



OWORKFORCE DEVELOPMENT BOARD MEETING

Thursday, March 21, 2024, 9:30 am

www.work2future.org

Priya Smith, MPH, Vice-Chair and Chair Pro Tempore

Location: Conference Rooms, 1608 Las Plumas Ave, San Jose

This meeting can also be viewed live on computer, smartphone, and tablet at
<https://sanjoseca.zoom.us/j/97597855268?pwd=Vzc0c2R0anVvZTNub3NBSUMwaktXQT09>

PUBLIC COMMENT

To provide Spoken Public Comment *during* the meeting, please be present at the meeting location above. Fill in an available blue card and provide it to a meeting staff person.

Please limit remarks to the time limit allotted by the meeting chair, normally two minutes.

To submit written Public Comment *before* the committee meeting: Send by e-mail to Lawrence.Thoo@sanjoseca.gov by 8:00 am the day of the meeting. The e-mails will be posted with the agenda as "Letters from the Public". Please identify the Agenda Item Number in the subject line of your email.

To submit written Public Comment *during* the meeting: Send e-mail during the meeting to Deanna.Walter@sanjoseca.gov, identifying the Agenda Item Number in the e-mail subject line. Comments received will be included as a part of the meeting record but will not be read into the record.

WORKFORCE DEVELOPMENT BOARD MEMBERS

March 2024

Board Chair
vacant

Board Vice Chair and Chair Pro Tempore
Priya Smith, MPH*

Chief Administrative Office
 Kaiser Permanente, Greater San Jose Area

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. Louise Auerhahn*
 Director of Economic & Workforce Policy
 Working Partnerships USA 2. Rajiv Batra
 Head of Legal & Compliance
 Arc 3. Ricardo Benavidez
 Director of Social Infrastructure
 Google LLC 4. George Chao
 Director of Strategic Partnerships
 Manex 5. John (Jack) Estill, Youth Committee Chair*
 Partner
 Coactify 6. Joseph A. Flynn
 Vice President of Software Transformation
 CommScope 7. Mike Hill
 Senior Director, Talent & Organizational
 Development
 Applied Materials 8. Van T. Le*
 Agent
 State Farm Insurance
 Trustee and Clerk of the Board
 East Side Union High School District 9. Maria Lucero
 Deputy Division Chief, Region I
 Northern Division, Workforce Services Branch
 Employment Development Department, State of
 California | <ol style="list-style-type: none"> 10. Emily McGrath
 Senior Fellow & Director of Workforce Policy
 The Century Foundation 11. Brian N. Murphy
 Director of Training
 Pipe Trades Training Center
 UA Local 393 12. Rafaela Perez
 Employment Services Director
 Social Services Agency
 County of Santa Clara 13. Steve Preminger
 Director, Civic and Community Engagement
 County of Santa Clara 14. Mitesh Shah
 Vice-President and Business Unit Head
 Tech Mahindra 15. Alan Takahashi, Business Services Committee
 Chair*
 Senior Vice President & Division General
 Manager
 Missile Systems
 CAES 16. Todd Teixeira, MA
 Team Manager (SSM1), San Jose North Branch
 California Department of Rehabilitation 17. Traci Williams*
 Co-chair
 South Bay Consortium for Adult Education
 Director
 East Side Adult Education |
|---|---|

