

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.

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.

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Agenda II. A

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.