



WORKFORCE DEVELOPMENT BOARD MEETING

Thursday, June 18, 2026, 9:30 am

**San Jose Job Center Conference Rooms
1608 Las Plumas Avenue, San Jose**

www.work2future.org

This meeting can also be viewed live on computer, smartphone, and tablet at <https://sanjoseca.zoom.us/j/99936416367?pwd=Z8yxIjU3lu7YLx1HlcZsQxTaY0xkiH.1>

PUBLIC COMMENT

To provide spoken Public Comment *during* the meeting, please be present at the meeting location above. Complete 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 dat.luu@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 henry.morado@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.

LEVINE ACT

[The Levine Act](#) requires a Party in a Proceeding before the City of San José that involves any action related to their contract, license, permit, or use entitlement to disclose any campaign contributions to City elected or appointed officials totaling more than \$500 within the 12 months prior to the City decision. A Participant to a Proceeding may voluntarily report a campaign contribution on the form located on [the Levine Act webpage](#).

WORKFORCE DEVELOPMENT BOARD MEMBERS

June 2026

Board Chair
Alan Takahashi*^

Senior Vice President and General Manager
 Missile Systems
 CAES

Board Vice Chair
Mitesh Shah*^

Vice-President and Business Unit Head
 Tech Mahindra

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Louise Auerhahn*
 Director of Economic & Workforce Policy
 Working Partnerships USA 2. Casey Gallagher
 California Regional Director
 Machinists Institute 3. Denise Dorsey
 Regional Director, San Jose District
 Department of Rehabilitation, State of California 4. John (Jack) Estill
 Partner
 Coactify 5. Eric Flint
 Senior Director, Global Operations Workforce of
 the Future
 Western Digital 6. Joseph A. Flynn
 Vice President of Software Transformation
 CommScope 7. Michael Hill
 Principal
 Uphill Workforce Consulting 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 10. Daniel Mangan*
 Local 483 Organizer
 Sprinkler Fitters UA Local 483 | <ol style="list-style-type: none"> 11. Teresa Ong~
 Vice President
 Workforce & CTE Programs
 Foothill College 12. Rafaela Perez, Youth Committee Chair*
 Employment Services Director (retired Dec 31,
 2024)
 Social Services Agency
 County of Santa Clara 13. Steve Preminger~
 Director, Civic and Community Engagement
 County of Santa Clara 14. Priya Smith, MPH*^
 Chief Employee Human Resources Officer
 The Permanente Medical Group, Inc.
 Kaiser Permanente Northern California 15. Traci Williams~
 Co-chair
 South Bay Consortium for Adult Education
 Director
 East Side Adult Education <p><i>Ex officio</i>
 Sangeeta Durrall, Secretary
 work2future Director</p> <p>*Executive Committee member
 ^Business Services Committee member
 ~Youth Committee member</p> |
|--|--|

WORKFORCE DEVELOPMENT BOARD

June 18, 2026
9:30 am

San Jose Job Center Conference Rooms
1608 Las Plumas Avenue, San Jose

Online at <https://sanjoseca.zoom.us/j/99936416367?pwd=Z8yxIjU3lu7YLx1HlcZsQxTaY0xkiH.1>

AGENDA

- | | |
|--|--------------------------------------|
| I. CALL TO ORDER & ROLL CALL | <i>5 min</i>
<i>9:35 am end</i> |
| II. CONSENT ITEMS {ACTION}
Approval of the acceptance of:
A. Minutes of the December 11, 2025, Board meeting
B. Financial Status Report as of April 30, 2026 | <i>5 min</i>
<i>9:40 am end</i> |
| III. OPEN FORUM
Members of the public can address the committee on matters not on the agenda. Comment is limited to two minutes unless modified by the Chair. | <i>5 min</i>
<i>9:45 am end</i> |
| IV. BUSINESS ITEMS | |
| A. Chair's Report {Information}
<i>Alan Takahashi, Board Chair</i>
Introductions, if any, and reports on matters of interest. | <i>5 min</i>
<i>9:50 am end</i> |
| B. Director's Report {Information}
<i>Sangeeta Durrall, work2future Director</i>
Reports on matters of interest. | <i>5 min</i>
<i>9:55 am end</i> |
| C. Workforce Development Board (WDB) FY 2026-2027 Program Operating Budget (Action)
<i>Tram Luu, work2future Senior Accountant</i>
Recommend Board approval of the WIOA program operating budget as follows:

<ol style="list-style-type: none">1. WIOA Program Operating Budget of \$10,235,5612. WIOA Administrative Budget in the amount of \$969,2323. Proposed WIOA estimated Rapid Response Funding of \$713,735, which includes \$172,000 of FY2025-26 carryover.4. Authorization for staff to transfer funds 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:<ol style="list-style-type: none">a. Between budget line items, as long as there is no change to the overall amount of the program operating budget. | <i>30 min</i>
<i>10:25 am end</i> |

- 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.

- D. San Jose Works Program Report {Information}** 15 min
Ruby Carrasco, San Jose Works Program Manager 10:40 am end
Report on San Jose Works Program.
- E. WIOA Youth and Adult Program Report {Information}** 15 min
Rick Robles, Project Director Equus 10:55 am end
Report on WIOA Youth and Adult Program from July 2025 through March 2026.
- F. Open Government, Conflict of Interest and Training Requirements {Information}** 30 min
Annette Brennan, Deputy City Attorney 11:25 am end
Annual refresher on Board and committee members' obligations under state law, the City of San José municipal code, and others.
- V. OTHER** 5 min
Announcements, suggested business for future meetings, other housekeeping. 11:30 am end
- VI. ADJOURNMENT**
The next meeting of the work2future Board is scheduled for September 2026.

Please note: *Times to the right of agenda items are estimates, only, of the duration of the 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 members will attend the Executive Committee meeting by teleconference from the indicated publicly accessible location:

Board member: Alan Takahashi, 5300 Hellyer Avenue, San Jose, CA 95138

Board member: Mitesh Shah, 1735 Technology Dr, San Jose, CA 95110

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.
 - i. No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - ii. The items cannot create a building maintenance problem or a fire or safety hazard.
 - iii. 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.
- b. 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.