*Members of the Executive Committee

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9:30 am

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MEETING AGENDA

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|---|--------------------------------------|
| I. CALL TO ORDER & ROLL CALL | <i>5 min</i>
<i>9:35 am end</i> |
| II. CONSENT ITEMS {ACTION}
Accept the following: | <i>5 min</i>
<i>9:40 am end</i> |
| A. Minutes of the November 16, 2023, Board meeting | |
| B. Preliminary Financial Status Report as of December 31, 2023 | |
| C. San José Works Report as of March 8, 2024 | |
| III. OPEN FORUM
Members of the public may address the committee on matters not on the agenda. | <i>5 min</i>
<i>9:45 am end</i> |
| IV. BUSINESS ITEMS | |
| A. Election of Officers {Action}
<i>Lawrence Thoo, Strategic Engagement Manager</i>
Election to fill the office of Board Chair, made vacant by the death of Chair-elect Susan Koeppe-Baker, and, if needed, the office of Board Vice-Chair. | <i>10 min</i>
<i>9:55 am end</i> |
| B. Director's Report {Information}
<i>Sangeeta Durrall, Director; Monique Melchor, Director (retiring)</i>
Report on the transition of work2future Directors and various other matters of interest. | <i>10 min</i>
<i>10:05 am end</i> |
| C. Form 700, Required Trainings and Open Government Laws {Information}
<i>Leanne Bolaño, Deputy City Attorney</i>
Annual refresher on State and City requirements to submit conflict-of-interest information forms, periodic ethics and harassment training requirements, and Board and committee members' obligations under the Ralph M. Brown Act and the California Public Records Act. | <i>15 min</i>
<i>10:20 am end</i> |
| D. RFP Process Revisions {Action}
<i>Sangeeta Durrall, Director</i>
Accept staff's report on the implementation of revisions, based on prior recommendations of an ad hoc committee and the Executive Committee, to the City's Request for Proposals (RFP) process as applied to the procurement of WIOA Adult, Dislocated Worker, and Youth program service providers. | <i>10 min</i>
<i>10:30 am end</i> |

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| E. WIOA Career Services Report {Information} | <i>15 min</i>
<i>10:45 am end</i> |
| <i>Sangeeta Durrall, Director; Rick Robles, Project Director, Equus Workforce Solutions; Kayla Nicholls, Youth Programs Manager, IRC San Jose</i> | |
| Overview of WIOA career services activity and status of enrollments and performance. | |
| F. Business Services Committee Chair’s Report {Information} | <i>5 min</i>
<i>10:50 am end</i> |
| <i>Alan Takahashi, Business Services Committee Chairperson</i> | |
| Report on committee-related activity. | |
| G. Healthcare Sector Partnership Initiative {Information} | <i>10 min</i>
<i>11:00 am end</i> |
| <i>Priya Smith, MPH, Board Vice-Chair; Lawrence Thoo, Strategic Engagement Manager</i> | |
| Report on the work2future-sponsored initiative to convene healthcare sector leaders in Santa Clara County to discuss and prioritize workforce challenges and collaborate with partners on sector-wide workforce development solutions. | |
| H. Youth Committee Chair’s Report {Information} | <i>10 min</i>
<i>11:10 am end</i> |
| <i>Jack Estill, Youth Committee Chairperson</i> | |
| Report on committee-related activity. | |
| I. Labor Market Update {Information} | <i>10 min</i>
<i>11:20 am end</i> |
| <i>Lawrence Thoo, Strategic Engagement Manager</i> | |
| Update on the labor market in Santa Clara County and the San Jose-Sunnyvale-Santa Clara Metropolitan Statistical Area. | |
| J. Regional Initiatives {Information} | <i>5 min</i>
<i>11:25 am end</i> |
| <i>Lawrence Thoo, Strategic Engagement Manager</i> | |
| Updates on Bay Area Jobs First (formerly the Bay Area implementation of the California Economic Resilience Fund Program—CERF), the CHIPS & Science Act, and the Regional Equity and Recovery Partnership Grant (RERP). | |
| V. OTHER | <i>5 min</i>
<i>11:30 am end</i> |
| Announcements, agenda suggestions for future meetings, other housekeeping. | |
| VI. ADJOURNMENT | |

Please note: *Times to the right of agenda items are estimates only of the duration of each item and its approximate ending time. Actual times may vary, and items may be taken out of order at the discretion of the chair.*

Teleconferencing Notice

Pursuant to provisions of the Ralph M. Brown Act, the following Board member(s) will attend the work2future Board meeting by teleconference from the indicated location(s):

Board member: George Chao

Location: 7908 Farina Ct, Sarasota, Florida

CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS IN THE COUNCIL CHAMBERS AND COMMITTEE ROOMS

The Code of Conduct is intended to promote open meetings that welcome debate of public policy issues being discussed by the City Council, their Committees, and City Boards and Commissions in an atmosphere of fairness, courtesy, and respect for differing points of view.

