

## **Item #1: Minutes of the June 25, 2015 Adult Programs Committee Meeting**

---

### **Members Present**

Linda Kavanagh  
Judy Lawton  
Petros Alemeselessie  
Chaz Compton  
Lorraine Collins  
Trevor Blair

Michael Jones  
Vicki Brannock  
Annie Taamilo  
Rebecca Aguilera-  
Gardiner  
Stormy Miller

Maurice Wilson  
Tom Frost  
Jose Cruz

### **Members Absent**

Chris Fernandez  
Fernando Nunez  
Joe Mackey

Josh Shapiro  
Marlene Taylor  
Shaina Gross

Stephanie Murphy  
Walter Lam

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 Linda Kavanagh, at 8:05 am, at NTVSI offices with a quorum.

### **Public Comment**

New member Michael Jones, Maritime Alliance introduced himself to the Committee.

Maurice Wilson provided an overview of the three-week Reboot workshop. Maurice stated there are plenty of opportunities for volunteer to be facilitators, mentors, participate in mock interviews, review resumes, etc.

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

- 1-06/25/2015 - Item 1    **Minutes of the April 23, 2015 APC meeting**  
That the APC approve the minutes of the April 23, 2015 meeting.  
*Motion, Seconded, Carried Unanimously (Lawton/Compton)*
- 2-06/25/2015 - Item 2    **Approval of Providers/Programs for Eligible Training Provider List**  
That the APC recommend to the WIB the approval of five new programs that meet the requirements for inclusion on the Eligible Training Provider List.  
*Motion, Seconded, Carried Unanimously (Lawton/Compton)*  
*Abstentions: Trevor Blair and Maurice Wilson*

**The following items were discussed with comments noted:**

3 -06/25/2015 – Item 3 **Expanded Subsidized Employment Information Item**

Andy reviewed the item.

4 -06/25/2015 – Item 4 **America’s Job Center of California Performance Summary for Period Ending March 31, 2015**

A. Hall reviewed the agenda item and the data. Data reporting is limited.

**DISCUSSION**

Committee members asked why KRAs performance was so low during this period. KRA responded that initially it was due to data clean up. The MIS conversion caused a number of issues that KRA had to work through; staff needed to be trained on the new system, systems needed to be put in place to ensure quality assurance. Because of the reporting challenges SDWP is not recommending corrective action but if it continues, they will be making the recommendation.

The Committee wanted to know why Rescare was not being affected by the same issues. Staff responded that all of the operators were affected; Metro holds 45% of participants, greater opportunity to fail or succeed.

5 -06/25/2015 - Item 5 **Program Update – Bridge to Employment Program**

A. Hall reviewed the agenda item. S. Collier reviewed the data for the Bridge to Employment Program.

6-06/25/2015 - Item 6 **WIOA Update**

SDWP Leadership has been working closely with the WIB chair, vice chair, elected officials, and Corporate Board chairs to reconstitute our Boards. SDWP is also going through our Governance Review, creating a smaller Board. The process for downsizing WIB members has not been identified. Technically after July 1, the whole Board will need to be recertified. Committee members wanted to know how the WIB changes impact the APC? Staff responded that this would be discussed at our APC Retreat. Once the new Board is in place that will determine the relationship with the APC.

7-06/25/2015 - Item 7 **APC Workgroup Updates**

Earn and Learn – The Workgroup haven’t met since April, still waiting to hear about the Apprenticeship proposal we submitted.

Business Services – Met on June 4, discussed some of the metrics for engaging employers. Came up with a report card that we’re going to use at the AJCCs.

Partnership Workgroup – Starting with a data driven approach. Using mapping data to determine access points with our partners. Currently recruiting Partnership Workgroup members, the next meeting is scheduled for the last week in July.

**DISCUSSION**

Committee asked how they envisioned approaching the employers, sector based or speaking to all employers? We have two strategies, to serve both the business community and the job seekers. Internally serve the business community and AJCC and contracted partners will serve the job seeker. Committee asked how will you deal with the relationship with the employers? SDWP has a centralized Business Services Department. Systems will be put in place to coordinate those communication efforts.

AB86 Update - Nothing concrete has come out from adult ed and AJCCs are exploring some co-location.

**Reports**

Reboot Graduation class – June 26, 12:00 pm.

Manpower is looking for people/participants who are interested in working for before and after school providers, anyone interested contact Trevor Blair.

Staff presented on the following programs:

- How to Do Business w/SDWP
- Business Services
- America’s Job Centers of California
- Health Profession Opportunity Grant
- Expanded Subsidized Employment Program

**Adjournment**

The meeting was adjourned at 10:15 am

---

Rebecca Bianconi, Meeting Secretary