

## **WORKFORCE DEVELOPMENT BOARD**

**March 20, 2025**

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

### **MINUTES**

Staff: Carrasco, Durrall, Handzar, D. Luu, T. Luu, Thoo, Walter

Guests: Shevata Kumar, Associate Deputy City Attorney, City of San Jose; Council Member Peter Ortiz, City of San Jose Council Liaison

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

The hybrid meeting was called to order at 9:33 am by Chairperson Priya Smith.

##### **Roll Call**

Present: Benavidez, Hill, Le, Lucero, Mangan, Ong, Perez, Preminger, Smith, Takahashi, Williams

Delayed: Auerhahn (arrived 9:39 am), Dorsey (arrived 9:38 am)

Absent: Batra, Chao, Estill, Flynn, Murphy, Shah

#### **II. CONSENT ITEMS**

**ACTION:** Mr. Preminger moved, Ms. Le seconded, and the Board voted unanimously to accept:

**A. Minutes of the December 12, 2025, Board meeting**

**B. Financial Status Report as of January 31, 2025**

**C. Youth Committee Chair's Report**

#### **III. OPEN FORUM**

Ms. Smith opened the floor for public comment. Lilian Koenig, spoke on youth and inquired on their options when they leave school and begin looking for a job. Ms. Smith and Mr. Preminger addressed her comments.

#### **IV. BUSINESS ITEMS**

##### **A. Chair's Report**

Ms. Smith introduced new board member Denise Dorsey of the Department of Rehabilitation, and Council Liaison Peter Ortiz. She provided updates on matters of interest, including the Executive Committee's appointment of Jennifer Pham and reappointment of Maria Vance to the Youth Committee. She also announced that Agenda Item IV.G would be taken out of sequence.

##### **B. Director's Report**

work2future Director Durrall reported on the state of efforts in the U.S. Congress to reauthorize the Workforce Innovation and Opportunity Act (WIOA). She previewed business on the agenda, including pilot partnerships in co-case management, the Local Plan, the Request for Proposals, and that the agency is on track to meet goals during the third quarter.

**C. PY25-PY28 WIOA Regional Plan & Local Plan**

Strategic Engagement Manager Thoo and Contracts Manager Luu, presented for approval the proposed PY 2025 through PY 2028 WIOA Regional Plan for the Bay-Peninsula Regional Planning Unit and the WIOA Local Plan for work2future.

**ACTION:** Ms. Perez moved, Mr. Hill seconded, and the Board voted unanimously to approve the proposed PY 2025 through PY 2028 WIOA Regional Plan and the WIOA Local Plan.

**D. Preliminary Scenarios for the Workforce Development Board (WDB) FY 2026 Program Operating Budget**

Senior Accountant Luu presented the staff's three preliminary Fiscal Year 2025-26 budget scenarios, as follows: a) FY 2025-26 WDB Program Operating Budget based on a projected WIOA allocation of \$6.17 million (As is, i.e., allocation unchanged from FY 2025), b) FY 2025-26 WDB Program Operating Budget based on a projected WIOA allocation of \$5.86 million (allocation reduced 5% from FY 2025), c) FY 2025-26 WDB Program Operating Budget based on a projected WIOA allocation of \$5.56 million (allocation reduced 10% from FY 2025).

**ACTION:** Ms. Lucero moved, Ms. Auerhahn seconded, and the Board voted unanimously to accept staff's preliminary scenarios for the Workforce Development Board (WDB) FY 2026 Program Operating Budget.

**E. FY 2026–FY 2030 WIOA Service Provider Procurement**

Mr. Luu presented to the board for approval, authorization for staff to negotiate and execute a one-year agreement for Fiscal Year 2025-26, with contract extensions of up to four additional years based on successful performance and funding availability, with Equus Workforce Solutions as the WIOA Service Provider for the Adult/Dislocated Worker, In-School Youth, and Out-of-School Youth Programs.

**ACTION:** Mr. Preminger moved, Mr. Hill seconded, and the Board voted unanimously to approve the FY 2026–FY 2030 WIOA Service Provider Procurement.

**F. Business Services Committee Chair's Report**

Mr. Hill, Business Services Committee Chair reported out on matters related to business services. Highlighting Job Fairs, apprenticeships, lay-offs, and the Healthcare sector partnership.

**G. Staff Reports:**

*(Taken out of Sequence)*

A) Youth & Training Project Manager Handzar provided updates on the Youth Program, highlighting 188 new enrollments, active partnerships, and a client success story. Adult and Dislocated Worker Programs Project Manager Walter shared updates on the programs, reporting 705 new enrollments, key training statistics and also shared a client success story. Both presenters responded to questions from the Board.

B) San José Works Program Manager Carrasco reported on the 2025 San José Works Program, marking the conclusion of its 10th and most successful year. Highlights included a 93% retention rate, key demographic data, and a client success story. Answering questions from the board.

C) Mr. Thoo provided an update on the Pathway to Self-Sufficiency Initiative, which launched

in October 2024. The program currently has 24 individuals enrolled, with 14 placed in subsidized employment. Mr. Thoo also addressed questions from the board.

**H. Open Government, Conflict of Interest and Training Requirements**

Associate Deputy City Attorney Kumar presented the annual refresher on board and committee members' obligations under the state law, the City of San Jose Municipal code, and others.

**V. OTHER**

Ms. Smith opened the floor for announcements. Mr. Preminger suggested a more in-depth report on apprenticeships and manufacturing at a future meeting and gave a shout-out to Ms. Auerhahn for her work in developing the Trades Orientation Program. Mr. Thoo reminded the board about the requirement to submit Form 700. No additional comments were noted.

**VI. ADJOURNMENT**

Meeting adjourned at 11:27 am.

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*Draft: J. Hernandez; Review: L Thoo*