

## San Diego Consortium Policy Board – Meeting Agenda

*date* Friday, November 18, 2016  
*time* 1:00 pm  
*place* 1600 Pacific Highway, San Diego, CA – Room 310

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### MEMBERS

*Chair: Dave Roberts, San Diego County Supervisor, District 3*  
*Vice Chair: Scott Sherman, San Diego City Councilmember, District 7*  
*Myrtle Cole, San Diego City Councilmember, District 4*  
*Ron Roberts, San Diego County Supervisor, District 4*  
*Dr. Laurie Coskey, United Way, President & CEO*

### CALL TO ORDER AND NOTE OF ATTENDANCE

### PUBLIC COMMENT

Members of the public may address the Policy Board on issues on this agenda (three minutes per speaker) and/or other items within the Policy Board’s scope. To speak, submit a “Request to Speak” form prior to the meeting. In compliance with the Americans with Disabilities Act, the SDWP will provide accommodations to persons who require assistance. If you require assistance, please call (619) 228-2900.

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**ADJOURNMENT**

- Next meeting – February 17, 2017

## **Item #1: Minutes of the September 23 Policy Board Meeting**

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### **Members Present**

Dave Roberts, Supervisor, County of San Diego, District 3 (Chair)  
Myrtle Cole, Councilmember, City of San Diego, District 4  
Ron Roberts, Supervisor, County of San Diego, District 4  
Laurie Coskey, President & CEO, United Way of San Diego County

### **Member Absent**

Scott Sherman, Councilmember, City of San Diego, District 7 (Vice Chair)

### **Legal Counsel Present**

Tom Bosworth, County Counsel, County of San Diego  
Adam Wander, City Counsel, City of San Diego

**Location:** County Administration Building

All reports, memoranda and letters contained in the agenda or distributed at the meeting shall by this reference become part of the original minutes.

The meeting was called to order by Supervisor Dave Roberts at 1:06pm with a quorum.

### **Non-Agenda Public Comment**

None

### **The following items were approved on the consent agenda:**

*1-09/23/2016 – Item 1*     **Minutes of the July 29, 2016 Meeting**

*2-09/23/2016 - Item 2*     **Contract Action: The WorkPlace**

Concur with the WDB and approve the WDB's recommendation to:

- De-obligate funds in the amount of \$400,000 up to the remaining balance of the contract due to underperformance.
- Obligate the recaptured funds to the AJCC contractors and the Imperial County WDB.

*3-09/23/2016 - Item 4*     **Contract Action: Turning the Hearts Center**

Concur with the WDB and approve the discontinuation of Turning the Hearts Center contract.

### **Consent Agenda Vote**

*Motion, Second, Carried Unanimously (R. Roberts/Cole)*

**The following item was approved:**

4-09/23/2016 - Item 3

**Contract Action: Urban League of San Diego County**

Concur with the WDB and approve discontinuation of Urban League's contract.

*Motion, Second, Carried Unanimously (R. Roberts/Cole)*

**Public Comment**

Ray King, Urban League – Provided public comment on Agenda Item #3.

Al Abdallah, Urban League – Provided public comment on Agenda Item #3.

**DISCUSSION**

Andy Hall reviewed performance of the contract and walked through SDWP's contract management process for non-performing contracts.

He explained that SDWP and its partners take clear and coordinated steps to ensure that all youth served have the opportunity to continue to receive services through other providers.

The Board concurred that Urban League is working hard to serve. They are a well-respected and valued partner. However, in this case, performance has fallen well short of expectations for many months. It would be best to obligate the funds to other programs so that the youth can be best served.

Urban League thanked the Board for the opportunity to serve.

5-09/23/2016 - Item 5

**Youth System Update**

Andy provided an update on how SDWP and its partners are working to build a better system to prevent disconnection and to reconnect "Opportunity Youth" in our region.