I

**Call to Order
& Roll Call**

II

Consent Items

Approve the acceptance of:

- A. Minutes of the December 11, 2025, Board meeting
- B. Financial Status Report as of April 30, 2026

{ACTION}

work2future
WORKFORCE DEVELOPMENT BOARD

December 11, 2025

San Jose Job Center Conference Rooms, 1608 Las Plumas Avenue, San Jose

MINUTES

I. CALL TO ORDER & ROLL CALL

Board Vice-Chair Alan Takahashi called the meeting to order at 9:35 am.

Present: Auerhahn (via Zoom), Estill, Flint, Gallagher, Le, Mangan, Ong, Perez, Preminger, Shah, Takahashi

Absent: Dorsey, Flynn, Hill (medical leave of absence), Lucero, Smith, Williams

II. CONSENT ITEMS

ACTION: Mr. Preminger moved, Mr. Estill seconded, and the Board voted unanimously to approve the acceptance of:

- A. Minutes of the September 18, 2025, Board meeting**
- B. Financial Status Report as of September 30, 2025**
- C. San Jose Works Program Report as of November 30, 2025**
- D. Business Services Committee Chair's Update**
- E. Labor Market Update**

III. OPEN FORUM

No public comment.

IV. BUSINESS ITEMS

A. Chair's Report {Information}

Reporting on behalf of Board Chair Smith, Vice-Chair Takahashi introduced newly appointed Board member Eric Flint, Senior Director, Global Operations Workforce of the Future, Western Digital. Mr. Flint addressed the Board briefly.

5 min

9:50 am end

B. Director's Report

work2future Director Durrall spoke briefly on matters on various matters and thanked the Board for its support and the staff for its work. In response to a question about reauthorization of the Workforce Innovation and Opportunity Act (WIOA), she reported that there had been no action in the Congress and workforce boards continue to conduct business as usual for now.

C. FY2024-2025 Results of State Monitoring of work2future

work2future Director Durrall reported the results of the State of California's PY 2024-25 WIOA Annual Review of work2future. She and Board members discussed the intensity and depth of the monitoring.

D. FY 2025-26 Program Operating Budget Reconciliation

Interim Finance Manager Tram Luu presented the reconciliation of the current fiscal year's Program Operating Budget following the closure and cleanup of Fiscal Year 2024-25 finances.

ACTION: Following Board member questions and discussion, Mr. Estill moved, Ms. Perez seconded and the Board voted unanimously to approve proposed adjustments to the Fiscal Year 2025–26 Program Operating Budget as follows:

- i. Adjust the Program Operating Budget to reflect a \$472,621 increase in the funding due to the actual savings being more than the projected carry-over amount incorporated in the June 2025 Board-approved budget.
- ii. Adjust the Administrative Budget to reflect a \$244,889 increase in the funding due to the actual savings being more than projected carry-over amount.
- iii. Adjust the WIOA Rapid Response Budget to reflect a \$61,141 decrease in funding due to the actual FY2025-2026 formula allocation being less than the projected allocation incorporated in the June 2025 Board-approved budget.
- iv. Approve the Summary of Discretionary funding sources of \$3,755,143, including carry over amount of \$2,386,926 from Fiscal Year 2024-25.

E. Youth Committee Report

Youth Committee Chair Jack Estill reported that the Youth Committee held its final meeting of 2025 on November 6, during which it reviewed the staff's program reports, discussed several matters and elected Board member Rafaela Perez as Youth Committee Chair for 2026.

F. 2026 Schedule of Meetings

Strategic Engagement Manager Lawrence Thoo presented the schedule of Board and Executive Committee meetings for 2026 as reviewed and recommended unanimously for Board approval by the Executive Committee.

ACTION: Mr. Preminger moved, Mr. Gallagher seconded and the Board voted unanimously to adopt the proposed 2026 schedule of Board and Executive Committee meetings.

G. Board Elections

Strategic Engagement Manager Thoo presented the elections process for Board officers and two at-large seats on the Executive Committee.

ACTIONS:

i. Board Chair

Mr. Thoo read aloud an e-mail from Board Chair Smith, whose term is ending, nominating Vice-Chair Alan Takahashi for the office of Chair. No other nominations were offered. The Board unanimously elected Mr. Takahashi to serve as Board Chair from January 2026 through December 2027.

ii. Board Vice-Chair

Mr. Takahashi nominated Mr. Mitesh Shah for the office of Vice-Chair. No other nominations were offered.

With Mr. Shah abstaining, the Board unanimously elected Mr. Shah to serve as Board Vice-Chair from January 2026 through December 2027.

iii. Two At-Large Members of the Executive Committee

Mr. Preminger nominated Ms. Smith. Ms. Le nominated Ms. Auerhahn. Three other Board members were nominated but they declined the nominations.

The Board unanimously elected Ms. Auerhahn and Ms. Smith to serve as at-large members of the Executive Committee from January 2026 through December 2027.

V. OTHER

Board members were reminded that the Community Builder Award presentations would take place after the Board meeting was adjourned.

VI. ADJOURNMENT

Vice-Chair Takahashi adjourned the meeting at 10:36 am

Prepared by L. Thoo.

DRAFT

FINANCIAL STATUS REPORT AS OF APRIL 30, 2026

Key Highlights

- WIOA FY24-25 formula (carry-over amount of \$2,353,456) and FY24-25 Rapid Response (carry-over amount of \$160,477) are projected to be fully spent by June 30, 2026.
- As of April 30, 2026, work2future estimates \$2.97 million from the current FY2025-26 Adult, Dislocated Worker and Youth allocation to be carried over to FY2026-27, consisting of:
 1. Board-mandated Reserve Account: \$1,324,065
 2. Adjusted Unallocated Reserve Account of \$1,392,631
 3. Projected savings of \$249,626 which comprised of the following:
 - a. Savings from One Stop Operator: \$19,000
 - b. Savings from unspent client training and supportive services costs: \$230,626

Other Discretionary Funding

- work2future received an allocation of \$1,398,100 from the City’s General Fund for San Jose Works 11.0 program. Combined with a carryover balance of \$1,135,501 from FY 2024-25, a total funding of \$2,533,601 is available for FY 2025-26. As of April 30, 2026, \$1,468,576 has been expended, and most of the remaining balance has been encumbered for the next San Jose Works program year. Besides recruitment, placement and onboarding services, youth participants also have access to career counseling, supportive services (e.g., bus passes), and entrepreneurship training. Workshops provided included communication etiquette, anti-sexual harassment, anti-discrimination, emotional intelligence, and job readiness.
- work2future, in partnership with NOVA Workforce Services, was awarded \$256,693 through the State Regional Equity and Recovery Partnership (RERP) initiative. The project aims to strengthen and expand existing cross-system collaboration between workforce development boards and the community college system, with a focus on increasing access to training and career pathway opportunities for underrepresented populations in high-demand industries and occupational sectors.
- work2future foundation awarded \$467,000 in grants and contributions from various sources to support the San Jose Works Program, an increase of \$34,000 compared to previous year, due to the contribution of Wells Fargo Bank. The funding sources and amounts are listed below.

