

work²future

opportunity • jobs • success

EXECUTIVE COMMITTEE AGENDA

Thursday, January 16, 2014

3:00 p.m. – 5:00 p.m.

Business Services & Administration Facility

5730 Chambertin Drive

San Jose, CA 95118

408.794.1200

www.work2future.biz

Joseph Flynn, Chair

Sima Yazdani, Vice Chair

Christopher Donnelly, Secretary

Elizabeth Kaylor, Committee Staff

The City of San Jose is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public. For additional information, please view:

http://www.sanjoseca.gov/clerk/cp_manual/CPM_0_15.pdf

For questions regarding this agenda, please call Elizabeth Kaylor at 408.794.1125. To request an accommodation or alternative format for work2future meetings, events or printed materials, please call Elizabeth Kaylor at 408.794.1125 or call 408.294.9337 (TTY) as soon as possible, but at least three business days before the meeting/event.

NOTICE TO THE PUBLIC

Good afternoon, my name is Sima Yazdani, and in my capacity as Vice Chair of [work2future](#) I would like to welcome you to the Executive Committee meeting of January 16, 2014.

Members of the public who wish to address the Committee should identify themselves and state their addresses for the record. You should complete a blue Comment Card located near the door, prior to making comments, and hand to any [work2future](#) staff member.

The procedure for this meeting is as follows:

- The Committee Secretary will verify quorum; the Chair will read the opening remarks.
- Members of the public wishing to make a comment will then be given two (2) minutes each to comment.
- [work2future](#) staff and/or Committee Members will present recommendations for each action item on the agenda.
- Committee members may ask questions of [work2future](#) Staff and other Committee Members.
- The Committee may take action on any item designated as an action item.
- Copies of the agenda have been placed on the table near the door for your convenience.
- [work2future](#) Committee members may only discuss items listed on the Agenda pursuant to the “Brown Act.”

EXECUTIVE COMMITTEE MEETING
January 16, 2014
3:00 p.m. – 5:00 p.m.

ORDER OF BUSINESS

I. QUORUM VERIFICATION

II. OPENING REMARKS

Anticipated Ending Times (an item may be heard before or after these ending times):

III. CONSENT ITEMS

{Action} 3:04 p

Recommendations:

- (a) Accept the Grant Report of January 7, 2014.
- (b) Accept the Labor Market Information Report of January 7, 2014.
- (c) Accept the November Training Report of December 11, 2013.
- (d) Accept the November Customer Service Report of January 7, 2014.
- (e) Accept the November BusinessOwnerSpace.com (BOS) Report of January 7, 2014.
- (f) Accept the Outreach Report of January 8, 2014.
- (g) Accept the November Budget Variance Report of January 6, 2014.

IV. AGENDA ITEMS

A. Old Business

1. **Minutes Approval** **{Action}** 3:05 p
Approval of the November 21, 2013 work2future Executive Committee Minutes.

B. New Business

1. **Foundation Update** **{Discussion}** 3:25 p
20 min.
Christopher Donnelly, Director

An update on the work2future Foundation will be provided.

2. **One-Stop Operations Update** **{Discussion}** 3:45 p
20 min.
Christopher Donnelly, Director

Staff will provide an update on changing partner presence and related budgetary impacts, and other upcoming issues.

- | | | |
|---|----------------------------|---------------------------|
| <p>3. <u>FY 2014-2015 Budget Update</u>
 <i>Christopher Donnelly, Director</i></p> | <p>{Discussion}</p> | <p>4:05 p
20 min.</p> |
|---|----------------------------|---------------------------|

An update will be provided regarding possible budget scenarios for FY 2014-2015.

- | | | |
|--|----------------------------|---------------------------|
| <p>4. <u>work2future Board Retreat</u>
 <i>Christopher Donnelly, Director</i></p> | <p>{Discussion}</p> | <p>4:35 p
30 min.</p> |
|--|----------------------------|---------------------------|

The committee will discuss a work2future Board of Directors Retreat to be held on March 20, 2014.

- | | | |
|--|----------------------------|---------------------------|
| <p>5. <u>One-Stop Branding</u>
 <i>Dhez Woodworth, Marketing Team</i></p> | <p>{Discussion}</p> | <p>4:45 p
10 min.</p> |
|--|----------------------------|---------------------------|

A discussion will be held regarding new one-stop branding: “America’s Job Centers of California.”

C. Set Items for Next Agenda

D. Announcements

E. Next Meeting

The next Executive Committee meeting is tentatively scheduled to take place at 3:00 p.m. on February 20, 2014 at work2future’s Business Services and Administration Center, 5730 Chambertin Drive, San Jose, 95118.

V. PUBLIC COMMENT

VI. ADJOURNMENT

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, its 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.
 - No sticks, posts, poles or other such items will be attached to the signs or other symbolic materials.
 - The items cannot create a building maintenance problem or a fire or safety hazard.
- b) 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.
- c) 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

**CITY OF SAN JOSE CODE OF CONDUCT FOR PUBLIC MEETINGS IN
THE COUNCIL CHAMBERS AND COMMITTEE ROOMS (CONT'D)**

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 agenda item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate. Applicants and appellants in land use matters are usually given more time to speak.
- c) Speakers should discuss topics related to City business on the agenda, unless they are speaking during open forum.
- 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.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Almaden Winery Community Center, 5730 Chambertin Drive, San Jose, California at the same time that the public records are distributed or made available to the legislative body.

III

Consent Items

- (a) Accept the Grant Report of January 7, 2014.
- (b) Accept the Labor Market Information Report of January 7, 2014.
- (c) Accept the November Training Report of December 11, 2013.
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[Action]

2013-2014 GRANTS REPORT
1/07/2014

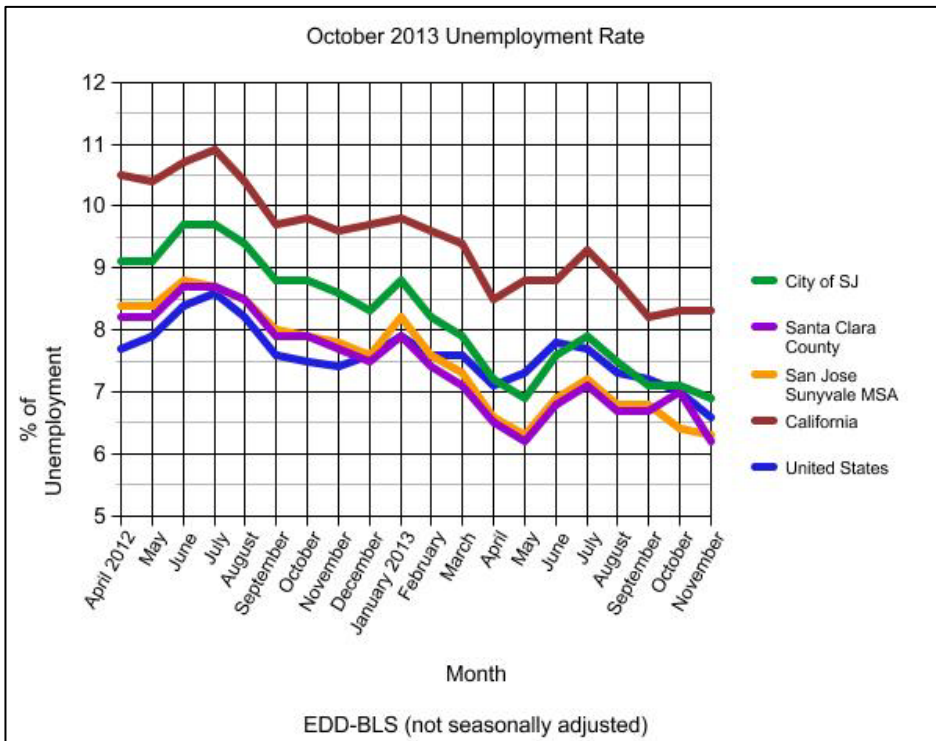
<u>Contact</u>	<u>Grants</u> <u>Funding</u> <u>Source/Sponsor</u>	<u>Due Date</u> <u>Submitted</u>	<u>Award Date</u> <u>TBD</u>	<u>Name</u>	<u>Funding</u> <u>Request</u>	<u>Funding</u> <u>Awarded</u>	<u>Funding</u> <u>Expenditure to</u> <u>Date</u>	<u>Funding</u> <u>Remaining to</u> <u>Date</u>	<u>Lead/Partners</u>
<u>PENDING</u>									
<u>SUBMITTED</u>									
Javier	EDD--Rapid Response Special	<u>8/5/2013</u>	<u>TBD</u>	Localized Economic Analysis Data (LEAD)	\$507,539				work2future
<u>AWARDED</u>									
Chris	US Dept of Labor Innovations	3/1/2012	6/15/2012	Allies Innovations Grant	\$143,000	\$143,000	\$0	\$143,000	San Mateo/work2future
<u>NOT AWARDED</u>									

THE ECONOMIC SITUATION November 2013 SNAPSHOT

Unemployment for November 2013

San Jose-Sunnyvale-Santa Clara MSA was 6.3%, California 8.3%, United States 6.6%, Santa Clara County 6.2% and the City of San Jose at 6.9%.

Source: EDD, December 20, 2013



MSA Stats

Between November 2012 and November 2013, total employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, expanded by 26,600 jobs, or 2.9 percent.

- Professional and business services (up 5,400 jobs) marked its 43rd consecutive month of job gains on a year-over basis.
- Trade, transportation, and utilities experienced a year-over gain of 4,500 jobs. Retail trade rose by 3,600 jobs, while wholesale trade added 700 jobs. Transportation, warehousing, and utilities edged up by 200 jobs.
- Construction increased by 4,300 jobs, up by 11.6 percent from last November.
- Leisure and hospitality, information, and manufacturing, along with private educational and health services, each registered gains of at least 2,000 jobs from last November.