6-09/23/2016 - Item 7

**President & CEO Update**

- Summary of new grants awarded to SDWP.
- We have distributed 3,000+ Priority Sector and Essential Skills Posters throughout the County (schools K-14, funded partners, job centers, and more ). Peter thanked the Board for their support of this remarkable project from the very inception.

- Received positive press about SDWP through media, print, and community outreach.
- Workforce Conference 2016 is sold out with more than 550 people registered to attend.
- Assemblymember Shirley Weber met with staff to learn about our programs and goals. Staff learned about her priorities and efforts.
- C2C summer-end celebration was a big success: attended by Councilmember Cole, staff and community members.
- SDWP 1<sup>st</sup> annual “Youth Summit” will be April 13, 2017. The SDWP will also release a new report on “disconnected/opportunity” youth.
- SDWP provided Vista High School with a letter of support for a \$10 million innovation grant that they applied for and won. Vista is one of ten schools across the nation selected to receive the grant to transform itself into a “Super School.”

### **Adjournment**

The meeting was adjourned at 1:42pm.

**Item #2: Geographic Distribution of Funds Extension**

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**RECOMMENDATION**

That the Policy Board approve the WDB’s recommendation to approve an extension for the existing geographic distribution of funds for PY18 due to the postponement of the AJCC RFP.

**BACKGROUND**

SDWP uses a funding formula for Adult and Dislocated Worker WIOA programs to distribute funds equitably among four geographic regions: metro, north, south and east.

In February 2014, the WDB approved an updated geographic distribution based on research from the San Diego Association of Governments (SANDAG) research on demographics related to population size, unemployment, income level and relative needs of each region. The updated geographic distribution of funding was originally scheduled to go into effect in PY18, beginning July 1, 2017.

However, due to the postponement of the AJCC procurement process, the WDB recommends the Policy Board extends the use of Model 1 for PY18 and delay implementation of Model 2 until the first program year, PY19, after the AJCC procurement. This extension will prevent significant impact to the operations of current AJCC service providers and allow the continuance of existing service levels. After the AJCC procurement and new contract cycle, the previously approved updated geographic distribution (Model 2) would be implemented in PY19.

The table below represents both Model 1, the existing funding allocation used for PY17, and Model 2, the funding model originally proposed by SANDAG for PY18.

Table 1: Recommended Geographic Distribution of Funds, by Region and Program Year

		East	Metro	North	South
<b>Adults</b>					
Model 1	Existing Funding Allocation PY18	14.70%	44.50%	19.80%	21.00%
Model 2	Updated Funding Allocation PY19	17.59%	38.20%	25.27%	18.95%
<b>Dislocated Workers</b>					
Model 1	Existing Funding Allocation PY18	16.00%	43.80%	22.40%	17.80%
Model 2	Updated Funding Allocation PY19	19.50%	37.00%	24.20%	19.30%

**Item #3: Transfer of Funding from Dislocated Worker to Adult**

**RECOMMENDATION**

That the Policy Board approve the WDB’s recommendation to approve the transfer of funds in the amount of \$676,000 from Dislocated Worker training to Adult Worker training.

Category	Current		Proposed	
	Training Funds	%	Funding	%
Dislocated Worker	\$2,084,000	59%	\$1,408,000	40%
Adult Worker	\$1,436,000	41%	\$2,112,000	60%
Total	\$3,520,000	100%	\$3,520,000	100%