Funding Source	Sponsorship/Contributions
Bank of America	\$ 153,000
Wells Fargo	\$ 147,750
Amazon	\$ 100,000
Flagship	\$ 5,000
Shipt	\$ 21,250
Cities for Financial Empowerment Fund	\$ 40,000

- Google’s Downtown West Mixed-Use Plan approved by the City Council on May 25, 2021, includes a Development Agreement citing a total of \$200 million Community Benefits Payment that will be used for investments that go beyond the City’s baseline requirements to address the community’s top priorities. The City of San Jose has then received \$4.5 million early payment which are allocated to various programs.

Out of the \$4.5 million funding, work2future was allocated \$625,000 for paid work experience and occupational skills training program. An “Earn and Learn” approach has been implemented in this program with a focus on high growth, high wage careers in advanced manufacturing, information technology, health care, or construction and trades. As of April 30, 2026, \$519,743 has been expended.

Additionally, work2future was allocated \$600,000 to provide subsidies for workforce development program participants to cover childcare expenses necessary for program participation. As of April 30, 2026, \$101,242 had been expended.

**WORK2FUTURE
FINANCIAL STATUS REPORT AS OF 4/30/2026**

WIOA FORMULA FUNDS	Adult Appn 2505	Dislocated Worker Appn 2530	Youth Appn 2364	RR Appn 2983	TOTAL WIOA FUNDS
I. FUND BALANCE AS OF 6/30/25					
ALLOCATION FOR FY2024/2025 PD 14 Stat 3	2,529,234	1,658,676	1,984,670	753,703	6,926,283
<i>Less: Actual Expenditures as of 6/30/25</i>	<i>(1,660,666)</i>	<i>(977,209)</i>	<i>(1,181,249)</i>	<i>(593,226)</i>	<i>(4,412,350)</i>
<i>Less: Encumbrances/Spending Plan as of 6/30/25</i>	<i>(144,555)</i>	<i>(186,046)</i>	<i>(135,557)</i>	<i>0</i>	<i>(466,158)</i>
Total Actual Expenditures (with Encumbrances) as of 6/30/25	(1,805,221)	(1,163,256)	(1,316,806)	(593,226)	(4,878,509)
Remaining Funds as of 6/30/25 (\$) - Allocation minus (Actuals + Encumbrances)	724,013	495,420	667,864	160,477	2,047,774
Remaining Funds as of 6/30/25 (%)	29%	30%	34%	21%	30%
II. Actual Expenditures/Encumbrances (Funded with balance from FY24/25)					
(a) Remaining Funds for FY24/25 (Include Encumbrance)	868,568	681,467	803,421	160,477	2,513,933
Transfer between Adult and Dislocated Worker		0	0	0	0
Rescission				0	0
<i>Less: Actual Expenditures as of 4/30/2026</i>	<i>(868,568)</i>	<i>(681,467)</i>	<i>(803,421)</i>	<i>(151,179)</i>	<i>(2,504,635)</i>
<i>Less: Actual Encumbrances as of 4/30/2026</i>				<i>0</i>	<i>0</i>
Total Actual Expenditures/Encumbrances as of 1/31/2026	(868,568)	(681,467)	(803,421)	(151,179)	(2,504,635)
Actual Remaining Funds (\$) from FY24/25 Allocation	(0)	(0)	(0)	9,298	9,298
Actual Remaining Funds (%)	0%	0%	0%	6%	0%
(b) ALLOCATION FOR FY2025/2026	2,621,094	3,320,677	2,885,329	601,928	9,429,028
Additional Funding			0	0	0
Transfer between Adult and Dislocated Worker	800,000	(800,000)	0	0	0
Rescission	0	0	0	0	0
Adjusted Allocation for FY 2025-2026	3,421,094	2,520,677	2,885,329	601,928	9,429,028
<i>Less: Actual Expenditures as of 4/30/2026</i>	<i>(1,228,535)</i>	<i>(554,215)</i>	<i>(704,762)</i>	<i>(230,070)</i>	<i>(2,717,582)</i>
<i>Less: Actual Encumbrances as of 4/30/2026</i>	<i>(1,494,240)</i>	<i>(724,658)</i>	<i>(1,298,286)</i>	<i>0</i>	<i>(3,517,184)</i>
Total Actual Expenditures/Encumbrances as of 4/30/2026	(2,722,775)	(1,278,873)	(2,003,048)	(230,070)	(6,234,766)
Actual Remaining Funds (\$) from FY25/26 Allocation	698,319	1,241,804	882,281	371,858	3,194,262
Actual Remaining Funds (%)	20%	49%	31%	62%	34%
FISCAL YEAR 24/25 & FY25/26:					
Total Available Funds (FY24/25 balance + FY25/26 Adjusted Allocation)	4,289,662	3,202,144	3,688,750	762,405	11,942,961
<i>Less: Total Cumulative Expenditures/Encumbrance as of 4/30/2026</i>	<i>(3,591,343)</i>	<i>(1,960,340)</i>	<i>(2,806,469)</i>	<i>(381,249)</i>	<i>(8,739,401)</i>
REMAINING FUNDS (\$) (Exclude Encumbrance)	698,319	1,241,804	882,281	381,156	3,203,560
REMAINING FUNDS (%)	16%	39%	24%	50%	27%
III. Projected Expenditures/Carry Over through June 30, 2026					
<i>Projected Expenditures through 6/30/26</i>	<i>(2,474,164)</i>	<i>(1,540,349)</i>	<i>(1,846,266)</i>	<i>(439,226)</i>	<i>(6,300,005)</i>
<i>Projected Carry Over through June 2026 (\$)</i>	<i>946,930</i>	<i>980,328</i>	<i>1,039,063</i>	<i>172,000</i>	<i>3,138,321</i>
<i>Projected Carry Over through June 2026 (%)</i>	<i>28%</i>	<i>39%</i>	<i>36%</i>	<i>29%</i>	<i>33%</i>