EDD-BLS December 20, 2013

In The News

Silicon Valley Hiring Growth Still Slowing

By Abby Lombardi on November 12, 2013, WANTED Analytics

Tech hiring is still most common in the Silicon Valley. In total, there were 58,000 tech jobs available during October, which is about 22% of all hiring demand for the two Metro areas that comprise Silicon Valley (San Francisco and San Jose). However, the number of ads for tech positions was relatively the same from last year, only increasing 0.4%. In comparison, management jobs (including marketing, sales, operations, etc) increased 11%, sales occupations grew 15%, administrative hiring was up 13%, and financial positions increased 10%. Below are the ten occupations that had the most job ads online during October and their year-over-year change. Although there are three tech jobs on this list, they had the least growth or even declined compared to last year.

Occupation	Volume	YOY % Change
Software Developers, Applications	14,949	2.00%
Marketing Managers	9,370	7.70%
Retail Salespersons	7,845	28.30%
First-Line Supervisors of Retail Sales Workers	5,541	13.60%
Web Developers	5,131	-6.60%
Network and Computer Systems Administrators	4,383	-1.00%
First-Line Supervisors of Food Preparation and Serving Workers	3,610	36.70%
First-Line Supervisors of Office and Administrative Support Workers	3,572	29.40%
Industrial Engineers	3,477	19.00%

Our Hiring Scale shows that jobs in the Silicon Valley are likely to be harder than average to recruit. The national score on the Hiring Scale¹ is a 43, whereas the Silicon Valley scores a 58. Of the jobs above, Web Developers are likely to be the hardest for Recruiters in this area to source candidates. This job scores a 93 for San Francisco and San Jose, which is also slightly higher than the national score of 92. Despite seeing a decline in demand over the past year, our candidate supply estimates that there are about 4,800 Web Developers currently working in the San Francisco and San Jose area. However, last month there were over 5,100 jobs available. Although demand seems to be slowing, there is still a shortage of qualified candidates in the area, making these jobs very hard-to-fill. Marketing Managers and Network and Computer Systems Administrators are also difficult to recruit, both scoring a 90 on the Hiring Scale.

¹ WANTED Analytics uses a 1–100 Hiring Scale, 1 representing easiest to hire and 100 representing most difficult.

**ADULT & DISLOCATED WORKERS
 NOVEMBER 2013
 TRAINING REPORT**

NUMBER OF JOB SEEKERS TAKING ADVANTAGE OF TRAINING		
ETPL (ELIGIBLE TRAINING PROVIDER LIST)	The ETPL provides customer-focused employment training for Adults and Dislocated Workers. Training providers who are eligible to receive Individual Training Accounts (ITAs) through WIA Title I-B funds are listed on the ETPL.	67
	ETPL Training Waivers YTD: 5	
COHORT TRAINING	Participants enroll in training programs as groups of customers, instead of as isolated individuals, creating enhanced opportunities for networking and peer support.	33
ED2GO (ONLINE TRAINING)	Hundreds of online courses through 1800+ college and university partners — from Creating Web Pages to Accounting Fundamentals, Speed Spanish to Grant Writing — and everything in between.	65
METRIX LEARNING (ONLINE TRAINING)	A METRIX Learning license allows single users to access to over 5,000 courses for a period of 90 days, 24 hours a day from any computer with an internet connection. The course library contains thousands of desktop computing, business, information technology and health-related topics from industry-leading providers.	467
12+ HOUR CERTIFICATE WORKSHOPS	Workshops 12 hours or longer that result in a certificate (e.g., Microsoft Office Suite 2010, QuickBooks 2013, Project Management Fundamentals, MS Project 2007).	1483
PARTNER AGENCY TRAINING	Participants enrolled in partner agencies that qualify for leveraged funds under SB 734 (e.g., Adult Education, Job Corps, TAA, Co-Enrolled Youth, Veterans, OJT, etc.).	57
LEVERAGED FUNDS	\$81,229.00	
GRAND TOTAL		2172

*Preliminary number subject to final documentation.

LEVERAGED FUNDS - ADULT PROGRAM

TYPE	PROCESS	NOTES	STAFF	CUSTOMERS	FORECAST	SPENT	BALANCE	FY 12-13 Actual
Youth Co-enrollment	Youth customers co-enrolled into Adult Program & are provided Metrix Learning.		Monique M. Dan M.	52	\$100,000.00	\$56,150.00	\$43,850.00	\$192,000.00
Trade Adjustment Assistannce (TAA)	Coordinate w/ EDD on a monthly & quarterly basis.		Dan M.		\$100,000.00	\$0.00	\$100,000.00	\$80,966.00
On-the-Job Training (OJT)	Employer paid portion of On-The-Job Training Program.		Ron L.		\$60,000.00	\$0.00	\$60,000.00	\$32,992.00
Pell Grants	Coordinate w/ pell grant eligible ETPL providers for customers in training.		Mirza H.	5	\$52,000.00	\$25,079.00	\$26,921.00	\$28,234.00
Rapid Response	Document funding spend on RR and co-enroll portion of Cohort Training customer into Grant Code 241	N/A	N/A	N/A	N/A	N/A	N/A	\$126,000.00
*5% GOAL TOTALS				57	\$312,000.00	\$81,229.00	\$230,771.00	\$460,192.00

**CUSTOMER SERVICE REPORT
2013-2014
Report Date: January 7, 2014**

Report Period: November 1 – November 30, 2013

ADULT AND DISLOCATED WORKER ENROLLMENTS:

A – Number of existing (carryover) clients: **1,213**

B – Number of new customer enrollments: **184** for the month of November 2013
AD 113/DWP 71 - 1306 for year-to-date

C – Total served year to date: **2519** (A + B)

D – Total exited: **641**

E – Total Active: (C – D) 1878

ADULT AND DISLOCATED WORKER SERVICES:

Number of core, intensive, training and miscellaneous services provided to customers

- **2,030** services for the month of November
- **14,628** services for **2,246** clients for fiscal year start to report period end date
- **6.51** services per customer

ROLLING AVERAGE December 2012 – November 2013

- 2,380 Average number of clients for the year
- 21,426 Average number of services for the year
- 9.00 Average number of services per client

KEY UPDATES:

- The Customer Service Team held a retreat on November 13, 2013. Among the topics of discussion was a review of the CST's mission, new ideas and practices, meeting structure and format, and revisions to the work plan. Two Customer Service Team Liaisons were announced: Wayne Cohen for the City of San Jose's WIB staff and Carl Begay for EDD. A work2future Foundation Liaison will also be appointed once Foundation staff is on board.

CUSTOMER SATISFACTION:

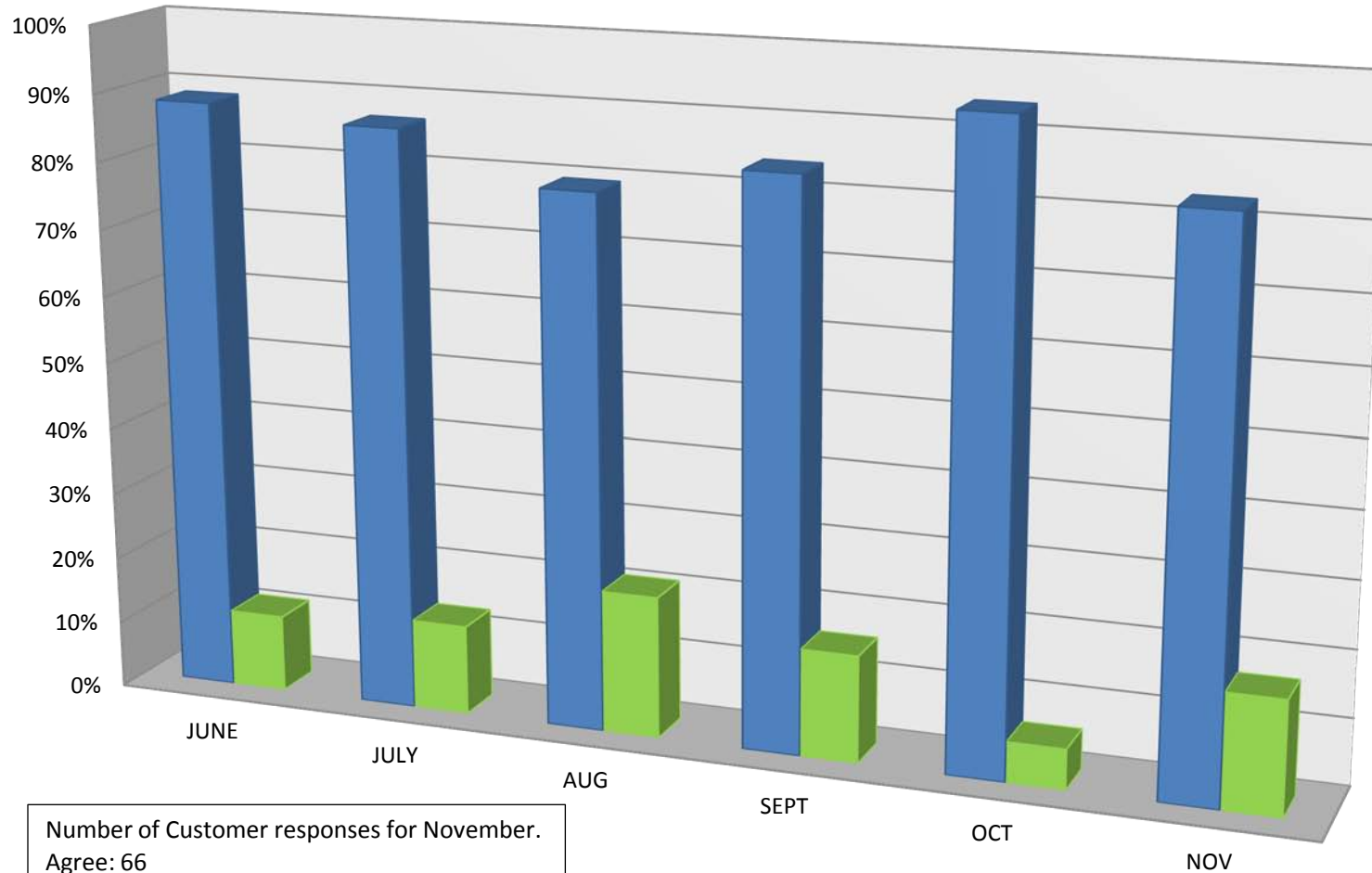
Total Number of Customer Responses: 80

Total Number of Workshop Evaluation Responses: 292

Trends & Analysis:

- ❖ During 2013, the number of customer responses per month has ranged from a high of 228 in March to a low of 75 responses in September. Staff is analyzing the situation to determine the reason for the decrease, which may be a function of lower customer flow.
- ❖ Overall customer satisfaction regarding work2future services, staff and/or resources remains high at 89.31%.
- ❖ Based on customer demand, work2future continues to offer online workshop registration. There were some technical issues initially, but overall the process is going well.
- ❖ Workshop Evaluation Surveys: The workshop evaluations for the month of November were analyzed to gain invaluable feedback. Key highlights are as follows:
 - For the month of November, **22** workshops/courses were offered with 292 responses.
 - Of the 292 workshop responses, 99% of responses scored at the “Strongly Agree/Agree” level.
 - Customer feedback indicates that clients are very pleased with the instructors and their level of experience.
 - Many clients would like to see a smoother on-site registration process, though few specifics were provided other than having to arrive early to stand in line to register.
- ❖ Customer enrollments (1,306 year-to-date) are down 2.5% relative to last year (1,339 year-to-date).

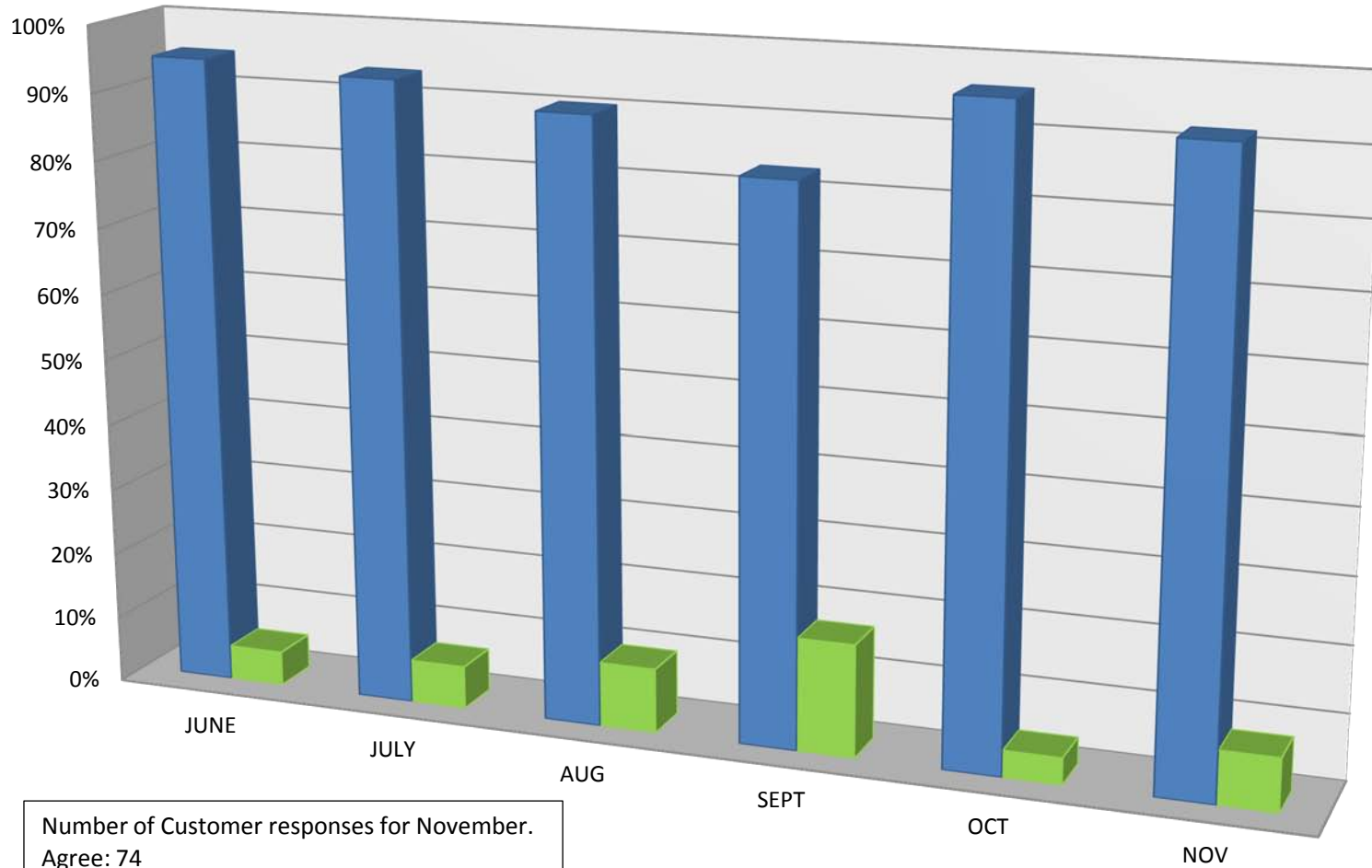
Customer Satisfaction Survey Question #2
I waited less than 10 minutes for services.



Number of Customer responses for November.
 Agree: 66
 Disagree: 14

	JUNE	JULY	AUG	SEPT	OCT	NOV
■ AGREE	89%	87%	79%	84%	94%	83%
■ DISAGREE	11%	13%	21%	16%	6%	17%

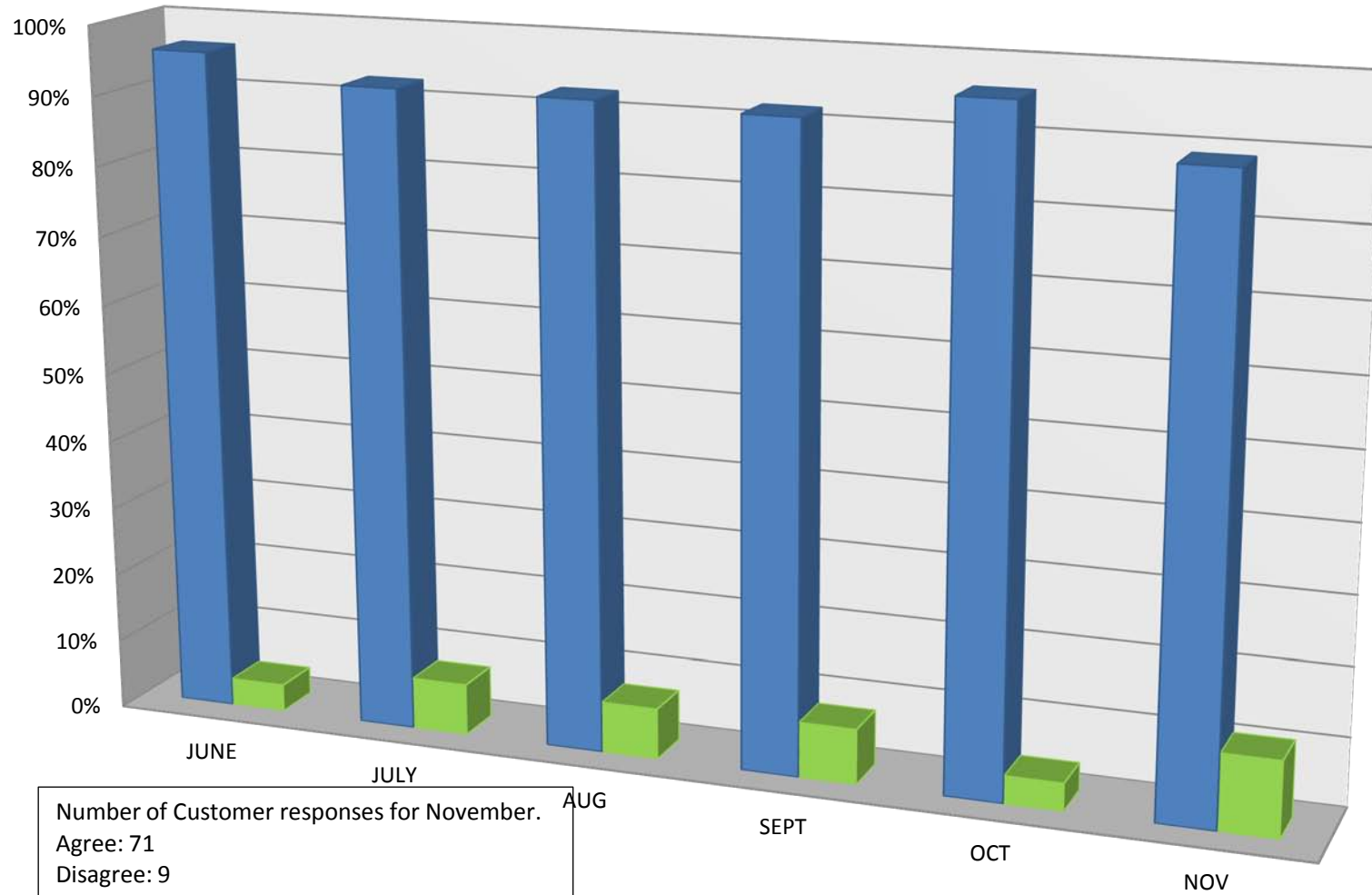
Customer Satisfaction Survey Question #5
I was provided information necessary to do an effective job search.



