

Workforce Development Board

date Thursday, August 17, 2017
time 8:00a – 9:30a
place San Diego Workforce Partnership, 3910 University Ave., San Diego, CA
Julie Benedict Community Room, 3rd Floor

AGENDA

Welcome & Introductions

- **Marlene Taylor – Chair**
 - o Call the meeting to order
 - o Non-agenda public comment
 - o Participant presentation

Action Items

- **Marlene Taylor – Chair**
 - o Item #1: Minutes of the June 15 Workforce Board Meeting..... 3
 - o Item #2: WDB Officers and Executive Committee 7
 - o Item #3: Board Membership Nominations & Resignations 8
 - o Item #4: Regional and Local Plans / WIOA Partner MOU 16
 - o Item #5: Lease Renewal of South County Career Center..... 18

Information Items

- o Item #6: Contract Performance Dashboard – PY 16/17 Quarter 4..... 19
- o Item #7: Board Member – Annual Dues 20
- o Item #8: 2017/2018 Board Meeting Calendar 21
- o Item #9: Committee Updates (Adult, Youth, Audit, Executive) 22
- o Item #10: CEO & Staff Report 23

Adjournment

- **Next meeting – October 19, 2017 – Location: SDWP Office**

SDWP Events

August 24 | Adult & Dislocated Worker Committee
8:00 – 10:00 am | SDWP

August 25 | Policy Board Meeting
1 – 1:45 pm | County Building, Room 310

August 28 | Youth & Young Adult Committee
3:30 – 5:00 pm | SDWP

September 20 | WDB Board Orientation
3:00 – 4:00 pm | SDWP

October 26 | Save-the-Date – SDWP Workforce Conference
rsvp info coming soon

Partner Events

September 1 | CALPIA Employer Forum
9:30 – 11:00 am | Jacobs Center, 404 Euclid Avenue | rsvp: iep@calpia.ca.gov

September 5-7 | CWA Meeting of the Minds Conference
Monterey, CA | Registration – www.calworkforce.org/meeting-of-the-minds/

September 11 | County of San Diego HHSA – Contractor and Community Forum
1:00 – 4:00 pm | Jacobs Center, 404 Euclid Avenue

September 25-27 | The Close It Summit 2017
Chicago, IL | Registration – www.closeit.org

October 4-6 | Investing in America’s Workforce Capstone Conference
Austin, TX | Registration – www.investinwork.org/conference

October 20 | USD Soles – State of Non-Profits and Philanthropy Summit
USD - 5998 Alcala Park, Mother Rosalie Hill Hall | rsvp: info coming soon

PUBLIC COMMENT: Members of the public may address the Board on issues on this agenda (three minutes per subject) and/or other items within the Board’s scope. To speak, submit a “Request to Speak” form prior to the meeting. The SDWP will provide accommodations to persons who require assistance. Questions: (619) 228-2900.

Item #1: Minutes of the June 15 Workforce Board Meeting

Members Present

Althea Salas	Eric Robles	Matt Kriz
Andy Berg	John Ohanian	Mitch Mitchell
Annie Taamilo	Jamie Latiano Jacobs	Omar Passons
Carlos Turner Cortez	Krista Torquato	Sunita Cooke
Carmencita Trapse	Ky Lewis	Susie Harborth
Ed Hidalgo	Marlene Taylor	

Members Absent

Erik Caldwell	Nick Macchione	Steve Redding
Lee Goodman	Phil Blair	Tom Lemmon
Mark Cafferty	Richard Barrera	

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 M. Taylor, at 8:03 am, with a quorum present.

Presentations

M. Taylor announced that the following members would be resigning after completing their term: Eric Robles, Krista Torquato, Lee Goodman, Mark Cafferty, Richard Barrera, and Steve Redding. She and P. Callstrom thanked them for their service on the Board.

Board members were encouraged to submit recommendations for new members.

The following item was approved:

1-06/15/2017 - Item 1 **Minutes of the May 4 Workforce Board Meeting**
Approve the May 4 WDB minutes.
Motion, Seconded, Carried Unanimously (Berg/Kriz)
Abstentions: K. Torquato, S. Cooke, E. Robles and O. Passons

The following item was discussed:

2-06/15/2017 - Item 8 **Contract Performance Dashboard**
A. Hall reviewed the performance dashboard which informs decisions that are made for renewing contracts effective July 1, 2017.