WORK2FUTURE
FINANCIAL STATUS REPORT AS OF 4/30/2026

Other Discretionary Funds	City of San Jose Youth Summer Program Initiative	San Jose Works (CFE)***	w2f - San Jose Works (Bank of America)	w2f - San Jose Works (Wells Fargo)	w2f - San Jose Works (Wells Fargo)	w2f - San Jose Works (Wells Fargo)	w2f - San Jose Works (Shipt)	w2f - San Jose Works (Amazon)	w2f - San Jose Works (Flagship)	Total
I. Actual as of June 30, 2025	General Fund	Contributions	Contributions	Contribution	Contribution	Contribution	Contribution	Contribution	Contribution	
	APPN 203W	APPN 209E	APPN 212G	APPN 219B	APPN 219B	APPN 219B	APPN 226J	APPN 217J	APPN 217K	
Grant Period	5/1/25-4/30/26	Execution - 12/31/25	Execution - 10/19/23-8/30/26	Execution - 7/1/22 - 6/30/22 & 1/1/23-8/30/26 (extended)	Execution 7/1/24 - 8/30/26 (extended)	Execution 8/30/25- 8/30/28	Execution 1/1/23- 8/30/26	No Agreement	No Agreement	
Original Allocation/Available Funds for FY24-25	2,917,908	47,500	153,000	28,750	85,000		21,250	100,000	5,000	3,358,408
Increase/(Decrease)	0		0		0		0	0	0	0
Adjusted Allocation	2,917,908	47,500	153,000	28,750	85,000		21,250	100,000	5,000	3,358,408
Less: Expenditures as of 6/30/25	(1,782,407)	(7,500)	0	0	0		0	0	0	(1,789,907)
Less: Encumbrance as of 6/30/25	(1,135,501)	0	0	0	0		0	0	0	(1,135,501)
Total Actual Expenditures/Encumbrances as of June 2025	(2,917,908)	(7,500)	0	0	0		0	0	0	(2,925,408)
Available Funds for FY 2024-2025	0	40,000	153,000	28,750	85,000		21,250	100,000	5,000	433,000
% Remaining	0%	84%	100%	100%	100%		100%	100%	100%	13%
II. Actual Expenditures/Encumbrances										
Available Funds for FY2025-2026	1,135,501	40,000	153,000	28,750	85,000	34,000	21,250	100,000	5,000	1,602,501
Funding 25-26	1,398,100	0		0	0	0	0	0	0	1,398,100
Adjustments	0			0	0	0	0	0	0	0
Total Available Funding for FY 2025-2026	2,533,601	40,000	153,000	28,750	85,000	34,000	21,250	100,000	5,000	3,000,601
Less: Expenditures as of 04/30/2026	(1,468,576)	(318)	0	0	0	0	0	0	0	(1,468,894)
Less: Encumbrances as of 04/30/2026	(123,610)	0	0	0	0	0	0	0	0	(123,610)
Cumulative Expen/Encumb as of 04/30/26	(1,592,187)	(318)	0	0	0	0	0	0	0	(1,592,505)
\$ Remaining (Include Encumbrance)	1,065,025	39,682	153,000	28,750	85,000	34,000	21,250	100,000	5,000	1,531,707
% Remaining	42%	99%	100%	100%	100%	100%	100%	100%	100%	51%

**WORK2FUTURE
FINANCIAL STATUS REPORT AS OF 4/30/2026**

Other Funds	Google Goodwill	Google Child Care	Total Total
I. Actual as of June 30, 2025	APPN 222A	APPN 222A	
Grant Period	N/A		
Original Allocation/Available Funds for FY24-25	281,233	600,000	881,233
<i>Less: Expenditure/Encumbrances as of 6/30/25</i>	<i>(73,118)</i>	<i>0</i>	<i>(73,118)</i>
<i>Less: Encumbrance</i>	<i>(53,718)</i>	<i>(600,000)</i>	<i>(653,718)</i>
<i>Total Actual Expenditures/Encumbrances as of June 2025</i>	<i>(126,836)</i>	<i>(600,000)</i>	<i>(726,836)</i>
Available Funds for FY 2024-2025	154,397	0	154,397
% Remaining	55%	0%	18%
II. Actual Expenditures/Encumbrances			
Available Funds for FY 2025-2026	208,115	600,000	808,115
<i>Less: Expenditures as of 04/30/2026</i>	<i>(102,858)</i>	<i>(101,242)</i>	<i>(204,100)</i>
<i>Less: Encumbrances as of 04/30/2026</i>	<i>(80,109)</i>	<i>(498,758)</i>	<i>(578,867)</i>
Cumulative Expenditures as of 04/30/26	(182,968)	(600,000)	(782,968)
\$ Remaining (Include Encumbrance)	105,257	498,758	604,015
% Remaining	51%	83%	75%
III. Expenditures/Carry Over			
<i>Projected Carry Over through 6/30/25</i>	105,257	498,758	604,015
<i>Projected Carry Over (%) through 6/30/25</i>	51%	83%	75%

**WORK2FUTURE
FINANCIAL STATUS REPORT AS OF 4/30/2026**

Other Funds				
	Pathway to Self Sufficiency	Gilroy Foundations	RERP	Emerging Needs - Local Assistance Funds
I. Actual as of June 30, 2025	APPN 229C	APPN 230V	APPN 232F	APPN 217I
Grant Period	7/1/2024- 4/30/2026	N/A	7/1/2025- 12/31/2026	N/A
Original Allocation/Available Funds for FY24-25	2,949,157	1,000		5,000
<i>Less: Expenditure/Encumbrances as of 6/30/25</i>	<i>(976,563)</i>	<i>0</i>		<i>0</i>
<i>Less: Encumbrance</i>	<i>(1,165,512)</i>	<i>0</i>		<i>0</i>
<i>Total Actual Expenditures/Encumbrances as of 6/30/25</i>	<i>(2,142,075)</i>	<i>0</i>		<i>0</i>
Available Funds for FY 2025-2025	807,082	1,000		5,000
% Remaining	27%	0%		100%
II. Actual Expenditures/Encumbrances				
Available Funds for FY 2025-2026	1,972,594	1,000	256,693	5,000
<i>Adjustments</i>				<i>0</i>
Total Available Funds	1,972,594	1,000	256,693	5,000
<i>Less: Expenditures as of 04/30/2026</i>	<i>(1,263,689)</i>	<i>(680)</i>	<i>(13,292)</i>	<i>0</i>
<i>Less: Encumbrances as of 04/30/2026</i>	<i>(477,569)</i>	<i>0</i>	<i>0</i>	<i>0</i>
Cumulative Expenditures as of 04/30/26	(1,741,258)	(680)	(13,292)	0
\$ Remaining (Include Encumbrance)	708,905	320	243,401	5,000
% Remaining	36%	32%	95%	100%

