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:


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 Chair of work²future I would like to welcome you to the Executive Committee meeting of October 17, 2013.

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
October 17, 2013
3:00 p.m. – 3:30 p.m.

ORDER OF BUSINESS

I. QUORUM VERIFICATION

II. OPENING REMARKS

III. CONSENT ITEMS

Recommendations:

(a) Accept the Grant Report of October 1, 2013.
(c) Accept the September Training Report of October 4, 2013.
(f) Accept the September Outreach Report of October 9, 2013.

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

Approval of the August 15, 2013 work2future Executive Committee Minutes.

B. New Business

1. Foundation Update

Christopher Donnelly, Director

An update on the work2future Foundation will be provided.

2. EconoVue Update

Christopher Donnelly, Director & Javier Vanga, Workforce Intelligence Team

An update regarding work2future’s EconoVue tool will be provided.

C. Set Items for Next Agenda
D. Announcements

E. Next Meeting
The next Executive Committee meeting is scheduled to take place at 3:00 p.m. on November 21, 2013 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
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.
Consent Items

(a) Accept the Grant Report of October 1, 2013.
(c) Accept the September Training Report of October 4, 2013.
(f) Accept the September Outreach Report of October 9, 2013.

[Action]
# 2013-2014 GRANTS REPORT

**10/01/2013**

<table>
<thead>
<tr>
<th>Contact</th>
<th>Funding Source/Sponsor</th>
<th>Submitted</th>
<th>Due Date</th>
<th>Award Date</th>
<th>Name</th>
<th>Funding Request</th>
<th>Funding Awarded</th>
<th>Funding Expenditure to Date</th>
<th>Funding Remaining to Date</th>
<th>Lead/Partners</th>
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<td>EDD--Rapid Response Special</td>
<td>8/5/2013</td>
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<td>Chris</td>
<td>US Dept of Labor Innovations</td>
<td>3/1/2012</td>
<td>6/15/2012</td>
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<td>Mateo/work2future</td>
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</tbody>
</table>

**PENDING**

**SUBMITTED**

Localized Economic Analysis Data (LEAD) $507,539 work2future

**AWARDED**

**NOT AWARDED**
THE ECONOMIC SITUATION
August 2013 SNAPSHOT

Unemployment for August 2013

Unemployment in the San Jose-Sunnyvale-Santa Clara MSA was 6.8%, California 8.8%, United States 7.3%, Santa Clara County 6.7% and the City of San Jose at 7.5%.

Source: EDD, September 17, 2013

MSA Stats

Between August 2012 and August 2013, employment in the San Jose-Sunnyvale-Santa Clara MSA, which also includes San Benito County, grew by 27,900 jobs.

The Bureau of Labor Statistics’ August 2013 wage and employment report noted some positive changes in employment in the MSA from August 2012 to August 2013. The Construction sector had an increase of 12.7%, which marked its 24th consecutive month of job gains; Information, 8.7%; Leisure and Hospitality, 5%; and Professional and Business Services, 6.4% over the year. Overall total non-farm employment showed a modest 3.1% gain over last August. Sectors that posted declines over the year: Manufacturing, Government, and Other Services.

EDD-BLS, September 2013
Gov. Brown signs minimum wage hike into law

Christopher Arns
Staff Writer- Sacramento Business Journal

California’s minimum wage hike is officially a sure thing.

On Wednesday, Gov. Jerry Brown signed Assembly Bill 10, authored by Salinas Democrat Luis Alejo, raising the state’s hourly minimum wage to $9 by next July and $10 by January 2016. The current minimum wage is $8. Alejo’s bill went through many versions before finally passing the state of California Legislature earlier this month.

The proposal picked up steam with Sen. President Pro Tem Darrell Steinberg and Speaker John Perez adding their names to the bill just before the legislative session closed on Sept. 13. At the time, Brown said he would sign the bill if passed by lawmakers.