**BACKGROUND**

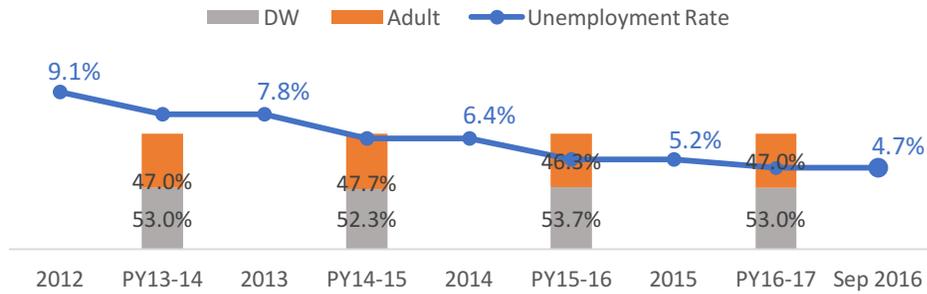
Workforce boards may apply to the California Employment Development Department for a transfer of WIOA funds between Dislocated and Adult funding streams if allocations received do not meet the needs of the local population (e.g. fewer dislocated workers due to a reduced number of layoffs). In order to submit an application for transfer, the proposed transfer must first be approved by the WDB. The proposal to transfer funds is driven by a number of factors.

- 1) **Eligibility for Dislocated Worker funding is more restrictive than Adult funding.** As the economy improves, the number of workers classified as “Dislocated” declines, which can create a misalignment between the funding streams and those who need service. Transferring training funding from Dislocated to Adult would allow SDWP the ability to serve a larger population. Eligibility:

Adult	Dislocated
<ul style="list-style-type: none"> <li>• 18 years of age</li> <li>• Eligible to work in the US</li> <li>• Demonstrated need</li> <li>• Complies with selective service requirements                             <ul style="list-style-type: none"> <li>○ Priority given to those who are low-income, receive public assistance, or are basic skills deficient</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Terminated, laid off or notice of termination</li> <li>• Eligible or exhausted unemployment</li> <li>• Unlikely to return to prior occupation</li> <li>• 18 years of age</li> <li>• Eligible to work in the US</li> <li>• Demonstrated need</li> <li>• Complies with selective service requirements</li> </ul>

- 2) **The overall unemployment rate for San Diego County is decreasing.** Between 2012 and September 2016 (San Diego’s most recent unemployment rate), the unemployment rate decreased from 9.1 percent to 4.7 percent, yet San Diego’s Dislocated Worker funding has remained at the same relative annual allocation rate.

Dislocated Worker vs. Unemployment Rate in San Diego  
2012 - Sep 2016



- 3) **The total number of layoffs and notices of intended layoffs from employers have decreased.** During the last six months, San Diego saw a 55% decrease in layoffs and 13% decrease in WARN notices compared to this same period the prior year.
- 4) **The AJCCs are seeing lower enrollment rates for the dislocated worker population.** During the first quarter of PY16/17 alone, the AJCC network saw nearly 30% reduction in dislocated worker enrollments versus prior year first quarter. Enrollment is expected to trend down even further in the coming months.

Comparison of PY16/17 vs PY15/16 Enrollments		
Category	PY15/16 Enrollments	PY16/17 Enrollments
Dislocated Worker	478	343
Adult Worker	360	325

- 5) Given these trends, SDWP has adjusted the AJCC enrollment targets to reflect the current environment. Transferring funds as proposed above will align the funding with the enrollments and provide expanded flexibility in serving participants.

Category	PY16/17 Enrollment Targets	Percentage
Adult Worker	1500	60%
Dislocated Worker	1000	40%

Upon Policy Board approval, SDWP would submit the formal request to transfer funds to EDD.

**Item #4:** Contract Action: IRC and Access, Inc.

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**RECOMMENDATION**

That the Policy Board approve the WDB’s recommendation to approve the following contract actions to support the transition of the youth and young adults previously served by the Urban League of San Diego County (UL) and Turning the Hearts Center (TTHC) (Figure 1):

- Add an additional \$167,250 to the International Rescue Committee (IRC) contract, expanding the scope to include serving and reengaging youth and young adults transitioning from the UL contract in the Metro region;
- Add an additional \$113,250 to the Access, Inc. contract, expanding the scope to include serving and reengaging youth and young adults transitioning from the TTHC contract in the South region.

The funds will be available to provide active, follow-up, and reengagement services through June 30, 2018.

