

WORKFORCE DEVELOPMENT BOARD

September 15, 2022

MINUTES

Staff: Durrall , Luu, Mallari, Melchor, Thoo, Walter

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

I. CALL TO ORDER & ROLL CALL

The meeting via Zoom Webinar was called to order at 9:36 am by Chairperson Sue Koepp-Baker.

Roll Call

Present: Auerhahn, Batra, Benavidez, Bojorquez, Chao, Estill, Flynn, Koepp-Baker, Le, Lucero, Murphy, Perez, Preminger, Smith, Teixeira, Vujjeni (entered at 10:10)

Absent: McGrath, Moreno, Takahashi

A. Introduction of New Board Members

The Chair welcomes new Board Members Ricardo Benavidez and Brian N. Murphy, who then introduced themselves. Mr. Estill suggested pairing up new Board members with veteran members for mentorship and onboarding.

II. CONSENT ITEMS

ACTION: Mr. Preminger moved, Mr. Flynn seconded, and the Board unanimously approved items II.C and II.D.

ACTION: After discussion, Ms. Lucero moved, Ms. Auerhahn seconded, and the Board unanimously approved items II.A and II.B.

A. Financial Status Report as of June 30, 2022 (revised)

B. Financial Status Report as of July 31, 2022

C. San Jose Works Report as of June 30, 2022

D. Minutes of June 16, 2022 meeting

III. OPEN FORUM

Ms. Koepp-Baker opened the floor for public comment. Mr. Thoo noted that a public comment received before the Board Meeting was available as additional material in the calendar listing for the Board meeting on the work2future website. No other comments were noted.

IV. BUSINESS ITEMS

A. Director's Report

Director Monique Melchor updated the Board about the variety of services available at the Las Plumas location. She noted that Memorandums of Understanding (MOUs) are in-process or completed for six service providers. Director Melchor reported that TOP (the Trade Orientation Program), the Latino Business Association, and Prosperity Labs are on-site offering classes and other services in English and Spanish. Ms. Melchor highlighted a partnership with West Valley Community College to offer several on-site credentialed classes

free to the public, available to WIOA and non-WIOA participants. San Jose City College and Veggielution are also scheduled to offer classes. Additionally, work2future will be revisiting hoteling agreements with mandated partners to ensure compliance with guidelines. She promoted the San Jose Career Expo, a large in-person job fair hosted by work2future and SJ Works. The event will feature 80 employers and 8 resource providers and will take place at the San Jose Convention Center on September 23, 2022. Ms. Melchor also announced the hiring of a new staff member focused on coordinating partner services.

B. WIOA Performance Report for Q4 of PY 2021

Sangeeta Durrall, Program Services Manager, reported on Workforce Innovation and Opportunity Act (WIOA) program performance for the fourth quarter of Program Year 2021-22 (PY 2021). Ms. Durrall noted that the Adult, Dislocated Worker, and Youth programs have a total of 15 performance measurements, 5 measurements for each program, with a state goal of 90% compliance for each measurement. For the Adult program, work2future met all performance measurements with a score of 90% or above. For the Dislocated Worker program, work2future was able to meet four of the five performance measurements with a score of 90% or above. Ms. Durrall noted an 84% score for 'entered employment 4th quarter after exit' for adult participants. For the Youth program, work2future was able to meet four of the five performance measurements with a score of 90% or above. Ms. Durrall noted that one score – attainment of credential and certificate – is still being calculated for youth participants. She also noted that a final version of the report will be available from the State around the end of October 2022.

C. Amendments to Article VI of the work2future By-laws

Lawrence Thoo, Strategic Engagement Manager, presented proposed amendments to Article VI (Committees) of the work2future By-laws to allow for the formation and composition of additional standing committees, such as a Youth Committee. The new By-laws will allow the Board to create new committees as it deems necessary. Mr. Thoo pointed out language stipulating that the majority of committee members must be Board members, and that committees must also include members who are not serving members of the work2future Board, in accordance with Federal and California requirements. The proposed amendments will be considered for recommendation by the Executive Committee at its October meeting and then brought back to the Board for action at the Board's November meeting. Discussion ensued among Board members.

D. Labor Market Consultant Pool RFQ

Dat Luu, Contracts Manager, reported on the preparation of a Request for Qualifications (RFQ) to establish a pre-qualified pool of consultants on which work2future can draw a specific research-and-analysis and other projects from 2023 through 2026. Mr. Luu noted the history of the Labor Market Consultant Pool RFQ going back to 2013 and highlighted previous research reports. Discussion ensued among Board members.

E. Ad Hoc RFP Committee

Board Member Chad Bojorquez gave a report on the conclusion of the Ad Hoc RFP Committee. He directed the Board to the summary memo previously provided, noting several

of the committee's recommendations. Mr. Bojorquez noted that staff is reviewing the recommendations and the City Attorney's office will give guidance on the viability of the recommendations. He encouraged Board members to carefully review the committee report and expects that the Executive Committee will resume discussion on this topic at the scheduled October 2022 meeting. Discussion ensued among Board members.

F. Business Services

Business Services Committee Chair George Chao reported on recent business service activities including the Meta/Facebook marketing internship program, WARN and related response activity, Workforce Accelerator Fund 9.0 grant-supported Career Accelerator pilot, career fairs, and preparations to launch the Incumbent Worker Training support program.

Huong Tran, Lead Business Services Analyst, provided specific details about the WARN response activity and discussed the upcoming San Jose Career Expo. Board members discussed trends in local layoff activity.

G. Labor Market Information

Strategic Engagement Manager Thoo reported on the status of the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA). He noted many mixed signals in the overall economy, specifically a lower unemployment rate paired with higher inflation and lower GDP. Unemployment rates continue to remain low, while the labor participation rate is also lower than average in many parts of the country. The July unemployment rate in the MSA is 2.2%, and in Santa Clara County is 2.1%, both indicators slightly down from the previous month. Month-to-month overall job gains were modest, with gains in professional/business services and leisure/hospitality compensating for larger than average losses in local government and education. Mr. Thoo indicated that the work2future will be evaluating its current priority industry sectors to determine if changes should be made to reflect local trends. The number of people in the labor market remains steady, nearing pre-pandemic levels. The number of people employed has continued to rise, slightly surpassing numbers from February 2020.

Regarding employer demand, Mr. Thoo detailed various statistics that reflect current complaints from employers about hiring and retention struggles. Job posting data highlighted increased demand for employment and a disparity between the number of job postings and unemployed workers. Brief discussion followed among the Board members.

V. OTHER

Announcements, suggested agenda items for a future meeting, other housekeeping

- A.** Suggested items for future meetings include: additional reporting about the performance and outcomes of completed grants, specifically Prisons-to-Employment and EDPR CA Solar Park; including regular reporting about grant applications and outcomes in Board meetings; uses of research reports resulting from the Labor Market Consultant pool; and adding a retreat to the 2023 meeting calendar.

- B. Mr. Preminger announced that the County, in partnership with Building Peaceful Families, will be holding a Justice-Involved Families Conference on October 1, 2022, introducing programs and services to people and families impacted by the legal system.
- C. Mr. Thoo reminded the work2future Board members that the next Board meeting is scheduled for November 2022.

VI. ADJOURNMENT

Meeting adjourned at 10:59 am.

Draft: D. Walter
Edit Review: L. Thoo