On Wednesday, he fulfilled that promise by signing the bill not once but twice, holding signing ceremonies in Los Angeles and Oakland.
<table>
<thead>
<tr>
<th>NUMBER OF JOB SEEKERS TAKING ADVANTAGE OF TRAINING</th>
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</thead>
<tbody>
<tr>
<td><strong>ELIGIBLE TRAINING PROVIDER LIST (ETPL)</strong></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td><strong>ETPL Training Waivers:</strong> 0</td>
</tr>
<tr>
<td><strong>COHORT</strong></td>
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<td></td>
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<tr>
<td><strong>ED2GO (On-line)</strong></td>
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<tr>
<td><strong>METRIX LEARNING (On-line)</strong></td>
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<tr>
<td><strong>12+ CERTIFICATE WORKSHOPS</strong></td>
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<tr>
<td><strong>PARTNER AGENCY TRAINING</strong></td>
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<td></td>
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* Leveraged Funding: $32,300

**GRAND TOTAL** 1388

*Preliminary number subject to final documentation.
## LEVERAGED FUNDS - ADULT PROGRAM

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<thead>
<tr>
<th>TYPE</th>
<th>PROCESS</th>
<th>NOTES</th>
<th>STAFF</th>
<th>CUSTOMERS</th>
<th>FORECAST</th>
<th>SPENT</th>
<th>BALANCE</th>
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<tbody>
<tr>
<td>Youth Co-enrollment</td>
<td>Youth customers co-enrolled into Adult Program &amp; are provided Metrix Learning.</td>
<td>Monique M.</td>
<td>Dan M.</td>
<td>29</td>
<td>$100,000.00</td>
<td>$32,300.00</td>
<td>$67,700.00</td>
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<tr>
<td>Trade Adjustment Assistance (TAA)</td>
<td>Coordinate w/ EDD on a monthly &amp; quarterly basis.</td>
<td>Dan M.</td>
<td></td>
<td></td>
<td>$100,000.00</td>
<td>$0.00</td>
<td>$100,000.00</td>
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<tr>
<td>On-the-Job Training (OJT)</td>
<td>Employer paid portion of On-The-Job Training Program.</td>
<td>Ron L.</td>
<td></td>
<td></td>
<td>$60,000.00</td>
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<td>$60,000.00</td>
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<td>Pell Grants</td>
<td>Coordinate w/ pell grant eligible ETPL providers for customers in training.</td>
<td>Mirza H.</td>
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<td></td>
<td>$25,000.00</td>
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<td><strong>TOTALS</strong></td>
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<td>29</td>
<td>$285,000.00</td>
<td>$57,379.00</td>
<td>$227,621.00</td>
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</table>
CUSTOMER SERVICE REPORT
2013-2014
Report Date: September 13, 2013

Report Period: August 1 – August 31, 2013

ADULT AND DISLOCATED WORKER ENROLLMENTS:

A – Number of existing (carryover) clients: 1,893

B – Number of new customer enrollments: 306 for August 2013 - AD 174/DWP 132
609 for year-to-date

C – Total served year to date: 2,502

D – Total exited: 41

E – Total Active: 2,461

ADULT AND DISLOCATED WORKER SERVICES:

1 – Number of core, intensive, training and misc. services provided to customers

• 3,487 services for the month of August
• 6,898 services for 1,445 clients for fiscal year start to report period end date
• 4.77 services per customer

ROLLING AVERAGE September 2012 – August 2013

• 2815 Average number of clients for the year
• 20,626 Average number of services for the year
• 7.33 Average number of services per client

KEY UPDATES:

• Tentative Release Date for EDD’s new JTA System: December 9, 2013
CUSTOMER SATISFACTION:

Total Number of Customer Responses: **116**
Total Number of Workshop Evaluation Responses: **327**

Trends and Analysis:

- Staff noted that responses to Customer Service Survey Question #5, “I was provided information necessary to do an effective job search,” have decreased to an 83% satisfaction rate although the intake processes and information provided to customers remain unchanged.
  - It is difficult for staff to determine why customers would disagree or strongly disagree with this question based on the narrative feedback provided by the customers, as none of the comments were specifically on point.
  - It is possible that a significant portion of the customers who are responding “Disagree” or “Strongly Disagree” are doing so because they are new to work2future and lack sufficient knowledge about work2future’s services to adequately answer the question.
  - In addition, it is possible that work2future did not receive enough responses to this question in September 2013; thus, the number of “Disagree” and “Strongly Disagree” responses that were received carried a heavier weight, which then raised the total overall percentage of “Disagree” and “Strongly Disagree” responses to 17%.

- At the end of October, the Customer Service Team will meet to consider changes to the customer satisfaction survey to increase the average number of responses to the survey on a month-to-month basis, receive more meaningful feedback from customers, and then respond accordingly.