Number of Customer responses for November.
 Agree: 74
 Disagree: 6

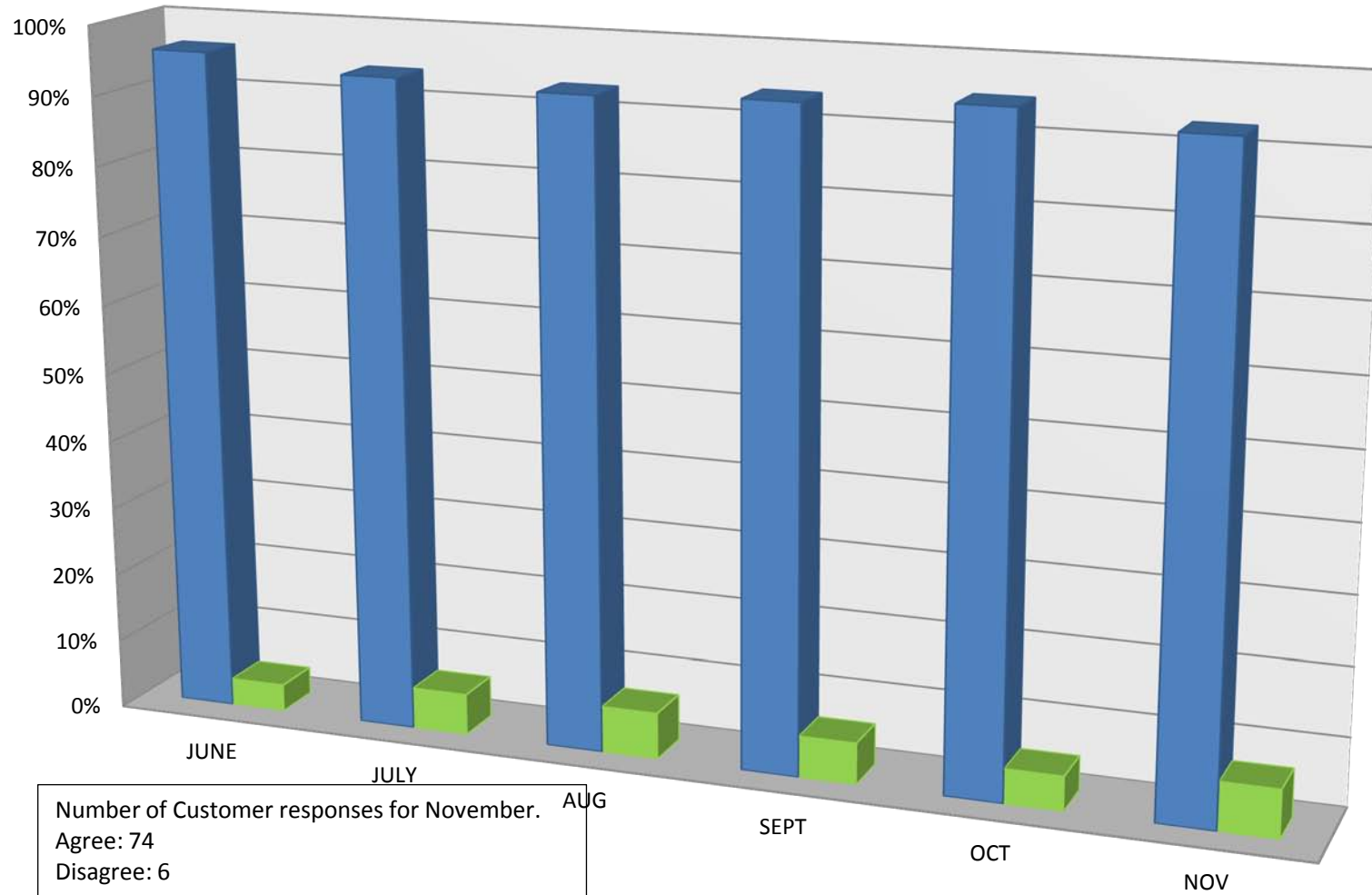
	JUNE	JULY	AUG	SEPT	OCT	NOV
■ AGREE	95%	94%	90%	83%	96%	92%
■ DISAGREE	5%	6%	10%	17%	4%	8%

Customer Satisfaction Survey Question #6 Overall, how do you rate the quality of services provided?



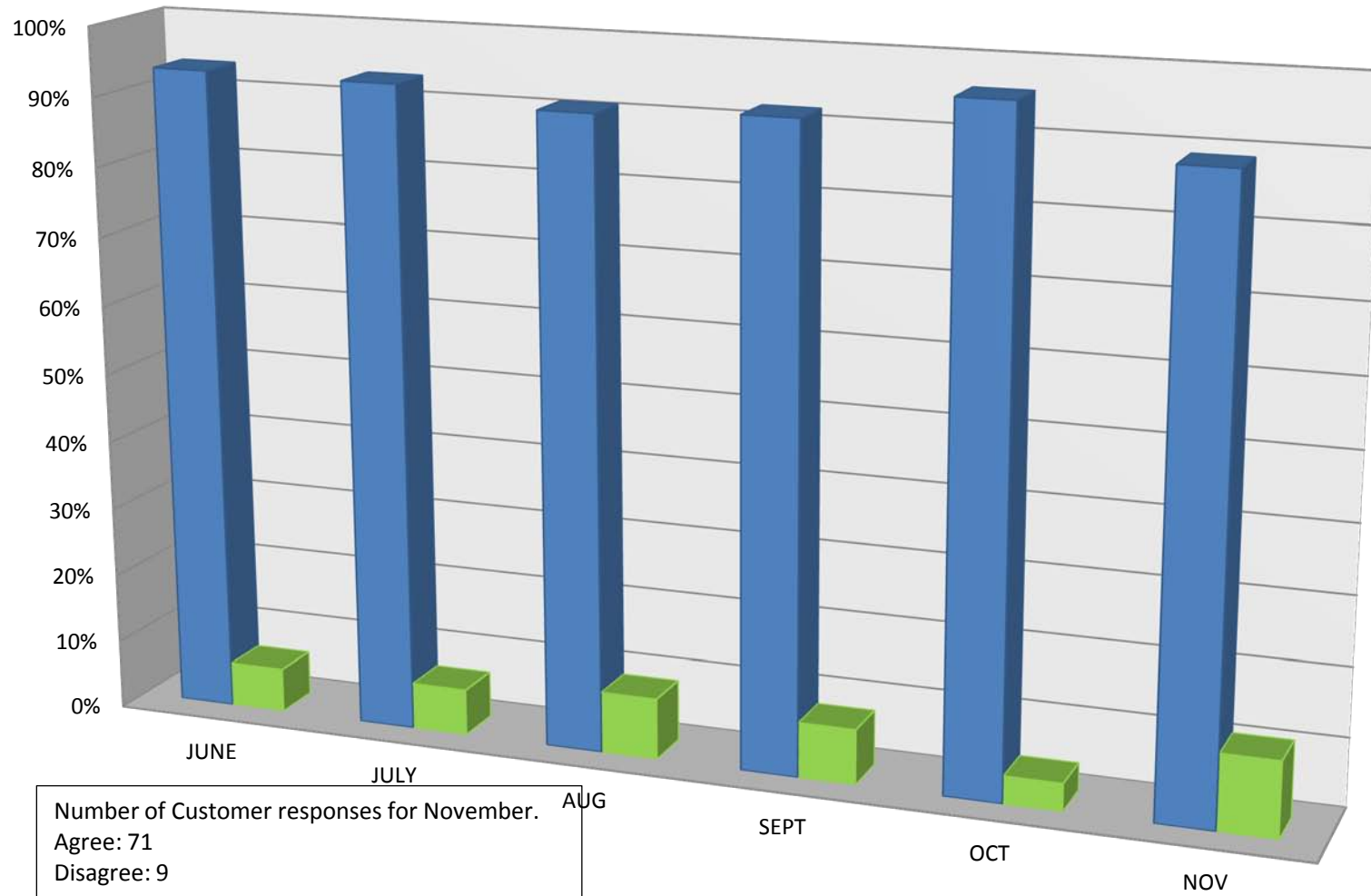
	JUNE	JULY	AUG	SEPT	OCT	NOV
AGREE	96%	93%	93%	92%	96%	89%
DISAGREE	4%	7%	7%	8%	4%	11%

Customer Satisfaction Survey Question #7 I would recommend this One Stop to others.