**BACKGROUND**

On September 23, 2016, the Policy Board approved the recommendation from the WDB to discontinue the UL and TTHC contracts. As of October 2, 2016, there are a total of 356 youth and young adults to be served, based on their service status, under these transition contracts.

**Figure 1 – Youth Served by UL and TTHC by service status (as of 10/2/2016)**

Provider	Region	Active(1)	Follow Up(2)	Done w/ Follow Up(3)	Total
UL	Metro	25	173	43	241
TTHC	South	36	79	0	115

(1) *Active youth* are youth that are currently enrolled in the program and receiving services to meet their educational and career goals.

(2) *Follow up youth* are youth who have closed out of the program and need to be contacted once a quarter for 12 months to provide follow-up services. These youth will need to be reengaged and assessed if further services need to be provided through the AJCC network, CONNECT2Careers, and/or reenrollment in a WIOA funded youth provider in the region that the youth resides in.

(3) There are 43 youth from the UL contract who have closed out of the program and completed their 12 months of follow up. These youth need to be reengaged and assessed if further services need to be provided through the AJCC network, CONNECT2Careers (C2C), and/or reenrollment in a WIOA funded youth provider in the region that the youth resides in.

**Provider Selection:** SDWP staff worked with members of the Youth Council and other project partners and stakeholders to identify transition contractors best positioned to serve all the youth and young adults that were served under this contract. Below is an outline of how these providers were selected and recommended:

**Figure 2 – Selection of Transition Contractors**

New Provider	Current Provider	Reason/Justification
IRC	UL – Metro	<ul style="list-style-type: none"> <li>• Provider with existing expertise</li> <li>• Already have staff with CalJOBS expertise</li> <li>• Currently working in zip codes where majority of youth live</li> <li>• Pathways project partners (YDO, SDUSD) will work with IRC as new provider</li> </ul>
Access, Inc.	TTHC – South	<ul style="list-style-type: none"> <li>• Provider in good standing with existing expertise</li> <li>• Already have staff w/ CalJOBS expertise</li> <li>• Currently working in zip codes where majority of youth live</li> <li>• Other south region options are just starting up or not in good standing</li> </ul>

**Figure 3 – Transition Youth and Cost Methodology (as of 10/2/2016)**

Provider	Active Youth	Follow Up Youth	\$ for Active (\$1,500 per)	\$ for Follow up (\$750)	Contract Amount
IRC (Metro)*	25	173	\$37,500	\$129,750	\$167,250
Access (South)	36	79	\$54,000	\$59,250	\$113,250
Totals	61	252	\$91,500	\$189,000	\$280,500

\*IRC and SDWP will reengage the 43 youth done w/ follow up to assess if more services are needed

### Scope of Transition Contracts for IRC and Access

#### Active Youth Services

- 60% attainment, 72% placement at 2<sup>nd</sup> qtr. & 4<sup>th</sup> qtr. after exit for all active youth transitioned from former contracts
- Provide all youth WIOA services based on his or her Individualized Service Plan
- Conduct follow up activities after program exit

#### Follow Up Youth Services

- 100% of all youth receive follow up at least once per quarter
- 100% timely data entry of follow up activity
- Quarterly follow up calls and data entry
- Refer to additional services, as needed (C2C, AJCCs, etc.)
- Provide incentives and supportive services as needed

#### IRC only:

- Participate in the San Diego Youth Opportunity Pathways (PATHWAYS) Collaborative and Reengagement Project. This includes, but is not limited to, providing quantitative data and qualitative information, attending leadership and program meetings with San Diego Youth Development Office (YDO), San Diego Unified School District and Insyt Analytics<sup>1</sup>. Work closely with the YDO to align program activities for youth with the PATHWAYS theory of change.
- Reengage/connect with the 43 youth that have completed follow up and refer them to appropriate services (C2C, WIOA, AJCCs, etc.).