The following items were approved

3-06/15/2017 – Item 2 Contract Action – Adult Programs (Year 2017-2018)

Approved the contract actions for:

- 1) The AJCC network and;
- 2) Special Grant project for PY 2017-2018 funding.

Motion, Seconded, Carried Unanimously (Lewis/Taamilo)

4-06/15/2017 - Item 3 Contract Action - Youth Programs (Year 2017-2018)

Approve the following contract actions for PY 2017-2018 WIOA Youth Programs:

- 1) Out-of-School Programs;
- 2) Foster Care Programs; and
- 3) Youth Follow-up Contracts.

Motion, Seconded, Carried Unanimously (Passons/Latiano-Jacobs)

Abstention: Carlos Turner Cortez

5-06/15/2017 - Item 4 RFP Framework – America’s Job Centers of California (AJCC) Network

Approve the RFP Framework as outlined and as recommended by the AJCC RFP workgroup.

Motion, Seconded, Carried Unanimously (Berg/Ohanian)

DISCUSSION

A. Picard reviewed the AJCC RFP workgroup’s recommendation and thanked the members for their participation.

There was discussion on whether there would be an opportunity to open centers closer to where job seekers are currently receiving skills training. A. Picard said that SDWP is approaching its education partners to identify potential co-location sites and included site lease terms in the RFP which creates an opportunity for potential bidders to propose new AJCC locations.

6-06/15/2017 - Item 5 Eligible Training Provider List (ETPL) Policy Changes

Approve the ETPL guiding principles and approach as outlined below and as recommended by the ETPL workgroup.

Motion, Seconded, Carried Unanimously (Turner Cortez/Harborth)

DISCUSSION

B. Valle reviewed the ETPL workgroup’s proposed recommendations. P. Callstrom also reported that staff is working on an ETPL Report Card, a tool that will be used to report the effectiveness of the programs.

7-06/15/2017 - Item 6 **FY 16 Audited Financial Statements and Tax Return**

Approve the FY 16 Single Audit and tax return.

Motion, Seconded, Carried Unanimously (Berg/Taamilo)

DISCUSSION

O. Passons mentioned that Audit Committee members Rolando Charvel, City Comptroller and Tracy Sandoval, County Auditor and Controller provided a detailed and in-depth review.

P. Callstrom thanked O. Passons for his work and efforts chairing the Audit Committee, Youth and Young Adult Committee and his participation on the Executive Committee.

8-06/15/2017 - Item 7 **SDWP FY 18 Budget**

Approve the FY 18 preliminary budget.

Motion, Seconded, Carried Unanimously (Lewis/Cooke)

9-06/15/2017 - Item 9 **New Initiative: Center for Local Income MoBility (CLIMB)**

L. Kohn explained that this new initiative generates opportunities to invest in families and children. CLIMB focuses on three themes:

- Income mobility – Moving up the economic ladder to the middle class or beyond.
- Prevention – Supporting children and youth to access quality education opportunities.
- 2Gen – CLIMB will focus on the education and skill attainment of parents and their children.

10-06/15/2017 - Item 10 **Flip the Script & CONNECT2Careers Update and Next Steps**

A Hall discussed next steps for the Flip the Script event. SDWP created a website containing data and recommendations from the summit attendees. On the site is the action plan and steps that need to be taken, as well as how we're going to mobilize the community. We will be updating the website with progress from the workgroups' ongoing updates, plans and metrics.

11-06/15/2017 - Item 12 **CEO & Staff Report**

- P. Callstrom thanked K. Torquato and Bank of America for the \$50,000 investment to serve C2C military-connected youth.
- P. Callstrom thanked S. Harborth for presenting at the U.S. News STEM Solutions Conference and the DOL WIOA Convening.
- Sector Board companion pieces were developed to provide next steps for those interested in our Priority Sectors.
- New posters have been developed for Blue Economy, Retail, and Specialty Foods & Brews.
- P. Callstrom announced that we are actively sharing stories of the importance of the workforce system in an effort to combat potential federal budget cuts.
- A. Hall reported that P. Callstrom was recognized as a Most Admired CEO by the San Diego Business Journal.