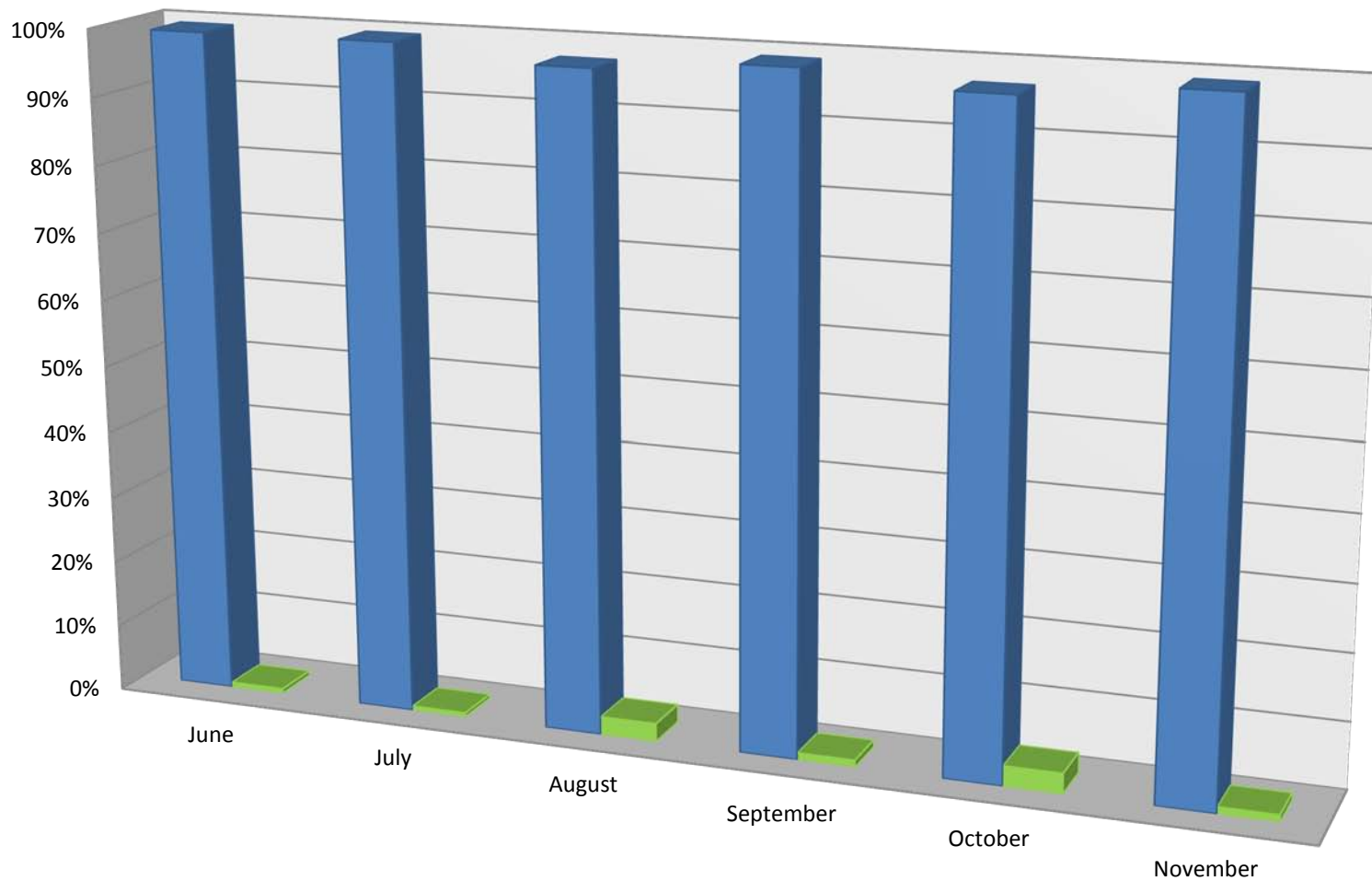
	JUNE	JULY	AUG	SEPT	OCT	NOV
AGREE	96%	94%	93%	94%	95%	93%
DISAGREE	4%	6%	7%	6%	5%	7%

Customer Satisfaction Survey Question #8 I am satisfied with the services I received today.



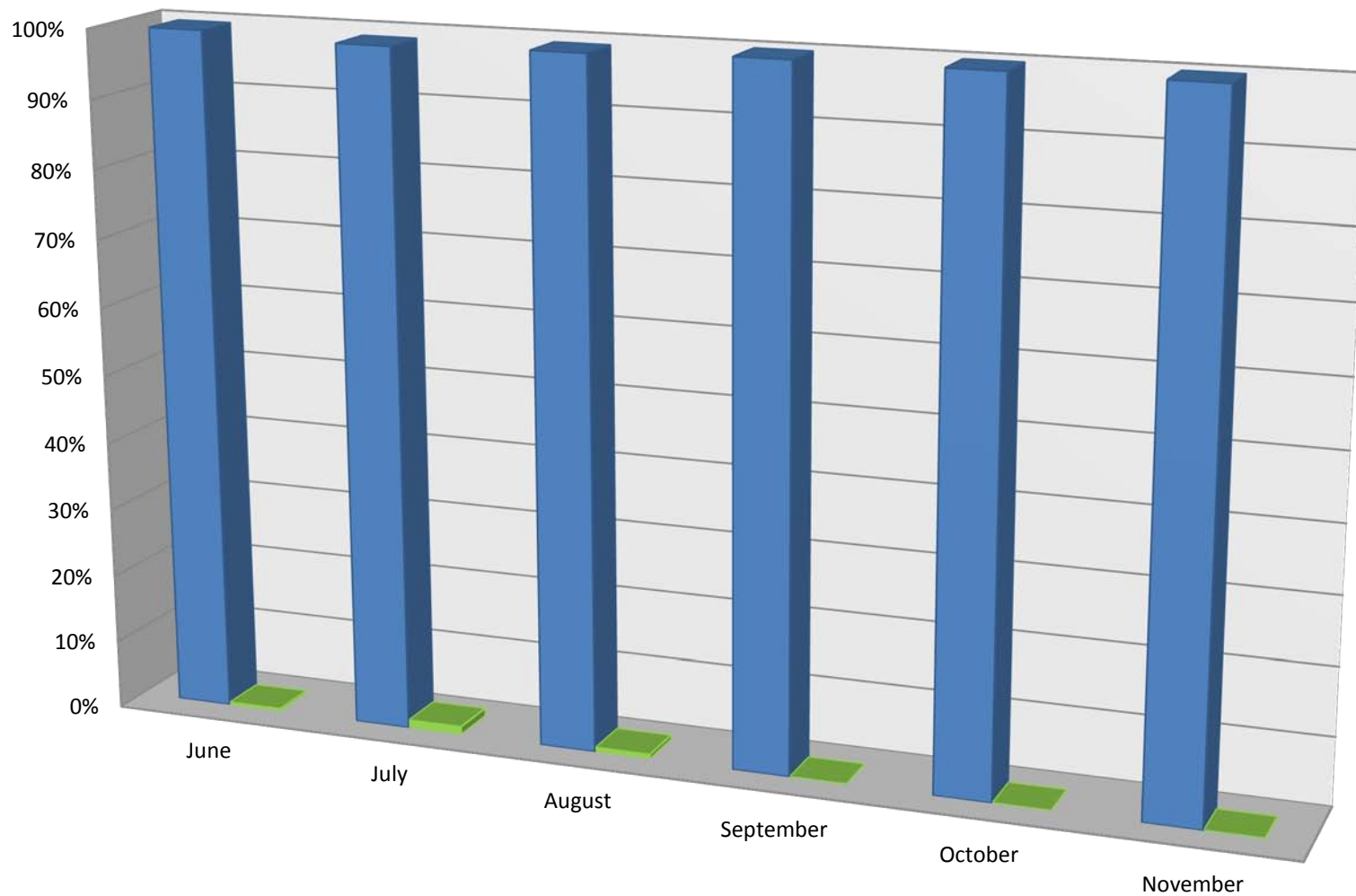
	JUNE	JULY	AUG	SEPT	OCT	NOV
■ AGREE	94%	93%	91%	92%	96%	89%
■ DISAGREE	6%	7%	9%	8%	4%	11%

Workshop Evaluation Survey Question #6
The instruction I received was high quality.



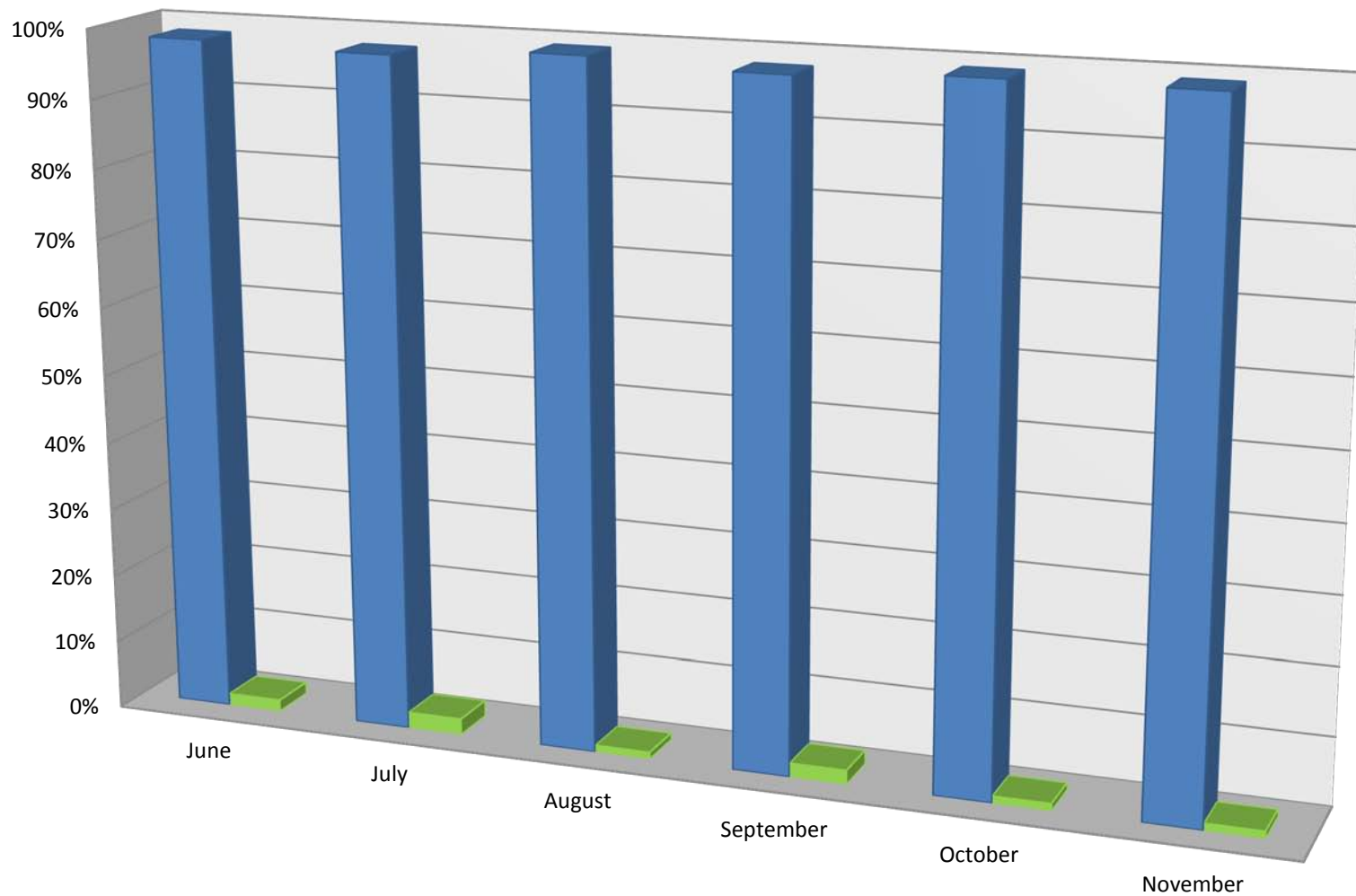
	June	July	August	September	October	November
■ Agree	99%	99%	97%	99%	97%	99%
■ Disagree	1%	1%	3%	1%	3%	1%

Workshop Evaluation Survey Question #7
I was able to use the skills and knowledge that I learned.