<sup>1</sup> <http://insytanalytics.com>

**Item #5: Procurement Framework: Independent Living Skills for Youth Involved in the Foster Care System**

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**RECOMMENDATION**

That the Policy Board approve the WDB’s recommendation to approve the framework for the competitive procurement of up to \$550,000 WIOA Youth funds, leveraged with approximately \$1,147,626 County Independent Living Services (ILS) funds, to fund a service provider or providers to support current and transitioning foster youth aged 16-24 in San Diego County.

The \$550,000 WIOA funds will be allocated based on where eligible ILS participants reside in San Diego County:

*Figure 1: WIOA funding by region*

Region	% of ILS Eligible Youth	WIOA Funding
East	21%	\$115,500
Metro	34%	\$187,000
South	19%	\$104,500
North	26%	\$143,000
Total	100%	\$550,000

The County of San Diego Health and Human Services Agency (HHS), Child Welfare Services (CWS) will lead the joint procurement for the Independent Living Skills program, releasing a combined RFP. One or more contracts will be awarded to provide these services.

The contract(s) resulting from this RFP will be for a term of one year with the option to extend up to four additional years. Funding will be determined each program year based on availability of funds and contractor(s) performance. The period of performance for the first year will begin July 1, 2017 and ending June 30, 2018.

**BACKGROUND**

Every year, approximately 350 foster youth aged 18-21 become eligible to leave the foster care system. In 2007, SDWP and the County of San Diego partnered to help these young adults develop the critical skills needed to transition to self-sufficiency and approved allocating WIA Title I Youth Program funds to serve this population. The County and SDWP issued a joint RFP to produce two contracts: a County contract for ILS and a SDWP contract for workforce services.

The goal of this SDWP/County of San Diego collaboration is to assist youth and young adults transitioning from the foster care system to self-sufficiency and career opportunity. Key outcomes of this collaboration include reduction in school dropout rates, unemployment, dependency on public assistance, homelessness, or incarceration by current and former youth and young adults involved in the foster care system.

Currently, two service providers are providing services: South Bay Community Services for East, South, and North regions and Access for the Metro Region.

**Figure 2: Summary of Performance (PY14/15 & PY15/16 Combined)**

Performance Measures	Actual	Target
Enrollments	229	229
Placement (employment or education)	78%	77%
Attainment of Degree or Certificate	73%	65%

**PROGRAM SCOPE**

This joint RFP will result in two sets of services for current and former foster youth 16-24. This program serves both in-school youth and out of school youth through the following:

- County Funded ILS – Tier 1: Funded by the County to provide case management in the areas of housing, education, and life skills education for foster youth ages 16-21; and
- SDWP Funded WIOA services – Tier 2: Services provided will be work-readiness classes and workshops, career exploration and job shadowing experiences, internships and job placement services, and assistance with vocational and post-secondary preparation.

Performance Measures

- Enrollment - 100% of their proposal target.
- Placement Rate - 77% of youth who are enrolled in the WIOA program shall have placement in unsubsidized employment, post-secondary education or training activities during the 2<sup>nd</sup> and 4<sup>th</sup> quarter after program exit.
- Attainment of Degree or Certificate - 65% of youth will attain a diploma, GED or industry recognized certificate or credential during the program and/or within 1 year of program exit.

**Figure 3: Est. Procurement Timeline**

Action	Date	Responsibility
Policy Board Approval of Framework	11/18/2016	Youth Council/WDB/PB
RFP Released	12/12/2016	County
Pre-Proposal Conference	01/09/2017	County/SDWP
RFP Due	01/23/2017	County
Board Approval of Contracts	April/May 2017	Youth Council/WDB/PB
Execute Contracts	07/01/2017	SDWP

**Item #6:** Receive Report from Joint Personnel Committee (JPC) and Action on Personnel Agreement with Peter Callstrom to Serve as Executive Director of the San Diego Consortium and as President and CEO of the San Diego Workforce Partnership

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**RECOMMENDATION**

That the Policy Board:

- Receive a report from the JPC concerning a public employee performance evaluation for Peter Callstrom, Executive Director of the San Diego Consortium and CEO of SDWP.
- Approve the JPC of the San Diego Consortium Policy Board recommendation to the employment agreement between the Policy Board and the SDWP Board of Directors, and Peter Callstrom, Executive Director of the San Diego Consortium and President and CEO of the SDWP.