- Workshop Evaluation Surveys: The workshop evaluations for August 2013 were analyzed to gain invaluable feedback while also increasing the response rate of customer satisfaction survey.
  - Workshops continue to maintain 90% customer satisfaction ratings.
  - For the month of **August, 24** workshops/courses were offered with 327 responses.
  - Of the 327 workshop responses, 99% of responses scored at the “Strongly Agree/Agree” level.

- Customer enrollments (**609** year-to-date) are up 7% relative to **569** last year (year-to-date).
Customer Satisfaction Survey Question #2
I waited less than 10 minutes for services.

Number of Customer responses for September.
Agree: 65
Disagree: 11

<table>
<thead>
<tr>
<th></th>
<th>APR</th>
<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
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</thead>
<tbody>
<tr>
<td>Agree</td>
<td>95%</td>
<td>92%</td>
<td>89%</td>
<td>87%</td>
<td>79%</td>
<td>84%</td>
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<tr>
<td>Disagree</td>
<td>5%</td>
<td>8%</td>
<td>11%</td>
<td>13%</td>
<td>21%</td>
<td>16%</td>
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</table>
Customer Satisfaction Survey Question #5
I was provided information necessary to do an effective job search.

Number of Customer responses for September.
Agree: 62
Disagree: 13

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<thead>
<tr>
<th>Month</th>
<th>Agree</th>
<th>Disagree</th>
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<tr>
<td>APR</td>
<td>94%</td>
<td>6%</td>
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<tr>
<td>MAY</td>
<td>89%</td>
<td>11%</td>
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<tr>
<td>JUNE</td>
<td>95%</td>
<td>5%</td>
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<tr>
<td>JULY</td>
<td>94%</td>
<td>6%</td>
</tr>
<tr>
<td>AUG</td>
<td>90%</td>
<td>10%</td>
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<tr>
<td>SEPT</td>
<td>83%</td>
<td>17%</td>
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</table>
Number of Customer responses for September.
Agree: 69
Disagree: 6

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<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
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<tr>
<td>Agree</td>
<td>98%</td>
<td>91%</td>
<td>96%</td>
<td>93%</td>
<td>93%</td>
<td>92%</td>
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<tr>
<td>Disagree</td>
<td>2%</td>
<td>9%</td>
<td>4%</td>
<td>7%</td>
<td>7%</td>
<td>8%</td>
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Customer Satisfaction Survey Question #7
I would recommend this One Stop to others.

Number of Customer responses for September.
Agree: 71
Disagree: 4

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<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
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<tbody>
<tr>
<td>Agree</td>
<td>98%</td>
<td>93%</td>
<td>96%</td>
<td>94%</td>
<td>93%</td>
<td>94%</td>
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<tr>
<td>Disagree</td>
<td>2%</td>
<td>7%</td>
<td>4%</td>
<td>6%</td>
<td>7%</td>
<td>6%</td>
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Customer Satisfaction Survey Question #8
I am satisfied with the services I received today.

Number of Customer responses for September.
Agree: 69
Disagree: 6

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<th>MAY</th>
<th>JUNE</th>
<th>JULY</th>
<th>AUG</th>
<th>SEPT</th>
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</thead>
<tbody>
<tr>
<td>Agree</td>
<td>98%</td>
<td>92%</td>
<td>94%</td>
<td>93%</td>
<td>91%</td>
<td>92%</td>
</tr>
<tr>
<td>Disagree</td>
<td>2%</td>
<td>8%</td>
<td>6%</td>
<td>7%</td>
<td>9%</td>
<td>8%</td>
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Workshop Evaluation Survey Question #6
The instruction I received was high quality.

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<th>Month</th>
<th>Agree</th>
<th>Disagree</th>
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<tr>
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<td>100%</td>
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<tr>
<td>May</td>
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<td>June</td>
<td>99%</td>
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<td>July</td>
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<td>August</td>
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<tr>
<td>September</td>
<td>99%</td>
<td>1%</td>
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Workshop Evaluation Survey Question #7
I was able to use the skills and knowledge that I learned.

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<th>August</th>
<th>September</th>
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<tr>
<td>Agree</td>
<td>97%</td>
<td>99%</td>
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<td>1%</td>
<td>0%</td>
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Workshop Evaluation Survey Question #18
Over time, I expect an increase to my financial bottom line as a result of this service/workshop.