Adjournment

The meeting was adjourned at 9:30 am.

Next meeting is August 17, 2017.

Item #2: WDB Officers and Executive Committee

RECOMMENDATION

Nominate and recommend WDB members to serve as officers (Chair, Vice-Chair, and Secretary/Treasurer) to serve two-year terms (July 1, 2017 through June 30, 2019).

BACKGROUND

In accordance with the Workforce Innovation and Opportunity Act (WIOA) and SDWP bylaws, the Chair must represent private sector businesses. These officers, in addition to other members that may be appointed by the officers, constitute the Executive Committee.

EXCERPT FROM ARTICLE VII – COMMITTEES in SDWP Bylaws:

A. Executive Committee

1. The Executive Committee shall be comprised of the Chair, Vice Chair, Secretary/Treasurer. Other members of the Corporation's Board may be appointed by the Executive Committee. The Chair shall serve as Chair of the Executive Committee. The Executive Committee shall:
 - (i) Have and may exercise the authority of the Board in the management of the affairs of the Corporation between meetings, except as to Reserved Items (more particularly described below).
 - (ii) Keep minutes of its proceedings and shall report to the Board on action taken. Minutes of meetings shall be prepared and kept with the records of the Corporation.
 - (iii) Provide overall direction and assign responsibilities to other committees.
 - (iv) Be responsible for oversight of fiscal matters (e.g., review of financial statements/reports and reporting to the full Board.) and shall propose an annual proposed budget for approval by the Board and submission to the Consortium which shall approve the annual operating budget. Make recommendations to the Consortium regarding the composition of the Board in compliance with membership requirements as outlined in the WIOA and individuals who may serve as future Directors consistent with the composition of the Board laid out herein.
 - (v) Form additional committees as deemed necessary.
 - (vi) Determine responsibilities of all committees and workgroups.
 - (vii) Conduct all of its meetings in compliance with the California Government Code, including the Brown Act.

Item #3: Board Membership Nominations & Resignations

RECOMMENDATION

The WDB concur with the Executive Committee's recommendation to add the following members:

Private Sector Seats:

Dennis Dubard - Manager, Public and Government Relations, General Dynamic, NASSCO

Mark Starr – Director, Microsoft

Mary Burton – VP of Human Resources, Sea World

Sandra Shuda – VP of Strategy & Services, Watkins Wellness

Apprenticeship Seat:

Shandon Harbour – President & CEO, Associated Builders and Contractors

BACKGROUND

SDWP bylaws state that a majority (51%) of Directors shall be private sector representatives. The Executive Committee met on July 25, 2017 and reviewed all current applications.

There are three remaining open seats that must be filled by organized labor. No additional applications for these seats were received. P. Callstrom has reached out to various labor leaders for recommendations. The SDWP will continue to reach out for these representatives.

The following members completed their term and have resigned: Eric Robles, Krista Torquato, Lee Goodman, Mark Cafferty, Richard Barrera, Steve Redding.

ATTACHMENT

Nominated member applications

Workforce Development Board (WDB)

Applicant: Dennis DuBard

Application Date: June 7, 2017

Organization

General Dynamics NASSCO

Job Title

Manager, Public and Government
Relations

Category(s)

Private Sector Business/Employer

Bio

Dennis DuBard became the Manager of Public and Government Relations for General Dynamics NASSCO in August 2014. He is responsible for implementing NASSCO's strategic communications initiatives as well as developing the company's relationships with state and local government entities.

DuBard joined NASSCO in November 2010 as the Manager of Navy Programs Business Development. Prior to working at NASSCO, DuBard served as a naval aviator for more than 30 years with experience in Fleet Battle Group and Expeditionary Warfare Operations, including command of the USS PELELIU (LHA 5), Amphibious Squadron One, and Helicopter Combat Support Squadron Eight. He retired from active duty in 2007 with the rank of Captain. Dennis is active in the local San Diego community serving on the Board of Directors for the California Manufacturing and Technology Association (CMTA), the San Diego Military Advisory Council (SDMAC), San Diego Fleet Week Foundation, the San Diego Port Tenants Association (SDPTA), the Navy Helicopter Association and the San Diego Bowl Game Association. DuBard is a native of Houston, Texas. He earned a bachelor's degree from Texas A&M University and a master's degree in Strategic Planning and International Affairs from the U.S. Naval War College.

