

EXECUTIVE COMMITTEE MEETING

June 20, 2025

Almaden Room, Business and Administrative Services Center, Almaden Winery,
5730 Chambertin Dr, San Jose

MINUTES

Staff: Durrall, Thoo

I. CALL TO ORDER & ROLL CALL

Chair Priya Smith called the meeting to order at 2:35 pm..

Roll Call

Present: Estill, Hill, Smith, Takahashi

Absent: Le, Mangan, Williams

II. CONSENT ITEMS {ACTION}

Mr. Estill moved, Mr. Hill seconded, and the committee voted unanimously to approve the acceptance of:

A. Minutes of the February 20, 2025, Executive Committee meeting

B. Financial Status Report as of April 30, 2025

III. OPEN FORUM

None.

IV. BUSINESS ITEMS

A. Chair's Report {Information}

Board and Executive Committee Chair Priya Smith notified the committee that she will be away during the June 26, 2025, Board meeting and that Vice-Chair Takahashi will chair the Board meeting in her absence.

B. Director's Report {Information}

work2future Director Sangeeta Durrall affirmed that the program operating budget will be the only item of business for this Executive Committee meeting and the main item of business for the June 26 Board meeting.

C. FY2025-26 WIOA Program Operating Budget (ACTION)

Director Durrall presented the proposed WIOA Program Operating Budget for the fiscal year that begins July 1, 2025, noting the 43% increase over the current fiscal year in WIOA fund allocations for the Adult, Dislocated Worker and Youth Programs, for a total of \$8,827,100. She took questions from the committee on a number of items, including the 15% Mandated Board Reserve, decrease in the personnel budget, impacts on service levels and training, and supportive services.

ACTION: Mr. Estill moved, Mr. Takahashi seconded, and the committee voted unanimously to recommend Board approval of the proposed WIOA program operating budget for Fiscal Year (FY) 2025-26, including:

1. WIOA Program Operating Budget of \$8,256,271
2. WIOA Administrative Budget in the amount of \$882,710
3. Proposed WIOA estimated Rapid Response Funding of \$823,546, which includes \$107,528 of FY2024-25 carryover.
4. Authorization for staff to transfer funds as follows without additional Board approval, but with notification after the fact to the Executive Committee of any such transfers at the 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.

V. OTHER

None.

VI. ADJOURNMENT

Chair Smith adjourned the meeting at 3:17 pm