WORK2FUTURE
FINANCIAL STATUS REPORT AS OF 4/30/2026

Other Funds	California Workforce Assoc	Business Owners Space.com network	Total
I. Actual as of June 30, 2025	APPN 3903	APPN 3620	
Grant Period	N/A	N/A	
Original Allocation/Available Funds for FY24-25	4,042	2,334	6,376
<i>Less: Expenditure/Encumbrances as of June 2025</i>	0	(999)	(999)
Total Actual Expenditures/Encumbrances as of June 2025	0	(999)	(999)
Available Funds for FY 2024-2025	4,042	1,335	5,377
% Remaining	100%	57%	84%
II. Actual Expenditures/Encumbrances			
Available Funds for FY 2025-2026	4,042	1,335	5,377
<i>Expenditures as of 04/30/26</i>	0	(429)	(429)
<i>Encumbrances as of 04/30/26</i>	0	0	(429)
Cumulative Expenditures as of 04/30/26	0	(429)	4,518
\$ Remaining	4,042	906	4,949
% Remaining	100%	68%	92%

III

Open Forum

IV

Business Items

Each of the following items will be taken up separately. Each is an Action item (to be voted on) or an Information item (discussion only), as indicated.

- A. Chair's Report {Information}
- B. Director's Report {Information}
- C. Workforce Development Board (WDB) FY 2026-2027 Program Operating Budget (Action)
- D. San Jose Works Program Report {Information}
- E. WIOA Youth and Adult Program Report {Information}
- F. Open Government, Conflict of Interest and Training Requirements (Information)

CHAIR'S REPORT

Board Chair Alan Takahashi will report on matters of interest to the committee but not on the agenda.

###

DIRECTOR'S REPORT

work2future Director Sangeeta Durrall will report on matters of interest to the committee but not itemized on the agenda.

###



Memorandum

TO: work2future Board

FROM: Sangeeta Durrall, Tram Luu

SUBJECT: **See Below**

DATE: June 18, 2026

Approved

Date

SUBJECT: Proposed work2future Workforce Innovation and Opportunity Act (WIOA) Program Operating Budget for FY 2026-2027

RECOMMENDATION

Approve the proposed WIOA program operating budget for Fiscal Year (FY) 2026-27, including:

- A. WIOA Program Operating Budget of \$10,235,561
- B. WIOA Administrative Budget in the amount of \$969,232
- C. Proposed WIOA estimated Rapid Response Funding of \$713,735, which includes \$172,000 of FY2025-26 carryover.
- D. Authorization for staff to transfer funds 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, as long as there is no change to the overall amount of the program operating 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.

Staff may propose adjusting the budget line items in October/November 2026 as part of the reconciling process to reconcile projected carry-over with actuals.

BACKGROUND AND ANALYSIS

On May 15, 2026, the State of California Employment Development Department (EDD) released its planned allocations for WIOA Adult, Dislocated Worker, and Youth funding streams for FY2026-27. These allocations are based on the allotments to states issued by the U.S. Department of Labor (DOL), as recognized in Training and Employment Guidance Letter 10-25, dated April 28, 2026. EDD's planned allocations for work2future reflected an approximately 10% overall increase from FY2025-26 funding.

Given the overall increase of 10% in WIOA formula allocation, as indicated above, increase in service levels, number of clients served, and training will be considered for FY 2026-27, including the following.

1. In preparation for the legislation's new training requirement to 50% (increase from 30%, which included 10% leveraged funds), and to allow for a smooth transition, work2future plans to allocate approximately 50% of the total Adult/DW allocation to training in FY 2026-27.
2. work2future will continue to allocate 40% of its Youth funds to work experience.

The table below is based on EDD’s FY 2026-27 allocations and work2future Board requirements:

Proposed Sources	FY2025-26 Adjusted Budget (\$)	FY2026-27 Proposed Budget (10% Increase)	Increase/Decrease
Formula Allocation	8,827,100	9,692,319	865,219
15% Board Mandated Reserve from prior year allocation	925,887	1,324,065	398,178
Projected Savings (includes carryover and unallocated contingency reserve)	1,182,680	1,642,257	459,577
Board Mandated Reserve	(1,324,065)	(1,453,848)	(129,783)
Admin	(882,710)	(969,232)	(86,522)
Total	8,728,892	10,235,561	1,506,669

PROPOSED OPERATING BUDGET

The proposed Operating Budget for FY 2026-27 is a balanced budget based on proposed sources and uses of WIOA funds. The following tables describe in detail work2future’s proposed operating budget and are distributed in accordance with WIOA requirements.