	June	July	August	September	October	November
Agree	100%	99%	99%	100%	100%	100%
Disagree	0%	1%	1%	0%	0%	0%

Workshop Evaluation Survey Question #18
Over time, I expect an increase to my financial bottom line as a result of this service/workshop.



	June	July	August	September	October	November
■ Agree	98%	98%	99%	98%	99%	99%
■ Disagree	2%	2%	1%	2%	1%	1%

BOS Tracking Report YTD Fiscal 13-14

Agenda Item III (e)

Website	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	YTD
Number Pageviews	3899	3606	3112	3045	2516	16178
Unique Pageviews	3214	2948	2540	2480	2053	13235

	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	YTD
Visits	1648	1351	1153	1254	985	6391
Unique Visits	1293	1140	954	1068	843	5298

Top Most Popular Linked Sites

- 1 CSJ Planning (175)
- 2 Northern CA MDBC (129)
- 3 CSJ Finance (96)

Online	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	YTD
Registrations	10	13	17	11	5	56

Toll Free Calls	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	YTD
	26	29	17	16	18	106

Partner	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	YTD
Services	15434	1076	1522	4238	729	22999

Total YTD	29552
Total YTD Unique	28459

Outreach Calendar 2013/2014

Item: III(f)

Date	Event	Location	Lead Sponsor/Agency	Expected #	Target	Actual #	Confirmed
7/17/2013	NCHRA Conference	South San Francisco	NCHRA	700	HR Professionals	700	X
7/29/2013	Mike Honda SB event	Cupertino	Mike Honda	50	Business Community	50	X
7/30/2013	High-Speed Rail Training	MLK	BOS/NCMDC	50	Business	35	x
8/23/2013	YWCA	375 S 3rd St	YWCA	200	Community	50	x
8/25/2013	District 9	Cambrian Community Ctr	District 9	1500	Community	1500	x
8/28/2013	ESD Waste Water Career Expo	City Hall	ESD	100	Job Seekers	121	X
9/17/2013	Morgan Hill OED	Morgan Hill Community Ctr	Morgan Hill OED	15-40	Business	70	x
9/19/2013	Wells Fargo Training	City Hall Wing Rooms	Wells Fargo	50	Business	22	X
9/20/2013	Paul Fong Small Business Event	Almaden Community Center	Paul Fong District 10	50	Business	50	X
9/21/2013	20th Annual Moon Festival	Yerba Buena HS	Vietnamese Community	400	Community	1500	X
9/25/2013	BOS Small Business Tax Information Event	Old Almaden Winery Community Center	BOS/IRS	25	Business	17	x
10/2/2013	CTC Job Fair	Senter Rd., San Jose	CTC	200	Youth	175	X
10/2/2013	SJSU Job Fair	SJSU	SJSU	1000	Students	1000	X
10/4/2013	Career Fair Expo	Sheet Metal Training Ctr. 2350 Lundy Pl, SJ	So. Bay Apprenticeship Coord.	100	Public	100+	X
10/5/2013	District 8 Day in the Park Resource Fair	Lake Cunningham	District 8	500	Community	2500	x

Outreach Calendar 2013/2014

Item: III(f)

Date	Event	Location	Lead Sponsor/Agency	Expected #	Target	Actual #	Confirmed
10/12/2013	Oakridge Youth Job Fair	Oakridge Mall	Districts 7 & 10	200	Youth	400	X
10/13/2013	Fourth Annual Day on the Bay: A Multicultural Festival	Alviso Marina County Park	Dave Cortese & Kansen Chu	8000	Community		x
10/16/2013	Job Fair	Fair Grounds	work2future	500	Community	403	x
10/16/2013	Festiv'ALL	Fair Grounds	BOS/Hispanic	2500	Businesses	2000	X
10/23/2013	Eastridge Job Fair	Eastridge Mall	work2future/WI Eastridge	200	Community	120	X
10/24/2013	Youth Center Fall Open House	Youth Training Center	work2future	50	Community	30	X
10/30/2013	Honor a Hero, Hire a Vet Job Fair	SJ Garden Inn	EDD	500	Veterans, Public	303	X
11/13/2013	Youth Resource Fair	Gilroy One Stop	EDD/work2future	100	Community	30	X
11/16/2013	2013 On the Edge Small Business EXPO & SUMMIT	Newark	Business on the Edge/BBA	200	Business	150+	X
11/20/2013	Silicon Valley Innovation Challenge	San Jose State University	SJSU	50	Students & Business	45	X
11/22/2013	City of San Jose Librarians	San Jose	City of San Jose Librarians	40	Librarians	40	X
11/30/2013	Small Business Sat.	City Council member Herrera	Citywide	N/A	Community	N/A	X

Outreach Calendar 2013/2014

Item: III(f)

Date	Event	Location	Lead Sponsor/Agency	Expected #	Target	Actual #	Confirmed
12/6/2013	Regional Renewable Energy Procurement Project	the Lakeside Building on 1401 Lakeside Dr. Oakland, CA.	Joint Venture SV/Alameda County	15	Energy Contractors	15	X
12/13/2013	Resource Event	Youth Training Center	work2future	30	Clients	25	X
12/18/2013	Resource Event	Kirk Center	work2future	50	Clients	100	X
1/9-11/2014	Target Mass Hire	Kirk Center	Target/work2future	200	Job seekers		X
March/April 2014	Job Fair	Mexican Heritage Plaza	Community	300	Community		

Projected Events

work2future

Financial Status Highlights as of 11/30/2013 PD 5 Stat 3

Program	Original Allocation	Per Oct Report Forecast	% to Alloc	Per Nov Report Forecast	% to Alloc	Change over (under projected)	Adm	Program	Total	Remarks
	a	b	c = (b/a)	d	e=(d/a)	f	g	h	I=(g+h)	
Adult (AD)	\$2,878,454	\$774,320	27%	\$944,595	33%	(\$170,275)	\$0	(\$170,275)	(\$170,275)	Additional savings from leveraged funding forecast (\$127,573); customer service (\$3,300); Tech Enhancement (\$39,402)
Dislocated Worker (DW)	\$3,359,957	\$1,233,065	37%	\$1,604,403	48%	(\$371,338)	\$0	(\$371,338)	(\$371,338)	Savings from leveraged funding forecast (\$150,000); projected unspent training (\$178,636); customer service (\$3,300); Tech Enhancement (\$39,402)
Youth	\$3,039,530	\$881,879	29%	\$1,081,536	36%	(\$199,657)	\$0	(\$199,657)	(\$199,657)	Additional savings from Green Cadre (\$36,071); Regular Youth (\$94,213); YIS Support (\$26,571); Customer Service (\$3,400); Tech Enhancement (\$39,402)
Rapid Response	\$529,383	\$0	0%	\$0	0%	\$0	\$0	\$0	\$0	No Change
Total WIA Formula & RR	\$9,807,324	\$2,889,264	29%	\$3,630,534		(\$741,270)	\$0	(\$741,270)	(\$741,270)	
Other Funds										
SBA Business Portal	\$28,621	\$28,621	100%	\$28,621	100%	\$0	\$0	\$0	\$0	Unspent- Grant Closed 9/29/2013
CA Worforce Board	\$5,000	\$5,000	100%	\$5,000	100%	\$0	\$0	\$0	\$0	No Change
BusinessOwnerSpace (BOS)	\$29,274	\$29,274	100%	\$29,274	100%	\$0	\$0	\$0	\$0	No Change
Total Other Funds	\$62,895	\$62,895	100%	\$62,895	100%	\$0	\$0	\$0	\$0	
Grand Total	\$9,870,219	\$2,952,159	30%	\$3,693,429	37%	(\$741,270)	\$0	(\$741,270)	(\$741,270)	

