



EXECUTIVE COMMITTEE MEETING

Thursday, October 15, 2026, 11:30 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/92499548539?pwd=iSIRe1WuioNHuaxPHco2XI2xCuwwck.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 9:00 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 Dat.luu@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](#).

EXECUTIVE COMMITTEE
MEMBERS | October 2026

Alan Takahashi, *Board Chair, Executive Committee Chair*
Senior Vice President and General Manager
Missile Systems
CAES

Mitesh Shah, *Board Vice-Chair*
Managing Director
Brillio

Louise Auerhahn
Director of Economic & Workforce Policy
Working Partnerships USA

Danny Mangan
Organizer
Sprinkler Fitters UA Local 483

Rafaela Perez, *Youth Committee Chair*
Employment Services Director (retired Dec 31, 2024)
Social Services Agency
County of Santa Clara

Priya Smith, MPH
Chief Employee Human Resources Officer
The Permanente Medical Group, Inc.
Kaiser Permanente Northern California

ex officio
Sangeeta Durrall, *Secretary*
work2future Director

EXECUTIVE COMMITTEE MEETING

**October 15, 2026
11:30 am**

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

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AGENDA

- | | |
|---|--------------------------------------|
| I. CALL TO ORDER & ROLL CALL | <i>5 min</i>
<i>11:35 am end</i> |
| II. CONSENT ITEMS {ACTION}
Approval of the acceptance of:
A. Minutes of the June 10, 2026, Executive Committee meeting | <i>5 min</i>
<i>11:40 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>11:45 am end</i> |
| IV. BUSINESS ITEMS | |
| A. Chair's Report {Information}
<i>Alan Takahashi, Board Chair</i>
Reports on various matters of interest. | <i>5 min</i>
<i>11:50 am end</i> |
| B. Director's Report {Information}
<i>Sangeeta Durrall, work2future Director</i>
Reports on various matters of interest. | <i>5 min</i>
<i>11:55 am end</i> |
| C. FY 2026-2027 Program Operating Budget Reconciliation (Action)
<i>Shayne Regalado, Fiscal Manager</i>
Recommend Board approval of staff's proposed adjustments to the Fiscal Year 2026-2027 WIOA program operating budget as follows: | <i>15 min</i>
<i>12:10 pm end</i> |
| 1. FY 2026–27 Total Program Operating Budget — \$10,858,514(Increase of \$622,953)
Approve the adjusted Program Operating Budget totaling \$10,858,514, representing an increase of \$622,953 from the Preliminary Budget of \$10,235,561. Actual savings increased from \$1,642,257 in the Preliminary Budget to \$2,265,210 in the Adjusted Budget. | |
| 2. Administrative Budget — Increase to \$1,229,371.
Recognize the \$260,139 remaining balance from FY 2025–26 in addition to the FY 2026–27 Administrative allocation of \$969,232, resulting in total available administrative resources of \$1,229,371. | |

3. Rapid Response Budget — Total Available Resources of \$822,127

Recognize the \$312,429 remaining balance from FY 2025–26 in addition to the FY 2026–27 Rapid Response allocation of \$509,698, resulting in total available Rapid Response resources of \$822,127.

D. 2027 Board Retreat {Discussion}

Louise Auerhahn, Committee Member

15 min

12:25 pm end

Discuss a possible work2future Board retreat and workplan for planning retreat.

V. OTHER

Announcements, suggested business for future meetings, other housekeeping.

5 min

12:30 pm end

VI. ADJOURNMENT

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

Committee member: Priya Smith, 7520 Arroyo Circle, Gilroy, CA 95020

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 June 10, 2026, Executive Committee meeting.

{ACTION}

EXECUTIVE COMMITTEE MEETING

June 10, 2026

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

MINUTES

Staff: Durrall, Gillepsie, Luu, Thoo

I. CALL TO ORDER & ROLL CALL

Chair Takahashi called the meeting to order at 2:01pm.

Roll Call

Present: Auerhahn, Shah (Virtual), Smith (Virtual), Takahashi (Virtual)

Absent: Mangan, Perez

II. CONSENT ITEMS {ACTION}

Mr. Takahashi moved, Mr. Shah seconded, and the committee voted unanimously to approve the acceptance of:

A. **Minutes of the April 2, 2026, Executive Committee meeting**

B. **Financial Status Report as of April 30, 2026**

III. OPEN FORUM

None.

IV. BUSINESS ITEMS

A. Chair's Report {Information}

Chair Takahashi reported on various matters of interest

B. Director's Report {Information}

work2future Director Sangeeta Durrall discuss various items not on agenda and address questions from the Committee regarding status of the budget allocation for upcoming program year.

V. FY 2026-2027 WIOA Program Operating Budget (Action)}

Ms. Auerhahn moved, Mr. Takahashi seconded and the committee voted unanimously to approve the acceptance of the WIOA Program Operating Budget for Fiscal Year 2026-2027.