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<th>May</th>
<th>June</th>
<th>July</th>
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<th>September</th>
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<td>99%</td>
<td>97%</td>
<td>98%</td>
<td>98%</td>
<td>99%</td>
<td>98%</td>
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<tr>
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<td>1%</td>
<td>3%</td>
<td>2%</td>
<td>2%</td>
<td>1%</td>
<td>2%</td>
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### Website

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#### Top Most Popular Linked Sites
1. Northern California MBDA (41)
2. CSJ Planning (28)
3. CSJ Finance (27)

### Online Registrations

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<td>41</td>
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### Toll Free Calls

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<td><strong>Toll Free Calls</strong></td>
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### Partner Services

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<td><strong>Services</strong></td>
<td>1560</td>
<td>1462</td>
<td>1551</td>
<td>834</td>
<td>17610*</td>
<td>3171</td>
<td>665</td>
<td>2728</td>
<td>1073</td>
<td>4457**</td>
<td>15434*</td>
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*San Jose State yearly numbers included due to annual reporting

**Participants in IRS tax webinars

#### Grand Total October 2007 YTD

436417
### Outreach Calendar 2013/2014

<table>
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<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
<th>Lead Sponsor/Agency</th>
<th>Expected #</th>
<th>Target</th>
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<td>7/17/2013</td>
<td>NCHRA Conference</td>
<td>South San Francisco</td>
<td>NCHRA</td>
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<td>HR Professionals</td>
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<td>7/29/2013</td>
<td>Mike Honda SB event</td>
<td>Cupertino</td>
<td>Mike Honda</td>
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<td>Business Community</td>
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<td>7/30/2013</td>
<td>High-Speed Rail Training</td>
<td>MLK</td>
<td>BOS/NCMDC</td>
<td>50</td>
<td>Business</td>
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<td>8/23/2013</td>
<td>YWCA</td>
<td>375 S 3rd St</td>
<td>YWCA</td>
<td>200</td>
<td>Community</td>
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<td>8/25/2013</td>
<td>District 9</td>
<td>Cambrian Community Ctr</td>
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<td>1500</td>
<td>Community</td>
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<td>8/28/2013</td>
<td>ESD Waste Water Career Expo</td>
<td>City Hall</td>
<td>ESD</td>
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<td>Job Seekers</td>
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<td>9/17/2013</td>
<td>Morgan Hill OED</td>
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<td>Wells Fargo Training</td>
<td>City Hall Wing Rooms</td>
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<td>9/20/2013</td>
<td>Paul Fong Small Business Event</td>
<td>Almden Community Center</td>
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<td>Business</td>
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<td>9/21/2013</td>
<td>20th Annual Moon Festival</td>
<td>Yerba Buena HS</td>
<td>Vietnamese Community</td>
<td>400</td>
<td>Community</td>
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<td>9/25/2013</td>
<td>BOS Small Business Tax Information Event</td>
<td>Old Almaden Winnery</td>
<td>BOS/IRS</td>
<td>25</td>
<td>Business</td>
<td>17</td>
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<td>10/2/2013</td>
<td>CTC Job Fair</td>
<td>Senter Rd., San Jose</td>
<td>CTC</td>
<td>200</td>
<td>Youth</td>
<td>175</td>
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<td>10/2/2013</td>
<td>SJSU Job Fair</td>
<td>SJSU</td>
<td>SJSU</td>
<td>1000</td>
<td>Students</td>
<td>1000</td>
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<td>10/4/2013</td>
<td>Career Fair Expo</td>
<td>Sheet Metal Training Ctr. 2350 Lundy Pl, SJ</td>
<td>So. Bay Apprenticeship Coord.</td>
<td>100</td>
<td>Public</td>
<td>100+</td>
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<td>Date</td>
<td>Event Description</td>
<td>Location</td>
<td>Organizer</td>
<td>Attendees</td>
<td>Type</td>
<td>Notes</td>
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<td>10/5/2013</td>
<td>Day in the Park Resource Fair</td>
<td>Lake Cunningham</td>
<td>District 8</td>
<td>500</td>
<td>Community</td>
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<td>10/12/2013</td>
<td>Oakridge Youth Job Fair</td>
<td>Oakridge Mall</td>
<td>Districts 7 &amp; 10</td>
<td>200</td>
<td>Youth</td>
<td>X</td>
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<tr>
<td>10/13/2013</td>
<td>Fourth Annual Day on the Bay: A Multicultural Festival</td>
<td>Alviso Marina County Park</td>
<td>Dave Cortese &amp; Kansen Chu</td>
<td>8000</td>
<td>Community</td>
<td>x</td>
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<td>10/16/2013</td>
<td>Job Fair</td>
<td>Fair Grounds</td>
<td>work2future</td>
<td>500</td>
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<td>10/16/2013</td>
<td>Festiv'ALL</td>
<td>Fair Grounds</td>
<td>BOS/Hispanic</td>
<td>2500</td>
<td>Businesses</td>
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<td>10/23/2013</td>
<td>Eastridge Job Fair</td>
<td>Eastridge Mall</td>
<td>work2future/WI Eastridge</td>
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<td>Community</td>
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<tr>
<td>10/30/2013</td>
<td>Honor a Hero, Hire a Vet Job Fair</td>
<td>SJ Garden Inn</td>
<td>EDD</td>
<td>500</td>
<td>Veterans, Public</td>
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<tr>
<td>Jan/Feb 2014</td>
<td>Business Start-Up Seminar and Resource Fair</td>
<td>Berryessa Community Center</td>
<td>Berryessa Business District</td>
<td>200</td>
<td>Business</td>
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<tr>
<td>March/April 2014</td>
<td>Job Fair</td>
<td>Mexican Heritage Plaza</td>
<td>Community</td>
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**Projected Events**
IV (A) (1)