WIA Formula Funds	Adult	Dislocated Worker	Youth	RR	Total WIA
I. Actual as of June 30, 2013					
Grant Period	07/01/12-06/30/14	07/01/12-06/30/14	07/01/12-06/30/14	07/01/12-06/30/14	
Original Allocation for FY2012-2013	\$2,867,738	\$3,051,955	\$3,317,975	\$508,852	\$9,746,520
<i>Expenditures as of June 2013 Pd 14 Status 3</i>	(\$1,680,750)	(\$642,236)	(\$2,039,460)	(\$508,721)	(\$4,871,167)
<i>Encumbrances</i>	\$0	\$0	\$0	\$0	\$0
Total Actual Expenditures and Encumbrances as of June 2012	(\$1,680,750)	(\$642,236)	(\$2,039,460)	(\$508,721)	(\$4,871,167)
Available Funds for FY2012-2013	\$1,186,988	\$2,409,719	\$1,278,515	\$131	\$4,875,353
% Remaining	41%	79%	39%	0%	50%
II. Actual Expenditures					
(a) Carry Over Allocation from FY2012-2013	\$1,186,988	\$2,409,719	\$1,278,515	\$131	\$4,875,353
Expenditures for Carry Over allocation as of November 2013	(\$1,055,785)	(\$987,935)	(\$932,816)	(\$131)	(\$2,976,667)
\$ Remaining	\$131,203	\$1,421,784	\$345,699	\$0	\$1,898,686
% Remaining	11%	59%	27%	0%	39%
(b) Original Allocation for FY2013-2014	\$2,878,454	\$3,359,957	\$3,039,530	\$529,383	\$9,807,324
15% Board Mandate Reserve	(\$431,768)	(\$503,994)	(\$455,930)	\$0	(\$1,391,691)
Additional Board-Approved Reserve	(\$287,845)	(\$336,819)	(\$271,475)	\$0	(\$896,139)
Transfer between DW and AD	\$186,808	(\$186,808)	\$0	\$0	\$0
Net Available Funding for FY2013-2014	\$2,345,649	\$2,332,336	\$2,312,126	\$529,383	\$7,519,494
Expenditures for Original Allocation as of November 2013	(\$150,563)	(\$134,034)	(\$112,367)	(\$183,610)	(\$580,574)
\$ Remaining	\$2,195,086	\$2,198,302	\$2,199,759	\$345,773	\$6,938,920
% Remaining	94%	94%	95%	65%	92%
Total Available Funds for FY2013-2014	\$3,532,637	\$4,742,055	\$3,590,641	\$529,514	\$12,394,847
Total Cumulative Expenditures as of November 2013	(\$1,206,348)	(\$1,121,969)	(\$1,045,183)	(\$183,741)	(\$3,557,241)
\$ Remaining	\$2,326,289	\$3,620,086	\$2,545,458	\$345,773	\$8,837,606
% Remaining	66%	76%	71%	65%	71%
III. Projected Expenditures/Encumbrances (\$)					
(a) Carry Over Allocation from FY2012-2013					
Projected Expenditures in December 2013	(1,186,988)	(1,216,039)	(1,278,515)	(131)	(\$3,681,673)
Projected Expenditures in March 2014	(1,186,988)	(2,358,120)	(1,278,515)	(131)	(\$4,823,754)
Projected Expenditures in June 2014	(1,186,988)	(2,409,719)	(1,278,515)	(131)	(\$4,875,353)
(b) Original Allocation for FY2012-2013					
Projected Expenditures in December 2013	(753,600)	(240,324)	(251,066)	(165,294)	(\$1,410,284)
Projected Expenditures in March 2014	(1,658,010)	(549,769)	(894,890)	(330,588)	(\$3,433,257)
Projected Expenditures/Encumbrances in June 2014	(2,120,667)	(1,568,746)	(1,957,994)	(529,383)	(\$6,176,790)

WIA Formula Funds	Adult	Dislocated Worker	Youth	RR	Total WIA
I. Actual as of June 30, 2013					
Grant Period	07/01/12-06/30/14	07/01/12-06/30/14	07/01/12-06/30/14	07/01/12-06/30/14	
IV. Projected Carry Over (\$)					
(a) Carry Over Allocation from FY2012-2013					
Projected Carry Over in December 2013	\$0	\$1,193,680	\$0	\$0	\$1,193,680
Projected Carry Over in March 2014	\$0	\$51,599	\$0	\$0	\$51,599
Projected Carry Over in June 2014	\$0	\$0	\$0	\$0	\$0
(b) Original Allocation for FY2013-2014					
Projected Carry Over in December 2013	\$1,592,049	\$2,092,012	\$2,061,060	\$364,089	\$6,109,210
Projected Carry Over in March 2014	\$687,639	\$1,782,567	\$1,417,236	\$198,795	\$4,086,237
Projected Carry Over in June 2014	\$224,982	\$763,590	\$354,132	\$0	\$1,342,704
<i>Add Back:</i>					
<i>Board Mandated 15% Carry Over</i>	<i>\$431,768</i>	<i>\$503,994</i>	<i>\$455,930</i>	<i>\$0</i>	<i>\$1,391,691</i>
<i>Additional Board Approved Reserve</i>	<i>\$287,845</i>	<i>\$336,819</i>	<i>\$271,475</i>		<i>\$896,139</i>
<i>Projected Carry Over in June 2014 including potential savings/fund transfer</i>	<i>\$944,595</i>	<i>\$1,604,403</i>	<i>\$1,081,536</i>	<i>\$0</i>	<i>\$3,630,534</i>
<i>Projected Carry Over in June 2014 (Board approved Reserve)</i>	<i>\$719,613</i>	<i>\$840,813</i>	<i>\$727,405</i>	<i>\$0</i>	<i>\$2,287,830</i>
VI. Projected Carry Over (%)					
Original Allocation for FY2013-2014					
Projected Carry Over in December 2013	68%	90%	89%	69%	81%
Projected Carry Over in March 2014	29%	76%	61%	38%	54%
Projected Carry Over in June 2014 incl potential savings	33%	48%	36%	0%	37%
Projected Carry Over in June 2014 over original allocation	25%	25%	24%	0%	23%

work2future Foundation	Target Underemployment Initiative	Bank Of America Fresh Carts	Bank Of America Summer Youth Green Cadre	Prudential Veteran's Job Fair	Account Interest Focus Bank	Total
I. Actual as of June 2012						
Grant Period	N/A	N/A	N/A	N/A	N/A	
Status						
Original Allocation	\$5,000	\$15,000	\$25,000	\$3,125	\$59	\$48,184
Expenditures as of June 2013	\$0	\$0	\$0	\$0	\$0	\$0
Available Funds for FY 2013-2014	\$5,000	\$15,000	\$25,000	\$3,125	\$59	\$48,184
% Remaining	100%	100%	100%	100%	100%	100%
II. Actual Expenditures						
Cumulative Expenditures as of November 2013	\$0	\$0	(\$18,913)	(\$3,125)	\$0	(\$22,038)
Remaining	\$5,000	\$15,000	\$6,087	\$0	\$59	\$26,146
% Remaining	100%	100%	24%	0%	100%	54%
III. Projected Expenditures (\$)						
Projected Expenditures in December 2013	0	0	(20,228)	(3,125)	0	(23,353)
Projected Expenditures in March 2014	0	0	(20,228)	(3,125)	0	(23,353)
Projected Expenditures in June 2014	0	0	(20,228)	(3,125)	0	(23,353)
IV. Projected Carry Over (\$)						
Projected Carry Over in December 2013	\$5,000	\$15,000	\$4,772	\$0	\$59	\$24,831
Projected Carry Over in March 2013	\$5,000	\$15,000	\$4,772	\$0	\$59	\$24,831
Projected Carry Over in June 2013	\$5,000	\$15,000	\$4,772	\$0	\$59	\$24,831
V. Projected Carry Over (%)						
Projected Carry Over in December 2012	100%	100%	19%	0%	100%	52%
Projected Carry Over in March 2013	100%	100%	19%	0%	100%	52%
Projected Carry Over in June 2013	100%	100%	19%	0%	100%	52%

Other Funds	Small Business Assoc Minority *	CWIB	Washington Mutual (BOS)	Wells Fargo (BOS)	Bank of America (BOS)	Total
I. Actual as of June 30, 2013						
Grant Period	9/30/10-9/29/13	N/A	N/A	N/A	N/A	
Original Allocation	\$200,000	\$5,000	\$35,000	\$10,000	\$10,000	\$260,000
Expenditure as of June 2013	\$171,258	\$0	\$23,377	\$0	\$0	\$194,635
Encumbrance	\$0	\$0	\$0	\$0	\$0	\$0
Total Actual Expenditures and Encumbrances as of June 2013	\$171,258	\$0	\$23,377	\$0	\$0	\$194,635
Available Funds for FY 2013-2014	\$28,742	\$5,000	\$11,623	\$10,000	\$10,000	\$65,365
% Remaining	14%	100%	33%	100%	100%	25%
II. Actual Expenditures						
Cumulative Expenditures as of November 2013	(\$121)	\$0	(\$2,350)	\$0	\$0	(\$2,471)
Remaining	\$28,621	\$5,000	\$9,273	\$10,000	\$10,000	\$62,894
% Remaining	14%	100%	26%	100%	100%	24%
III. Projected Expenditures (\$)						
Projected Expenditures in December 2013	(\$121)	\$0	(\$2,350)	\$0	\$0	(\$2,471)
Projected Expenditures in March 2014	(\$121)	\$0	(\$2,350)	\$0	\$0	(\$2,471)
Projected Expenditures in June 2014	(\$121)	\$0	(\$2,350)	\$0	\$0	(\$2,471)
IV. Projected Carry Over (\$)						
Projected Carry Over in December 2013	\$28,621	\$5,000	\$9,273	\$10,000	\$10,000	\$62,894
Projected Carry Over in March 2014	\$28,621	\$5,000	\$9,273	\$10,000	\$10,000	\$62,894
Projected Carry Over in June 2014	\$28,621	\$5,000	\$9,273	\$10,000	\$10,000	\$62,894
V. Projected Carry Over (%)						
Projected Carry Over in December 2013	14%	100%	26%	100%	100%	24%
Projected Carry Over in March 2014	14%	100%	26%	100%	100%	24%
Projected Carry Over in June 2014	14%	100%	26%	100%	100%	24%

* Closed grant

IV (A) (1)

Meeting Minutes

[Action]

DRAFT EXECUTIVE COMMITTEE MINUTES
Thursday, November 21, 2013
CTO: 3:10 p.m.

I. QUORUM VERIFICATION:

Present: Denise Boland, Joe Flynn, Glenn Ledet, Steve Preminger, Rashad Said.

Absent: Sue Koepp-Baker, Sima Yazdani.

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

III. CONSENT ITEMS

Upon motion by committee member Glenn Ledet, seconded by committee member Rashad Said, and unanimously approved, the consent items below were accepted:

- (a) Grant Report of November 1, 2013.
- (b) September Budget Variance Report of October 29, 2013.
- (c) October Training Report of November 7, 2013.
- (d) September Customer Service Report of October 16, 2013.
- (e) September BusinessOwnerSpace.com (BOS) Report of October 24, 2013.
- (f) Outreach Report of November 1, 2013.

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

Upon motion by committee member Denise Boland, seconded by Glenn Ledet, the October 17, 2013 work2future Executive Committee Minutes were approved.

