

**BUSINESS SERVICES COMMITTEE**  
**August 8, 2023**

**MEETING SUMMARY**

STAFF: Thoo, Tran, Walter

GUESTS: Michael Hill, PhD, Sr Director, Talent & Org Development, Applied Materials; Andy Scott, Sr L&D Specialist, Infinera; John Melville, CEO, Collaborative Economics; Greg Harris, Business Services Representative, Equus Workforce Solutions

**I. CALL TO ORDER & ROLL CALL**

Chair Alan Takahashi called the meeting to order at 3:05 pm.

**Roll Call**

**Present:** Benavidez, Goel (arrived 3:11), McGrath, Smith, Takahashi, Koepp-Baker (ex officio)

**Absent:** Chao, Shah

**II. OPEN FORUM**

No public comments were offered.

**III. BUSINESS**

**A. Minutes Approval**

Mr. Benavidez moved and Mr. Takahashi seconded approval of the minutes of the February 14, 2023, Business Services Committee meeting. The committee approved unanimously.

**B. Business Intelligence**

- 1. Labor Market Update** – Lawrence Thoo, Strategic Engagement Manager, reported on the status of the labor market in Santa Clara County and the San José-Sunnyvale-Santa Clara Metropolitan Statistical Area (MSA). The unemployment rate in the MSA was 3.7 percent in June 2023, up from a revised 3.3 percent in May 2023, and continuing an upward trend over the previous six months, according to the Employment Development Department’s Labor Market Information Division. The unemployment rate was 3.6 percent in Santa Clara County in June 2023. The total labor force in the County grew to 1,045,600, marking a year-over-year increase of over 11,000 labor force participants. Mr. Thoo reported a slowing down of online job postings, and education and economic barriers that impact work2future’s job seeking clients. There was some discussion about the role the Business Services Committee can play in guiding the larger Board in these matters.
- 2. WARN Report** - Business Services Lead Analyst Huong Tran gave a year-end report on Worker Adjustment and Retraining Notification (WARN) activity in work2future’s service area and subsequent Rapid Response efforts for Program Year 2022-23. Ms. Tran provided details about the 29 WARN notices and 3,037 impacted workers within the San Jose-Silicon Valley (work2future) Local Workforce Development Area since the beginning of the fiscal year in July 2022. She noted a slowdown in layoff activity in June and July of 2023 and described work2future efforts to provide Rapid Response services. There was some discussion about the implementation of Rapid Response services.

**C. Employer Engagement**

- 1. South County Engagement** – Deanna Walter, Strategic Engagement Project Manager, briefed the committee on a partnership with the Morgan Hill Chamber of Commerce to increase engagement in South County. She noted an upcoming Business Forum hosted by the Chamber with the work2future Business Services Team providing the keynote presentation.
- 2. Advanced Manufacturing Apprenticeships** – Mr. Thoo introduced the committee to the launch of pilot semiconductor technician apprenticeships aimed at creating new talent pipelines for South Bay manufacturers and high-road career opportunities for job seekers from historically under-resourced/underinvested/marginalized backgrounds. Michael Hill, PhD, Sr Director, Talent & Org Development, Applied Materials, and Andy Scott, Sr L&D Specialist, Infinera, shared their experience with and expectations for the program.
- 3. Healthcare Sector Convening** – Board Vice Chair Priya Smith announced a work2future project to bring together South Bay healthcare employers around workforce challenges and solutions. Ms. Smith is co-chairing the effort, which is being facilitated by consultant John Melville, CEO of Collaborative Economics. Mr. Melville provided additional details and talked through the initial steps of the project.

#### **D. WIOA Services**

- 1. Career Fairs** – Ms. Tran gave a year-end review of Career Fairs and other recruiting events in Program Year 2022-23, noting 8 events that served 304 employers and 1,400+ job seekers. She also provided an update on the HIRING NOW! Job Fair planned for August 15, 2023, focused on employment opportunities in manufacturing, healthcare, and government.
- 2. On-the-Job Training** – Greg Harris, Business Services Representative from Equus Workforce Solutions, provided a year-end report on the On-the-Job Training program efforts for Program Year 2022-23. He noted that all participation and expenditure goals were met.
- 3. Incumbent Worker Training** – Ms. Walter gave a report on the launch year efforts related to the Incumbent Worker Training program. She highlighted program success stories and learning opportunities as the program enters its second year.

#### **E. Member's Roundtable**

Committee members shared thoughts and experiences about a variety of topics. Of note, a recent trend in construction hiring and project work in South County.

#### **IV. OTHER**

No additional comments were noted.

#### **V. ADJOURNMENT**

Mr. Takahashi adjourned the meeting at 4:32 pm.

*Draft summary prepared by D. Walter, reviewed by L. Thoo.*