Meeting Minutes

[Action]
I. QUORUM VERIFICATION:


Absent: None

II. OPENING REMARKS: Read by Executive Committee Chair Joe Flynn.

III. CONSENT ITEMS

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

(a) Grant Report of August 1, 2013.

IV. AGENDA ITEMS

A. Old Business

1. Minutes Approval

Upon motion by committee member Glenn Ledet, seconded by Rashad Said, the June 13, 2013 work2future Special Executive Committee Minutes were approved.

B. New Business

1. Marketing Update

Business Services Manager B.J. Sims presented this item to the committee, explaining that the agenda item was more properly called an Outreach Update based on allowable expenditures, and adding that the Department of Labor had provided a logo for uniform branding of one-stop services across the State: America’s Job Center of California.

The committee discussed how the impact of outreach might be measured. A committee member asked whether collateral materials for outreach will be printed in more than one language. Ms. Sims replied that the materials will be printed in English, Spanish, and Vietnamese.
2. **FY 2012-2013 Carryover Spending Plan**
Prior to the discussion and vote on the FY 2012-2013 Carryover Spending Plan, Foundation Board members Denise Boland, Rashad Said, and Sima Yazdani left the room based on their provision of conflict of interest declarations relating to the action to be taken by the Executive Committee.

The budget highlights were presented by work2future Director Christopher Donnelly to the remaining committee members, who discussed with him the $1.6 million FY 2012-2013 carryover savings and the items identified in the savings plan.

**ACTION**: Approval to forward a FY 2012-2013 Carryover Spending Plan to the Finance Committee for consideration at its meeting of September 11, 2013.

Motion: Sue Koepp-Baker  
Seconded by: Steve Preminger

3. **Agreement between the City and work2future Foundation**
This item was heard out of order for the convenience of the chair and the three recused committee members. The Executive Director presented the item to the remaining committee members.

The Executive Director discussed the support letter from EDD regarding the work2future Foundation, explaining that the letter basically concurred with work2future’s approach, that the work2future Foundation will be the logical provider of work2future’s services, and that will be inappropriate for us to do a comparative RFP process at least for the next two years until the Foundation is up and going. This allows development of a baseline of information regarding performance, cost, and other considerations.

The $1.7 million agreement will be structured with the City and the Foundation as a three-year contract; then, it would be up to the Board and the City to go back and say either, “we want to continue with this model,” or “we want to bring it back in-house,” or “we do want to engage in a competitive process at that time.”

The City Council will consider the proposed agreement between the City and Foundation at its meeting on August 27th. If Council approves, the work2future Foundation will then be able to approve the agreement with the City in September 2013, and work2future can begin hiring staff for the Foundation.

**ACTION**: Approval to forward staff’s recommendation to the Board for its meeting of September 19, 2013 to approve the performance and reporting measures in the City’s proposed agreement with the work2future Foundation in an amount not to exceed $1.7 million to operate work2future’s one-stops and provide direct client services from September 1, 2013 through June 30, 2014.

