

## WORKFORCE DEVELOPMENT BOARD

December 12, 2024

### MINUTES

Staff: Durrall, Handzar, D. Luu, T. Luu, Maniaul, Hernandez, Nguyen, Sanchez, Thoo, Walter  
Guest: Vice Mayor: Rosemary Kamei

#### I. CALL TO ORDER & ROLL CALL

The meeting was called to order at 9:39 am by Chairperson Priya Smith.

##### Roll Call

Present: Auerhahn, Benavidez, Chao (attended via Zoom in compliance with the Brown Act), Estill, Hill, Le, Lucero, Mangan, Perez, Preminger, Shah, Smith, Williams. Ms. Ong arrived subsequently (9:50 am)

Absent: Batra, Flynn, Murphy, Takahashi

All votes are by roll call.

#### II. CONSENT ITEMS

**ACTION:** Ms. Lucero moved, Mr. Benavidez seconded, and the Board voted unanimously to accept:

- A. **Minutes of the September 19, 2024, Board meeting**
- B. **Preliminary Financial Status Report as of September 30, 2024**
- C. **San Jose Works Program Report as of September 30, 2024**
- D. **WIOA Adult, Dislocated Worker and Youth Programs Report as of November 21, 2024.**
- E. **Business Services Committee Chair's Update**
- F. **Youth Committee Chair's Update**
- G. **Labor Market Update**

#### III. OPEN FORUM

Ms. Smith opened the floor for public comment. None were noted.

#### IV. BUSINESS ITEMS

##### A. Chair's Report

Ms. Smith reminded Board members that the Community Builder Award presentations would follow the adjournment of the Board meeting. She later welcomed and introduced new Board member Teresa Ong, following Ms. Ong's arrival following Agenda Item IV.C (WIOA Reauthorization).

##### B. Director's Report

work2future Director Sangeeta Durrall thanked Board and staff for their support over what has been a very busy year.

**C. WIOA Reauthorization**

Director Durrall reported on the status of legislation to reauthorize the Workforce Innovation and Opportunity Act, including concerns in the workforce development community about a requirement in the proposed compromise legislation that requires that 50% of funds allocated to workforce boards be spent on training. Such a federal requirement does not exist presently, and Ms. Durrall reported it would pose some challenges for operating structures and the services work2future provides to clients.

**D. Board Election**

Strategic Engagement Manager Thoo announced that an at-large seat on the Executive Committee will become vacant at the end of the year and requested that the Board elect a member to fill that seat for a two-year term starting in January 2025.

**Action:** Mr. Preminger nominated Mr. Mangan. The Board voted unanimously to appoint Mr. Mangan to a two-year term on the Executive Committee, beginning January 1, 2025.

**E. 2025 Schedule of Meetings**

Strategic Engagement Manager Thoo asked the Board to approve the proposed schedule of the Board and the Executive Committee meetings for 2025:

Board meetings in 2025:

1. Thursday, March 20, 2025
2. Thursday, June 26, 2025
3. Thursday, September 18, 2025
4. Thursday, December 11, 2025

The Board meetings are scheduled to begin at 9:30 am to 11:30 am.

Executive Committee meeting in 2025:

1. Thursday, January 16, 2025
2. Thursday, February 20, 2025
3. Thursday, April 17, 2025
4. Thursday, May 15, 2025
5. Thursday, July 17, 2025
6. Thursday, August 21, 2025
7. Thursday, October 16, 2025
8. Thursday, November 20, 2025

The Executive Committee meetings are scheduled from 11:30 am to 1:30 pm.

**Action:** Mr. Preminger moved, Ms. Williams seconded, and the Board voted unanimously to approve the proposed meeting schedules.

**F. Revision to Youth Committee Membership Terms**

Youth Committee Chair Jack Estill recommended revising the eligibility age limit for Youth Committee members with live experience to 28 years instead of 24.

**Action:** Ms. Williams moved, Ms. Auerhahn seconded, and the Board voted unanimously to amend the November 2022 Board resolution establishing the Youth Committee to revise the eligibility age limit for certain non-Board member seats on the committee to 38 years instead of 24 years.

#### **G. FY 2024 – 25 Program Operating Budget Reconciliation**

Finance Manager Maniaul asked the Board to approve the following adjustments to the Fiscal Year 2024-25 Program Operating Budget, as recommended by the Executive Committee:

- I. Adjust the Program Operating Budget to reflect a \$505,272 decrease in funding, as the actual savings are less than the projected carry-over amount incorporated in the June 2024 board-approved budget.
- II. Increase carry-over administration funding by \$11,581.
- III. Increase funding by \$340,792 in the WIOA Rapid Response operating budget.
- IV. Adjust the Summary of Discretionary funding sources, new and carry-over, to \$3,370,784.

**Action:** Mr. Estill moved, Ms. Williams seconded, and the Board voted unanimously to approve the adjustments.

#### **H. Services Procurement Update**

Contracts Manager Luu reported on the status of the procurement for the Service Providers of the following:

- A. Adult and Dislocated Worker Programs
- B. Youth Program – In-School Youth
- C. Youth Program – Out-of-School Youth

Mr. Luu also reported the selection of the Foundation for California Community Colleges to provide services as the San Jose Works Employer of Record following the release and conclusion of a Request for Proposals.

#### **I. WIOA Regional and Local Plans**

Contracts Manager Luu reported on the progress of the Local Plan, which is currently in the drafting phase and is scheduled to be posted on the work2future website and made available at various locations for a 30-day public comment period beginning December 16, 2024. The Executive Committee plans to review the final draft of regional and local plans at its January 16, 2025, meeting and approve the final plans on behalf of the Board at its February 20, 2025, meeting. The plans will be presented to the Board at its March 20, 2025, meeting.

#### **V. OTHER**

- A. Reminder of the Community Builder Awards presentations immediately following
- B. Mr. Preminger asked that at a future Board meeting staff share information about how workforce board directors are reacting to proposed WIOA reauthorization legislation, and provide a report on manufacturing in the region.

**VI. ADJOURNMENT**

The meeting adjourned at 10:31 a.m.

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Draft: D. Nguyen  
Edit Review: L. Thoo

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