1. Public Meeting Decorum:

- a. Persons in the audience will refrain from behavior which will disrupt the public meeting. This will include making loud noises, clapping, shouting, booing, hissing or engaging in any other activity in a manner that disturbs, disrupts or impedes the orderly conduct of the meeting.
- b. Persons in the audience will refrain from creating, provoking or participating in any type of disturbance involving unwelcome physical contact.
- c. Persons in the audience will refrain from using cellular phones and/or pagers while the meeting is in session.
- d. Appropriate attire, including shoes and shirts are required in the Council Chambers and Committee Rooms at all times.
- e. Persons in the audience will not place their feet on the seats in front of them.
- f. No food, drink (other than bottled water with a cap), or chewing gum will be allowed in the Council Chambers and Committee Rooms, except as otherwise pre-approved by City staff.
- g. All persons entering the Council Chambers and Committee Rooms, including their bags, purses, briefcases and similar belongings, may be subject to search for weapons and other dangerous materials.

2. Signs, Objects or Symbolic Material:

- a. Objects and symbolic materials, such as signs or banners, will be allowed in the Council Chambers and Committee Rooms, with the following restrictions: § No objects will be larger than 2 feet by 3 feet.
- b. No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
- c. The items cannot create a building maintenance problem or a fire or safety hazard.
- d. Persons with objects and symbolic materials such as signs must remain seated when displaying them and must not raise the items above shoulder level, obstruct the view or passage of other attendees, or otherwise disturb the business of the meeting.
- e. Objects that are deemed a threat to persons at the meeting or the facility infrastructure are not allowed. City staff is authorized to remove items and/or individuals from the Council Chambers and Committee Rooms if a threat exists or is perceived to exist. Prohibited items include, but are not limited to: firearms (including replicas and antiques), toy guns, explosive material, and ammunition; knives and other edged weapons; illegal drugs and drug paraphernalia; laser pointers, scissors, razors, scalpels, box cutting knives, and other cutting tools; letter openers, corkscrews, can openers with points, knitting needles, and hooks; hairspray, pepper spray, and aerosol containers; tools; glass containers; and large backpacks and suitcases that contain items unrelated to the meeting.

3. Addressing the Council, Committee, Board or Commission:

- a. Persons wishing to speak on an agenda item or during open forum are requested to complete a speaker card and submit the card to the City Clerk or other administrative staff at the meeting.
- b. Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the total amount of time allocated for public testimony for each public speaker or for an agenda item is in the discretion of the Chair of the meeting and may be limited when appropriate. (California Government Code Section 54954.3; Council Policy 0-37) Applicants and appellants in land use matters are usually given more time to speak. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Council, Committee, Board or Commission.
- c. Speakers should discuss only the agenda item when called to speak for that item, and only topics related to City business when called to speak during open forum on the agenda.
- d. Speakers' comments should be addressed to the full body. Requests to engage the Mayor, Council Members, Board Members, Commissioners or Staff in conversation will not be honored. Abusive language is inappropriate.
- e. Speakers will not bring to the podium any items other than a prepared written statement, writing materials, or objects that have been inspected by security staff.
- f. If an individual wishes to submit written information, he or she may give it to the City Clerk or other administrative staff at the meeting.
- g. Speakers and any other members of the public will not approach the dais at any time without prior consent from the Chair of the meeting.

Failure to comply with this Code of Conduct which will disturb, disrupt, or impede the orderly conduct of the meeting may result in removal from the meeting and/or possible arrest.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection online at www.work2future.org and at work2future's Business and Administrative Services Center at the Almaden Winery Community Center, 5730 Chambertin Drive, San Jose, California at the same time that the public records are distributed or made available to the legislative body.
