly meetings in February. Chair Chao agreed with the suggested scheduling for 2022. There were no objections.
2. **Meeting Convening** – Mr. Thoo explained that currently all meetings continue to be held virtually. The City has not yet conveyed when in-person meeting will resume.

IV. Other — Mr. Thoo updated members about the grand opening of the new center.

V. ADJOURNMENT

Chair Chao adjourned the meeting at 4:19 pm.

Draft minutes prepared by M. Studebaker, reviewed by L. Thoo