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

Opportunity to support workforce development throughout the region

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

I am on the Board of Directors for the following organizations: San Diego Military Advisory Council, San Diego Bowl Game Association, Fleet Week Foundation, National City Chamber of Commerce, San Diego Port Tenant's Association, California Manufacturing & Technology Association, Navy Helicopter Association

Describe any other community involvement activities:

Member of the Public Policy Committee, San Diego Regional Chamber of Commerce in the San Diego Region.

Organization

Microsoft Corporation

Job Title

Director

Category(s)

Private Sector Business/Employer

Bio

With over 25 years' experience, I act as Microsoft liaison to public sector customers, aligning Microsoft solutions with business problems. I help public sector customers transform complex visionary ideas into sustainable, adaptive, technology solutions. At Microsoft I am considered a specialist in the areas of Public Safety, Health and Human Services, and Government Affairs.

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

Microsoft is very community focused. There are areas that our two companies are serving similar populations. I want to align the overlap to provide better services to the SDWP target population.

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

I have served on the Smart Riverside Board [<http://www.smartriverside.org/>], and currently serve on the San Diego Futures Foundation Board [<http://sdfutures.org/>]. Both organizations focus on Digital Inclusion and programs that service the disadvantaged population of their respective regions.

Describe any other community involvement activities:

Occasional volunteer to community activities.

Organization

SeaWorld

Job Title

Vice President, Human Resources

Category(s)

Private Sector Business/Employer

Bio

Mary Burton brings a rich legacy of human resource and community involvement to all her endeavors. In her current role as Vice President of Human Resources for SeaWorld San Diego and Aquatica in Chula Vista, she is responsible for guiding and nurturing more than 4,000 SeaWorld ambassadors. In her current capacity Mary is responsible for recruitment, employee relations, events and morale programming, training and development, workforce planning and more. She is most proud of developing programs that mentor and support the park's large contingent of young ambassadors, many for which SeaWorld is a first time job. She has an effective track record of building strong organizational processes and is adept at balancing employee, regulatory and operational priorities. While Mary has enjoyed 30 years on SeaWorld's human resources team, from 2015 to 2016 she served as Association Director of Human Resources for the YMCA of San Diego County, the nation's second largest Y. Mary has lived in the San Diego community for 30 years. She has been active with the Boy Scouts of America and served as a USO volunteer. Mary holds a Master's degree in Business Administration from the University of Redlands and holds Senior Professional Human Resources certification. In her free time Mary enjoys showing off SeaWorld to visiting friends and relatives. Her hobbies include exploring the local desert region, gardening and photography. Mary resides with her husband and two sons in San Diego's East County.

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

SeaWorld San Diego has been a community partner to San Diego for more than 50 years, as a leading tourism destination delivering personal, interactive and educational experiences that blend imagination with nature and enable our guests to celebrate, connect with and care for the natural world we share. At SeaWorld, our employees – or ambassadors as we call them – are our heart and soul. When our ambassadors are empowered and inspired, they create experiences that matter for our guests. While our more than 4,000 year-round and seasonal ambassadors in San Diego represent a diverse range of backgrounds and experiences, they share one common trait: They are passionate about what we do at SeaWorld. 89% of our ambassadors told us that they understand and believe in our company's core purpose. The ride operators, culinary and guest services staff, educators and other guest-facing ambassadors work front-line positions often as a first job. More than 800 between the ages 16 and 18 will join the SeaWorld or Aquatica workforce in 2017. We are committed to training and development and believe that a first job can set a foundation for not only for individual career success, but for strong communities. One

of our primary areas of focus is strengthening how we support and enable our employees' development. Our Human Resources purpose is to offer work and development that matters. The foundation for doing this, we believe, is opening up the lines of communication between managers and employees to share feedback, expectations and objectives. In addition, our most recent employee survey found a clear link between levels of engagement and the degree to which employees are having meaningful conversations with their manager. We recently launched a new initiative, called "The One," designed to ensure that meaningful conversations are happening regularly between leaders and those they lead. The SeaWorld Human Resources focus areas directly align with those of the San Diego Workforce Partnership. More than 50,000 have called SeaWorld a first job during the years since the park opened. We work with SDWP to connect individuals to work experiences that matter. Ambassador alumni now serve the community in roles such as public servants, teachers, and scientists. We are very proud of our partnership with SDWP because we believe our shared effort benefits the San Diego region for this and future generations.