Proposed Operating Budget	FY2025-26 Adjusted Budget	FY2026-27 Proposed Budget	Increase/(Decrease)
Personnel Costs	1,380,379	2,940,373	1,559,994
Non-Personnel Costs	441,264	369,533	(71,731)
Adult Client-Related Training Services and Supportive Services	2,135,900	3,455,478	1,319,578
Youth Client-Related (WEX) Services and Supportive Services	1,048,718	1,001,291	(47,427)
One Stop Operator	30,000	30,000	-
Distribution to Service Provider	2,300,000	2,250,000	(50,000)
Unallocated Contingency Reserve	1,392,631	188,886	(1,203,745)
Total Proposed Use	8,728,892	10,235,561	1,506,669

WIOA Adult and Dislocated Worker SB-734 Training	Proposed Budget
Adult and Dislocated Worker Program Allocation FY2026-27	6,910,956
Total Training and Supportive Services (50% Allocation)	3,455,478
Total FY2026-27 Adult and Dislocated Worker Training	3,455,478

WIOA Youth Training	Proposed Budget
Youth Program Allocation FY2026-27	2,781,363
Less: 10% Administration	(278,136)
Youth Program Allocation @90%	2,503,227
Total Youth WEX and Supportive Services (40% Allocation)	1,001,291
Total FY2026-27 Youth WEX and Supportive Services	1,001,291

Service Provider Funding	Equus (Adult, Dislocated Workers, Youth)
WIOA Base Budget	2,250,000
Administrative	96,923
Total	2,346,923

PROPOSED ADMINISTRATIVE BUDGET

The proposed Administrative Budget is estimated at 10% of total WIOA formula allocation of \$9,692,319 and assumes no administrative carryover from FY2025-26. The table below shows how the administrative funding is distributed:

WIOA Proposed Administrative Budget	Proposed Budget
FY 2026-2027 Allocation	9,692,319
10% of Allocation	969,232
FY 2025-26 Estimated Carry-Over	0
Total	969,232
Cost Distribution	
Personnel Costs	609,693
City Attorney's Office	135,659
Non-Personnel Cost	46,053
City Overhead	80,904
Distribution to Service Providers	96,923
Total	969,232

PROPOSED RAPID RESPONSE BUDGET

The proposed Rapid Response Budget is estimated at \$713,735, consisting of an estimated FY 2026-27 allocation of \$541,735, a 10% decrease from the FY 2025-26 allocation for Rapid Response, and approximately \$172,000 in FY 2025-26 carryover. Once the final Rapid Response allocation is received from EDD, work2future will present a final Rapid Response Budget to the Board for approval.

Proposed Rapid Response	Proposed Budget
FY 2026-27 Estimated Rapid Response Allocation	541,735
FY 2025-26 Estimated Carry-Over	172,000
Total	713,735
Cost Distribution	
Personnel Costs	616,156
Non-Personnel Cost	41,981
City Overhead (10% of allocation)	54,174
Unallocated Reserve (Rapid Response)	1,424
Total	713,735

OTHER

Staff requests that the Board approve authority for staff to transfer funds between budget line items, provided there is no change to the overall budget, and transfer falls within the Board-approved WIOA Operating Budget.

Staff also requests that the Board approve authority for staff to transfer funds between the Adult and Dislocated Worker programs, as needed, to accommodate changes in the numbers of clients served by the two programs without having to seek additional Board approval.

/s/
SANGEETA DURRAL and TRAM LUU
work2future Finance

SAN JOSE WORKS PROGRAM UPDATE

San Jose Works Program Manager Ruby Carrasco will report on the program.

###

Attachments

SAN JOSE WORKS REPORT AS OF JUNE 18, 2026

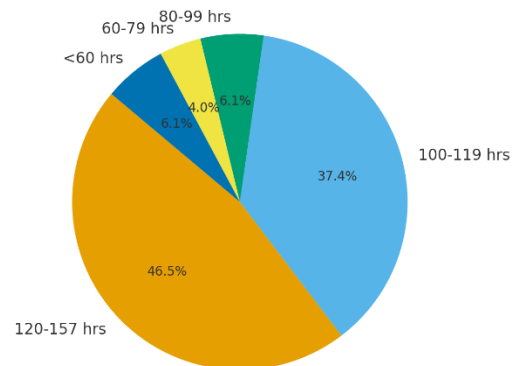
San Jose Works (SJ Works) is a City of San José–funded partnership between work2future and the City’s Parks, Recreation, and Neighborhood Services Department (PRNS). The program provides youth with meaningful work experiences through two tracks:

1. **Subsidized Employment** – The City covers stipends/wages for youth.
2. **Unsubsidized Employment** – Employers cover stipends/wages directly.

SJ Works 11.0 – Subsidized Program Update

- **Applications Received:** 460
- **Youth Placements:** 345
- **Retention Rate:** 98%
 - Retention was especially high because of the program’s flexibility, which allowed youth to count training hours as Work Experience (WEX). This structure supported completion
- **Work Hours Completion:** 83% completed 100+ hours
- **Participant Earnings:**
 - 46% earned 120–157 hours
 - 37% earned 100–119 hours
 - 6% earned 80–99 hours
 - 4% earned 60–79 hours
 - 6% earned fewer than 60 hours

Subsidized Program – Participant Hours Completed



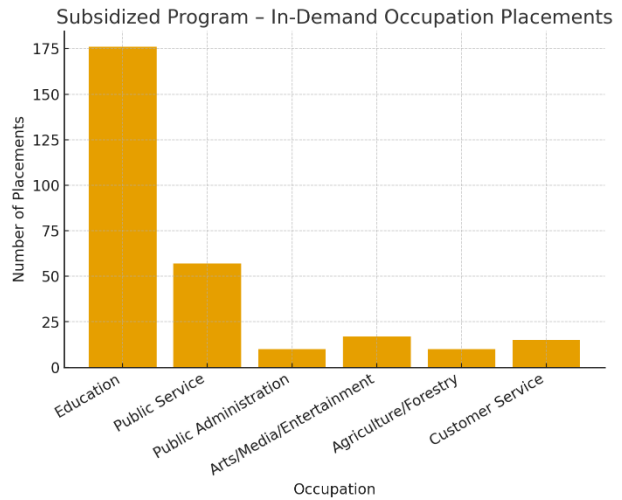
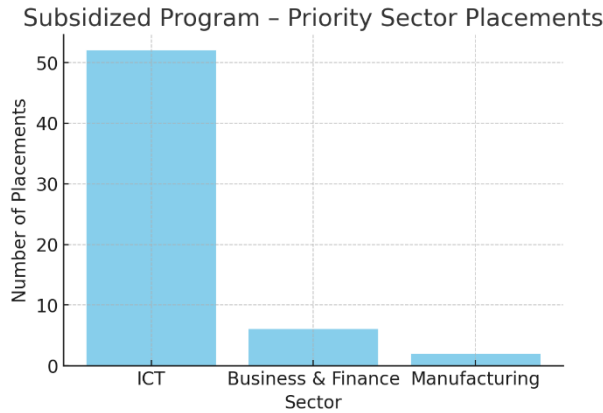
Priority Populations Served:

- Low-Resource Neighborhoods: 92%
- Priority Neighborhoods: 89%
- BIPOC Participants: 85%
- Youth with Offender Backgrounds: 7%
- Youth with Unstable Housing: 2%

Placement by Sector:

- **In-Demand Occupations (285 total):**
 - Education – 176
 - Public Service (SJPL/Community Centers) – 57
 - Public Administration (City Gov’t) – 10
 - Arts/Media/Entertainment – 17

- Agriculture/Forestry – 10
- Customer Service – 15
- **Priority Sectors (60 total):**
 - ICT – 52
 - Business & Finance – 6
 - Manufacturing – 2



Examples of Employer Partners:

Roku, JP Graphics, City of San José (multiple departments), CreaTV, Intrepid Electronics, Jacob’s Ladder Therapies, NK Technologies, Our City Forest, Boys & Girls Clubs of Silicon Valley, Ignited Education.