VI. OTHER

None

VII. ADJOURNMENT

Chair Takahashi adjourned the meeting at 2:13 pm

Minutes drafted by D. Luu

DRAFT

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. FY 2026-2027 Program Operating Budget Reconciliation (Action)
- D. 2027 Board Retreat {Discussion}

CHAIR'S REPORT

Executive Committee Chair will report on matters of interest to the committee but not on the agenda.

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DIRECTOR'S REPORT

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

#



Memorandum

TO: Executive Committee

FROM: Sangeeta Durrall
Shayne Regalado

SUBJECT: See Below

DATE: October 15, 2026

Approved

Date:

SUBJECT: FY 2026-27 Program Operating Budget Reconciliation for 2025-26 Carry-Over Savings and FY 2026-27 WIOA Formula and Rapid Response Funding Adjustment

RECOMMENDATION

Staff recommends that the Board approve the proposed adjustments to the **Fiscal Year 2026–27 Program Operating Budget** to align the budget with updated projected savings and available carry-over resources, while maintaining the approved funding levels for core program services and Board-mandated reserves. Staff recommend the following:

1. **FY 2026–27 Total Program Operating Budget — \$10,858,514(Increase of \$622,953)**
Approve the adjusted Program Operating Budget totaling \$10,858,514, representing an increase of \$622,953 from the Preliminary Budget of \$10,235,561. Actual savings increased from \$1,642,257 in the Preliminary Budget to \$2,265,210 in the Adjusted Budget.
2. **Administrative Budget — Increase to \$1,229,371.**
Recognize the \$260,139 remaining balance from FY 2025–26 in addition to the FY 2026–27 Administrative allocation of \$969,232, resulting in total available administrative resources of \$1,229,371.
3. **WIOA Rapid Response Budget — Total Available Resources of \$822,127**
Recognize the \$312,429 remaining balance from FY 2025–26 in addition to the FY 2026–27 Rapid Response allocation of \$509,698, resulting in total available Rapid Response resources of \$822,127.

BACKGROUND

On May 15, 2026, the California Employment Development Department (EDD) released its planned allocations for the WIOA Adult, Dislocated Worker, and Youth funding streams for FY 2026–27. These allocations were based on allotments to the states issued by the U.S. Department of Labor, as reflected in Training and Employment Guidance Letter No. 10-25, dated April 28, 2026.

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Date: October 15, 2026
Subject: FY 2026-27 Operating Budget Reconciliation

The FY 2026–27 allocation represented an overall 10 percent increase in WIOA – Adult, DW, and Youth funding compared with the prior fiscal year. Based on the planned allocation, work2future developed its operating budget incorporating formula funding, projected savings, Board-mandated reserves, administrative costs, and program expenditures.

PROGRAMS	2023	2024	2025	2026	2027
ADULT	2,181,118.00	2,079,440.00	1,929,234.00	2,621,094.00	2,479,935.00
DISLOCATED WORKER	2,598,599.00	2,320,374.00	2,258,676.00	3,320,677.00	4,431,021.00
YOUTH	2,255,378.00	2,040,659.00	1,984,670.00	2,885,329.00	2,781,363.00
RAPID RESPONSE	512,371.00	434,643.00	753,703.00	601,928.00	509,698.00
TOTAL WIOA	7,547,466.00	6,875,116.00	6,926,283.00	9,429,028.00	10,202,017.00
Percent Change	26%	-9%	1%	36%	8%

As the fiscal year progressed and year-end financial information became available, actual remaining balances and projected savings were updated. The FY 2026–27 Adjusted Budget incorporates these updated amounts to provide the Board with a more accurate representation of resources available for program and administrative activities.

Sources	FY 2025–26 Adjusted Budget	FY 2026–27 Preliminary Budget	FY 2026–27 Adjusted Budget	Variance
Formula Allocation	\$8,827,100	\$9,692,319	\$9,692,319	-
15% Board-Mandated Reserve – PY	\$925,887	\$1,324,065	\$1,324,065	-
PY Actual Savings	\$1,182,680	\$1,642,257	\$2,265,210	\$622,953
Board-Mandated Reserves	(\$1,324,065)	(\$1,453,848)	(\$1,453,848)	-
Administrative Costs	(\$882,710)	(\$969,232)	(\$969,232)	-
Total	\$8,728,892	\$10,235,561	\$10,858,514	\$622,953

PROGRAM OPERATING BUDGET ADJUSTMENT

The FY 2026–27 Preliminary Budget included projected program savings of **\$1,642,257**. Updated financial information increases actual savings to **\$2,265,210**, resulting in an additional **\$622,953** in available resources.

Accordingly, total available Program Operating resources increased from **\$10,235,561 to \$10,858,514**.

USE OF PROGRAM OPERATING FUNDS

The additional Program Operating resources are reflected primarily in Unallocated Contingency while maintaining funding for core client services.

The adjusted budget maintains the Preliminary Budget levels for Adult Client-Related Training and Supportive Services, Youth WEX Services and Supportive Services, the One-Stop Operator, and Distribution to Service Providers.