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

Human Resources Committee, International Association Amusement Parks & Attractions (IAAPA), San Diego Alumni Chapter Board Member at the University of Redlands, Committee Chair Boy Scout Troop 45, Lakeside California

Describe any other community involvement activities:

None

Organization

Watkins Wellness

Job Title

VP of People Strategy & Services

Category(s)

Private Sector Business/Employer

Bio

I'm a native San Diegan who loves to fish and spend time with my family and friends. My first language is Spanish as both my parents emigrated from Mexico. I have been married to my best friend, Steve for 39 years, have a daughter, Aarika who is a 3rd grade school teacher at La Costa Meadows and a wonderful son-in-law, Riley who is a Finance Manager at Qualcomm and two grandchildren, Berkley who is 4 and River who is 1 ½ years old. My husband left his job 4 years ago to care for our two grandchildren. I reside in Carlsbad about 3 miles from where I work.

My passion is helping people and, therefore, I work in the Human Resources field. I joined Watkins Wellness in 1992 and manage the entire people services and employee wellness teams' world-wide. Watkins Wellness is the number one manufacturer of portable spas with over 900 Dealers selling our products in over 70 countries. One of my main objectives is providing a work environment where performance thrives. Giving our employees an experience that is positive and rewarding that make a difference in their lives and the lives they support is important. People matter at Watkins Wellness.

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

Phil Blair approached me and asked if I would consider being on the Board of Directors for SD Workforce Partnership. I have researched the company and its cause plus had lunch with both Phil and Peter Callstrom to learn more. I like what I have learned thus far and believe I can add value to this Board.

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

Giving back to our community and my church are important to me. I'm a Christian who loves the Lord and enjoys helping others in need. I've served on the Board of Directors for the Vista Boys and Girls Club and recently served on the Board of Directors for North County Solutions for Change, a homeless shelter. As a young child I was an active participant at the Girls Club in Chula Vista and earned the prestigious title of Girl of the Year. My father, unfortunately, through an alcohol addiction became homeless in his early 50's and passed away at 55. Ironically growing up my father would bring homeless people to our home to feed them. I believe this is where my desire to help homeless people comes from.

Describe any other community involvement activities:

None

Workforce Development Board (WDB)

Applicant: Shandon Harbour

Application Date: September 21, 2016

Organization

Associated Builders and Contractors

Job Title

President/CEO

Category(s)

Apprenticeship

Bio

As the incoming President/ CEO of the San Diego Chapter of ABC, I am responsible for all aspects of planning, budgeting, and implementing the organization's strategic goals and every day activities. As the former Executive Director of the ABC Training Trust, I was responsible for executing all aspects of the apprenticeship program which trains in five construction disciplines (electrical, electronic systems technician, plumbing, pipefitting and sheet metal). Prior to the Executive Director position, I served as the VP of Safety and Education for the San Diego Chapter of ABC, responsible for the advanced education program. This program includes extensive ongoing safety for contractor members and other construction industry professionals and various other allied fields.

Prior to joining ABC, I served as part of the management team for SDA Security, a family owned business. I started "in the trenches" in the mail room and worked my way up through various management and leadership positions, including Human Resources Manager, Director of Sales and Operations and ultimately served as President for over seven years. Prior to working at SDA Security I served as a multi-subject elementary and middle school level teacher for the San Diego Unified School District and also served as a Peer Coach as part of district efforts to improve reading scores and literacy curricula. Personal Awards/ Recognition: Recognized as one of 20 outstanding leaders under 40 in the security industry Named to "40 Under 40" by San Diego Metropolitan YWCA Tribute to Women and Industry (TWIN) award recipient Finalist, San Diego Business Journal's Most Admired CEO Award, 2011

I am a second generation member of the Downtown Rotary Club 33 and third generation Thursday Club Member. I am a third generation San Diegan and a graduate of the University of Southern California. I live in the Scripps Ranch area of San Diego and am the proud mother of 3 boys.