## **Item #7: Board Resignations and New Membership Approvals**

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### **RECOMMENDATION**

That the Policy Board approve the WDB's recommendation to:

1. cease board membership for Patrick Lloyd and Marco Ortiz, and
2. appoint Annie Taamilo, Susie Harborth and Jamie Latiano Jacobs as members.

### **BACKGROUND**

SDWP bylaws state that "SDWP Directors may be removed for cause or because of excessive absences." Excessive absences are defined as "failure to attend three (3) consecutive regularly scheduled meetings, excessive absences from regularly scheduled meetings and/or committee meetings, or absence from half of the regularly scheduled Board meetings and assigned committee meetings during any twelve (12) month period."

SDWP staff contacted members who have had excessive absences and/or not communicated an interest in continuing board service. Two members did not indicate an interest in continuing service. Staff recommended ending board membership of Patrick Lloyd and Marco Ortiz. The WDB approved the recommendation.

SDWP bylaws state one member shall be affiliated with the California Employment Development Department (EDD). SDWP bylaws also state that a majority (51%) of Directors shall be private sector representatives. The recommendation is to appoint two private sector representatives as Directors: Susie Harborth of BioLabs San Diego and Jamie Latiano Jacobs of Renovate America; and Annie Taamilo, Deputy Division Chief, EDD.

Katie Hansen and Patrick Knighton have resigned from the WDB. Ms. Hansen moved to Sacramento. Mr. Knighton has left his position with San Diego Electrical Training Center.

Resignations do not require board action.

### **ATTACHMENT**

Attachment A: WDB Board Applications for:

- Susie Harborth of BioLabs San Diego
- Jamie Latiano Jacobs of Renovate America
- Annie Taamilo of EDD

Workforce Development Board (WDB)

*Applicant: Susie Harborth*

**Organization**

BioLabs San Diego

**Job Title**

Managing Director

**Category(s)**

Private Sector Business/Employer

**Bio**

Susie is Managing Director and Co-Founder of BioLabs San Diego and General Partner of BioInnovation Capital, an early-stage venture firm. From 2010-2014, Susie was CFO at GnuBIO, a sequencing start-up, which was acquired by Bio-Rad Laboratories in 2014. Prior to joining GnuBIO, Susie launched Cequent Pharmaceuticals and Boston Heart Diagnostics (BHDx). Susie is on the Advisory Board at LabCentral, a biotech co-working space in Massachusetts and co-founded Launch Bio, a non-profit organization focused on innovation and inclusive entrepreneurship. She is focused on emerging areas of biotechnology, including orphan and rare disease, genomics, diagnostics, women's health and personalized/precision medicine. multiple professional associations throughout San Diego.

**Why are you interested in serving on an SDWP board/committee?**

I am a big fan of the work of the SDWP and would value the opportunity to give my insights on the life science industry and create opportunities for workforce development in this area.

**Describe your current and past experience serving on boards/committees?**

I am on the board of LabCentral , a 501c3 non-profit and have experience in serving on many community committees. I am also volunteering on committees at my son's school.

**Describe any other community involvement activities:**

Del Mar Pines Foundation for Education, Biocom

*Workforce Development Board (WDB)*

***Applicant: Jamie Latiano Jacobs***

**Organization**

Renovate America

**Job Title**

SVP People & Culture

**Category(s)**

Private Sector Business/Employer

**Bio**

I am an entrepreneurial business leader who has concentrated on businesses in stages of significant growth and transformation. I currently serve as the Senior Vice President People & Culture for Renovate America, a profitable, VC-backed specialty finance company headquartered in San Diego. RA has originated over \$1.7 billion in financing. The Company has grown from 28 employees in 2012, to 650 employees today and growing.

