

EXECUTIVE COMMITTEE MEETING
August 30, 2018
Called to Order: 1:34 p.m.

ACTION MINUTES

Draft minutes prepared by Kathryn Azevedo, approved by

WDB Staff: Monique Melchor, Meredith Studebaker, Lawrence Thoo, Kathryn Azevedo

I. OPENING REMARKS: Read by Sue Koepp-Baker

II. QUORUM VERIFICATION

Executive:

Present: Sue Koepp-Baker, Rashad Said, Steve Preminger, Joe Flynn (arrived at 1:40 p.m.)

III. CONSENT ITEMS

ACTION: It was moved by Mr. Said, seconded by Mr. Preminger, and approved unanimously to accept the following:

- A. Financial Status as of June 30, 2018

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

Upon a motion by Mr. Preminger, seconded by Mr. Said, the Executive Committee unanimously approved the minutes of the May 31, 2018 Joint Meeting of the work2future Executive and Finance & Performance Joint Committee.

B. New Business

1. WIOA Performance and Outcomes

Ms. Meredith Studebaker, MIS Analyst, reported on Adult/Dislocated Worker and Youth Program Outcomes for PY 2017-18 and discussed an alternative approach to tracking performance in between the recent termination of WIA performance data and the availability of appropriate state and federal WIOA performance data. The new predictive reports in CalJobs pull from actual client data to anticipate how well we are achieving state negotiated benchmarks. We must vet these reports.

Director Melchor mentioned that we will be negotiating our new measures in September based on these predictive reports.

2. Financial Updates

Director Monique Melchor reported on the status of work2future's finances. Carry-over funding, as of 6/30/2018, stands at \$2.96 million dollars for the WIOA Adult, Dislocated Worker, Youth, and Rapid Response programs. She also talked about how our region, the Bay Peninsula RPU, is in the process of applying for a Prison to Employment state planning grant which will allow work2future to better serve our reentry population. Mr. Thoo announced that three budget scenarios for FY 2019-2020 reflecting AS IS funding (\$.311 million budget shortfall), a 5% funding reduction (\$1.548 million shortfall), and a 10% funding reduction (\$1.785 million shortfall) will be presented at the October Executive Committee meeting.

3. San Jose Works Update

Finance Director Monique Melchor reported on the status of the fourth round of the San Jose Works program, currently underway. The program has provided 347 youth with subsidized employment and is planning a Fall Cohort of an additional 28 youth to be placed in nonprofits and companies. Director Melchor also reported on a planned shift to a cohort model of placing 20 or 30 or more youth in larger companies to increase the number of youth working in our priority industry sectors. The goal is to develop ongoing relationships with these larger, mostly high tech employers, so that we can continue placing San Jose Works youth. There was extensive discussion among Committee members on how to attract large employers, such as Apple and Google, to the San Jose Works program.

Staff are also currently working with the City and Foundation on the Unsubsidized program which has a goal of serving 625 youth by March 2019.

4. Advanced Manufacturing Initiative Update

Special Projects Manager Lawrence Thoo reported on the status of the Advanced Manufacturing Initiative on the one year anniversary of the first employer convening in August 2017. We are at the end of our contract with Collaborative Economics and will be transitioning our role in the convening process to our colleagues at the Office of Economic Development. We currently are working with about twenty employers on two priority objectives: attracting talent and developing talent, particularly at lower skill

levels (such as assembler). The Attracting Talent group created a video piece that was viewed by committee members highlighting the “coolness” of manufacturing careers and that will be used at community outreach presentations as part of our “Ambassador Kit.”

work2future will be working on developing a new model of apprenticeship, “earn and learn,” in response to our experience developing a career pathway with our current clients. We have learned that manufacturing middle skill job opportunities require skillsets and certifications that take longer to develop than our current training model can support. One idea is to scale up the technician internship pilot Cobham had developed with Evergreen Valley College and develop other manufacturing apprenticeships with our employer and community college partners.

V. Public Comment: None

VI. Suggested Future Agenda Items

VII. Announcements:

- A. The next meeting of the Executive Committee is scheduled for October 18, 2018, 12:30 pm.
- B. Director Melchor will be conducting one on one phone meetings with each board member to get input on board direction, funding, etc.

VIII. Adjournment: The meeting was adjourned at 3:00 pm.