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

I wish to serve on the Workforce Development Board in order to forge a strategic partnership between ABC and the SDWP. I believe that there is a great opportunity for ABC to be a hiring resource for those coming through America's Job Centers and Career Centers. My experience while serving on various Employer Panels and as a presenter at various Career Fairs has highlighted the importance of broadening ABC's involvement with the SDWP.

ABC San Diego's Apprenticeship Training Trust is committed to training not only apprentices and journeymen in electrical, plumbing, pipefitting, electronic systems technicians and sheet metal trades; but we also offer training to those who wish to learn a career technical trade (we call this group craft trainees). Apprentice, Trainee, and Journeymen training play a key role in providing access to meaningful employment through on the job training programs. In this way, ABC and SDWP are closely aligned in that we both have a mission to meet the workforce needs of employers and provide job seekers with access to meaningful employment.

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

As President of SDA Security, I participated on numerous boards including but not limited to: San Diego Employers Association, The Better Business Bureau, Membership Committee for the Rotary 33 organization and as Board Member and President of the San Diego Executives Association. As the ABC Vice President of Safety and Education, I supported various boards as a primary staff member. Associated Builders and Contractors conducts multiple boards governing our organization which include but not limited to: Board of Directors which oversees the 501c6 membership organization and a Board of Trustees which oversees our ERISA Trust listed as a 501c3. In addition, the Executive Director of ABC is a member of the ABC Health Trust board which manages the health care for the participating employers. I am also a member of the San Diego Regional Chamber of Commerce, Education Committee and the Defense, Veterans and Military Affairs Committee.

Describe any other community involvement activities:

Member of the downtown Rotary 33 since 2008 and have served on the Membership Committee as well as the Camp Enterprise Committee (Camp Enterprise is a program where we take high school juniors from all over the county to the mountains and teach them how to write a business plan over the course of 2 days).

Member of the Thursday Club – a longstanding women's organization dedicated to philanthropy in the San Diego Region.

Member of the Iris Club – an organization dedicated to supporting the San Diego Center for Children, the cities oldest organization helping foster children as well as children that have high emotional and special needs.

Member of the Capital Development Committee for the Rancho YMCA. Work on the Capital Development team in an effort to create a space for children's recreation in the Scripps Ranch area.

Member of San Diego Military Advisory Council.

Item #4: Regional and Local Plans / WIOA Partner MOU

RECOMMENDATION

That the WDB approve the Workforce Innovation and Opportunity Act (WIOA) Regional and Local Plans, including the Partner MOU, which have been developed in conjunction with the State Workforce Development Board, Employment Development Department (EDD), Imperial County WDB, and the San Diego Imperial County Community College Association (SDICCA). This plan has been provisionally approved by the State.

BACKGROUND

The State of California has outlined three policy objectives which the fourteen regional planning units (RPU) across the state and all local boards must focus regional and local plans. These policy objectives include fostering “demand-driven skills attainment”, enabling upward mobility for all Californians, including populations with barriers to employment, and aligning, coordinating and integrating programs and services.

San Diego has developed a set of plans which address all three areas. Our approach is informed by labor market information, and our efforts included seeking input from board and committee members, working groups with the community college system, close coordination with Imperial County WDB and an extensive public comment period on the documents themselves. The resulting plans are centered on nine core tenets, which were discussed by the WDB and its committees in 2015 and 2016.