B. New Business

1. Foundation Update

Director Christopher Donnelly provided an update to the committee on the accomplishments of the work2future Foundation Board, in addition to some adjustments to the Foundation implementation timeline. He also mentioned that 12 individuals had applied for the work2future Foundation Executive Director position by the application deadline. He added that additional updates will be provided at the December 5, 2013 Board meeting and the January 2014 Executive Committee meeting.

2. FY 2014-2015 Budget Scenarios

Because the amount of work2future's actual FY 2014-2015 allocation will not be available for several months, the Director explained that, as in prior years, three budget scenarios were being presented to the committee: a \$9.27 million budget, an \$8.3 million budget, and a \$7.8 million budget.

The Director mentioned that under the \$9.27 million budget scenario, work2future will carry over approximately \$2.2 million from 2013-2014 into next year's budget. He explained that staffing decreases during the transition will result in a savings of nearly \$1.8 million. In addition, funding from the Adult and Dislocated Worker Direct Services line item will be available to the Foundation to provide services. Similarly, funding from the Youth Case Management line item will be available to provide youth services, for a total of \$2.6 million for the Foundation to provide direct services to work2future's adult and youth customers.

Further, the Director said that under the \$9.27 million budget scenario, the Foundation will not receive a funding transfer but will administer the Training line item to meet SB 734 25% training expenditure requirements through a combination of workshop training and longer-term vocational training. Similarly, the Youth Training and Green Cadre line items will be administered by the Foundation.

A committee member asked why the Youth Training line item amount was less than in the prior year. Executive Director Jeff Ruster responded that although the \$9.27 million scenario is basically the same as this year's budget, because of decreased savings being carried over into FY 2014-2015, less funding will be available for services.

The Executive Director explained that working with the Foundation in FY 2014-2015 will be similar to working with a subrecipient as it relates to providing the Foundation with an indicative amount based on the anticipated FY 2015-2016 allocation, in addition to the desired outcomes and outputs, and requesting in return a Foundation budget that will accomplish these outcomes and outputs. The Director added that work2future may want to provide the supportive services funding directly to the Foundation to be managed through the I-Train case management system.

The Director then presented the \$8.3 million scenario to the committee, explaining that the 15% carry-over and staff savings are the same as under the \$9.27 million scenario, as are the line item amounts allocated to Adult and Dislocated Worker Case Management and Youth Case Management, but in this scenario, less funding would be allocated to Adult and Dislocated Worker Training as well as to Youth Training. It is anticipated that under this scenario, SB 734 requirements will be met. The Executive Director added that, based on sequestration and the economy, the \$8.3 million scenario will probably be closest to the actual allocation.

The Director then presented the \$7.8 million scenario to the committee, with the same Foundation staffing line item amounts to be transferred to the Foundation as in the other two scenarios and a 10% carry-over. Based on the reduction in carry-over relative to the other scenarios, the Foundation would have a slightly higher funding level under this scenario.

The Director said that the budget scenarios will be presented to the Board in March, when more information will be available. A final budget will be provided to the Board in June 2014 for its consideration.

3. California Workforce Services Network (CWSN) Update

The Director provided an update on CWSN’s implementation schedule, explaining that the ETPL interface is different from the current JTA system and that staff is working with ETPL training providers to address the differences. In addition, the client activity codes will be changing. He also mentioned that MIS Manager Monique Melchor will be a “super trainer” to ensure that staff is properly trained on the new CWSN.

The Director explained that the transition to CWSN will involve a “go dark” period from February 17 through the 23, 2014. The system is anticipated to go live on February 14, 2014. He mentioned that one benefit of the new system will be that work2future will be able to see whether clients are enrolled at other WIBs – important because the WIB that originally enrolls the client receives credit for performance even if that WIB provided no further services to the client.

4. Customer Service Team Retreat

MIS Manager Monique Melchor provided a brief report on the Customer Service Team’s Retreat, held on November 13, 2013. She mentioned that part of the discussion at the Retreat related to the new branding identity for California’s One-Stop career centers: America’s Job Center of California.

5. 2014 Meeting Dates

ACTION: Approval of the meeting schedule for 2014 Executive Committee meetings.

Motion: Denise Boland

Second: Steve Preminger

6. work2future Department of Labor Performance Update

MIS Manager Monique Melchor provided an update on DOL performance. work2future exceeded eight of its nine performance measures, but missed achieving the Youth Placement in Employment or Education measure by less than 1% of the required goal.

Youth Program Manager Richard Martinez reminded the committee that during the transition to the new youth services model, staff had been specifically directed to enroll hard-to-serve and high-risk youth. He mentioned that the primary reason for missing the performance mark was Green Cadre program outcomes, and explained that over 50% of Green Cadre enrollees are ex-offenders, and that over 30% have disabilities, including learning disabilities. Some 98% of Green Cadre participants have two or more barriers to success in employment or education, including homelessness, and 93% have three or more barriers. He added that Green Cadre placement outcomes are anticipated to improve as a result of hiring a dedicated Job Developer.

The Executive Committee understood the issues and encouraged youth staff to continue their efforts to address youth placement performance.

The Director added that one impact of the new CWSN system will be that youth, previously hard-exited, will be soft-exited if there are no activities within 90 days.

C. Set Items for Next Agenda

- Foundation Update

D. Announcements

- **Director:** A Youth Resource Fair will be held on December 13, 2013.
- **Executive Director:** work2future was recently monitored with no findings.

E. Next Meeting

The next Executive Committee meeting is currently scheduled to take place on **Thursday, January 16, 2014** at 3:00 p.m. at work2future's Business Services and Administration facility, 5730 Chambertin Drive, San Jose, 95118.

V. PUBLIC COMMENT: There were no public comments.

VI. ADJOURNMENT: The meeting was adjourned at 4:25 p.m.

IV (B) (1)

Foundation Update

[Discussion]

work2future Foundation Update

January 9, 2013

- The work2future Foundation's attorney has reviewed the agreement with the City and, based on that review, has recommended that the Foundation Board sign the agreement. It is currently anticipated that the contract between the City and the work2future Foundation will be executed prior to February 2014.
- Recruitment is under way for work2future Foundation positions. Final candidate interviews for the Executive Director position are also under way. The Executive Director is anticipated to come on board sometime in February 2014.
- Initial service delivery is expected to begin in March 2014.
- The complete transition of services to the work2future Foundation is anticipated by June 30, 2014.

IV (B) (2)

One-Stop Operations Update

[Discussion]

One-Stop Operations Update

January 8, 2013

- EDD plans to close its service facility on Bascom Avenue on February 14, 2014 and relocate to a site on Zanker Road.
- EDD also provided 90 days' notice that it will no longer provide services at work2future's Gilroy One-Stop.
- Limited EDD services are anticipated to be provided at work2future's Morgan Hill facility.
- Budgetary and service delivery impacts to work2future on the order of \$40,000 are expected due to EDD and other partner relocations.
- work2future plans to meet with the Gilroy Chamber of Commerce, the Gilroy Economic Development Corporation, and the City of Gilroy to discuss opportunities for potential relocation.

IV (B) (3)

FY 2014-2015 Budget
Update

[Discussion]

FY 2014-2015 Budget Update

January 9, 2013

- A handout regarding the FY 2014-2015 Budget scenarios will be provided at the January 16, 2014 Executive Committee meeting.

- Three budget scenarios were presented to the Executive Committee at its November 21, 2013 meeting, based on uncertainty regarding the actual amount of work2future's FY 2014-2015 allocation:
 - \$9.27 million
 - \$8.3 million
 - \$7.8 million

- Anticipated savings will buffer potential budget cuts.

- There is still significant budget uncertainty due to potential sequestration actions and improvements in the local economy.

IV (B) (4)

work2future Board Retreat

[Discussion]

IV (B) (5)

One-Stop Branding

[Discussion]

INFORMATION NOTICE

WORKFORCE SERVICES

Number: WSIN12-43

Date: March 15, 2013

Expiration Date: 4/15/15

69:184:df:16145

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: NEW ONE-STOP BRANDING—AMERICA'S JOB CENTER OF CALIFORNIA NETWORK

The purpose of this Information Notice is to inform Local Workforce Investment Boards of the upcoming rollout of the universal branding of California's one-stop centers as America's Job Center of California (AJCC) network. The rollout will officially begin on July 1, 2013. This branding effort was completed under the auspices of the California Workforce Investment Board (CWIB).

A branding toolkit has been developed to establish the AJCC brand in your area. The toolkit includes:

- The official AJCC logo
- Templates for letterhead, business cards, PowerPoint presentations, and fax cover sheet
- Decals to be prominently displayed in your service centers
- AJCC Style Guide which provides specific instructions on the proper use of the logo, tools, and co-branding guidelines

In addition to the branding toolkit, an America's Job Center of California Web portal is being developed to link all of California's local workforce services and resources. This website will include an office locator; information for job seekers, employers, and workforce partners; current events; and an area to highlight upcoming events or news items from local offices.

The federal Training and Employment Guidance Letter [TEGL 36-11](#) issued June 14, 2012, and the Workforce Services Information Notice [WSIN12-7](#) released on August 20, 2012, announced the creation of the American Job Center Network. The toolkit and additional information will be issued in the weeks ahead that will provide detailed and complete instructions on branding procedures to ensure consistent and uniform usage of branding materials throughout California's network of One-Stop Career Centers and local boards/agencies.

The EDD, an equal opportunity employer/program, is a partner in this publication. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling (916) 654-8055 (Voice). TTY users, please call the California Relay Service at 711.

If you have any further questions please contact Jessica Dailey from the CWIB at (916) 324-3437 or by e-mail at Jessica.Dailey@cwib.ca.gov.

/S/ MICHAEL EVASHENK, Chief
Workforce Services Division

IV (C)
Set Items for Next Agenda

IV (D)
Announcements

IV (E)
Next Meeting

The next Executive Committee meeting is currently scheduled to take place at 3:00 p.m. on February 20, 2014 at work2future's Business Services and Administration Center, 5730 Chambertin Drive, S.J., 95118.

V
Public Comment

VI
Adjournment