

WORK2FUTURE BOARD OF DIRECTORS MEETING
THURSDAY, SEPTEMBER 18, 2014
DRAFT MINUTES
CTO: 11:50 a.m.

WIB STAFF PRESENT: Jeff Ruster, Christopher Donnelly, Elizabeth Kaylor, B.J. Sims, Joy Salandanan, Monique Melchor, Dhez Woodworth, Karen Bringas, Kyle Ranada.

WORK2FUTURE FOUNDATION STAFF PRESENT: David Mirrione, Richard Martinez, Sangeeta Durrall.

I. QUORUM VERIFICATION:

Present: Denise Boland, Benny Boveda, Jeff Burrell, Jack Estill, Joseph Flynn, Richard Friberg, Leslie Gilroy, Sue Koepf-Baker, Van Le, George Massoud, Olivier Minkowski, Steve Preminger, Rashad Said, Hermelinda Sapien, Alex Torres, Henri Villalovoz, Steve Wymer, Sima Yazdani.

Absent: Rose Amador-Le Beau, Fabiola Czech, Janeen Dittrick, Jose Gonzalez, Bill Guthrie, Dr. Bob Harper, Glenn Ledet, Rocky Maddex, Pamela Moore, Mitch Schoch, Fernando Sepulveda, Bryan VanHuystee.

II. OPENING REMARKS: Read by Chair Joe Flynn.

III. CONSENT ITEMS

ACTION: Upon motion by Steve Preminger, seconded by Hermelinda Sapien, and approved, the Board accepted the following consent items:

- (a) Grant Report of September 1, 2014.
- (b) Labor Market Information Report of September 8, 2014.
- (c) August Training Report of September 8, 2014.
- (d) Outreach Report of September 8, 2014.
- (e) July BusinessOwnerSpace.com (BOS) Report of August 11, 2014.
- (f) ALLIES grant as approved to be forwarded by the Executive Committee on August 21, 2014 and by the Finance Committee at its meeting of September 10, 2014.
- (g) June 30, 2014 Budget Variance and Year End Reconciliation as approved to be forwarded by the Finance Committee at its meeting of September 10, 2014.
- (h) Fiscal and Program Monitoring Strategy as approved to be forwarded by the Executive Committee on August 21, 2014 and by the Finance Committee at its meeting of September 10, 2014.

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

ACTION: The Minutes of work2future's June 19, 2014 Board meeting were approved.

Motion: Jack Estill

Seconded: Hermelinda Sapien

B. New Business

1. Homeless Employment Partnership Initiative

Executive Director Jeff Ruster presented this item to the Board, explaining that he was providing an overview of a new initiative that is close to being kicked off, and that he was grateful for the hard work, dedication and passion that Denise Boland and Steve Preminger have contributed to this initiative, especially considering the dramatic increase in the number of homeless individuals during the last few years.

The Executive Director added that that many of the individuals to be served through the initiative have high school diplomas, no drug issues, and no involvement with law enforcement. He added that the initiative, planned to launch in October, seeks to serve 250 to 300 homeless individuals annually with support from the County, other homeless-serving community-based organizations, and local employers.

2. Update on Foundation Activities for the Period of August 8 – September 5, 2014

Director Christopher Donnelly introduced David Mirrione as the new Executive Director of the work2future Foundation. Mr. Mirrione was previously involved with work2future as a contractor with Workforce Institute's WIA adult and programs, and had most recently been employed as Executive Director of the Santa Cruz WIB. Mr. Mirrione provided a presentation to the Board on his plan for the first 90 days of his service as work2future Foundation's Executive Director.

3. Approval to Increase Funding Allocation to Foundation for OJT

The work2future Foundation Directors Denise Boland, Sima Yazdani, Benny Boveda, and Rashad Said left the room prior to the discussion and vote on this item. The Director presented the recommendation, adding that it had been unanimously approved by the Executive Committee and the Finance Committee.

ACTION: Board approval to increase the FY 2014-2015 funding allocation to the work2future Foundation by \$100,000 to fund on-the-job training opportunities for work2future's clients.

Motion: Jack Estill

Second: Steve Wymer

4. Approval of Proposition 39 Pre-Apprenticeship Grant

The work2future Foundation Directors Denise Boland, Sima Yazdani, Benny Boveda, and Rashad Said remained out of the room prior to the discussion and vote on this item. The Director explained that the effort that coordinates the efforts of work2future WIB/Foundation, NOVA WIB, and the San Mateo WIB will serve 60 participants in Santa Clara County and an additional 60 in San Mateo County. He added that this recommendation had been approved by the Executive Committee and the Finance Committee.

ACTION: Board approval to accept a \$500,000 California Workforce Investment Board (CWIB) Proposition 39 Clean Energy Job Creation grant to provide pre-apprenticeship support, training, and placement.

Motion: Susan Koepp-Baker

Second: Jack Estill

Abstaining: Steve Preminger

5. Board Retreat Follow-Up

The Board received a project status update from the Underemployment Team, as well as updates from the Fundraising and Technology Team.

6. Customer Service Presentation

Following an introduction by work2future’s Executive Director to provide additional context to the report regarding a new information collection methodology, Management Information Services Program Manager Monique Melchor and work2future Foundation Adult Services Manager Sangeeta Durrall provided a presentation on the new customer service survey to gain more and better feedback on the customers’ experiences with the services work2future provides.

Board members’ comments reinforced the usefulness of work2future’s high customer satisfaction rate (98%) as it relates to working with potential funding entities.

7. Workforce Innovation and Opportunity Act (WIOA)

The Director led a discussion with the Board regarding the new workforce development legislation signed into law by President Obama on July 22, 2014 to replace the current Workforce Investment Act (WIA) on July 1, 2015. He said that the Department of Labor is in “listening mode” at this point to capture the concerns of the local areas prior to publishing the relevant regulations on January 18, 2015.

8. EconoVue Update

The Director provided an update on EconoVue, explaining that although work2future did not receive the State grant to provide workforce development information services to California WIBs, Urban Explorer will continue to make the labor market information tool available to work2future at no cost to assist clients to make informed decisions on training and career pathways, and to assist job developers to meet the needs of local business.

C. Set Items for Next Agenda

- Workforce Innovation and Opportunity Act
- Customer Service Team Update
- Community Builder Awards

D. Announcements

- **Dhez Woodworth:** A Job Fair is planned for October 15, with over 50 employers and thousands of jobs available; information will be sent out to the Board to save the date.
- **Director:** work2future's preliminary 2013-2014 performance goals report is showing that it met eight of its nine goals at 100% (the work2future WIB's definition of success), and nine of nine goals at 80% (the State definition of success).
- **Executive Director:** The Chair of the Finance Committee had mentioned that a few of its members have recently resigned due to new jobs or relocations, and that Board members interested in serving on the Finance Committee were encouraged to identify their interest.

E. Next Board Meeting

The next Board meeting is scheduled from 11:30 am through 1:30 pm on **Thursday, December 4, 2014** 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 1:18 p.m.

The Draft Minutes were prepared by Elizabeth Kaylor.