

**WORK2FUTURE BOARD OF DIRECTORS MEETING**  
**THURSDAY, DECEMBER 10, 2015**  
**ACTION MINUTES**  
CTO: 11:42 a.m.

work2future's December 10, 2015 Board Action Minutes were prepared by Elizabeth Kaylor and approved by Christopher Donnelly on December 11, 2015.

**WDB STAFF PRESENT:** Jeff Ruster, Christopher Donnelly, B.J. Sims, Joy Salandanan, Elizabeth Kaylor, Monique Melchor, Lawrence Thoo, Dhez Woodworth, Wayne Cohen, Henry Morado, Kyle Ranada, Kevin Bryan, Kathryn Azevedo.

**I. QUORUM VERIFICATION:**

**Present:** Rose Amador-Le Beau, Louise Auerhahn, Jack Estill, Joseph Flynn, Richard Friberg, Leslie Gilroy, Blanca Gomez, Jose Gonzalez, Dr. Bob Harper, Sue Koepp-Baker, Van Le, Olivier Minkowski, Pamela Moore, Terry Newman, Steve Preminger, Rashad Said, Hermelinda Sapien, Mitch Schoch, Bryan VanHuystee, Henri Villalovoz, David Wahl, Steve Wymer, Sima Yazdani.

**Absent:** Denise Boland, Jeff Burrell, Carl Cimino, Janeen Dittrick.

**II. OPENING REMARKS:** Read by Chair Joe Flynn.

**III. CONSENT ITEMS**

**ACTION:** Upon motion by Bryan VanHuystee, seconded by Jack Estill, and unanimously approved, the Board unanimously accepted the following consent items:

- (a) Grant Report of November 19, 2015.
- (b) Quarterly Labor Market Information Report of November 19, 2015.
- (c) October Training Summary Report of November 20, 2015.
- (d) Outreach Report of November 19, 2015.
- (e) October BusinessOwnerSpace.com (BOS) Report of November 20, 2015.
- (f) September Budget Variance Report of November 1, 2015.
- (g) 1<sup>st</sup> Quarter Customer Service Report of November 16, 2015.
- (h) October Enrollment and Training Report of November 17, 2015.

**IV. AGENDA ITEMS**

**A. Old Business**

**1. Minutes Approval**

**ACTION:** The Minutes of work2future's September 17, 2015 Board meeting were approved.

Motion: Steve Preminger  
Seconded: Rose Amador  
Abstaining: Sue Koepp-Baker, Pamela Moore, Leslie Gilroy, Blanca Alvarado.

## **B. New Business**

### **1. work2future By-Laws**

work2future Director Christopher Donnelly presented work2future's proposed new WIOA-compliant By-laws to the Board for its approval.

**ACTION:** The new WIOA By-Laws were unanimously adopted by the Board.

Motion: Jack Estill  
Seconded: Rose Amador

### **2. Ethics Training for Boardmembers**

The work2future Director informed the Board that, as a result of a notice issued by EDD on November 17, Workforce Development Boards are required to complete ethics training every two years through online training provided by the FPPC.

### **3. Youth Summer Employment Program Updates**

Executive Director Jeff Ruster presented this item to the Board, explaining that the San Jose Works program exceeded its placement and retention goals, and that the Santa Clara County Youth Works program exceeded its goals relating to subsidized youth, and is currently on track to meet its goal to place 300 youth into unsubsidized employment by December 18.

### **4. Gilroy Job Center Update**

The work2future Director informed the Board that the City will terminate the lease on the current Gilroy facility on March 2016, and that work2future may temporarily collocate with Santa Clara Social Services at its Gilroy facility from April 1 through June 30, at which point work2future is hopeful to secure an appropriate facility site.

### **5. work2future Board Meeting Dates for 2016**

work2future Board Chair Joe Flynn presented this item to the Board for its approval.

**ACTION:** The proposed Board meeting dates for 2016 were unanimously adopted by the Board.

Motion: Steve Preminger  
Seconded: Steve Wymer

### **6. Built in San José Initiative**

Mayor Sam Liccardo discussed his new "Built in San José" Initiative to preserve and strengthen the manufacturing sector and create pathways to middle-class employment. The Mayor also provided a fact sheet regarding his new initiative as it applies to permitting, energy capacity, and workforce training.

**7. Community Builder Awards**

The Executive Director and District 10 Councilmember Johnny Khamis provided introductory remarks. During the annual work2future Community Builder Award ceremony, work2future recognized organizations and individuals that have helped to make the community a better place.

*Outstanding Adult Program Awardees:*

- Jasen Lawhorne
- Farron Drylie
- David Hovgaard

*Outstanding Business Partner Awardees:*

- Jabil Circuit: M.J. Chen & Yenni Lemieux
- The Home Depot: Steven Vogel
- Pacific Gas and Electric Company: Alex Baker

*Outstanding Community Partner Awardees:*

- City of San José Planning, Building, and Code Enforcement: Juan Borelli
- Second Harvest Food Bank: Shirley Chang
- AnewAmerica Community Corporation: Priscilla Jang

*Outstanding Youth Program Awardees:*

- Delores Savitz
- Dawit Abera
- Joao Pedro (aka JP) Viera Silva & Elizabeth Tran

**C. Set Items for Next Agenda**

**D. Announcements**

- **Director:** Terry Newman of Gavilan College is retiring tomorrow.
- **Hermelinda Sapien:** Steve Preminger is being honored this evening at the San Jose Convention Center.
- **Van Le:** Currently running for an Assembly seat.
- **Executive Director:** Introduced new Board member Blanca Gomez of Wells Fargo.

**E. Next Board Meeting**

The next Board meeting is scheduled from 11:30 am through 1:30 pm on **Thursday, March 17, 2016** at work2future's Business Services and Administration facility, 5730 Chambertin Drive, San Jose, 95118.

**V. PUBLIC COMMENT:** none

**VI. ADJOURNMENT:** the meeting was adjourned at 1:34 p.m.