

WORKFORCE DEVELOPMENT BOARD

June 20, 2024

9:34 am

San Jose Job Center, 1608 Las Plumas Ave, San Jose

MINUTES

Staff: Durrall, Handzar, Luu, Maniaul, Nguyen, Thoo, Walter

Guest: Rosemary Kamei, Vice Mayor, City of San José

I. CALL TO ORDER & ROLL CALL

The meeting was called to order at 9:34 am by Chairperson Priya Smith.

Roll Call

Present: Benavidez, Chao (attended via Zoom in compliance with the Brown Act), Estill, Hill, Le, Perez, Preminger (left meeting at 11:00 am), Shah, Smith, Takahashi, Williams

Absent: Auerhahn, Batra, Flynn, Lucero, Murphy

All votes by roll call.

II. CONSENT ITEMS

ACTION: Mr. Preminger moved, Mr. Estill seconded, and the Board voted unanimously to accept:

- A. **Minutes of the March 21, 2024, Board meeting**
- B. **Preliminary Financial Status Report as of May 31, 2024**
- C. **San José Works Program Report as of May 31, 2024**

III. OPEN FORUM

Chair Smith opened the floor for public comment. None were noted.

IV. BUSINESS ITEMS

A. Chair's Report

Priya Smith, Board Chair, reported that she and work2future Director Durrall have discussed new ways of sharing data with the Board including the sharing of client success stories.

B. Director's Report

Director Durrall noted that staff have been focused on wrapping up the current program year and preparing for Program Year 2024-25.

C. FY2024-25 WIOA Program Operating Budget

Finance Manager Maniaul presented the Executive Committee-approved proposed WIOA Budget for Fiscal Year 2024-25 for the Board's consideration, as follows:

1. WIOA Program Operating Budget of \$7,987,053
2. WIOA Administrative Budget in the amount of \$797,863
3. Proposed WIOA estimated Rapid Response Funding of \$412,911
4. Authorization for staff to transfer funds without additional Board approval, but with
5. notification after the fact to the Executive Committee of any such transfers at the

6. Committee's next available meeting:

- a) Between budget line items, if there is no change to the overall amount of the WIOA budget.
- b) Between the Adult and Dislocated Worker Programs, as needed to accommodate changes in the numbers of clients served by the two programs, if the total of the combined budgets is not changed

Director Durrall pointed out that despite the significant reduction in funds for direct client services, staff and partners would be working to keep the impact as small as possible and are hoping not to have any.

ACTION: Mr. Estill moved, Ms. Williams seconded, and the Board voted unanimously to approve the proposed WIOA Budget for FY 2024-25 as proposed.

D. Pathway to Self-Sufficiency Grant

Strategic Engagement Manager Thoo and Board member Perez, Employment Services Director for Santa Clara County Social Services Agency, presented information and answered questions on the Executive Committee-approved recommendation to accept \$2,722,416 in revenue from the County of Santa Clara to establish the Subsidized Employment Pathway to Self-Sufficiency Project to be operated by work2future for a span of two years.

ACTION: Mr. Estill moved, Mr. Preminger seconded, and the Board voted unanimously to approve the acceptance of \$2,722,416 in revenue from the County of Santa Clara as recommended. Ms. Perez abstained.

E. San José Works 2024-25 Funding

Finance Manager Maniaul presented the Executive Committee-approved recommendation that the Board approve proposed San Jose Works 2024-25 funding, including:

1. Acceptance of \$1,774,980 in City of San José funds to support the San José Works 10.0 program.
2. Distribution of \$2,124,254 to work2future and \$95,000 to the City's Parks, Recreation and Neighborhood Services Department.

ACTION: Mr. Hill moved, Mr. Takahashi seconded, and the Board voted unanimously to approve the acceptance and distribution of San José Works 2024-25 Funding as recommended.

F. RFP for WIOA Service Providers

Contracts Manager Luu reported on the process and timeline for the procurement of WIOA Adult, Dislocated Worker and Youth Program service providers for Program Years 2025 (2025-26) through 2030 (2030-31).

G. WIOA Career Services Report

Adult and Dislocated Worker Program Project Manager Walter and Youth and Training Project Manager Handzar reported on WIOA career services activity and performance.

H. Business Services Committee Chair's Report

Business Services Committee Chairperson Hill reported that the committee had elected him to complete the term as committee chairperson following the election of Alan Takahashi to be Board Vice-Chair. He reported on the status of the partnership advancing Registered Apprenticeships in semiconductor manufacturing, which has 30 apprentices hired to date. At Mr. Hill's request, Board Chair Smith reported on the Health Care Sector Partnership initiative which she co-chairs.

I. Youth Committee Chair's Report

Youth Committee Chairperson Estill provided information on several action goals the committee has adopted, including an online community resource database partnership with San José Public Library.

J. Labor Market Update

Mr. Thoo provided an update through April on the local labor market. He noted that the Employment Development Department was scheduled to release May employment and unemployment data the day after the Board meeting.

V. OTHER

Ms. Smith opened the floor for announcements. Mr. Thoo informed the Board that a job fair is scheduled for August 7, 2024, at Mexican Heritage Plaza and a specialized recruiting event at the San José Career Center in the afternoon following the Board meeting. Vice Mayor Rosemary Kamei offered thanks and recognition to the Board and work2future staff on behalf of the San José City Council. Board Member Le, announced a Moon Festival celebration to be held at Andrew Hill High School on September 14, 2024, to raise funds for homeless students on the East Side.

VI. ADJOURNMENT

Meeting adjourned at 11:14 am.

Draft: D. Nguyen

Edit Review: D Walter, L. Thoo