The largest change is in **Unallocated Contingency**, which increases by \$1,128,793. This provides additional flexibility while allowing work2future to preserve resources until specific programmatic needs are identified.

Use of Funds	FY 2025–26 Adjusted Budget	FY 2026–27 Preliminary Budget	FY 2026–27 Adjusted Budget	Variance
Personnel Costs	\$1,380,379	\$2,940,373	\$2,650,983	(\$289,390)
Non-Personnel Costs	\$441,264	\$369,533	\$341,969	(\$27,564)
Adult Client-Related Training and Supportive Services	\$2,135,900	\$3,455,478	\$3,455,478	-
Youth Client-Related WEX Services and Supportive Services	\$1,048,718	\$1,001,291	\$1,001,291	-
One-Stop Operator	\$30,000	\$30,000	\$30,000	-
Distribution to Service Provider	\$2,300,000	\$2,250,000	\$2,250,000	-
Unallocated Contingency	\$1,392,631	\$188,886	\$1,128,793	\$939,907
Total	\$8,728,892	\$10,235,561	\$10,858,514	\$622,953

ADMINISTRATIVE FUNDING AND REMAINING BALANCE

The FY 2026–27 Administrative Budget includes both the current-year allocation and the remaining balance carried forward from FY 2025–26.

Administrative Funding	Amount
Remaining Balance — FY 2025–26	\$260,139
FY 2026–27 Allocation	\$969,232
Total Available Administrative Resources	\$1,229,371

The **\$260,139 remaining balance** represents resources available from FY 2025–26 that remain available for eligible administrative activities in FY 2026–27. When combined with the FY 2026–27 allocation of \$969,232, total administrative resources available for the fiscal year are **\$1,229,371**.

Use of Funds	FY 2025–26 Adjusted Budget	FY 2026–27 Preliminary Budget	FY 2026–27 Adjusted Budget	Variance
Personnel Costs	\$698,839	\$609,693	\$873,783	\$264,090
Non-Personnel Costs	\$131,049	\$46,053	\$47,530	\$1,477
City Attorney Office	\$135,659	\$135,659	\$135,659	-
City Overhead	\$73,781	\$80,904	\$75,476	(\$5,428)
Distribution to Service Provider	\$88,271	\$96,923	\$96,923	-
Unallocated Contingency	\$88,271	-	-	-
Total	\$1,127,599	\$969,232	\$1,229,371	\$260,139

RAPID RESPONSE FUNDING AND REMAINING BALANCE

Rapid Response funding similarly includes both the remaining FY 2025–26 balance and the FY 2026–27 allocation.

Rapid Response Funding	Amount
Remaining Balance — FY 2025–26	\$312,429.00
FY 2026–27 Allocation	\$509,698.00

Rapid Response Funding	Amount
Total Available Rapid Response Resources	\$822,127.00

The **\$312,429 remaining balance** from FY 2025–26, combined with the FY 2026–27 allocation of **\$509,698**, provides total available Rapid Response resources of **\$822,127**.

The remaining balance provides additional capacity to respond to qualifying layoffs, employer needs, and worker transition activities during FY 2026–27, subject to applicable WIOA requirements and funding restrictions.

Use of Funds	FY 2025–26 Adjusted Budget	FY 2026–27 Preliminary Budget	FY 2026–27 Adjusted Budget	Variance
Personnel Costs	\$421,622	\$616,156	\$417,734	(\$198,422)
Non-Personnel Costs	\$52,957	\$41,981	\$31,837	(\$10,144)
City Overhead	\$60,193	\$54,174	\$54,765	\$591
Unallocated Contingency	\$227,633	\$1,424	\$317,791	\$316,367
Total	\$762,405	\$713,735	\$822,127	\$108,392

DISCRETIONARY CARRY-OVER AND NEW FUNDING

Except for San Jose Works 12.0 program, all other discretionary funds are for a term period that crosses over two or more fiscal years, and fundings have been received. Thus, unspent funding can be carried over to the remaining months of the grant period.

The following table is a Summary of Discretionary grant funding for FY 2026-27:

Discretionary Grants	Grant Amount
San Jose Works 12.0 Program Initiative ¹	\$2,052,344
San Jose Works (Amazon) ²	100,000
San Jose Works (Bank of America) ²	153,000
San Jose Works (Cities for Financial Empowerment) ²	39,682
San Jose Works (Shipt) ²	21,250
San Jose Works (Wells Fargo) ²	147,750
San Jose Works (Flagship) ²	5,000

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California Workforce Development Board	4,042
Business Owner's Space (BOS) Initiative	862
Google Earn and Learn	77,950
Google Child Care	378,408
Total Discretionary New and Carry Over Funding	\$2,980,288

¹ Represents this year's funding of \$1,294,288 available from the City General Fund to support SJ Works 12.0 and \$758,056 carry-over funds from SJ Works 11.0.

² Other funding raised to support the San Jose Works program.

2027 BOARD RETREAT

Executive Committee member Louise Auerhahn will lead a discussion on a possible 2027 work2future Board retreat and workplan for planning retreat.

###

V

Other

VI

Adjournment