

work2future Board Meeting
Thursday, September 20, 2018
ACTION MINUTES
CTO: 11:44 a.m.

Prepared by Nguyen Pham; reviewed by Kathryn Azevedo; approved by Monique Melchor

WDB STAFF: Kathryn Azevedo, Sangeeta Durrall, Monique Melchor, Nguyen Pham, Joy Salandanan, and Lawrence Thoo.

I. CALL TO ORDER & OPENING REMARKS

Read by Vice Chair Sue Koepp-Baker. She noted changes in presenters for items IV.B.2, IV.B.3, and IV.B.4. Ms. Koepp-Baker also introduced a new Board member, Mr. Juan Gutierrez, Organizer with the Plumbers, Steamfitters, and HVAC/R union of Santa Clara and San Benito Counties, UA Local 393.

II. QUORUM VERIFICATION

Present: Louise Auerhahn, Rajiv Batra, George Chao, Jack Estill, Juan Gutierrez, Susan Koepp-Baker, Van Le (left at 12:34pm), Pam Moore, Rafaela Perez, Rashad Said, Mitch Schoch, Henri Villalovoz, David Wahl.

Absent: Rose Amador, Jeff Burrill, Joe Flynn, Leslie Gilroy, Blanca Gomez, Maria Lucero, Brynt Parmeter, Steve Preminger, Derrick Seaver.

III. CONSENT ITEMS

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

- (a) Financial Status as of June 30, 2018
- (b) Labor Market Information Update

Ms. Koepp-Baker abstained.

IV. BUSINESS ITEMS

A. Old Business

1. Minutes Approval

ACTION: Upon a motion by Mr. Said, seconded by Mr. Estill, the minutes of the June 21, 2018 Board meeting were approved unanimously. Ms. Koepp-Baker abstained.

B. New Business

1. Director's Report

Director Monique Melchor reported on one-on-one conversations she had recently conducted with a number of work2future Board members and expressed her appreciation for their on-going support. She looked forward to connecting with the remaining Board members and will provide a comprehensive report of the Board's feedback at a future meeting. Responding to questions raised at a previous meeting, Ms. Melchor confirmed that work2future continues to provide services to DACA clients, and that the level of supportive services provided is a strong indication that Job Center staff are keeping clients aware of their availability.

2. WIOA Performance and Outcomes

Director Melchor reported on the transition of performance measures from WIA to WIOA and guidance from the state's Employment Development Department (EDD) to utilize CALJOBS's predictive reports while it is working to develop the official WIOA reports. She mentioned that first real WIOA performance reports may be available as early as Spring 2019, but that the EDD has cautioned that they may not be ready until 2020. Ms. Melchor also reported that work2future met all performance goals to date for the last year, with the exception of the credentials data, and responded to questions posed by Ms. Moore regarding the complexity of measuring WIOA performance indicators among different agencies.

3. Financial Updates

Finance Manager Joy Salandanan presented financial updates. She expressed appreciation to Ms. Melchor and Board member Louise Auerhahn, Director of Economic and Workforce Policy at Working Partnerships USA, for their efforts in collecting apprenticeship wage information for Prop 39 TOP (Trade Opportunities Program) participants, as it allowed work2future to meet successfully leveraging requirements related to SB 734 training. Board members lauded the value and inclusion of apprenticeships. Ms. Melchor invited Board members to connect with her offline to further discuss potential collaboration opportunities. Ms. Salandanan also shared information regarding the potential for funding reductions in Fiscal Year 2019-20.

4. FY 2018-19 Budget Reconciliation

Ms. Salandanan reported on the FY 2018-19 budget reconciliation and asked for the Board’s approval for staff to adjust the budget as follows:

- Net Increase of \$690,798 in WIOA Formula program operating budget;
- Net Increase of \$20,751 in WIOA Administrative Services budget;
- Net Increase of \$141,538 in WIOA Rapid Response operating budget;
- Re-budget of \$62,799 in Discretionary funding.

ACTION: Upon a motion by Mr. Estill, seconded by Mr. Schoch, the recommendation was approved unanimously. Mr. Said recused himself from this item.

[Note: At the discretion of the chair, agenda item IV.B.6 (Prison to Employment Initiative) and agenda item IV.B.5 (San Jose Works Update) were then taken in reverse order.]

5. Prison to Employment Initiative

Senior Project Manager Sangeeta Durrall reported on the Prison to Employment Initiative. Ms. Durrall announced that the Bay-Peninsula Regional Planning Unit (RPU) has been awarded a grant of \$142,500 based on its response to the California Workforce Development Board (State Board) and Employment Development Department’s Request for Applications for planning grants. The planning period formally begins October 1. However, Ms. Melchor reported that she has already begun outreach to various probation and juvenile justice agencies and organizations.

6. San Jose Works Update

work2future Foundation Executive Director Jose Rivera, and work2future Foundation Youth Program Supervisor Ruby Carrasco reported on the early success of San Jose Works 4.0, now in progress. They also shared that staff have begun planning for San Jose Works 5.0, the 2019–20 round of the program. Director Melchor expressed appreciation toward Mr. Schoch from Bentek for his efforts in employing multiple San Jose Works youth. She also shared a success story of a youth participant who worked at Bentek and moved on to gain permanent employment.

7. Advanced Manufacturing Initiative Updates

Special Projects Manager Lawrence Thoo provided the Board with an update on the Advanced Manufacturing Initiative. He began by screening the Attract Talent video produced by Jabil. Next, Mr. Thoo thanked Board member George Chao for stepping in on short notice to organize a round of trial presentations for the Manufacturing Ambassador Pilot when the original partner withdrew late in the period. He also stated that OED's business development division will take on future general convening responsibility while work2future focusing on several workforce development pathway projects with employers and other partners.

V. PUBLIC COMMENT: None

VI. SUGGESTED AGENDA ITEMS FOR NEXT MEETING

- a. Update on planning for Prison to Employment grant initiative

VII. ANNOUNCEMENTS

- a. Ms. Koepp-Baker led the introductions among the Board members and work2future staff as a warm welcome to Mr. Gutierrez.
- b. Director Melchor shared that she is happy to continue the on-going conversations with each Board member.
- c. The next Board meeting will take place on Thursday, December 6, 2018 at 11:30 a.m. The Community Builder Awards will be presented at this meeting.

VIII. ADJOURNMENT: The meeting was adjourned at 1:05 p.m.