Motion: Glenn Ledet  
Seconded by: Steve Preminger
4. **Veteran’s Initiative Update**  
Following the vote on the previous item, the three recused Executive Committee members returned to the room.

Ms. Stefanie Smitherum discussed coordination with veterans and veteran-serving programs to inform them about work2future’s veteran services, as well as provision of staff training on veteran priority of service. She added that veteran resources are being added to the work2future website, including the Vets101.org Navigator.

The Executive Director reminded the committee of the successful May 31st Project HIRED veterans’ event with close to 300 veterans and a new base of veteran-friendly employers that work2future hasn't worked with. He also mentioned that the two initiatives, veterans and underemployment, are over a year old, and that at the next Private Employer meeting, committee members will be looking at whether work2future should phase out one or both of these existing initiatives in favor of one or two new initiatives, a decision that will be brought to the full Board for its consideration.

5. **California Workforce Investment Board (CWIB) Updates**  
The Director presented this item, which addressed (1) the CWIB’s member-to-member campaign involving the local WIB Chair and Vice Chair meeting with the CWIB Chair and Executive Director, (2) seven newly approved performance measurements for achievement in addition to the existing nine Common Measures, (3) FY 2013-2014 Common Measures goals compared with prior years’ goals.

In addition to the above topics, the Director mentioned that standards will be changing for ETPL providers, and that additional training provider metrics will be issued soon.

6. **EconoVue Update**  
The Director mentioned that the cost of the data for the EconoVue GIS tool has increased significantly, and that he and Workforce Intelligence Team member Javier Vanga would be looking at InfoUSA, an alternative to Dun & Bradstreet, to provide the desired fields and data layers at a reasonable price. In addition to exploring various arrangements with InfoUSA to cover a transitional period, work2future has applied for an EDD Additional Assistance grant to cover the cost of the data for two more years. If this grant is not awarded, EconoVue will only be in service from now until June 2014.

C. **Set Items for Next Agenda**

- Foundation Update
- New Initiatives
- CWIB Update
- Board Retreat

D. **Announcements**
E. Next Meeting
   The next Executive Committee meeting is currently scheduled to take place on
   Thursday, November 21, 2013 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 4:59 p.m.
IV (B) (1)

Foundation Update

[Discussion]
work2future Foundation Update
October 9, 2013

- It is currently anticipated that the contract between the City and the work2future Foundation will be executed in mid-November 2013.

- The work2future Foundation will hire its executive director by mid-December 2013.

- Additional staff will be hired in late January 2014.

- Initial service delivery is expected to begin in mid-February 2014.
IV (B) (2)

EconoVue Update

[Discussion]
EconoVue Project Update
October 1, 2013

Summary

On August 15, 2013 staff updated the Executive Committee on EconoVue, outlining an exit strategy and a plan to bridge our subscribers with a new data provider. At this time we have the following to report:

- An agreement was reached with InfoUSA to bridge our subscribers with data through October 31, 2013.
- Staff is conducting talks with Urban Explorer to develop an amicable exit strategy from our current business model.
- Staff has begun negotiations with InfoUSA for a continuation of the bridge agreement through June 2014; this would insure that there would be no disruption in our services to our existing clients.

Research for Solutions

- work2future will continue to pursue a $507,539 Special Assistance Grant from EDD to support a two-year project to furnish localized and up-to-date LMI data via EconoVue.
- On October 9, 2013 work2future staff met with State EDD Labor Market Division Chief Spencer Wong to discuss the state grant, provide a demonstration and seek the division’s support.
- If the State grant is awarded, Urban Explorer would continue to operate EconoVue Services and continue relationships with the current subscribers. Urban Explorer would be responsible for the data purchases for those subscriptions and any new subscribers moving forward.

Exit Strategy

- If the State grant is awarded, work2future will enter into a new contract with Urban Explorer for only the scope of services associated with the grant.
- If the grant is not awarded, we would use the end of the bridge period, June 2014, as work2future’s exit from the contractual and business relationship with Urban Explorer. We are currently negotiating with InfoUSA to determine the cost.
- As long as EconoVue is an active product, work2future would receive the same level of access as it has today in recognition of the investment it has made in the past 6 years.
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 November 21, 2013 at work2future’s Business Services and Administration Center, 5730 Chambertin Drive, S.J., 95118. 

V 
Public Comment 

VI 
Adjournment