In this role, I am responsible for meeting the substantial growth targets with high performing talent while consciously evolving the culture of Renovate America to protect the “special sauce” that makes it such a great place to work.

Prior to this role, I have held executive leadership roles with global organizations such as Thales, Ingram Micro, Four Seasons Hotels and Resorts, Ingersoll Rand, and Quantum Corporation.

I hold Bachelor of Arts degrees in history and political science from University of California San Diego, and a Masters in Business Administration from Chapman University in Orange, California. I am also certified as a Senior Professional in Human Resources, by Human Resources Certification Institute and is completing the Certification in Coaching from the Hudson Institute of Coaching.

**Why are you interested in serving on an SDWP board/committee?**

I am passionate about getting people to work and developing the local workforce. I've served 2 years on the WIB in Orange County and now that I am based here in San Diego with one of the Top Workplaces, fastest growing and largest private companies in San Diego, I feel I would bring a lot to the SDWP.

**Describe your current and past experience serving on boards/committees?**

I currently serve on the National Board of the National Human Resources Association. Previously I was President of the National Human Resources Association, Orange County affiliate, I served two years on the Workforce Investment Board for Orange County, California, and have been on multiple non-profit Boards such as Boys and Girls Clubs of Tustin.

**Describe any other community involvement activities:**

I am a member of Chapman50, an elite group of alumni, innovators, and influencers at Chapman University and also serve on the elected Site Council for Sage Creek High School in Carlsbad, CA

*Workforce Development Board (WDB)  
Adult Programs Committee (APC)*

***Applicant: Annie Taamilo***

**Organization**

Employment Development Department

**Job Title**

Deputy Division Chief

**Category(s)**

Wagner-Peyser

**Bio**

In the 19 years that Annie has been with EDD she has held a variety of assignments which have provided her with a strong background in Workforce Services programs and development. She has been instrumental in developing policies, processes and trainings in her leadership role. Her effective leadership as the San Diego/Imperial Valley Region DDC has brought workforce services to the forefront of the delivery of employment services among businesses for both counties. She has been instrumental in developing and fostering partnerships which have led to successful and collaborative local workforce systems that focus on the delivery of high performance and excellence throughout her region. Annie has a Bachelor's of Science degree in Social Work and a Masters of Art in Organizational Leadership.

**Why are you interested in serving on an SDWP board/committee?**

I am interested in serving on the WDB to ensure that Federal investments in employment and training programs are evidence-based and data-driven, and accountable to participants and tax-payers. In addition, my focus is to foster Regional collaboration particularly as I sit on the WDB in Imperial County. I want to promote alignment of workforce development programs with regional economic development strategies to meet the needs of local and regional employers. Also, I would like to increase the quality and accessibility of services that job seekers and employers receive at their local AJCCs.

**Describe your current and past experience serving on boards/committees?**

I am currently on the San Diego WDB Adult and Dislocated committee; Also, I am on the WDB for Imperial County and on the AJCC Policy Oversight Committee. In the past, I was on the San Diego WIA Youth Council.

**Describe any other community involvement activities:**

**Item #8: SDWP FY17 Budget Modification**

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**RECOMMENDATION**

That the Policy Board approve the WDB’s recommendation to approve the FY17 Budget Modification.

**BACKGROUND**

After the end of each fiscal year, SDWP closes out contracts, recaptures unspent funds, and rebalances its organizational budget based on any new confirmed revenue. This annual November revision is forwarded to the WDB and Policy Board.

SDWP is proud to present a balanced, sound, and conservative budget for the FY17 November Revision that includes increased revenue and a reduction in central operating costs compared to the July FY17 Budget.

