

**WORK2FUTURE BOARD OF DIRECTORS MEETING**  
**THURSDAY, SEPTEMBER 20, 2012**  
**ACTION MINUTES**  
CTO: 11:46 a.m.

**I. QUORUM VERIFICATION:**

**Present:** Rose Amador, Denise Boland, Fabiola Czech, Janeen Dittrick, Richard Friberg, Leslie Gilroy, Scott Green, Bill Guthrie, Dr. Bob Harper, Sue Koepp-Baker, Van Le, Glenn Ledet, Dr. David Matuszak, Olivier Minkowski, Ananth Nagaraj, Matt Navarro, Dr. Mark Novak, Rachel Perez, Rashad Said, Mitch Schoch, Dani Sellers, Fernando Sepulveda, Alex Torres, Henri Villalovoz, Sima Yazdani.

**Absent:** Ralph Aceves, Benny Boveda, Jack Estill, Tom Fink, Joseph Flynn, Jose Gonzalez, David London, Rocky Maddex, Pamela Moore, Steve Preminger, Hermelinda Sapien, Sajeev Sidher, Lloyd Tran, Bryan VanHuystee, Erin Wright, Jorge Zavala.

**II. OPENING REMARKS:** Read by Vice Chair Sima Yazdani.

**III. CONSENT ITEMS**

**ACTION:** Upon motion by Dr. David Matuszak, seconded by Bill Guthrie, and approved unanimously, the Board accepted the following consent items:

- (a) Accept the Grant Report of September 1, 2012.
- (b) Accept the Labor Market Information Report of September 1, 2012.
- (c) Accept the Training Report of August 17, 2012.
- (d) Accept the Customer Service Report of August 20, 2012.
- (e) Accept the July BusinessOwnerSpace.com (BOS) Report of August 8, 2012.
- (f) Accept the June Budget Variance Report of September 7, 2012.
- (g) Accept the Spending Plan for Additional Savings and Year-End Reconciliation of 2011-2012 as presented for approval at the Finance Committee's September 12, 2012 meeting.
- (h) Accept the Solyndra Grant and related spending plan as presented to the Executive and Finance Committees at their respective meetings of August 28, 2012 and September 12, 2012.

**IV. AGENDA ITEMS**

**A. Old Business**

**1. Minutes Approval**

**ACTION:** The Minutes of work2future's June 21, 2012 Board meeting were approved.

Motion: Sue Koepp-Baker  
Seconded by: Glenn Ledet

## **B. New Business**

### **1. Committee Updates**

Finance Committee Chair Sue Koepp-Baker provided a brief report on her committee's activities. Operations Committee Chair Dr. Mark Novak briefed the Board regarding progress to date on work2future's new Veterans and Underemployment initiatives.

### **2. Featured Board Member**

Sima Yazdani provided information to the Board regarding Cisco.

### **3. Department of Labor Performance Update**

MIS Manager Monique Melchor provided an update on work2future's FY 2011-2012 performance to the Board (FY 2011-2012 information was presented because WIB performance data is subject to a 6- to 18-month employment data system lag time), explaining that there are State performance targets, of which local WIBs must achieve at least 80% to be considered successful, and there are local targets, which are set by work2future and must be achieved at 100% to be successful. All targets were successfully met for the 4<sup>th</sup> quarter of FY 2011-2012 at the State level. Additionally, the Dislocated Worker Employment Retention Rate was nearly achieved at the local level (97.06%).

### **4. Youth Program Update**

Youth Program Manager Richard Martinez provided an update on work2future's Green Cadre and other WIA Youth programs to the Board and discussed the components and implementation of work2future's new youth system as of July 1, 2012.

### **5. Foreclosure Avoidance Assistance**

Sandra Murillo, Vice-Chair of work2future's Youth Council Committee, provided a presentation to the Board on the work of the ForeclosureHelpSCC Consortium to assist homeowners to avoid foreclosure.

### **6. NUMMI Update**

Director of Operations Christopher Donnelly provided a brief update on NUMMI.

### **7. Approval to Create a Private Employer Business Council Committee**

As part of the discussion of this item, Executive Director Jeff Ruster mentioned that private sector Board members wishing to be involved in the new Private Employer Business Council Committee are encouraged to attend the first meeting of the new committee on November 1, 2012. Vice-Chair Sima Yazdani added that, given the strong willingness of the committee members to produce results, Board member participation on the new Private Employer Business Council Committee will facilitate the creation of talent pipelines to support local employers and job seekers.

**ACTION:** Unanimous Board approval to form a new, private sector-led Private Employer Business Council Committee from the existing Operations Committee and Private Employer Business Council.

Motion: Dr. Mark Novak

Seconded by: Olivier Minkowski

**8. Underemployment Study Update**

Josh Williams of BW Research provided to the Board an updated presentation on work2future's Underemployment study.

**C. Set Items for Next Agenda**

**D. Announcements**

- **Janneen Ditrack:** Annual Honor a Hero, Hire a Vet job fair to be held on November 6, 2012. EDD is also sponsoring a Veterans' Job Club for eight consecutive Tuesdays to prepare veterans for the upcoming job fair; additional information regarding the Job Club will be sent out to the Board requesting employer participation.
- **Richard Martinez:** As part of the Private Employer Business Council Committee's Veterans Initiative, and with the assistance of Prudential and Dani Sellers, a Veterans' Summit will be held at work2future's Business Services and Administration facility on November 15, 2012 to convene veterans, employers, service providers and community resources for veterans.
- **Tina Kapoor:** work2future's workshop calendar for October through December 2012 has been published and is available to Board members.
- **Rose Amador:** A collaborative of Gavilan College, Center for Training and Careers (CTC), and work2future was selected to participate in a National Workforce Partnership conference in Los Angeles through the National Council of La Raza.
- **Rose Amador:** A Youth Job Fair will be held at CTC on September 26, 2012; additional information will be distributed to Board members.
- **Director of Operations:** work2future will hold a regional job fair as part of the Festiv'ALL celebration at the Santa Clara County Fair Grounds on October 10, 2012; additional information will be distributed to Board members.

**E. Next Board Meeting**

The next Board meeting is scheduled for **Thursday, December 6, 2012** at 11:30 a.m. at work2future's San Jose One-Stop, 1601 Foxworthy Avenue, San Jose, 95118.

**V. PUBLIC COMMENT:** There were no public comments.

**VI. ADJOURNMENT:** the meeting was adjourned at 1:30 p.m.