SJ Works 11.0 – Unsubsidized Program Update

- **Total Enrollments:** 684
- **Placements:** 475
- **Other Youth Served:** Remaining participants received services including job search assistance, resume building, financial literacy workshops, mock interviews, and job fair/interview participation.

Supportive Services Provided (Both Tracks)

- Career counseling
- Job readiness workshops
- Supportive services (e.g., bus passes)
- Financial education

Summer Work Experience Update

Summer 12.0 Update-

Referral Source:
PRNs (YEA)
SJW (YEA)
ESUHSD (Priority Neighborhood/YEA)
BGC (YEA)
OYA (YEA)

Total: 295

Applications Received-

- To date, we have received over 300 online submissions
 - That is through our website interest form
 - ♣ Online submission were also put on the waiting list
- Received a total of 430 applications
 - 135 currently on the waiting list
- Total on waitlist-
 - Over 400 youth

Youth Recruitment & Upcoming Key Dates-

Orientation Week-

- Orientation will be from June 15th-18th @Hank Lopez & Virtual
- Topic that will be covered during this time-
 - Program Overview, Employee Handbook, Program Expectations, Code of Conduct, Sexual and workplace safety, Youth Bill of Rights, Timecard & Payroll
- Training Week will be from June 23rd-June 26th @Hank Lopez & Virtual
 - Excite CU will be facilitating Financial Literacy
 - Library will facilitate Work Readiness
- Kick-Off Event will be on June 25th @work2future from 11am-1:30pm

Participating worksites-

Adaptable Security Corp. (Cybertrust America)	Information & Communication
Better Business Bureau	Business & Finance
City Council District 8 Domingo Candelas	Public Services
City of San Jose - Environmental Services	Environmental
City of San Jose - Human Resources	Information & Communication
City of San Jose - Public Works	Environmental
City of San Jose - Public Works	Construction
CreaTV	Art, Media & Entertainment
Erik's Deli Café	Business & Finance
ESUHSD-ROKU	Information & Communication
Ignite Education	Education
Intrepid Electronics	Manufacturing
JP Graphics	Marketing
NK Technologies	Manufacturing
Office of the SJ City Manager	Public Services
City of San Jose-IT	Information & Communication
San Jose Public Library - MLKJr.	Marketing
Teuninck & DeBishoppe, Inc.	Real Estate Law
Children's Discovery Museum	Education
Community Centers (SJYEA)	Varies
SJPL (SJYEA)	Varies
Parks (SJYEA)	Varies
Catholic Charities (SJYEA)	Varies
National Compadres Network (SJYEA)	Varies
Boys & Girls Club SV (SJYEA)	Varies
Our City Forest	Environmental
Children's Discovery Museum	Education

WIOA YOUTH AND ADULT PROGRAM SERVICE REPORT

Equus Workforce Solutions Project Director Rick Robles will report on the WIOA Youth and Adult Program from July 2025 through March 2026.

###

Attachments

WIOA Adult/Dislocated Worker/Youth Program Report as of June 18, 2026

This report highlights the key performance metrics, strategic partnerships, placements and populations served for the **Adult/Dislocated Worker (DW)** and **Youth** programs during Program Year 2025–2026.

1. **Adult:** Individuals above the age of 18 with the right to work in the U.S.
2. **Dislocated Worker:** An individual who has lost their job through no fault of their own, often due to layoffs, economic shifts, or industry changes, and may be eligible for workforce aid programs.
3. **In-School Youth:** Young individuals (16-21) who are actively attending school and require federally funded workforce services to overcome systematic barriers to education and employment
4. **Out-of-School Youth:** Young individuals (18-24) who are not attending school and face specific barriers to employment or education

WIOA – Program Enrollments

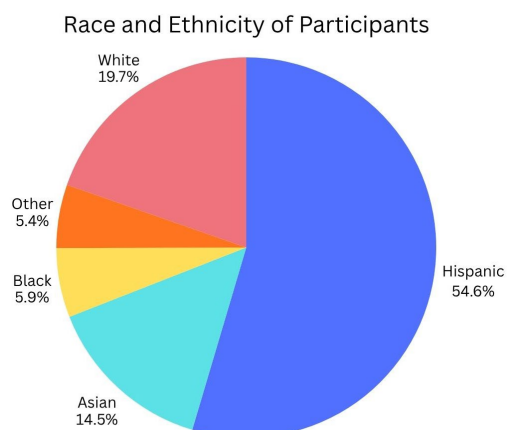
Total Enrollments: 1558

- Adult: 983
- Dislocated Worker: 308
- In-School Youth: 65
- Out-of-School Youth: 208

Client Characteristics

Priority Populations Served

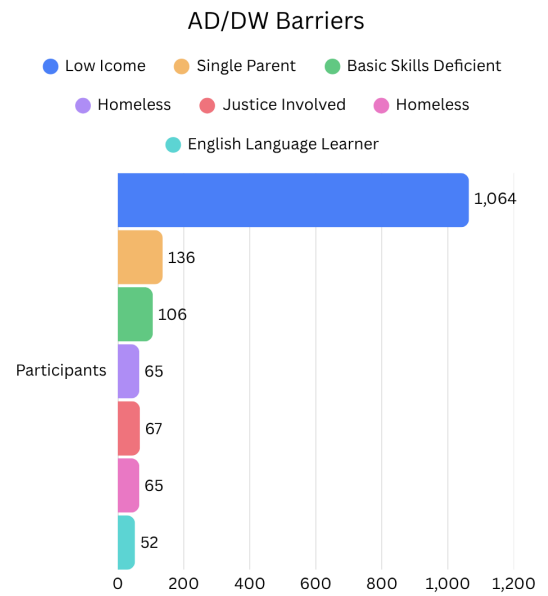
- BIPOC Participants: 1223 (80%)
- Single Barrier: 1404 (91%)
- Multiple Barriers: 1099 (71%)
- Unstably Housed: 1293 (84%)