- 1. The local workforce development system is more than the programs we fund.** Each of the stakeholders in our system manage individual programs, infrastructure and investments. We are working to connect these programs to create a more unified, integrated workforce development system that focuses on impact, not program requirements. One example of this work is the Flip the Script initiative which brings together young adults, parents, employers, workforce professionals, service providers, educators, funders, community members and elected leaders to “cut the rate” and “halve the gap” of disconnected youth by 2020.
- 2. *Shared labor market data.*** SDWP is collaborating with other Southern Border workforce stakeholders on sector research and reports, creating a common vision/agreement on which sectors/occupations to invest in, reducing duplication, and aligning the direction of our job training and education investments.
- 3. *Creating opportunity for ALL San Diegans.*** One example of expanding the definition of workforce development is the establishment of the Center for Local Income Mobility (CLIMB) which will generate opportunities to invest in families and children in San Diego County — the very front end of our workforce pipeline.
- 4. *Human-centered approach to system and service design.*** We are organizing our services around customer needs, not programmatic requirements. We have trained partners, the community, and our own staff in human-centered design thinking and have received extensive recognition from national audiences on the HCD approach to recruiting through

our Hiring at Happy Hour program which brings employers and job seekers together in whole new way.

5. **Single entry point for business customers.** SDWP is exploring a streamlined approach to business services which is not based on program (AJCCs, CONNECT2Careers, etc.) but focused on meeting the needs of the business customer quickly and effectively.
6. **Increase service access points.** San Diego has launched two job centers in jails, one at the East Mesa Reentry Facility (ERMF) for men and the second at the Las Colinas Detention and Reentry Facility (EMRF) for women. Additionally, we were the recipient of a grant for the English Language Learner (ELL) and refugee population and are establishing innovative models to serve these groups through the use of community-based organizations and Adult Education.
7. **Common definition of work readiness.** SDWP understands that businesses want a way to measure and understand job readiness and essential skills in addition to the technical skills. To bridge the gap, we are rolling out nationally recognized career readiness tools such as the ACT National Career Readiness Certificate (NCRC) and the National Retail Foundation (NRF) Certification. We are also exploring the use of Labor Market Information (LMI) tools to inform a “skills-first” approach to work readiness.
8. **Less money spent on bricks and mortar, more invested in people.** SDWP is working closely with San Diego Continuing Education to explore opportunities for co-location to better serve our community. With the Board’s support, we are also moving to one service provider of the American Job Centers of California (AJCC) system, transforming our Eligible Training Provider List (ETPL) to focus on low cost, high quality training through partners such as adult education and community colleges to enable a larger number of participants to be served.
9. **Efficiency and measurable continuous improvement.** SDWP is rolling out of the TechHire initiative in partnership with the City of San Diego and San Diego Continuing Education to establish a more efficient mechanism for equipping students with real-world experience through internships, job shadowing and peer-to-peer coaching. Additionally, we are actively partnering with Google, Microsoft/LinkedIn and EMSI to explore new approaches for collecting, analyzing and visualizing big data to inform program design, support the pursuit of new funding and drive process improvement.

Click on the links below to review the documents listed.

- [Link](#) to the Regional Plan
- [Link](#) to the Local Plan
- [Link](#) to the WIOA Partner MOU

Item #5: Lease Renewal of South County Career Center

RECOMMENDATION

That the WDB approve the renewal of the lease for the South County Career Center located at 1111 Bay Boulevard, Suite E, Chula Vista, CA 91911.

BACKGROUND

SDWP currently oversees six comprehensive AJCCs throughout San Diego County, this includes the administration of three property leases:

- 1) SDWP's offices at 3910 University Avenue
- 2) South Metro Career Center at 4389 Imperial Avenue
- 3) South County Career Center at 1111 Bay Boulevard, Suite E, Chula Vista

As of December 2017, SDWP will also begin to administer the lease for Oceanside as Employment Development Department (EDD) is transitioning all leases to local WDBs.

The current five-year term for the South County Career Center lease ended June 30, 2017. The SDWP intends to renew the lease for an additional five years. The South County Career Center is approximately 20,000 sq. ft., nearly half of which is subleased to agencies including: EDD, Department of Rehabilitation (DOR), San Ysidro Health Centers and other community partners. The costs and terms of this lease renewal are as follows:

Term	Monthly Cost*	Annual Cost*	Cost/SF/Mo	% Increase
FY18	\$36,806	\$441,672	\$1.852	
FY19	\$37,910	\$454,920	\$1.907	3.0%
FY20	\$39,047	\$468,564	\$1.965	3.0%
FY21	\$40,219	\$482,628	\$2.023	3.0%
FY22	\$41,425	\$497,100	\$2.084	3.0%

*Not including maintenance and utilities.