**FY17 November Revised Revenue**

FY17 November revised budget revenue is planned at \$34.6M, which is \$0.6M higher than the \$34.0M FY17 June budget approved by the WDB on June 16, 2016.

SDWP’s WIOA formula funds increased by approximately \$0.5M from June.

Competitive public grants and private grants each saw an increase of approximately \$0.08M for a total increase of \$0.16M.

SDWP continues to diversify its funding streams, increasing the number of funding sources to 33 for the November revision, up from 29 in FY17 June and 22 in FY16.

**Figure 1: Three-year Revenue Trends by Funding Type**

<b>(\$000’s)</b>	<b>FY17 Nov Budget</b>	<b>FY17 Jun Budget</b>	<b>FY16 Budget</b>	<b>FY15 Actual</b>	<b>FY17 Nov v FY17 Jun % Change</b>
WIOA Formula Funds*	\$25,803	\$25,328	\$28,346	\$25,868	1.9%
Public Grants	8,021	7,937	6,104	7,106	1.1%
Private Grants	766	691	183	318	10.9%
<b>Total</b>	<b>\$34,590</b>	<b>\$33,956</b>	<b>\$34,633</b>	<b>\$33,292</b>	<b>1.9%</b>

\*WIOA formula funds include Adult, Dislocated Worker, Youth, and Rapid Response federal job training funds SDWP receives each year because we serve as the local WDB for San Diego County.

## FY17 Expenses

SDWP categorizes expenses in three categories:

- 1. Central Operations:** executive, operations, procurement, compliance, accounting/finance, facilities, information services, and admin support. SDWP has planned a 12.6% decrease in spending in this category, driven primarily by reducing Administration and Facilities costs.
- 2. Direct Program Support Costs:** SDWP staff and other related expenses that directly support specific grant programs and/or functions, including the Adult Programs team, Youth Programs team, Businesses Services team, Research team, Communications, and IT. SDWP has planned a 3.1% increase in this category driven largely by filling vacant roles (including the Youth Director) and moving monitoring costs from Central Ops to programs as well as some increased program support.
- 3. Programs & Contracts:** Services provided to program participants through contracted providers, including training funds and supportive services, direct service staff (the America's Job Centers of California, and WIOA Youth Contracts, etc.) SDWP has a planned 3.1% increase in funding for direct programs and contracts and training, primarily driven by the addition of new grants, reduced central operating costs, and increases in Rapid Response funding.

**Figure 2: Planned Expense Categories**

(\$000's)	FY17 Nov Budget	FY17 July Budget	FY16 Budget	Inc/(Dec) FY17 Nov v FY17 Jun % Change
Central Ops	\$2,340	\$2,676	\$3,124	(12.6%)
Direct Program Support	\$5,335	5,174	4,590	3.1%
Programs & Contracts	\$26,915	26,106	26,919	3.1%
<b>Total</b>	<b>\$34,590</b>	<b>\$33,956</b>	<b>\$34,633</b>	<b>1.9%</b>

## **Item #9: 2017 Board Meeting Calendar**

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### **RECOMMENDATION**

That the Policy Board approve the proposed meeting schedule for the calendar year 2017.

### **BACKGROUND**

The Joint Powers Authority agreement creating the Consortium Policy Board between the City and County of San Diego states that the calendar of meetings for the Policy Board will be approved each year.

Proposed schedule for calendar year 2017:

- Friday, February 17, 1:00 pm – 2:00 pm
- Friday, May 12, 1:00 pm – 2:00 pm
- Wednesday, June 21, 1:00 pm – 2:00 pm
- Friday, August 25, 1:00 pm – 2:00 pm
- Friday, October 27, 1:00 pm – 2:00 pm
- Friday, December 15, 1:00 pm – 2:00 pm

If meeting dates or times change, change(s) will be made in advance of the meeting according to Brown Act requirements.

**Item #10:**      President & CEO Report

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**INFORMATION (NO ACTION REQUIRED)**

The CEO will provide an update on SDWP activities.