WIOA – Barriers

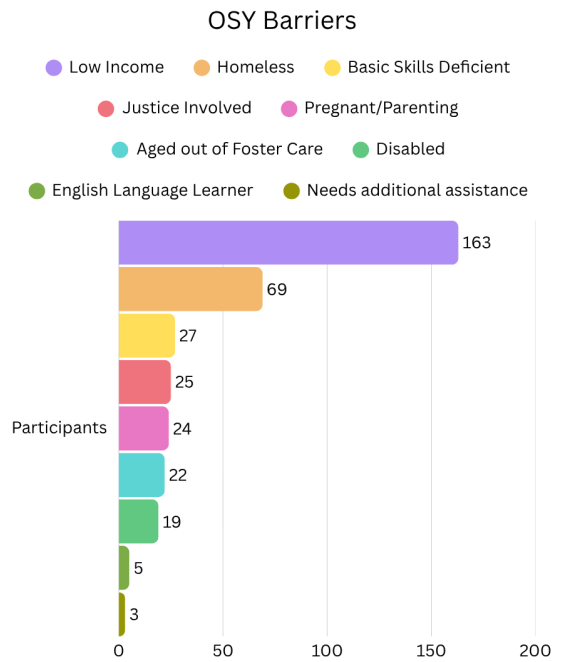
Adult/Dislocated Worker

- Low Income: 1064
- Single Parent: 136
- Basic Skills Deficient: 106
- Justice Involved: 67
- Homeless: 65
- English Language Learner: 52



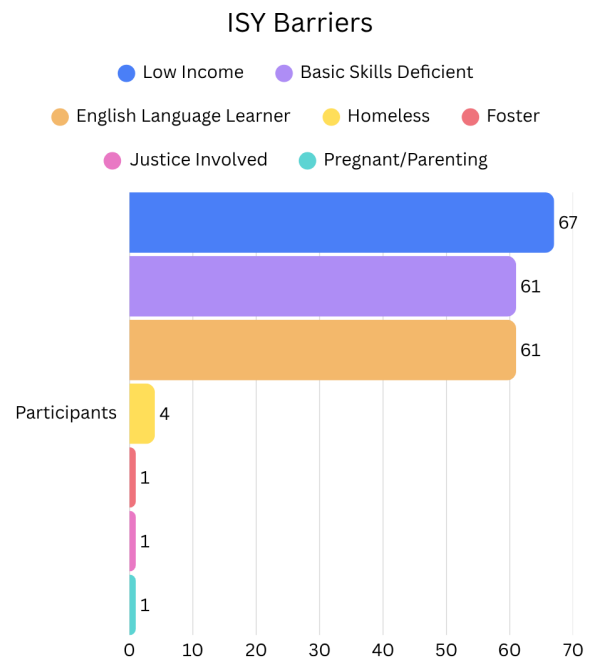
OSY (Out-of-School Youth)

- Low Income: 163
- Homeless: 69
- Basic Skills Deficient: 27
- Justice Involved: 25
- Pregnant/Parenting: 24
- Aged out of Foster Care: 22
- Disabled: 19
- English Language Learner: 5
- Needs additional assistance: 3



ISY (In-School Youth)

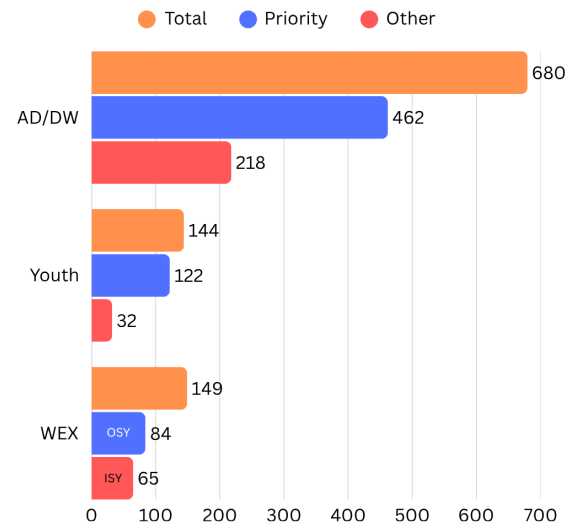
- Low Income: 67
- Basic Skills Deficient: 61
- English Language Learner: 61
- Homeless: 4
- Aged out of Foster Care: 1
- Justice Involved: 1
- Pregnant/Parenting: 1
- Disabled: N/A
- Needs additional assistance: N/A



Placements

WIOA – Placements

- **Adult/Dislocated Worker (680 total)**
 - **High-Wage/High Growth**
 - Priority Sectors (462 total):
 - Other (218 total):
- **Youth (144 total):**
 - **High-Wage/High-Growth**
 - Priority Sectors: (112 total)
 - Other: (32 total)
- **Youth WEX Placements (149 total)**
 - OSY - 84
 - ISY – 65



Partnerships

- Metro ED
- Conservation Corps
- Job Corps
- SJ Works / PRNS
- Bill Wilson Center
- Unity Care
- Jacobs Ladder
- County of Santa Clara

Open Government, Conflict of Interest and Training Requirements

Deputy City Attorney Annette Brennan will brief the Board on the obligations that individuals serving on public bodies such as the work2future Board and its standing committees have under state law, as well as the policies and ordinances of the City of San José, which is the fiscal and administrative agent for the Board.

The following is a non-comprehensive list of topics that Ms. Brennan is likely to cover:

- Brown Act
- Political Reform Act
- City Sunshine
- Conflicts of Interest
- City's Revolving Door Ordinance
- Parliamentary Procedures
- Board Member / Chair Role & Responsibilities
- Form 700 & Family Gift Report
- Ethics & Sexual Harassment Training

This briefing is provided annually as a courtesy to the Board.

###

V

Other

VI

Adjournment