The current building meets all of EDD's ADA, seismic and asbestos requirements. Costs are competitive with other facilities in the region, and is easily accessible via public transportation.

Item #6: Contract Performance Dashboard – PY16/17 Quarter 4

INFORMATION ITEM – NO ACTION REQUIRED

This snapshot provides a high-level overview of contractors, programs, and performance as of the end of program year 2016-2017.

“Performance” is an indicator of whether the entity is meeting target outcomes as well as contractual compliance.

Green	Yellow	Red
In compliance and on track to meet all metrics.	Minor corrective action or slightly below performance standards.	Out of compliance, unable to meet contractual goals and significant corrective action.

Adult			
Contractor	Program Name	Funding Stream	Contract Total
ResCare (South)	Adult/Dislocated Workers	Department of Labor (DOL)	\$1,415,022
	Expanded Subsidized Employment (ESE)	County of San Diego	\$ 172,699
	Breaking Barriers San Diego	DOL- Workforce Innovation Fund	\$ 212,256
ResCare (North)	Adult/Dislocated Workers	WIOA	\$1,552,389
	Expanded Subsidized Employment (ESE)	County of San Diego	\$ 85,572
	Breaking Barriers San Diego	DOL –WIF	\$ 200,127
KRA (Metro)	Adult/ Dislocated Workers	DOL	\$3,234,744
	Breaking Barriers San Diego	DOL – WIF	\$ 449,780
	Expanded Subsidized Employment (ESE)	County of San Diego	\$ 222,487
Grossmont Unified (East)	Adult/ Dislocated Workers	WIOA	\$1,178,045
	Expanded Subsidized Employment (ESE)	County of San Diego	\$ 177,367
	Breaking Barriers San Diego	DOL –WIF	\$ 148,579
MDRC-Evaluation Study	Breaking Barriers San Diego	DOL –WIF	\$ 854,869
Second Chance	Reentry Works 1	DOL	\$ 387,481
	Reentry Works 2	DOL	\$ 387,481
Youth			
Able Disabled Advocacy	(Metro) Out of School Youth (OSY)	WIOA	\$510,000
Access, Inc.	(Metro) OSY	WIOA	\$460,000
	(East) OSY	WIOA	\$459,000
	(North) OSY	WIOA	\$460,000
	(South) OSY	WIOA	\$400,000
	(Metro) Foster Youth Independent Living Services	WIOA	\$247,500
	(County-Wide) Foster Youth SPA	WIOA	\$432,000
BiOCOM Institute	(County-Wide) OSY - Introductory Life Sciences Experience (ILSE)	WIOA	\$275,000
Comprehensive Training Systems*	(South) OSY	WIOA	\$343,040
Interfaith Community Services	(North) OSY	WIOA	\$456,221
International Rescue Committee	(East) OSY	WIOA	\$237,500
San Diego Continuing Education	(Metro) OSY	WIOA	\$437,600
Second Chance	(Metro) OSY	WIOA	\$450,000
South Bay Community Services	(East, South, North) Foster Youth ILS	WIOA	\$302,500
YMCA	(North) OSY	WIOA	\$430,539

*Contract was closed out at the end of program year 2016-2017. Option year was not executed for the 2017-2018 program year.

Item #7: Board Member – Annual Dues

INFORMATION

The Executive Committee would like to propose that WDB members contribute at least \$100 annually to the SDWP. These funds will be used for board related expenses such as:

- Food at board meetings
- Board social events
- Board acknowledgement
- Other board-related expenses

The SDWP will send members an invoice annually.

The SDWP is a 501(c)(3) public benefit non-profit organization. Please consult with a finance professional regarding tax deductions.

Item #8**2017/2018 Board Meeting Calendar**

INFORMATION ITEM – NO ACTION REQUIRED

Workforce Development Board meeting calendar.

- October 19, 2017
- December 7, 2017
- February 15, 2018
- April 19, 2018
- June 14, 2018

Item #9 **Committee Updates (Adult, Youth, Audit, Executive)**

INFORMATION ITEM – NO ACTION REQUIRED

Committee chairs will provide updates.

Item #10: CEO & Staff Report

INFORMATION ITEM – NO ACTION REQUIRED

The CEO and staff members will provide an update on SDWP activities.